



REPUBLIC OF THE PHILIPPINES

DEPARTMENT OF AGRARIAN REFORM

Tunay na Pagbabago sa Repormang Agraryo

MEMORANDUM CIRCULAR NO. 07

Series of 2019

TO : The Undersecretaries
The Assistant Secretaries
The Bureau and Service Directors
The Regional Directors
The Provincial Agrarian Reform Program Officers
The Municipal Agrarian Reform Program Officers
All Other DAR Officials and Employees Concerned

SUBJECT: AMENDMENT TO MEMORANDUM CIRCULAR (M.C.) NO. 06, SERIES OF 2017, ENTITLED "ORGANIATIONAL MANDATE, FUNCTIONS, RESPONSIBILITIES AND STRUCTURE OF THE POLICY, PLANNING AND RESEARCH OFFICE"

Pursuant to Sections 6 and 7, Chapter 2, Book IV of Executive Order (E.O) No. 292, in consonance with Sections 14, 15, and 16 of E.O. No. 129-A and Section 49 of Republic Act (R.A.) No. 6657, as amended, the Department issued M.C. No. 03, Series of 2017¹ realigning its functions and creating the Policy, Planning and Research Office (PPRO).

To enable the PPRO to create an organizational structure suited to its mandate and hone its capability to carry out its functions and responsibilities in line with the 2017-2022 Strategic Plan, M.C. No. 06, Series of 2017 was likewise issued. Under M.C. No. 06, Series of 2017, there are four (4) Service Units, which were tasked to carry out the mandate of the PPRO. These Service Units are the: i) External Affairs and Relation Service (EARS); ii) Policy and Research Service (PRS); iii) Planning Service (PS) and iv) Management Information System Service (MISS).

After more than two (2) years of implementation and considering that the core mandate of the PPRO is to strengthen the planning and policy research functions of the Department, which shall be carried out by the PS and PRS, M.C. No. 06, Series of 2017 has to be amended in order to allow the PPRO to focus on its major functions and responsibilities.

Accordingly, M.C. No. 06, Series of 2017 is hereby amended in the following manner:

- I. The PPRO shall have three (3) Service Units to carry out its core mandate of planning and policy research functions. These three (3)-Service Units

¹ Strengthening the Policy, Planning and Research Functions of the Department Proper Thru the Creation of a Separate Policy, Planning and Research Office (PPRO) from the Finance, Planning and Administrative Office (FPAO).

are the PS, PRS and MISS. The PS has two (2) divisions, namely: the Planning and Programming Division (PPD) and the Plan Implementation, Monitoring and Evaluation Division (PIMED). The PRS, on the other hand, shall have the Policy Division (PD) and Research Division (RD).

- II. The PPRO, PS, PRS, PPD, PIMED, PD, and RD shall perform their respective functions and responsibilities as originally mandated under M.C. No. 06, Series of 2017.
- III. The MISS and its IT Support Division (IT-SD) and Data Management Division (DMD) shall remain under the PPRO and shall perform their respective functions and responsibilities as originally mandated also in M.C. No. 06, Series of 2017.
- IV. The EARS shall now be under the full control and supervision of the Office of the Secretary (OSEC).
- V. The EARS shall continue to perform the following functions and responsibilities:
 1. Liaises, establishes, and facilitates linkages with the legislative, executive, judiciary and other stakeholders;
 2. Promotes, coordinates and monitors essential agrarian reform related legislation in both houses of Congress;
 3. Assists in the preparation, drafting, consolidating and finalizing of position papers, memoranda, proposals and other policy-related documents fostering agrarian-related advocacies;
 4. Provides periodic updates and recommendations on policy matters critical to the Secretary's development plans, strategies, and decision-making; and
 5. Performs such other functions and responsibilities as the Secretary may assign.
- V. The Director of EARS shall, from time to time, report to the OSEC for proper guidance and instruction.

This Memorandum Circular shall take effect immediately and modifies and/or supersedes M.C. No. 06, Series of 2017, as well as all other issuances only insofar as they are inconsistent herewith.

DILIMAN, QUEZON CITY, 29 August 2019.


ATTY. JOHN R. CASTRICONES
Secretary

Department of Agrarian Reform
Office of the Secretary

