

**ADMINISTRATIVE ORDER NO. 23 COMPLIANCE REPORT TEMPLATE**

**(1) NAME OF DEPARTMENT/AGENCY/LGU:**  NATIONAL SECURITY COUNCIL

**(2) SUBMITTED UPDATED CITIZEN’S CHARTER TO ARTA ON JULY 25, 2020:**      Yes      No

**(3) LIST OF ALL FRONTLINE SERVICES AND CORRESPONDING LEGAL BASIS**

GOVERNMENT SERVICE	LEGAL BASIS		OFFICE/AGENCY REGULATIONS		
	Governing Law(s) (Number and Short Title) <sup>1</sup>	Specific Provision in the Governing Law(s) as Basis <sup>2</sup>	Issuance/Policy Title	Date of Effectivity	Other Issuances/Policies it Effectively Repeals/Amends
1. Provision of Policy Advice	<b>Executive Order no. 115 s. 1986</b>	Sec 8. In addition to such specific duties and responsibilities as the President may direct, it shall be the duty of the NSC: 1. To advise President with respect to the integration of domestic, foreign, military, political, economic, social, and educational policies relating to national security so as to enable all concerned ministries,	Office Order No. 2017-054 – “Restructured NSC Organization”	16 September 2016	None

<sup>1</sup> Number and short title of the governing law which mandates and gives power to the agency or LGU to regulate and/or offer the service

<sup>2</sup> Cite section number and quote provision identified in the governing law

		<p>departments, and agencies of government to meet more effectively, problems and matters involving the national security;</p> <p>2. To formulate and coordinate the implementation of policies on matters of common interest to various ministries, departments, and agencies of the government concerned with the national security, and to make recommendations to the President in connection therewith.</p>			
2. Provision of Presidential Situational Report Services	Administrative Order No. 2, s. 2010	Section 2.b (provides current intelligence and crisis support to the President...)	<p>"NSC Organizational Structure (2017-2022)" SO 2017-016</p> <p>"Re-deployment of personnel based on the existing NSC Organizational Structure" SO 2017-092</p>	2017	None
				07 August 2017	

			Memorandum Circular No. 5, s. 2016	24 August 2016	
3. Conduct of Environmental Scanning and Monitoring	Executive Order No. 115, s. 1986	Section 8.2 (...evaluate and analyze all information, events, and incidents in terms of the risks they pose or implications upon and/or threats to the overall security and stability of the nation...)	NSC Organizational Structure (2017-2022)" SO 2017-016  "Re-deployment of personnel based on the existing NSC Organizational Structure" SO 2017-092	2017	None
	Administrative Order No. 2, s. 2010	Section 2.a (monitors events, situations and developments that have national security implications...)	NSC Organizational Structure (2017-2022)" SO 2017-016  "Re-deployment of personnel based on the existing NSC Organizational Structure" SO 2017-092	2017  07 August 2017	None
4. National Security Monitor Reports	Executive Order No. 115, s. 1986	Section 8.2 (...evaluate and analyze all information,	NSC Organizational Structure (2017-	2017	None

		events, and incidents in terms of the risks they pose or implications upon and/or threats to the overall security and stability of the nation...)	2022)” SO 2017-016  “Re-deployment of personnel based on the existing NSC Organizational Structure” SO 2017-092	07 August 2017	
	Administrative Order No. 2, s. 2010	Section 2.a (monitors events, situations and developments that have national security implications...)	NSC Organizational Structure (2017-2022)” SO 2017-016  “Re-deployment of personnel based on the existing NSC Organizational Structure” SO 2017-092	2017  07 August 2017	
5. Memos for Inputs to Policy Advice	Executive Order No. 115, s. 1986	Section 8.2 (... evaluate and analyze all information, events, and incidents in terms of the risks they pose or implications upon and/or threats to the overall security and stability of the nation...)	NSC Organizational Structure (2017-2022)” SO 2017-016  “Re-deployment of personnel based on the existing NSC Organizational	2017  07 August 2017	<b>None</b>

			Structure” SO 2017-092		
6. Memos and Correspondences for inputs to Security Policy Implementation and EEIs	Executive Order No. 115, s. 1986	Section 8.2 (... evaluate and analyze all information, events, and incidents in terms of the risks they pose or implications upon and/or threats to the overall security and stability of the nation...)	NSC Organizational Structure (2017-2022)” SO 2017-016  “Re-deployment of personnel based on the existing NSC Organizational Structure” SO 2017-092	2017  07 August 2017	None
7. Management of Conduct of Meeting	Executive Order No. 115, s. 1986	1st Sentence, Section 5. The Council shall have a permanent Secretariat which shall be under the supervision and control of the National Security Director.	Office Order No. 2017-054 – “Restructured NSC Organization”: Items 4.2.2, 4.2.2.1	16 September 2016	None
	<ul style="list-style-type: none"> <li>Executive Order No. 24 dtd 16 May 2017 - “Reorganizing the Cabinet Cluster system by Integrating Good Governance and Anti-Corruption in the Policy Frameworks of all the Clusters and Creating the</li> </ul>	Last Par. Section 6: Secretariat: National Security Council			

	Infrastructure Cluster and Participatory Governance Cluster”				
			Memorandum Circular No. 94 s. 2016 – “Creating the National Task Force for the West Philippine Sea	17 March 2016	
8. Preparation of Report on Security Policy Implementation	Executive Order No. 115 dtd 24 December 1986 – Reorganizing the National Security Council and Defining its Membership, Function, and Authority and Other Purposes	Last Par. Sec 1. The National Security Council shall provide administrative and technical support to the National Task Force for the West Philippine Sea.			None
	<ul style="list-style-type: none"> <li>Executive Order No. 24 dtd 16 May 2017 - “Reorganizing the Cabinet Cluster system by Integrating Good Governance and Anti-Corruption in the Policy Frameworks of all the Clusters and Creating the Infrastructure</li> </ul>	1 <sup>st</sup> Sentence, Section 5. The Council shall have a permanent Secretariat which shall be under the supervision and control of the National Security Director.	Office Order No. 2017-054 – “Restructured NSC Organization”: Item (d) 4.2.2.2	16 September 2016	

	Cluster and Participatory Governance Cluster?				
			Memorandum Circular No. 94 s. 2016 – “Creating the National Task Force for the West Philippine Sea	17 March 2016	
9. Monitor Actions Taken on Meeting Agreements	Executive Order No. 115 dtd 24 December 1986 – Reorganizing the National Security Council and Defining its Membership, Function, and Authority and Other Purposes	1 <sup>st</sup> Sentence, Section 5. The Council shall have a permanent Secretariat which shall be under the supervision and control of the National Security Director.	Office Order No. 2017-054 – “Restructured NSC Organization”: Item (d) 4.2.2.2	16 September 2016	None
	<ul style="list-style-type: none"> <li>Executive Order No. 24 dtd 16 May 2017 - “Reorganizing the Cabinet Cluster system by Integrating Good Governance and Anti-Corruption in the Policy Frameworks of all the Clusters and Creating the Infrastructure Cluster and</li> </ul>	Last par. Section 6: Secretariat: National Security Council			

	Participatory Governance Cluster”				
			Memorandum Circular No. 94 s. 2016 – “Creating the National Task Force for the West Philippine Sea	17 March 2016	
10. National Security Policy (NSP) and National Security Strategy (NSS) Advocacy	<b>E.O. 16 S. 2017</b>  <b>A.O.12 S. 2018</b>	Section 2. The NSA shall spearhead the implementation and monitoring of the NSP 2017-2022.  Section 3. Initiation, Coordination and Oversight of Strategy Plan Formulation and Implementation.	Office Order No. 2017-054 – “Restructured NSC Organization”	16 September 2016	
11. Provision of Guidance to Intelligence Community	<b>E.O. 115 s. 1986</b>	1. Section 7: states that the National Security Director shall advise the President on matters pertaining to national security and, whenever directed by the President, to see the implementation of decisions and policies adopted by the President and/or the National Security Council which have	Office Order No. 2017-054 – “Restructured NSC Organization”	16 September 2016	<b>None</b>



	<p><b>A.O. 149 s. 1989</b></p> <p><b>A.O. 2 s. 1992</b></p>	<p>implementations on national security.</p> <p>2. Sec 1: Directs the National Security Director to provide regular guidance and direction to the National Intelligence Coordinating Council (NICA) and members of the Intelligence Community.</p> <p>3. Sec 5. Reiterates A.O 149 s. 1989 on the NSC' Director General's power of supervision and control over the Intelligence Community.</p>			
12. Provision of Crisis Management Support	<p><b>EO. 82, s. 2012</b> <b>JMC 1, s. 2016</b></p>	<p>Operationalizing the Practical Guide for National Crisis Managers and the National Crisis Management Core Manual; establishing national and local crisis management organizations; and providing funds therefor</p> <p>Guidelines on the Formulation of Contingency Plans for Natural and Human-induced Hazards and</p>	<p>Practical Guide for National Crisis Managers; National Crisis Management Core Manual;</p>	2012	<p><b>JMC No.1, s. 2016;</b> <b>Senate Bill (SB) No. 205 or the "Department of Disaster Resilience Act of 2019";</b> <b>List of additional C-OPRs and Co-C-OPRs</b></p>

		Adoption of the Contingency Planning Guidebook			
13. External Sourced Document Review, Screening & Endorsement	<b>None</b>	<b>None</b>	Office Order No. 2017-054 – “Restructured NSC Organization”	16 September 2016	<b>None</b>
14. Collection and Deposit	General Accounting Manual Volume 1 (2017)	Chapter 5 – Revenue and Other Receipts; Section 38 – Other Receipts; Section 40 – Detailed Procedures for collections and Deposits through the Collecting Officer	<b>None</b>	<b>None</b>	<b>None</b>
15. Recruitment, Selection, and Placement	<b>CSC MC No. 24, s. 2018</b>  “2017 Omnibus Rules on Appointments and Other Human Resource Actions, Revised July 2018”	<b>Section 24.</b> <i>“Vacant positions in the career service... shall be published and posted in three (3) conspicuous places for a period of at least ten (10) calendar days...”</i>  <b>Section 31</b> <i>“The qualification standards are the minimum and basic requirements for positions in the government in terms of education, training, experience, Civil Service eligibility, physical fitness, and other qualities required</i>	<b>Merit Selection Plan</b>	<b>1994</b>	<b>None</b>

		<p><i>for successful performance of the duties of the position. These shall serve as the basic guide in the selection of the employees and in the evaluation of appointments to all positions in the government.”</i></p> <p><b>Section 6.0</b>  <i>“The following documents shall be required from the appointee in support of his/her appointment...          (a) Medical Certificate;          (b) Certificate of Live Birth; (c) Marriage Contract/Certificate;          (d) Clearance; (e) Performance Rating;          (f) Scholastic Record/          Academic Record”</i></p>			
	<p><b>DBM NBC No. 549, s. 2013</b></p> <p>“Monthly Updating of the Personal Services Itemization and Plantilla of Personnel (PSI POP) Under the Web-based Application System”</p>	<p><b>Section 2.0 Objectives</b>  <i>“This circular is issued to prescribe a monthly updating of the PSIPOP to achieve the following objectives:          2.1 To obtain real-time data on the status of agency staffing, particularly the number of filled and unfilled positions;</i></p>			

		<i>2.2 To have a reliable basis for updating the forward estimates on Personnel Services, and . in determining the manpower requirements of the departments/agencies”</i>			
	<b>CSC Resolution No. 1700656</b>  “Adoption of the Personal Data Sheet (CS Form No. 212, Revised 2017)”	<i>“The Commission RESOLVES FURTHER that the Personal Data Sheet (CS Form No. 212, Revised 2017) shall be supported by the Guide to Filling Out the PDS to guide employees and applicants in the accomplishment of the fields introduced in the PDS, 2017.”</i>			
	<b>1987 Philippine Constitution</b>	<b>Art. XI Sec. 17</b>  <i>“A public officer or employee shall, upon assumption of office and as often thereafter as may be required by law, submit a declaration under oath of his assets, liabilities, and net worth.”</i>			
	<b>Republic Act 9710</b>  <b>Magna Carta of Women</b>	<b>Chapter I Sec. 2</b>  <i>“The State, in ensuring the full integration of</i>			

		<i>women's concerns in the mainstream of development, shall provide ample opportunities to enhance and develop their skills, acquire productive employment and contribute to their families and communities to the fullest of their capabilities."</i>			
	<b>Republic Act 7277</b>  <b>Magna Carta for Disabled Persons</b>	<b>Chapter I Sec. 5</b>  <i>"No disable person shall be denied access to opportunities for suitable employment. A qualified disabled employee shall be subject to the same terms and conditions of employment and the same compensation, privileges, benefits, fringe benefits, incentives or allowances as a qualified able-bodied person."</i>			
	<b>DBM Index of Occupational Services, Occupational Groups, Classes and Salary Grades</b>	<i>"The Compensation and Position Classification System of the Philippine Government, is being</i>			

	<b>(IOS) CY 2018 Edition</b>	<i>updated pursuant to Sections 6 and 9 of Republic Act (RA) No. 6758' dated August 21, 1989, and Section 3(b) of Congress Joint Resolution No. 42 dated July 28, 2009."</i>			
16. Provision of Preventive Maintenance	Paragraph 2, Section 3, Article XIII of the 1987 Constitution	Guarantees the rights of all workers to a decent and humane conditions of work	NSC Health and Safety Guidelines	21 October 2019	None
17. Procurement Services – Purchase Report	<b>Government Accounting Manual Form (GAM) Vol. 1</b>	<b>COA Form Appendix 60</b>	none	none	none
18. Procurement (Project Procurement Management Plan)	<b>Updated 2016 Revised IRR RA 9184</b>	<b>Sec. 7.3.4, 2016</b>	none	none	none
19. Procurement (Procurement Monitoring Report)	<b>Updated 2016 Revised IRR RA 9184 / GPPB Circular 03-2015</b>	<b>Sec. 12.2, 2016</b>	none	none	None