

Republic of the Philippines
Department of the Interior and Local Government
NATIONAL POLICE COMMISSION
Makati, Metro Manila

MEMORANDUM CIRCULAR NO. 95-07

**POLICY GUIDELINES IN THE PREPARATION OF THE
1996 PNP PROGRAMS AND BUDGETS**

WHEREAS, the National Police Commission is constitutionally mandated to administer the Philippine National Police;

WHEREAS, Section 14 of RA 6975 provides that the National Police Commission shall exercise inter alia, the power of "administrative control" over the Philippine National Police;

WHEREAS, under Section 16 of the Rules and Regulations Implementing the DILG Act of 1990, "administrative control" has been defined to include the review, approval, reversal or modification of plans and programs relating to personnel, organization, financial requirements, logistics, discipline, benefits, training and education, and operations;

WHEREAS, in the exercise of such power, it is necessary for the Commission to look into the 1996 Plans/Programs and Budget of the PNP;

NOW, THEREFORE, this Commission in the exercise of its constitutional and statutory functions over the PNP hereby orders and directs the preparation of the 1996 Plans/Programs and Budget in accordance with the following guidelines:

A. General Policies

1. The PNP operates as an integral part of the criminal justice system.
2. The PNP shall evolve into a highly efficient and competent organization tasked in the maintenance of internal peace and order and public safety and the enforcement of laws and ordinances.
3. The PNP shall embark on proper methods of employment and deployment of personnel for the maximum utilization of its available manpower resources.
4. The enhancement of police image and credibility shall be a primary concern. Among others, internal discipline shall be instilled through the institutionalization of the PNP Code of Conduct and Ethical Standards, maintenance of law and order within the organization, conduct of training on value re-orientation, and accountability and transparency in the police service shall be ensured.

5. Enhancement of police-community relations through elicitation of wider community involvement and participation in crime prevention and public safety. The police shall be the impetus in the community leadership as an effective panacea to suppress criminality and insurgency through the adoption of an integrated approaches to crime prevention and control such as the institutionalization of crime prevention councils --- Peace and Order Council, Barangay Crime Prevention Council, Student Crime Prevention Councils and the like.
6. Planning and budgeting must be consultative or participatory to generate commitment and support of all concerned. To elicit the widest participation possible, consultation at all levels of the organization must be conducted.
7. Bottom-up approach to planning-budgeting must be adopted to ensure that formulated plans and estimated budget are realistic and operational.

B. Specific Guidelines

I. Manpower

1. With a population forecast of 69,084 million in 1995 and the mandated ratio of 1:500 under RA 6975, the PNP may use a 130,000 uniformed personnel planning figure for the 1996 Program and Budget.
2. The promotion of PNP personnel shall be based on merit and fitness and in accordance with the CSC rules and regulations and the policies of the Commission.
3. The welfare and morale of PNP personnel shall be given priority. An incentive and reward system shall be established for good performance while misfits and scalawags shall be weeded out judiciously through continued implementation of COMPLAN PAGBABAGO. Provision for benefits such as housing, health care, scholarships and other non-cash benefits should be fully studied for budgetary inclusion.
4. The issuance of complete uniform and accoutrements as provided for in the Police Manual shall be strictly implemented.
5. The conduct of intensive character and background investigation of recruits and intensive administration of neuro-psychiatric examination and drug tests for PNP members and police applicants shall be undertaken to guarantee the maintenance and/or recruitment into the police service of physically, mentally and emotionally stable policemen.

6. Budgetary support for the conduct of job enrichment training programs, conferences and other learning form shall be a continuing concern to ensure the attainment of a pool of responsive, effective and efficient policemen.

II. Logistics

1. The 1996 Equipment Program must give top priority for the acquisition of basic police equipment. The lower levels of command specifically the police stations must be given priority in terms of equipment allocation.
2. Physical inventory of equipment shall be vigorously undertaken to determine the equipment needs of each operating unit.
3. The requirements of the PNP sub-system in the NCIS project shall be included in the budget proposal in the amount of ₱ 33.036 M in accordance with the NCIS Information Systems Plan, as follows:

- Hardware	₱ 7,395,000
- Special Purpose	
- SW/Peripherals	1,600,000
- Data Communications	7,141,000
- Applications Systems	
- Development & Imp.	6,500,000
- DBs Conversion	10,000,000
- Training	400,000

4. The improvement of the communication capability of police stations and individual policemen through the procurement of radios shall be given priority attention.
5. Repair and maintenance of old dilapidated stations shall be undertaken.
6. Weapons for PNP members shall be in accordance with the standards set by the Commission. Hence, all procurement of weapons/firearms shall be approved by the Commission.
7. Conduct of studies on uniform shall be undertaken in order to standardize PNP uniforms.
8. The disposal of unserviceable equipment shall be given priority attention. This activity shall be undertaken in consultation with the Department of Budget and Management and Commission on Audit.
9. Maintenance and repair of equipment shall be the primary responsibility of the end-users. However, repair and maintenance beyond the organizational capability of the user command/office shall be undertaken by trained maintenance crew of the PNP or by private contractors, if necessary.

10. Stockpiling of consummable items shall be properly planned by all operating units to ensure a thirty (30) endurance level and be able to sustain the continuity of operations.
11. A thirty (30) day POL reserve shall be planned for each operating unit and these shall be stored in identified storage facilities to ensure prompt distribution.

III. Budgeting

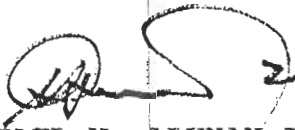
1. Budgetary priorities for 1996 shall be focused towards the operationalization of POLICE 2000 and reinventing the PNP as provided under the Total Reform Program embodied in Memorandum Order No. 94-002. The funding requirements of priority projects such as Community-Oriented Policing System (COPS), COMPLAN PAGBABAGO, OPLAN PAGLALANSAG, OPLAN SANDIGAN, PNP Housing Program, Education and Scholarship Program, Medical and Health Program, and Livelihood Program shall be ensured.
2. The overall budgetary proposal for FY 1996 shall sustain the projects and activities of the different Program Directors.
3. A Personal Services to Maintenance and Other Operating Expenses (MOOE) ratio of approximately 60:40 shall be maintained. Seven percent (7%) of the MOOE shall be reserved for application by the Commission to support priority areas in the PNP needing immediate attention.
4. Appropriation for fixed expenditures shall be maintained and utilized exclusively for the purpose intended. All fixed expenditures of the different operating units shall be given top priority in the budget preparation.
5. Conduct of regional budget hearings for the review and evaluation of regional budget proposals shall be undertaken.
6. Studies shall be undertaken to rationalize and simplify the systems and processes in the distribution of financial support to the different operating units.

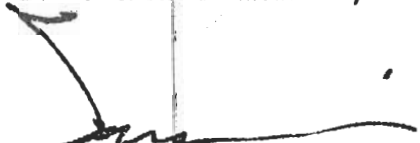
IV. Operations


1. Enhancement of police response time shall be a priority concern.
2. Police intelligence operations shall be intensified for effective identification of syndicates perpetrating organized local and transnational crimes as well as communist terrorist and other threat groups.
3. Enhancement of investigative capability of operating units through the acquisition of modern facilities and conduct of evaluation of existing investigative techniques and skills.

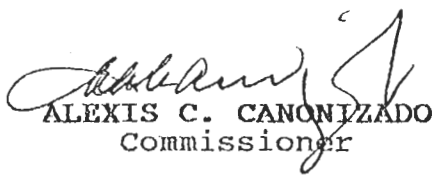
4. Capability building of field units to fully operationalize SANDUGO shall be undertaken.
5. Establishment of inter-agencies linkages relative to intelligence information dissemination and monitoring of crime shall be encouraged.
6. Improvement of police visibility through intensified conduct of patrol on auto-smuggling, illegal fishing, anti-piracy, anti-hijacking and increased deployment of PNP personnel to the field.

Issued this 13th day of March 1995 at Makati, Metro Manila.


RAFAEL M. ALUNAN III
Secretary, DILG and Chairman, NAPOLCOM


GUILLERMO P. ENRIQUEZ, JR.
Commissioner
Vice-Chairman and Executive Officer


EDGAR DULA TORRES
Commissioner


ALEXIS C. CANONIZADO
Commissioner

Attested by:


REYNALDO JD CUADERNO
Deputy Executive Director IV

ESTIMATED INVESTMENT REQUIREMENT PER AGENCY
YEAR I - 1996

COST	PNP		POLICE DISTRICTS/STN		TOTAL	
	no.	cost	no.	cost	no.	cost
1. HARDWARE						
a. WORKSTATION			56	3,080,000	56	3,080,000
b. LOW-END SERVER	1	98,000	6	588,000	7	686,000
c. HIGH-END SERVER	1	1,600,000			1	1,600,000
d. Multimedia PC w/SW	1	90,000			1	90,000
e. Scanner	1	47,000			1	47,000
f. Plotter	1	120,000			1	120,000
g. Printer						
a. Laser printer @ 34,000	1	34,000	6	204,000	7	238,000
b. Dot matrix @ 17,000	2	34,000	56	952,000	58	986,000
h. UPS	2	36,000	6	108,000	8	144,000
i. AVR			56	56,000	56	56,000
j. Removable Disk @ 58,000	5	290,000	1	58,000	6	348,000
SUB-TOTAL		2,349,000		5,046,000		7,395,000
2. SPECIAL PURPOSE SW/ PERIPHERALS						
a. Imaging System						
b. GIS	1	1,600,000			1	1,600,000
c. Graphic Editor					0	0
d. Statistical Software					0	0
e. E-Mail						
SUB-TOTAL		1,600,000				1,600,000
3. DATA COMMUNICATIONS						
a. Communication SW	1	200,000	6	1,200,000	7	1,400,000
b. Remote Entry System			62	1,860,000	62	1,860,000
c. Network OS	1	100,000	6	600,000	7	700,000
d. Protocol Converter	1	48,000	6	288,000	7	336,000
e. Modem	1	25,000	44	1,100,000	45	1,125,000
f. Facilities Installation	1	24,000	44	1,056,000	45	1,080,000
g. WAN Interface Card/Ethernet Adapter	2	20,000	62	620,000	64	640,000
SUB-TOTAL		417,000		6,724,000		7,141,000
4. APPLICATION SYSTEM DEV'T & I	3	6,500,000			3	6,500,000
5. DBs CONVERSION	5	10,000,000			5	10,000,000
6. TRAINING						
Executive	10	100,000	10	100,000	20	200,000
Management Users	10	100,000	10	100,000	20	200,000
7. BROADCAST FACILITIES						
8. TRANSP. & TRAVEL						
SUB-TOTAL		16,700,000		200,000		16,900,000
GRAND TOTAL		21,066,000		11,970,000		33,036,000