



REPUBLIC OF THE PHILIPPINES  
**PRESIDENTIAL COMMUNICATIONS OPERATIONS OFFICE**  
*Tanggapang Pampanguluhan sa Operasyong Pangkomunikasyon*  
Malacañang, Manila

**FOI – MC No. 03, S. 2020**

**FREEDOM OF INFORMATION  
MEMORANDUM CIRCULAR**

FOR : **FREEDOM OF INFORMATION RECEIVING OFFICERS  
AND DECISION MAKERS OF COVERED GOVERNMENT  
AGENCIES UNDER EXECUTIVE ORDER NO. 2, s. 2016**

SUBJECT : **EXISTING PROJECTS AND PROGRAMS OF AGENCIES  
COVERED UNDER EXECUTIVE ORDER NO. 114, s. 2020  
OR THE “BALIK PROBINSYA, BAGONG PAG-ASA  
PROGRAM”**

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**WHEREAS**, Executive Order (EO) No. 2, s. 2016 was issued on 23 July 2016 by President Rodrigo Roa Duterte to operationalize in the Executive Branch the People’s Constitutional Right of Access to Information and the State Policies of Full Public Disclosure and Transparency in the Public Service;

**WHEREAS**, Memorandum Order (MO) No. 10 was issued on 29 December 2016 by the Office of the President designating the Presidential Communications Operations Office (PCOO) as the lead agency in the implementation of EO No. 2.

**WHEREAS**, the Freedom of Information – Project Management Office (FOI-PMO) was created on 22 September 2017 through PCOO Department Order No. 018 primarily to exercise the mandates under MO No. 10, s. 2016 pursuant to EO NO. 2, s. 2016;

**WHEREAS**, the Coronavirus Disease (COVID-19) evolved into a pandemic present in different parts of the Philippines, especially in the National Capital Region (NCR) as its epicenter;

**WHEREAS**, EO No. 114 was signed by President Rodrigo Roa Duterte institutionalizing the “Balik Probinsya, Bagong Pag-asa Program” (BP2 Program) to reverse people’s migration to NCR and other congested areas, as well as to attain rural prosperity through equitable distribution of wealth, resources and opportunities;

**WHEREAS**, the first batch of the beneficiaries of the BP2 Program consisting of one hundred twenty- one (121) beneficiaries returned to their province in Leyte on 20 May 2020;

**WHEREAS**, under BP2 Program, beneficiaries will be given training and technical support to sustain themselves and be productive in their provinces;

**WHEREAS**, the beneficiaries must be informed of the projects and programs of the different agencies in the different regions;

**NOW, THEREFORE**, in consideration of the foregoing, and pursuant to the constitutional right of the people to be informed of the plans, programs, and projects of the Philippine Government, and with the PCOO as the lead agency in the implementation of the Freedom of Information Program in the Executive Branch, the following are hereby ordered:

**Section 1. Coverage.** Member agencies under EO No. 114, s. 2020 are covered by this Circular, including the:

- a. National Economic and Development Authority;
- b. Department of Interior and Local Government;
- c. Department of Social Welfare and Development;
- d. Department of Agriculture;
- e. Department of Agrarian Reform;
- f. Department of Trade and Industry;
- g. Department of Labor and Employment;
- h. Department of Health;
- i. Department of Information and Communications Technology;
- j. Department of Finance;
- k. Department of Budget and Management;
- l. Department of Public Works and Highways;
- m. Department of Transportation;
- n. Department of Tourism;
- o. Department of Human Settlements and Urban Development;
- p. Department of Education, Commission on Higher Education;
- q. Department of Environment and Natural Resources;
- r. Technical Education and Skills Development Authority;
- s. Mindanao Development Authority;
- t. Cooperative Development Authority; and the
- u. National Housing Authority.

**Section 2. Objectives.** This Circular has the following objectives:

- a. To promote transparency for the Filipinos availing of the BP2 Program by providing readily-available information once they arrive in their respective provinces; and
- b. To form part of the pro- active disclosure of information of agencies to the citizenry.

**Section 3. Projects and Programs in the Regional Level.** To support the BP2 Program and to educate the individuals availing it, the FOI Receiving Officers (FROs) and the FOI Decision Makers (FDMs) of the covered agencies mentioned in Section 1 of this Circular are advised to provide information on their existing projects and programs in the different regions of the Philippines that are focused on addressing concerns of the BP2 Program beneficiaries. Said Projects and Programs may fall under the four (4) key areas or industries under EO No. 114, s. 2020.

- a. Local Industries, which may include, among others, micro, small and medium enterprises;
- b. Food Industry and Agriculture;
- c. Social Welfare, Health, and Employment; and
- d. Infrastructure Industry.

**Section 4. Key Areas or Industries.** For guidance, the following are the key areas or industries to be focused on by the covered agencies in the formulation of their respective list of programs and projects:

- a. Local Industries, which may include, among others, micro, small and medium enterprises;
- b. Food Industry and Agriculture;
- c. Social Welfare, Health, and Employment; and
- d. Infrastructure Industry.

Further, the covered agencies may also provide existing projects and programs that may not fall under the abovementioned key areas or industries.

**Section 5. Readily Available Information.** Readily Available Information, for purposes of this Circular, refer to information that are written, inscribed, and printed in a pamphlet, leaflet, flyer, brochure, or any other similarly printed material for public dissemination.

In relation thereto, the respective FROs and FDMs of the covered agencies are advised to provide the abovementioned information containing the existing projects and programs of their respective agencies in the regional level, if any.

The covered agencies may also authorize the PCOO, through the FOI-PMO, in the reproduction and dissemination of these readily available information.

**Section 6. Contents of the Readily Available Information.** The information must include the following:

- a. Project or program's purpose;
- b. Prospective beneficiaries;
- c. Procedure on how to avail the project or program;
- d. Contact details;
- e. Contact person; and
- f. Agencies' regional office's address, among others.

**Section 7. Information Pack ("Info Pack").** The FOI-PMO is directed to gather all the readily available information of the covered agencies and collate them in a single file or folder, which will then be called as the Information Pack ("Info Pack").

**Section 8. Reportorial Requirement.** Information on existing projects and programs shall be submitted via e-mail to [foi.pco@gmail.com](mailto:foi.pco@gmail.com) on or before 31 July 2020, and as often as necessary or when there are new projects and programs geared towards the BP2 Program.

**Section 9. Separability Clause.** If, for any reason, any part or provision of this Memorandum Circular is declared invalid or unconstitutional, any part or provision not affected thereby shall remain in full force and effect.

**Section 10. Effectivity.** This Circular shall take effect immediately.

For guidance and strict compliance.

  
**JOSE RUPERTO MARTIN M. ANDANAR**  
Secretary and FOI Champion

Manila, Philippines, \_\_\_\_ day of \_\_\_\_\_ year \_\_\_\_.