



# **RDC 2**

# **OPERATIONS MANUAL**

September 2009



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## FOREWORD

As part of our efforts for continual improvement and productivity, a strategic review of the Regional Development Council's internal systems and procedures was conducted in order to strengthen and make the Council more responsive and effective in discharging its mandate as the prime regional development policymaking and coordinating body.

This *RDC2 Operations Manual* contains the consolidated and updated systems and procedures based on the agreements reached during the RDC2 Strategic Planning Retreat held on July 28-29, 2009. This shall serve as a guide for all RDC2 officials and members as well as the Secretariat in managing the various Committees of the Council and in directing the courses of action of the Council towards regional development.

With this Manual, it is fervently hoped that this will systematize and facilitate the administration of the Council's internal systems and procedures.



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RDC 2 Resolution No. 02-020-2009

**“ADOPTING THE UPDATED RDC 2 OPERATIONS MANUAL”**

**WHEREAS**, on July 28-29, 2009, the Regional Development Council 2 conducted a Strategic Planning Retreat to review and discuss the Council's strategic directions and internal systems with the objective of strengthening the RDC as an overall development coordinating body;

**WHEREAS**, during the Retreat, the Council members formulated the new RDC2 vision and mission, and likewise came up with set of recommendations to improve the Council's internal systems and procedures, particularly on the enhancement of RLA, LGU and PSR members participation in the RDC and an strengthening of its various Committees;

**WHEREAS**, the updating of the RDC2 Operations Manual to incorporate the Retreat outputs is deemed essential in making the Council stronger and resilient to emerging regional and global trends;

**WHEREAS**, the updated RDC2 Operations Manual will serve as guide for all RDC Officials and Members and will help systematize and facilitate the administration of the Council's internal systems and procedures;

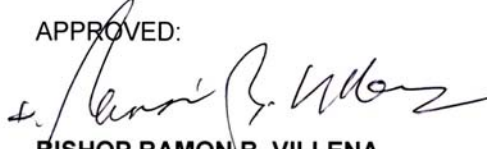
**NOW THEREFORE**, the RDC 2, in session assembled, **RESOLVES** as it is hereby **RESOLVED**, to adopt the updated RDC 2 Operations Manual;

**ADOPTED** this 15<sup>th</sup> day of September 2009 at Villa Blanca Hotel, Tuguegarao City.

CERTIFIED CORRECT:

  
**FERDINAND P. TUMALIUAN**  
Acting RDC2 Secretary

APPROVED:

  
**BISHOP RAMON B. VILLENA**  
RDC2 Chairman

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## I. OVERVIEW

Regional development planning was adopted by the government in 1967 as part of the national development planning process. This was intended to spread out sustained and equitable development beyond Metro Manila. The REGIONAL DEVELOPMENT COUNCIL (RDC) was created in September 1972 and organized in December 1972 in order to operationalize and coordinate this sub-national process. It is defined as a decentralized and participatory mechanism which can harness the efforts of regional line agencies, LGUs, NGOs, academe and legislators to jointly coordinate, implement and monitor development plans, programs and projects in the region.

### A. Legal Bases

The RDC was created by Presidential Decree No. 1 issued on September 1972. It was formally established by virtue of Letter of Implementation No. 22 issued on 31 December 1972 pursuant to the implementation of the Integrated Reorganization Plan of 1972. Its present constitutional foundation rests on Article X, Section 14 of the 1987 Philippine Constitution, which states that *"The President shall provide for regional development councils, or other similar bodies composed of local government officials, regional heads of departments and other offices, and representatives from non-government organizations within the region for purposes of administrative decentralization to strengthen the autonomy of units therein and to accelerate the economic and social development of the units in the region."*

On April 12, 1996, Executive Order No. 325 was issued reorganizing the Regional Development Council, repealing Executive Order No. 308, series of 1987, as amended by E.O. Nos. 318, (s. of 1988), 347 (s. of 1989), 455 (s. of 1991) and 505 (s. of 1992).

### B. RDC Mandate

The RDC<sup>2</sup> is the primary institution in the Cagayan Valley which shall set the direction of economic and social development of the region and through which regional development efforts shall be coordinated.

### C. The RDC 2 Vision, Mission and Key Result Areas

The following were adopted by the RDC in September 2009:

#### VISION

*"The prime catalyst and orchestrator for the sustainable and equitable development of the Cagayan Valley Region"*



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## MISSION

“Engage all stakeholders in policymaking, advocacy, networking and capacity-building in order to attain sustainable and equitable development in the Cagayan Valley Region by 2020”

## KEY RESULT AREAS

- (a) Proactive plan and policy formulation and monitoring;
- (b) Responsive project development and investment programming;
- (c) Facilitation of project funding and implementation;
- (d) Dynamic promotion of private investments;
- (e) Extensive social marketing and advocacy; and
- (f) Effective knowledge management

## II. THE RDC ORGANIZATIONAL STRUCTURE

### A. THE COUNCIL PROPER

#### 1. Membership

Following the provisions of Sec. D of the IRR of EO 325, the RDC2 is composed of the following members:

##### 1.1. Regular Members

- ◆ All provincial governors and city mayors, mayors of municipalities designated as provincial capitals, and mayors of municipalities designated as regional center;
- ◆ All presidents of the provincial league of mayors;
- ◆ The Regional Directors of agencies represented in the National Economic and Development Authority Board, including the Regional Directors of other government agencies as provided for in Administrative Orders and policy issuances of the national government; and
- ◆ Representatives of the accredited private sector and non-governmental organizations based in the region, who comprise one-fourth of the members of the fully constituted Council.

##### 1.2. Special Non-Voting Members (SNVMs)

The number and sectoral distribution of the SNVMs as determined by the RDC. may come from the public and private sectors, upon concurrence of the majority of its regular members.

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## **2. Functions and Responsibilities**

The specific functions and responsibilities of the Council are listed under Sec. E of EO 325 IRR. Generally, the Council is mandated to coordinate regional plan preparation, implementation, monitoring and evaluation, regional investment programming, review of government agency budget proposals promotion of investments inflow, endorsement of national plans/programs/projects, among others.

## **3. Officials**

The officers of the Council are the Chairman, the Co-Chairman, the Vice-Chairman and the Secretary. The Chairman and the Co-Chairman jointly head the Council. The NEDA Regional Director is the ex-officio Vice-Chairman of the RDC. The NEDA Assistant Regional Director is the ex-officio Secretary of the RDC.

## **B. THE RDC COMMITTEES**

### **1. Executive Committee (EXCOM)**

The EXCOM acts on matters that require immediate attention for and on behalf of the RDC when it is not in session. The EXCOM shall comprise one-fourth of the total membership of the fully constituted Council and sectoral committee chairmen become automatic members of the EXCOM.

The members of the EXCOM are the Chairmen of the Sectoral Committees (item 3) and Support Committees (item 4), and PSR sectoral representatives. The Chair, Co-Chair, Vice-Chair and Secretary of the Council serve as the officials of the EXCOM.

The EXCOM shall perform the following additional specific functions:

- a. Discuss Advisory Committee (ADCOM) follow through activities;
- b. Agree on the region's position on proposed bills and deliberate on regional proposals to amend laws; and
- c. Perform liaison activities with the legislators, which can cover support to Congressmen's priority programs, RDC programs needing Congressmen support, reinsertion of deleted projects in the national budget, resolution of Congressmen's concerns, initiatives for convergence projects in the Congressional districts, among others.

### **2. Advisory Committee (ADCOM)**

The ADCOM advises, assists, and supports the Council in discharging its functions. The composition of the Advisory Committee includes the Members of the House of Representatives and the members of the EXCOM.

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The following are its specific functions:

- a. Advise in the preparation of the Regional Development Plan and the Regional Development Investment Program and support their implementation;
- b. Advise agency regional offices, state colleges and universities and special development authorities in the preparation of their annual budgets; and
- c. Advise and support policy recommendations that need legislation and/or action of the President or the Cabinet.

### 3. Sectoral Committees (SECOMs)

The RDC has four (4) Sectoral Committees, namely:

- 3.1. Social Development Committee
- 3.2. Economic Development Committee
- 3.3. Infrastructure Development Committee
- 3.4. Committee on Development Administration

The functions of the SECOMs are stipulated under Sec. J of EO 325's IRR, which includes the following:

- a. Review and endorse programs/projects of national government agencies and LGUs in the region to the Council requiring national government financial exposure which may come in the form of guarantees, national government budget appropriations or subsidies, among others;
- b. Integrate sectoral information and statistics in the preparation of the annual regional development report;
- c. Assist the Council in the translation of national development goals and policies into specific regional sectoral objectives;
- d. Integrate sectoral plans and programs, and coordinate all sectoral planning and programming activities of sectoral line agencies in the region; and
- e. Perform other related functions as may be assigned by the Council.

### 4. Support Committees (SUCOMs)

The RDC comprises 13 support committees that are deemed essential for the specific requirements of the region. These include the following, together with their corresponding functions:

- 4.1. Regional Budget Review Committee (RBRC), created per RDC 2 Resolution No. 02-002-2007
  - a. Review and approve specific rules and guidelines in the conduct of the Budget Review and Consultation;

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- b. Review agency/SUC budget proposals taking into consideration the inclusion of programs and projects enrolled in the RDIP and specific local and regional thrusts and concerns;
  - c. Endorse to the RDC agency/SUC programs and projects which are consistent with the RDIP, RDP, etc. ; and
  - d. Conduct other activities as may be necessary in furtherance of its budget review function.

4.2. Regional Land Use Committee (RLUC), created per EO No. 770

- a. Formulate and periodically update the Regional Physical Framework Plan (RPF), taking into consideration national, interregional, regional and local plans and policies;
- b. Promote the integration of land use and physical planning policies, plans and programs, including disaster risk management into the regional socio-economic plans and programs;
- c. Decide and resolve region-specific land use policy conflicts among government agencies;
- d. Review and recommend appropriate actions to the NB-NLUC on land use policy conflicts between or among national government agencies;
- e. Assess changes in land use and other physical resources in the regional and the implementation of RPF policies;
- f. Evaluate consistency of major programs and projects with the RPF and their impact on land use and the environment;
- g. Undertake the gathering, updating and maintenance of a regional database system; and
- h. Perform other related functions as may be directed by the NB-NLUC.

4.3. Regional Project Monitoring Committee (RPMC), created per EO No. 93 thru MC No. 1-94

- a. Provide up-to-date information on the overall status of project implementation for planning and budget allocation;
- b. Assess project status reports and identify problems/issues which impede project implementation, and facilitate remedial actions in coordination with the implementing agencies; and
- c. Facilitate project implementation by providing on-the-spot solution of problems encountered during implementation through the conduct of field monitoring.

4.4. Regional Productivity Committee (RPC), created per EO No. 605 thru AO 325

- a. Coordinate the formulation of the Regional Action Agenda for Productivity (RAAP) consistent with the framework, guiding principles and the sectoral agenda of the National Action Agenda for Productivity (NAAP);
- b. Recommend performance measures/ indicators of productivity at the local level which will be used to monitor and assess annual performance;

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- c. Organize consultation workshops to validate policies, programs and targets in the RAAP;
  - d. Review and endorse the RAAP to the RDC;
  - e. Coordinate, monitor and evaluate the implementation of the RAAP to ensure that programs and projects in the agenda are implemented by the concerned agencies;
  - f. Recommend to the Philippine Council for Productivity measures to improve productivity in the region that will require national government action;
  - g. Submit reports to the Philippine Council for Productivity (PCP) every four months on the implementation of the RAAP; and
  - h. Perform other functions as may be deemed necessary.
- 4.5. Regional Committee for Sustainable Development (RCSD), created per MO No. 399
- a. Review and ensure the implementation of the Philippine Agenda 21 at the regional levels;
  - b. Establish guidelines and mechanisms that will expand, concretize and operationalize the sustainable development principles and incorporate them in the preparation of the Regional Development Plan and Physical Framework Plan;
  - c. Formulate and recommend to the PCSD policy reforms and new legislation that respond to continuing and emerging issues with regional implications and chart future actions related to environment and sustainable development issues of regional interest;
  - d. Institutionalize a mechanism that would ensure linkage among legislative and executive branches, local government units, non-government organizations, business and other concerned entities/sectors in the formulation of policies and decision making on sustainable development concerns of the region;
  - e. Review and monitor plans, policies, programs and legislation on sustainable development at the regional level and recommend mechanisms/strategies for promoting efficiency and timeliness of their execution;
  - f. Deliberate and act on issues related to poverty, consumption patterns, population, human health, human settlements and decision making;
  - g. Tackle and act on issues associated with physical dimensions of the environment which include the atmosphere, bio-diversity, water resources and land resources;
  - h. Address the various needs as well as the roles of the stakeholders and key players in sustainable development who are the women, children and youth, indigenous people, NGOs, local government authorities, trade and labor unions, business and industry, scientists and technologists, farmers and fisher folks and the physically challenged; and
  - i. Establish linkages with and solicit assistance from international organizations and identify local and institutional arrangements and mechanisms to facilitate and fulfill the Philippine commitments to the UNCED in the region.

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- 4.6. Regional KALAHI Committee (RKC), created per RA 8425 thru MC No. 33  
The RKC shall coordinate the implementation, monitoring and evaluation of the all poverty reduction programs in the region.
- 4.7. Committee on Development Information and Communication (CDIC), created per RDC2 Resolution No. 22-89
- a. Oversee the implementation of the RDC 02's Information, Education Communication (IEC) programs and activities;
  - b. Identify policy directions as well as recommend strategies for ensuring the effective information campaign of all regional development endeavors;
  - c. Participate in identifying, undertaking, and coordinating projects/activities relative to:
    - c.1. Print publications
    - c.2. Radio and television program plugs
    - c.3. Talakayan, dialogues, and pulong-pulong
    - c.4. Other special projects such as Information Caravan, 10 point agenda, Millenium Development Goals (MDG), Civic Actions, among others
  - d. Undertake advocacy and information campaigns on key programs of the government, i.e. Poverty Alleviation, Sustainable Development, Regional Development Agenda, and other current priorities of the government; and
  - e. Conduct capability-building programs for Information Officers on communication and advocacy.
- 4.8. Regional Statistical Coordination Committee (RSCC), created per NSCB Resolution No. 1, s. 1992
- a. Oversee the implementation in the region of policy decisions made by the NSCB and the adoption of prescribed statistical standards, methodologies and classification systems;
  - b. Institute measures to strengthen the statistical capability in the region by resolving problem and issues peculiar to the area within the context of national statistical policies and by setting priority on the statistical activities thereby ensuring the timely production of useful and reliable data for regional/local development planning and decision-making;
  - c. Elevate statistical matters not specific to the region and its provinces to the NSCB Executive Board through the RDC; and
  - d. Create inter-agency statistical task forces that could attend to statistical issues and problems and to supervise the activities of these task forces.
- 4.9. Regional Research and Development Committee (RRDC), created per RDC2 Resolution No. 02-34-03
- a. Serve as a coordinative and consultative body for the dissemination and utilization, coordination and linkaging, capability building, fund sourcing,

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- and monitoring and evaluation of the Regional Research Agenda;
  - b. Facilitate the review, prioritization and elevation of identified R & D issues and concerns to the RDC2 and national bodies for appropriate action and support;
  - c. Serve as conduit for local and foreign research cooperation in the monitoring and evaluation of research activities to make it responsive to the emerging R & D needs of the region; and
  - d. Perform other functions as may be assigned by the RDC.

4.10. Regional Information Technology Committee (RITC), created per RDC2 Resolution No.02-46-99

- a. Formulate in coordination with concerned agencies and private sector, the Regional Information Technology Plan (RITP) consistent with the National Information Technology Plan (NITP) for the 21<sup>st</sup> Century;
- b. Recommend to the RDC Chairman a legislative agenda to promote the development and application of IT in the region and the country;
- c. Harmonize and coordinate all IT public initiatives, programs and projects in the region to ensure consistency with the NITP;
- d. Accelerate industry growth through partnership and alliances with national and international institutions and regional projects with substantial private sector participation;
- e. Coordinate and monitor the implementation of the RITP;
- f. Provide for a mechanism in addressing issues and concerns affecting information technology in Region 02;
- g. Initiate and advocate strategic alliances between various sectors in order to promote team approach in IT efforts especially in areas of technology transfer;
- h. Offer the region as a pilot area for IT initiatives;
- i. Assist and facilitate the sourcing of funds to supplement the implementation of programs and projects; and
- j. Such other functions as may be assigned.

4.11. Regional Geographic Information Network (RGIN), created per RDC 2 Resolution No. 02-23-2003

- a. Establish a collaborative network of regional and provincial GIS centers;
- b. Facilitate and promote the utilization and application of GIS technology in planning, programming and project development, monitoring and evaluation, consistent with ecologically sound conservation principles;
- c. Provide RLAs, LGUs, and Civil Society Organization with accurate and up-to-date information for policymaking, planning, programming, project development, evaluation and monitoring purposes;
- d. Provide the needed GIS technical capabilities and capacities of Network partners, and continually update these with the emerging development on ICT; and
- e. Facilitate access to geographic information and services external to the network.

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4.12. Regional Government Center Management Committee (RGCMC), created per RDC 2 Resolution No. 02-033-2005

- a. Review proposals for project, activities related to the RGC development and operations;
- b. Prepare/update the Development Plan for the Cagayan Valley RGC which shall contain policies, guidelines and procedures for the development of the Center and update the same upon instance of the Council;
- c. Carry out and oversee the implementation of policies and guidelines adopted and or prescribed by the Council;
- d. Review and evaluate lot applications, MOA implementation and other mandated regulatory function/s; and
- e. Perform such other functions as may be necessary, or as may be tasked by the RDC 02.

4.13. Steering Committee of the Project Development Assistance Center (PDAC) created per RDC2 Resolution No. 02-46-97

- a. Raise the level of project readiness of all project proposals to be generated from LGUs, RLAs and even the private sector on all aspects of pre-feasibility, feasibility study and detailed engineering necessary for evaluation, approval, financing and implementation by appropriate entities;
- b. Train technical personnel of local government units on project development on an on-the-job basis, and eventually disperse the availability of expertise to LGUs; and
- c. Establish and maintain a project development office and library.

### **III. ORGANIZATIONAL SYSTEMS AND PROCEDURES**

#### **A. Officers of the Council**

##### **1. RDC Chairman and Co-Chairman**

###### **1.1 Selection, Appointment and Tenure**

Section G, item 3 of EO 325's IRR provides the RDC to nominate at least two (2) local chief executives who are ex-officio members and two (2) private sector representatives for whom the President shall select and appoint the Chairman and Co-Chairman of the Council. The process of selection of nominees by the Council shall be determined by its members.

The appointed nominees by the President shall assume their duties as Chairman and Co-Chairman of the Council on the day their appointments are signed. Their three (3)-year term of office is without prejudice to reappointment.



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## 1.2 Vacancy to the Position

In case a vacancy occurs in the position of RDC Chairman due to resignation, retirement, reassignment, removal from office, death, or permanent disabilities, the Co-Chairman shall temporarily assume the Chairmanship until a new Chairman is appointed by the President pursuant to the established selection procedures by the Council.

On the other hand, should the position of the Co-Chairman becomes vacant through resignation, retirement, re-assignment, removal from office, death, permanent disabilities, or elevation to the position of the Chairman, the Vice-Chairman shall discharge the duties of the Co-Chairman until a new Co-Chairman is appointed by the President following the established procedures by the Council. The selection of a new Co-Chairman shall be undertaken provided that the remaining term is not less than six months.

In the event that both the positions of Chairman and Co-Chairman become vacant, the Vice-Chairman shall temporarily assume the position of Chairman until the new Chairman and Co-Chairman are appointed by the President.

## 2. Sectoral Committee Officers

### 2.1 Selection

The Chairmen of the Sectoral Committees shall be appointed by the RDC2 Chairman from the Provincial Governors.

On the other hand, the Co-Chairmen and Vice-Chairmen shall come from the RLAs and/or Private Sector Organizations (PSOs). The Sectoral Committees shall elect their respective Co-Chairman and Vice-Chairman.

### 2.2 Vacancy to the Position

In the event that the position of sectoral committee chairmen (Provincial Governors) becomes vacant during the unexpired term of office through resignation, retirement, reassignment, removal from office, death or permanent disabilities, the Co-Chairman shall temporarily assume the Chairmanship until a new Chairman is appointed by the RDC 2 Chairman.

On the other hand, should the position of the Co-Chairman becomes vacant through resignation, retirement, reassignment, removal from office, death, permanent disability or elevation to the position of Chairman, the Vice-Chairman shall discharge the duties of the Co-Chairman until a new Co-Chairman is elected by the members of the Committee. Likewise, the members shall elect among themselves the Vice-Chairman of the Committee in case of vacancy.

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### 3. Support Committee Officers

The selection of officers for the Support Committees shall be based on the respective laws, issuances or resolutions creating the said committees. Otherwise, the members may elect their officers based on Committee-approved procedures.

## **B. Private Sector Representatives (PSRs)**

### 1. Determination of Number

The PSRs shall comprise one-fourth of the members of the fully constituted Council. The PSRs shall be composed of sectoral and geographic representatives, the distribution and allocation of which shall be determined by the Secretariat.

### 2. Geographic Representation

Geographic representatives shall come from any or a cluster of the following geographic areas:

- a. Provinces of Batanes;
- b. Province of Cagayan;
- c. Province of Isabela;
- d. Province of Nueva Vizcaya;
- e. Province of Quirino;
- f. City of Tuguegarao;
- g. City of Santiago; and
- h. City of Cauayan.

### 3. Sectoral Representation

The PSRs may represent any or a cluster of the following sectors:

- a. Agriculture;
- b. Fisheries;
- c. Environment and Natural Resources;
- d. Trade, Industry and Services;
- e. Tourism;
- f. Health;
- g. Social Welfare;
- h. Education and Manpower Development;
- i. Labor;
- j. Development Administration;
- k. Infrastructure and Utilities; and
- l. Marginalized Groups

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#### 4. Qualifications

##### a. For the Nominating Private Sector Organization (PSO)

On top of the qualification requirements listed under Sec. H, item 3 of the EO 325 IRR, the Secretariat shall be guided by the following in screening PSOs that can participate in the selection of PSRs to the RDC.

- ◆ For geographic representatives, the PSO must have at least a provincial coverage. For sectoral representatives, the PSO must have at least 2 or more provinces as its service area.
- ◆ The PSOs should serve any of the development sectors identified as needing representation in the RDC.

##### b. For New PSR Nominees

Aside from the requirements listed under Section H, item 2 of the EO 325 IRR, the following shall be considered by the Secretariat in determining the qualification of PSR nominees:

- ◆ Must be an active official/member of a PSO for at least two (2) years;
- ◆ Must express commitment to participate in all RDC activities;
- ◆ Must not have filed his/her candidacy to any of the elective positions in the national or local elections; and
- ◆ Must not have any pending civil or criminal case upon nomination.

##### c. For Incumbent PSR Members

Those who have completed their first three (3) year-tenure can be re-nominated as PSRs subject to the qualification requirements of a PSR as provided under EO 325 IRR and that the PSR should have attended at least 75% of the total number of regular and special RDC meetings conducted within each year during his/her term as PSR of the RDC.

#### 5. Selection Process

##### a. Nomination

- ◆ An information campaign on the selection of the PSRs shall be undertaken by the Secretariat in close coordination with the LGUs, the RLAs and the media. An updated list of accredited PSOs shall be generated by the Secretariat which shall be used as basis for selecting pre-qualified PSOs and their representatives.
- ◆ The RDC shall require interested PSOs to submit to the Secretariat their duly accomplished forms as follows: a.) General Information Sheet for pre-screening purposes; b.) PSR nominees and the names of their

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official voters using the PSR and Voter's Nomination Form ; and c.) PSR Nominee Information Sheet. These forms are made available by the RDC2 Secretariat (NEDA).

- ◆ A qualified PSO may nominate a maximum of only two nominees (one sectoral and one geographic) from the Organization's membership. The IRR of EO 325 provides "that a qualified PSO and its subsidiaries and affiliates shall be counted as one PSO only." PSOs with regional and provincial chapters or subsidiaries shall be counted or considered by the Secretariat as belonging to just one PSO, thus, shall have only one count, except in cases where such affiliates or subsidiaries have distinct and separate legal personalities.
- ◆ PSOs with provincial coverage can have only one (1) nominee for geographic representative.
- ◆ The nominees will be asked to identify and rank three sectors they prefer to represent.

*b. Pre-Screening Procedures*

- ◆ The Secretariat shall evaluate the nominees vis-à-vis the required credentials and/or expertise of a particular sector. Thereafter, the RDC Secretariat shall prepare the list of official nominees according to the sectoral and geographic groupings.
- ◆ A PSR Convention shall be held after the screening and short-listing of PSOs. The qualified voters and PSR nominees shall be invited by the Secretariat one month before the actual date.

*c. Convention Procedures*

- ◆ The Secretariat shall furnish the official list and the respective profile of each qualified nominee to the voters.
- ◆ Election shall be done simultaneously for both the sectoral and geographic through secret balloting. All official voters shall vote or select their choices using the official ballot prepared by the Secretariat. For the geographic representatives, the Private Sectors in each geographic area shall elect their respective representatives.
- ◆ PSR nominee can be elected in absentia, provided that the nominee submits a statement of acceptance and commitment to perform once elected.
- ◆ The Secretariat shall tally the votes and proclaim the winning candidates.

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- ◆ In case there arises a tie between two or more candidates in a contested position whether sectoral or geographic, another round of selection shall be done through secret balloting.
  - ◆ In case a candidate wins in both sectoral and geographic, the winning candidate will decide his/her preference and the candidate who garners the second highest vote in the sectoral or geographic group where the winning candidate has vacated will get the slot.
  - ◆ In case a candidate wins in two sectoral slots, the winning candidate will decide his/her preference and the candidate who garners the second highest vote in the sector where the winning candidate has vacated will automatically get the slot.
  - ◆ The selected PSRs shall be confirmed during the first Council Meeting immediately following the Convention.

#### 6. Membership in RDC Sector Committees

All confirmed PSRs shall sit in the appropriate Committee based on the sector he/she represents and may be elected or appointed as officer in the said committee.

#### 7. Term of Office

All confirmed PSRs shall serve for a period of three (3) years without prejudice to reappointment following the same process of nomination and confirmation. The term of the RDC Chairman/Co-Chairman who comes from the private sector is co-terminus with his term as PSR.

#### 8. Termination

PSRs considered remiss in the performance of their duties or who commit acts inimical to the RDC may be dropped as members of the RDC on motion of a member and approval of majority of the members present during a full Council meeting. PSRs who are elected or appointed to any government position during their term shall automatically lose their right to represent the private sector in the RDC.

#### 9. Vacancy

In case vacancy occurs in the PSR seat of the Council either through resignation, recall, ineligibility due to appointment/election to public office, incapacity, permanent disability or death, the Council may determine the manner in which the vacancy may be filled-up.

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## C. Special Non-Voting Members (SNVMs)

### 1. Determination of Number

The Council may invite or accept the nomination of as many SNVMs as it deems necessary.

### 2. Qualifications

Those qualified for nomination as SNVMs shall include government institutions, LGUs, Private Sector Organizations (PSOs) and individuals not represented in the Council. The qualifications are stipulated under Section I, item 1 of EO 325 IRR.

On top of the above qualification requirements, SNVM nominees should meet the following conditions:

- ◆ Must express commitment to support the RDC.
- ◆ Public sector and LGU SNVMs must be willing to provide technical and financial support for the implementation of the RDC 2 Work Program;
- ◆ For incumbent SNVM member nominees, he/she should have attended at least 50 percent of all Council meetings and displayed active participation in all RDC activities.

### 3. Identification, Selection and Nomination Process

- ◆ The Secretariat shall identify and prepare a list of SNVM candidates representing the economic, social, development administration and infrastructure sectors. This will be presented and deliberated in the different major RDC Committees/Excom for endorsement and subsequent confirmation by the Council.
- ◆ For the Private Sector, SNVM candidates may be identified from the nominations of respective qualified PSOs during the Private Sector Convention called by the Secretariat for the selection of Council PSR members.
- ◆ Even after the Council has already approved its list of SNVM members, additional SNVM candidates may still be nominated by the Council members subject to the endorsement of the SECOMS/EXCOM and confirmation of the Council.

### 4. Term of Office

- ◆ The term of office shall coincide with the regular term of local elective officials and the PSRs. However, if an SNVM commits an act inimical to the RDC, his membership may be terminated on motion of a member and upon approval of the majority.

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## **D. Internal Operations**

### **1. Frequency and Schedule of Meetings**

The Council and its Committees shall meet at least once every quarter. The schedule is predetermined by the Council and its Committees at the start of the year. As necessary, it holds special meetings.

On the other hand, the ADCOM shall meet at least once a year. Prior to the ADCOM meeting, a consultation with the Congressmen shall be conducted to determine the concerns needing RDC support.

### **2. Quorum**

One-third (1/3) of the Council's total membership constitutes a quorum. Members sending their duly designated permanent alternates or representatives with full authority in writing to decide for and in behalf of the member so represented on any matter for decision by the Council shall be counted as present. For the Sectoral and Support Committees, the presence of a simple majority of members or their duly designated representatives (50% of total membership plus 1) shall constitute a quorum.

As much as possible, the RDC and Committee meetings should start on the appointed time. The Chairman may call the meeting to order to tackle preliminary matters and agenda items that are not relatively contentious.

In the absence of a quorum, the Council or Committee members present may discuss the items in the agenda and make recommendations thereon to the Council or Committee for its next meeting.

### **3. Representation**

The members of the Council and its Committees shall have two (2) duly designated permanent alternates provided with authority to make decisions on his/her behalf.

In case a Chairman of a Sectoral/Support Committee will not be able to attend an RDC meeting or an Executive Committee Meeting for the presentation of an item/s of the meeting agenda, his representative must come from the Committee he/she chairs, preferably the Co-Chairman or Vice-Chairman.

### **4. Presiding Officer**

The RDC Chairman shall preside over the meetings of the Council, the Executive Committee and the Advisory Committee. In the absence of the Chairman, the Co-Chairman shall be the presiding officer. The Vice-Chairman shall preside over the meeting in the absence of both the Chairman and the Co-Chairman.

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During the RDC meetings hosted by the Local Government Units, the host Local Chief Executive may preside over the discussion of the local issues.

#### 5. Agenda Setting and Presentation

The agenda are generally identified from the Sectoral/Support Committees and the Secretariat. For LGU-focused meetings, agenda items shall be identified and prioritized by the local government unit concerned in coordination with the Secretariat.

Only agenda items needing endorsement, approval or adoption by the Council shall be tabled for discussion in the Council or committee meetings. Otherwise, these shall only be included in the agenda folders as additional information or distributed separately to members during the meetings.

Proponents of any agenda item, especially proposed plans, programs or projects, are required to present these in the appropriate Sectoral/Support Committees for deliberation. They are likewise expected to attend the Council Proper meeting when and where their proposals/s are subject to final deliberations prior to endorsement.

#### 6. Council Resolutions

All major decisions of the Council shall be in the form of resolutions. The framing of the resolutions shall be the responsibility of the Council Secretary.

#### 7. Minutes of the Meetings

The minutes of the meetings of the Council, the Executive Committee, the Advisory Committee and the Sectoral/Support Committees shall be certified by the Council/Committee Secretary and approved by the Co-Chairman and Chairman.

#### 8. Official Records of the Council

The agenda of the meetings of the Council, the Executive Committee, the Advisory Committee and the Sectoral/Support Committees together with the background materials therein, the approved minutes of these meetings and the records of implementing actions taken shall constitute the official records of the meetings of the Council, the Executive Committee, the Advisory Committee, and its Sectoral/Support Committees.

#### 9. Secretariat

The RDC 2 Secretariat shall be the NEDA Regional Office 2. For the Sectoral/Support Committees, the elected Chairperson shall provide support staff to assist the RDC2 Secretariat.



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## 10. Capacity-Building Activities

The RDC shall maintain the conduct of capacity-building activities for all Council and Committee members particularly on areas where the RDC needs strengthening, such as; but not limited to the following:

- ◆ project development
- ◆ project monitoring and evaluation
- ◆ policy and plan formulation
- ◆ investments promotion
- ◆ fund sourcing
- ◆ budget review
- ◆ Development Communication

In addition, management courses shall be developed for RDC officials along the following subject areas and other related fields:

- ◆ Transformational Leadership, multi-lateral negotiations and diplomacy, power principle, Total Quality Management (TQM)
- ◆ Conference Management
- ◆ ISO Quality Management System
- ◆ Knowledge Management and
- ◆ E-governance

The RDC Secretariat shall conduct a Training Needs Assessment (TNA) of the Council members at the start of their term to determine the priority training areas and updates as necessary.

Likewise, the RDC shall ensure the conduct of orientation seminars for newly elected/appointed members in order to acquaint them with their roles and responsibilities as members of the Council or Committee.

## 11. PSRs Meetings and Agenda

The PSR members shall convene at least once a semester to identify issues and concerns, formulate policy agenda or prepare project proposals for the review and endorsement by the appropriate RDC Committees to the RDC for appropriate action. The PSR members shall likewise perform follow through actions on the agreements made during PSR regional and national conferences.

### **E. Relationship with other Offices/Officials**

#### 1. With the Cabinet Officer for Regional Development (CORD) and Presidential Assistants (PAs)

The RDC coordinates with the CORD and/or PA who serve as liaison officers of and assist the Office of the President in defining development priorities and projects in the region. This coordination requires the RDC to do the following:

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- ◆ Confer with the CORD and/or PA regarding critical issues and concerns in the region that require presidential attention;
  - ◆ Provide necessary technical and secretariat support in the monitoring activities of the CORD and/or PA in the region;
  - ◆ Apprise the CORD and/or PA on the region's development plan, investment programs, status of programs and projects, and other Presidential directives on regional concerns; and
  - ◆ Assist the CORD and/or PA in the conduct of consultations with various regional agencies and other stakeholders in preparation for presidential visits and any other activities of the CORD and/or PA in the region;

## 2. With the Local Government Units (LGU) and Local Development Councils (LDC)

Regional and Local priorities and concerns have to be harmonized through the two levels of development councils. The RDC assists the LGUs in the following:

- ◆ Preparation of local development and physical framework plans, investment programs, and in fulfilling the requirements for evaluation of LGU projects for financing;
- ◆ Coordination of monitoring and facilitation of projects covering several LGUs;
- ◆ Capability building in the area of local governance, fiscal administration, project development, investment programming and project monitoring and evaluation.

## 3. With the RLAs and SUCs

The Regional Line Agencies (RLAs) as well as the State Universities and Colleges (SUCs) implement development projects and programs in the region. The RDC has to maintain coherence among these institutions as follows:

- ◆ Links the agency and SUC development plans and programs with the Regional Development Plan (RDP) and Investment Program (RDIP);
- ◆ Reviews and endorses the RLA and SUC budget proposals;
- ◆ Coordinates the monitoring of major projects being implemented; and
- ◆ Evaluates and endorses RLA and SUC project proposals.

## 4. With Other Affiliate Committees

The various committees and councils organized to carry out national and agency programs in the region are considered to be under the umbrella of the RDC. Their role shall be to assist the RDC to coordinate, monitor and evaluate their respective specific concerns. In general, the secretariat to these bodies shall be

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provided by the lead agency that organized the council/committee. The institutional relationships between the RDC and these various committees and councils shall be defined by the Council.

5. With the NEDA Board-Regional Development Committee (RDCom) and its Area Committees (Luzon Area Development Coordinating Committee)

The NEDA-Board RDCom was primarily created to accelerate socio-economic development of the regions. It has Area Committees representing each island of the country, with Luzon Island having the Luzon Area Development Coordinating Committee (LADCC). The LADCC assists the RDCom in the performance of its functions and serve as clearing house for interregional concerns that need to be elevated to the RDCom.

As the overall development coordinating body in the region, the RDC2 participates in the discussion and resolution of interregional issues and concerns elevated to the LADCC and then to the RDCom.

6. With the Federation of RDC (FRDC)

The FRDC provides a forum where the RDC officials (Chair, Co-Chair and Vice-Chair) are assisted in the exchange of ideas and experiences for the transfer of skills and technology, hastening the development through the utilization of local resources and skills for development.

The involvement of RDC Officials in the FRDC further enhances their capability in the formulation and implementation of plans and the diffusion of information, among others, at the regional and local levels.

## **IV. RDC BUSINESS**

### **A. Formulation of Plans and Policy Directions**

The RDC oversees the formulation of several regional planning documents such as the Regional Physical Framework Plan (RPF) and the Regional Development Plan (RDP), including other sector-specific plans; such as the Cagayan Riverine Development Framework Plan, the Flood Mitigation Master Plan, among others. Plan formulation usually starts with the convening of an inter-agency Technical Working Group which is tasked to come-up with the draft plan document. The draft plan document is then subjected to further stakeholder consultations until it is deliberated in the RDC Sectoral Committees and in appropriate Support Committees. The Council reviews and approves the plan document for implementation after it has been endorsed by the Sector/Support Committees. Policy formulation usually follows that of the plan formulation process implemented by the Council.

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## **B. Provision of Technical Assistance to Stakeholders**

Technical assistance provided to local governments, regional government institutions and the private sector is usually along the areas of plan formulation, conduct of policy review, project development, fund sourcing and capability building. The request for technical assistance should be initiated by the concerned entity. With the concurrence of the Council Proper, the request is referred to the appropriate Sector or Support Committee which in turn provides or organizes the appropriate technical staff support to render the assistance. In many instances, the RDC2 through its Sector and Support Committees undertake technical assistance in programs/projects usually aimed at improving the capabilities of local governments and regional agencies. These include trainings on planning, project development, project evaluation, fund sourcing and project monitoring.

## **C. Endorsement of Proposed Development Projects**

Any plan, program, project (P/P/P) submitted to the RDC for endorsement must be accompanied with endorsements from the concerned Local Development Councils (LDCs) where these P/P/Ps emanate from and/or are located in.

Upon submission of the above LDC endorsement, the document or proposal will be evaluated by the RDC 2 Secretariat. The evaluation report serves as input to the discussion in the concerned Sectoral Committee. The concerned Committee should then discuss and elevate their recommendations to the RDC 2 Proper for final decision. At the Technical Committee deliberations, the Proponent is required to present the proposal; while at the Council level, it is the Committee Chairman who presents the project and the Committee findings and recommendations. The proponent is nevertheless also required to attend the RDC meeting and be ready to answer possible questions/clarifications.

## **D. Endorsement of Agency/SUCs Budgets**

The annual budgeting exercise starts with the "National Budget Call" which is usually done through the issuance of a National Budget Memorandum by the Secretary of the Department of Budget and Management (DBM). However, the program/project identification by the agencies and its synchronization with the regional and local development priorities should be undertaken even before the start of the budgeting exercise. The overall coordination of the regional program/project identification and prioritization activities and the annual budgeting exercise or the agency budget consultation is being undertaken through the Regional Budget Review Committee (RBRC).

## **E. Monitoring of Plans, Programs and Projects**

Plan monitoring, particularly that of the RDP, is done through the preparation of the Annual Regional Development Report. The Secretariat prepares the draft ARDR with data inputs and agency performance reports provided by the regional line

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agencies. The draft report is then subjected to Committee review and enhancement prior to its presentation to the Council Proper for information and approval.

For program/project monitoring, the Regional Project Monitoring Committee (RPMC) conducts the monitoring and evaluation of major regional projects particularly those that are ODA-funded. Project monitoring is done through the generation of accomplishment reports from the implementing agencies. The conduct of on-site project monitoring visits is also undertaken especially for projects that experience significant delays in project implementation and those that encounter implementation problems or issues. Quarterly and an annual Regional Project Monitoring and Evaluation System (RPMES) Reports are prepared by the Committee from the results of its project monitoring activities. The RPMES reports are usually furnished to the Region's Congressmen, the Provincial Governors and other concerned agencies for their information and corresponding action.

#### **F. Advocacy**

The RDC2 maintains a regional web portal to facilitate public access to information concerning the activities of the Council and updates on the region's development status. This portal integrates the following:

- ◆ RDC website — [www.rdc2.gov.ph](http://www.rdc2.gov.ph)
- ◆ Regional GIS website — [www.rdc2.gov.ph/rgin/](http://www.rdc2.gov.ph/rgin/)
- ◆ NEDA Regional Office 2 website — [www.neda.rdc2.gov.ph](http://www.neda.rdc2.gov.ph)

Further, it is linked to other websites of the Provincial LGUs and the RLAs.

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## ANNEXES

### **Annex A: Executive Order No. 325 s. 1996**

REORGANIZATION OF THE REGIONAL DEVELOPMENT COUNCILS REPEALING EXECUTIVE ORDER NO. 308, SERIES OF 1987, AS AMENDED BY EXECUTIVE ORDER NOS. 318, (S. OF 1988), 347 (S. OF 1989), 366 (S. OF 1989), 455 (S. OF 1991) and 505 (S. 1992)

### **Annex B: Executive Order No. 143 s. 2002**

FURTHER AMENDING SECTION 1 OF EXECUTIVE ORDER NO. 325, SERIES OF 1996, AS AMENDED BY EXECUTIVE ORDER NOS. 384 (S. 1996) AND 437 (S. 1997), PROVIDING FOR THE INCLUSION OF THE REGIONAL DIRECTORS OF COMMISSION ON HIGHER EDUCATION (CHED) AND TESDA AS MEMBERS OF THE REGIONAL DEVELOPMENT COUNCIL

### **Annex C: Administrative order No. 148 s. 2006**

RECONSTITUTING THE MEMBERSHIP OF THE NEDA BOARD

### **Annex D: Administrative Order No. 150 s. 2006**

REORGANIZING THE CABINET GROUPS

### **Annex E: Executive Order No. 562 s. 2006**

REINSTATING THE DEPARTMENT OF AGRARIAN REFORM, DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT AND DEPARTMENT OF HEALTH AS MEMBERS OF THE REGIONAL DEVELOPMENT COUNCIL

### **Annex F: Administrative Order No. 150-A s. 2006**

AMENDING ADMINISTRATIVE ORDER NO. 150 DATED MAY 12, 2006 ENTITLED "REORGANIZING THE CABINET GROUPS"

## ANNEX A

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### EXECUTIVE ORDER NO. 325

**REORGANIZATION OF THE REGIONAL DEVELOPMENT COUNCILS  
[REPEALING EXECUTIVE ORDER NO. 308, SERIES OF 1987, AS AMENDED  
BY EXECUTIVE ORDER NOS. 318, (S. OF 1988), 347 (S. OF 1989), 366 (S.  
OF 1989), 455 (S. OF 1991) and 505 (S. 1992)]**

**WHEREAS**, Articles X, Section 14 of the Constitution provides that the President shall create regional development councils (RDCs) and other similar bodies composed of local government officials, regional heads of departments and other government offices and representatives from non-governmental organizations within the regions;

**WHEREAS**, the purposes for the creation of the RDCs are administrative decentralization to strengthen the autonomy of the local government units therein and to accelerate the socio-economic development of the regions;

**WHEREAS**, it is the policy of the State that socio-economic development programs and activities of government be undertaken with the extensive and active participation and support from, and coordination of, various government agencies, as well as private sector institutions at the national, regional and local levels;

**WHEREAS**, there is a need to provide for a responsive forum at the regions for the meaningful participation and support from the concerned members of the House of Representatives;

**WHEREAS**, there is a need to reorganize and strengthen the RDCs to make them more effective institutions in the regions responsible for ensuring sustainable, participatory and equitable development;

**NOW, THEREFORE, I, FIDEL V. RAMOS**, President of the Philippines, by the powers vested in me by law, do hereby repeal EO 308 s. 1987, as amended, and order to wit :

**SECTION 1. *Regular Members.*** The following shall be the regular RDC members:

- a. all provincial governors;
- b. all city mayors;
- c. mayors of municipalities designated as provincial capitals;
- d. all presidents of the provincial league of mayors;
- e. the mayors of the municipality designated as the regional center;
- f. the regional directors of agencies represented in the National Economic and Development Authority Board (NEDA, DAR, DA, DBM, DENR, DOF, DFA, DOH, DILG, DOLE, DPWH, DOST, DTI, DOTC, BSP) and the regional directors of DECS, DSWD, and DOT; provided that each agency shall be represented by only one regional director; and
- g. private sector representatives (PSRs) who shall comprise one-fourth of members of the fully-constituted council.

**SEC. 2. *Selection of PSRs.*** The selection of private sector representatives to the

## ANNEX A

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RDC shall be done in accordance with the guidelines approved by the NEDA Board.

**SEC. 3. *Special Members.*** The RDC, subject to the concurrence of majority of its regular members, may designate special non-voting members of the Council.

**SEC. 4. *Functions of the RDC.*** The RDC shall have the following functions:

- a. Coordinate the preparation, implementation, monitoring and evaluation of short and long-term regional development plans and investment programs, regional physical framework plan and special development plans, including the formulation of policy recommendations;
- b. Integrate approved development plans of provinces and cities, line agencies, state universities and colleges, government owned and controlled corporations and special development authorities in the region into the regional development plan;
- c. Review, prioritize, and endorse to the national government the annual and multi-year sectoral investment programs of the region for funding and implementation;
- d. Review and endorse to the national government the annual budgets of agency regional offices, state colleges and universities and special development authorities;
- e. Promote and direct the inflow and allocation of private investments in the region to support regional development objectives, policies and strategies;
- f. Review and endorse national plans, programs and projects proposed for implementation in the regions;
- g. As required by the Investment Coordinating Committee (ICC), review and endorse projects of national government agencies that have impact on the region and projects of LGUs in the region requiring national government financial exposure which may come in the form of guarantees, national government budget appropriations or subsidies, among others;
- h. Initiate and coordinate the development, funding and implementation of regional and special development projects such as those involving several agencies or LGUs;
- i. Coordinate the monitoring and evaluation of development projects undertaken by government agencies, local government units, state colleges and universities, government-owned and/or - controlled corporations and special development authorities in the region; and
- j. Perform other related functions and activities as may be necessary to promote and sustain the socio-economic development of the regions.

**SEC. 5. *RDC Officials.*** The RDC shall be jointly headed by a Chairman and Co-Chairman appointed by the President. The NEDA Regional Director shall be the ex-officio Vice-Chairman of the RDC. The NEDA Assistant Regional Director shall be the Secretary of the RDC.

**SEC. 6. *Executive Committee.*** The Council shall create an Executive Committee to act on matters that require immediate attention for and on behalf of the RDC when it is not in session. The Executive Committee shall comprise one-fourth of the total



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membership of the fully-constituted Council, the membership to be determined by the Council, provided that all sectoral committee chairmen created under Section 7 of this Executive Order, shall automatically become members of the Executive Committee. The Chairman, Co-Chairman, Vice-Chairman and Secretary of the RDC shall also serve as the officers of the Executive Committee.

**SEC. 7. Sectoral Committees.** To assist the RDC in the performance of its functions, the Council shall create sectoral committees to handle social, economic, infrastructure, and development administration concerns whose composition shall be determined by the Council. The sectoral committees shall perform functions analogous to and supportive of the functions of the Regional Development Council. They shall review and endorse matters pertaining to their respective sectors to the RDC Executive Committee and/or the RDC Full Council.

**SEC. 8. Advisory Committee.** To further strengthen the coordinative and consultative mechanism in the regions, there is hereby created an Advisory Committee to advise, assist and support the Council in discharging its functions. It shall be composed of the members of the House of Representatives representing the provinces and districts of the region who shall signify their intention to become members thereof in writing, and members of the Council's Executive Committee.

The Chairman, Co-Chairman, Vice Chairman and Secretary of the Council shall also serve as the officers of the Advisory Committee.

The Committee may meet as often as necessary but not less than once a semester.

**SEC. 9. Affiliate Committees.** The various committees and councils organized to carry out national and agency programs are considered to be under the umbrella of the RDC. Their role shall be to assist the RDC coordinate, monitor and evaluate their respective specific concerns. In general, secretariat functions to these bodies shall be provided by the lead agency that organized the council/committee.

**SEC. 10. Meetings.** The RDC Full Council shall meet at least once every quarter. It may adopt its own rules on constituting quorum.

**SEC. 11. Appointment of Chairman/Co-Chairman.** In line with the government's thrust on decentralization, the RDC shall nominate at least two (2) local chief executives who are ex-officio members and two (2) private sector representatives from whom the President shall select and appoint the RDC Chairman and Co-Chairman, provided, that if the Chairman is from the government sector, the Co-Chairman shall be selected from the private sector (and vice-versa). Regional Directors of national government agencies in the region shall not be included in the selection of nominees for Chairman and Co-Chairman.

**SEC. 12. Functions/Powers and Responsibilities of the Chairman/ Co-Chairman.** The Chairman/Co-Chairman shall have the following functions, powers and responsibilities:

- a. Preside over the meetings of the Council;

## ANNEX A

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- b. Direct members of the Council, affiliate committees and regional line agencies to perform tasks the RDC may deem necessary;
- c. Accept, in behalf of the Council, donations, contributions, grants, bequests or gifts;
- d. Represent the region in Cabinet meetings and other activities at the national level;
- e. Submit to the President through the NEDA Board regional plans, regional investment programs, annual development reports and other documents on the region as approved by the Council; and
- f. Perform other functions and duties as may be directed by the President.

**SEC. 13. *RDC Secretariat.*** The NEDA Regional Office shall be the Secretariat of the RDC. The NEDA Regional Director shall manage the technical, administrative and financial operations of the RDC and shall be accountable for the funds and properties of the RDC.

**SEC. 14. *Term of Office.*** The RDC Chairman, Co-Chairman and private sector representatives shall serve in the Council for a fixed term of three years coinciding with the regular term of local elective officials.

**SEC. 15. *Funding.*** Funds necessary for RDC operations, project monitoring and evaluation, and implementation of special projects shall be included in the annual general appropriations bill submitted to Congress, subject to the usual auditing rules and regulations.

**SEC. 16. *Non-Applicability.*** This Executive Order shall not apply to the Autonomous Region in Muslim Mindanao and the Cordillera Administrative Region.

**SEC. 17. *Implementing Rules.*** The NEDA Board is hereby directed to prepare and adopt detailed guidelines to implement the specific provisions of this Executive Order.

**SEC. 18. *Transitory Provision.*** The existing private sector representatives shall continue to serve the Council until the expiry of their term. The selection of the new set of private sector representatives shall then be guided by Section 2 of this Executive Order.

**SEC. 19. *Repealing Clause.*** All previous issuances inconsistent with the provisions of this Executive Order are hereby repealed or modified accordingly.

**SEC. 20. *Effectivity.*** This Executive Order shall take effect immediately.

**DONE**, in the City of Manila, this 12th day of April in the year of Our Lord Nineteen Hundred and Ninety Six.

(Sgd.) FIDEL V. RAMOS

By the President

(Sgd) RUBEN D. TORRES  
*Executive Secretary*

## ANNEX B

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### MALACAÑANG

Manila

#### BY THE PRESIDENT OF THE PHILIPPINES

**EXECUTIVE ORDER NO. 143 - FURTHER AMENDING SECTION 1 OF EXECUTIVE ORDER NO. 325, SERIES OF 1996, AS AMENDED BY EXECUTIVE ORDER NOS. 384 (S. 1996) AND 437 (S. 1997), PROVIDING FOR THE INCLUSION OF THE REGIONAL DIRECTORS OF COMMISSION ON HIGHER EDUCATION (CHED) AND TESDA AS MEMBERS OF THE REGIONAL DEVELOPMENT COUNCIL**

**WHEREAS**, Article X, Section 14, of the Constitution provides that the President shall create regional development councils (RDCs) and other similar bodies composed of local officials, regional heads of departments and other government offices and representatives from non-governmental organizations within the regions;

**WHEREAS**, E.O. 325, series of 1996, provides for the reorganization of the RDC, which is composed of three major sectors, namely: the local government units, government agencies and the private sector;

**WHEREAS**, the education sector is represented in the RDC by the Department of Education (DepEd);

**WHEREAS**, the DepEd was restructured in 1994 with the creation of the Commission on Higher Education (CHED) under Republic Act (R.A.) No. 7722, with responsibilities over higher education, and Technical Education and Skills Development Authority (TESDA) under R.A. No. 7796, with responsibilities over technical education, both agencies independent of and separate from the DepEd;

**WHEREAS**, no adjustment has been made in the representation of the education sector in the RDC since the restructuring of DepEd in 1994;

**WHEREAS**, the inclusion of CHED and TESDA as regular RDC members is deemed crucial considering that both are major stakeholders in the generation of high-level and technical manpower at the regional level.

**NOW, THEREFORE, I, GLORIA MACAPAGAL-ARROYO**, President of the Philippines, by the powers vested in me by law, hereby order:

**SECTION 1.** Executive Order No. 325, series of 1996, particularly Section 1 thereof, is hereby amended to read as follows:

“Sec. 1. Regular Members. — The following shall be the regular RDC Members:

- a. all provincial governors;
- b. all city mayors;
- c. mayors of municipalities designated as provincial capitals;

## ANNEX B

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- d. all presidents of the provincial leagues of municipalities;
- e. the mayor of the municipality designated as the regional center;
- f. the regional directors of agencies represented in the National Economic and Development Board (NEDA, DAR, DA, DBM, DENR, DOF, DFA, DOH, DILG, DOLE, DPWH, DOST, DTI, DOTC, BSP) and the regional directors of DepEd, DSWD, DOT, CHED and TESDA, provided that each agency shall be represented by only one regional director; and
- g. private sector representatives (PSRs), at least one of whom shall be a representative of the Labor Sector, who shall comprise one fourth of the members of the fully constituted council."

**SECTION 2.** Repealing Clause. — All previous issuances inconsistent with the provisions of this Executive Order are hereby repealed or modified accordingly.

**SECTION 3.** Effectivity. — This Executive Order shall take effect immediately.

*Done in the City of Manila, this 2nd day of November, in the year of our Lord, Two Thousand and Two.*

(Sgd) **GLORIA MACAPAGAL-ARROYO**

By the President:

(Sgd) **ALBERTO G. ROMULO**

Executive Secretary

## ANNEX C

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### MALACAÑANG

Manila

#### BY THE PRESIDENT OF THE PHILIPPINES

#### ADMINISTRATIVE ORDER NO. 148-RECONSTITUTING THE MEMBERSHIP OF THE NEDA BOARD

**WHEREAS**, Section 4 of Executive Order No. 230, dated 22 July 1987, reorganizing the National Economic and Development Authority (NEDA), authorizes the President of the Philippines to revise the members of the NEDA Board whenever the same is deemed necessary for the effective performance of the Board's functions, through an Administrative or Memorandum Order;

**WHEREAS**, Republic Act No. 7653 or the New Central Bank Act, provides that the Deputy Governor designated by the Governor of the Bangko Sentral shall be an ex-officio member of the NEDA Board;

**WHEREAS**, Executive Order No. 207, s. of 2003, provides for the representation of the Governor of the Autonomous Region in Muslim Mindanao in the NEDA Board;

**WHEREAS**, Administrative Order No. 104, s. of 2004, provides for the creation of three Cabinet Groups (NEDA Cabinet Group, National Security Council Cabinet Group and National Anti-Poverty Commission Cabinet Group) for the effective and efficient discussion and implementation of the President's 10-Point Agenda;

**WHEREAS**, there is a need to conserve the executive time of Cabinet Secretaries by not requiring them to attend more meetings than necessary;

**NOW, THEREFORE, I, GLORIA M. ARROYO**, President of the Philippines, by virtue of the powers vested in me by law, do hereby order:

**SECTION 1 : Reconstitution of the NEDA Board.** The NEDA Board membership is hereby reconstituted to include members of the NEDA Cabinet Group, as well as representatives from the local government units as follows:

The President as Chairperson

Director-General, National Economic and Development Authority as Vice-Chairperson

Secretary, Department of Agriculture

Secretary, Department of Budget and Management

Secretary, Department of Energy

Secretary, Department of Environment and Natural Resources

Secretary, Department of Finance

Secretary, Department of Public Works and Highways

Secretary, Department of Science and Technology

Secretary, Department of Tourism

Secretary, Department of Trade and Industry

Secretary, Department of Transportation and Communications

Chairman, Housing and Urban Development Coordinating Council

## ANNEX C

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Chairman, Metro Manila Development Authority  
Chairman, Commission of Information and Communication Technology  
Chairman, Subic-Clark Area Development Council  
Presidential Adviser for New Government Centers  
Presidential Adviser for Job Creation  
Deputy Governor, Bangko Sentral ng Pilipinas  
Governor, Autonomous Region for Muslim Mindanao  
President, Union of Local Authorities of the Philippines

**SECTION 2: Executive Secretary.** The Executive Secretary shall be a member of all Cabinet Groups.

**SECTION 3: Private Sector Representatives.** The Director-General of the National Economic and Development Authority is hereby authorized to invite private sector representatives to attend the NEDA Board meeting depending on the agenda.

**SECTION 4: NEDA Cabinet Group and Economic Managers.** The Cabinet-level officials enumerated above as members of the NEDA Board shall constitute the NEDA Cabinet Group. They shall also be recognized collectively as the Economic Managers.

**SECTION 5: Repealing Clause.** All laws, ordinances, rules, regulations, other issuances or parts thereof, which are inconsistent with this Administrative Order, are hereby repealed or modified accordingly.

**SECTION 6: Effectivity.** This Administrative Order shall take effect immediately.

**DONE** in the City of Manila this 22<sup>nd</sup> of April in the year of our Lord, Two Thousand and Six.

(Sgd.) **GLORIA MACAPAGAL-ARROYO**

By the President:

(Sgd.) **EDUARDO M. ERMITA**  
Executive Secretary

## ANNEX D

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### ADMINISTRATIVE ORDER NO. 150

#### REORGANIZING THE CABINET GROUPS

**WHEREAS**, Administrative Order No. 104 dated 7 September 2004 provided for Cabinet groups to enable the Government to address major concerns in the implementation of the Administration's 10-point agenda;

**WHEREAS**, Sec. 31, Chapter 10, Title III of Executive Order No. 292, series of 1987, otherwise known as the "Administrative Code of 1987" provide that the President shall have continuing authority to reorganize the administrative structure of the Office of the President:

**NOW, THEREFORE, I, GLORIA M. ARROYO**, President of the Republic of the Philippines, by virtue of the powers vested in me by law and the Constitution, do hereby order:

**Section 1.** National Anti-Poverty Commission (NAPC) Cabinet Group. - The Cabinet Members who shall be members of the En Banc NAPC and shall be known as the NAPC Cabinet Group are the following:

Secretary-General, National Anti-Poverty Commission  
Secretary, Department of Agrarian Reform  
Secretary, Department of Education  
Secretary, Department of Health  
Secretary, Department of Social Welfare and Development  
Chairman, Commission on Higher Education  
Chairman, Technical Education and skills Development Authority  
Chairman, Philippine International Trading Corporation  
Chairman, Commission on Filipinos Overseas

**Sec. 2.** Subic-Clark Alliance for Development. - The Subic-Clark Area Development Council is hereby renamed Subic-Clark Alliance for Development.

**Sec. 3.** National Economic and Development Authority (NEDA) Cabinet Group. - The Cabinet Members who shall be members of the NEDA Board and who shall be known alternatively as the NEDA Cabinet Group or the Economic Managers are the following:

Director-General, National Economic and Development Authority  
Chairman, Housing and Urban Development Coordinating Council  
Secretary, Department of Agriculture  
Secretary, Department of Budget and Management  
Secretary, Department of Energy  
Secretary, Department of Environment and Natural Resources  
Secretary, Department of Finance  
Secretary, Department of Public Works and Highways  
Secretary, Department Science and Technology  
Secretary, Department of Tourism  
Secretary, Department of Trade and Industry  
Secretary, Department of Transportation and Communications  
Chairman, Metro Manila Development Authority

## ANNEX D

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Chairman, Commission of Information and Communication Technology  
Chairman, Subic-Clark Alliance for Development  
Presidential Adviser for New Government Centers

**Sec. 4.** Secretary of Labor and Employment. - The Secretary of Labor and Employment shall be a member of the NEDA Board, the NAPC and the NAPC Cabinet Group.

**Sec. 5.** National Security Council (NSC) Cabinet Group. - The Cabinet Members who shall be members of the NSC and shall be known as the NSC Cabinet Group are the following:

National Security Adviser  
Secretary, Department of Foreign Affairs  
Secretary, Department of National Defense  
Secretary, Department of the Interior and Local Government  
Secretary, Department of Justice  
Press Secretary  
Presidential Chief of Staff  
Presidential Adviser on the Peace Process  
Director-General, Philippine Information Agency  
Chairman, Dangerous Drugs Board  
Chairman, National Broadcasting Network  
Chairperson, Presidential Anti-Graft Commission

**Sec. 6.** National Security Council Executive Committee. - There shall be a National Security Council Executive Committee composed of the following:

The President as Chairman  
Director-General, National Security Council  
Secretary, Department of the Interior and Local Government  
Secretary, Department of Defense  
Secretary, Department of Justice

**Sec. 7.** Executive Secretary. - The Executive shall be a member of all Cabinet Groups.

**Sec. 8.** Repealing Clause. - All executive issuance, rules and regulations or parts thereof which are inconsistent with the provisions of this Administrative Order are hereby repealed or modified accordingly.

**Sec. 9.** Effectivity. - This Administrative Order shall take effect immediately.

*City of Manila, 12 May 2006*

(Sgd.) **GLORIA MACAPAGAL-ARROYO**

By the President:

(Sgd.) **EDUARDO R. ERMITA**  
*Executive Secretary*



## ANNEX E

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### MALACAÑANG

Manila

BY THE PRESIDENT OF THE PHILIPPINES

EXECUTIVE ORDER No. 562

**REINSTATING THE DEPARTMENT OF AGRARIAN REFORM, DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT AND DEPARTMENT OF HEALTH AS MEMBERS OF THE REGIONAL DEVELOPMENT COUNCIL**

**WHEREAS**, Executive Order No. 325, s. 1996, Reorganization of the Regional Development Councils (RDC), provides that Regional Directors of agencies represented in the NEDA Board shall be regular members of the RDC;

**WHEREAS**, Administrative Order 148, s. 2006, provides for the reconstitution of the NEDA Board which excluded the Department of Agrarian Reform (DAR), Department of the Interior and Local Government (DILG) and Department of Health (DOH);

**WHEREAS**, the membership of DAR, DILG and DOH are critical in the pursuit of socio-economic development across the regions and hence, they should remain members of the RDC;

**NOW, THEREFORE, I, GLORIA MACAPAGAL-ARROYO**, President of the Philippines, by virtue of the powers vested in me by law, do hereby order:

**Section 1.** The Regional Directors of DAR, DOH and DILG shall remain members of the RDC.

**Section 2.** All previous issuances inconsistent with the provisions of this Executive Order are hereby repealed or modified accordingly.

**Section 3.** This Executive Order shall take effect immediately.

DONE, in the City of Manila, this 28<sup>th</sup> day of August in the year of our Lord Two Thousand and Six.

(Sgd.) GLORIA MACAPAGAL-ARROYO

By the President:

(Sgd.) EDUARDO R. ERMITA

*Executive Secretary*

## ANNEX F

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### MALACAÑANG

Manila

#### BY THE PRESIDENT OF THE PHILIPPINES

#### ADMINISTRATIVE ORDER NO. 150-A - AMENDING ADMINISTRATIVE ORDER NO. 150 DATED MAY 12, 2006 ENTITLED "REORGANIZING THE CABINET GROUPS"

**WHEREAS**, Administrative Order No. 150, dated May 12, 2006 provided for the reorganization of the cabinet groups to address major concerns in the implementation of the Administration's 10-point agenda;

**WHEREAS**, paragraph 2, Sec. 31, Chapter 10, Title III, Book III of the Administrative Code grants to the President continuing authority to recognize the administrative structure of the Office of the President;

**NOW, THEREFORE, I, GLORIA MACAPAGAL-ARROYO**, President of the Republic of the Philippines, by virtue of the powers vested in me by law, do hereby order:

**Section 1.** Sections 4 and 5 Administrative Order No. 150, dated May 12, 2006 are hereby amended to read as follows:

"Sec. 4. Secretary of Labor and Employment. – The Secretary of Labor and Employment shall be a member of the NAPC and the NAPC Cabinet Group."

"Sec. 5. National Security Council (NSC) Cabinet Group. – The Cabinet Members who shall be members of the NSC and shall be known as the NSC Cabinet Group are following:

- National Security Adviser
- Secretary, Department of Foreign Affairs
- Secretary, Department of National Defense
- Secretary, Department of the Interior and Local Government
- Secretary, Department of Justice
- Press Secretary
- Presidential Chief of Staff
- Political Adviser
- Presidential Adviser on Peace Process
- Director-General, Presidential Management Staff
- Director-General, Philippine Information Agency
- Chairman, Dangerous Drugs Board
- Chairman, National Broadcasting Network
- Chairperson, Presidential Anti-Graft Commission

**Sec. 2.** Repealing Clause. All executive issuances, rules and regulations or parts thereof which are inconsistent with the provisions of this Administrative Order are hereby repealed or modified accordingly.

**Sec. 3.** Effectivity. This Administrative Order shall take effect immediately

*DONE, in the City of Manila, on this 6th day of September in the year of our Lord, Two Thousand and Six.*

(Sgd.) GLORIA MACAPAGAL - ARROYO

By the President:

(Sgd.) EDUARDO R. ERMITA

*Executive Secretary*



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**Regional Development Council 02**

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