



Republic of the Philippines  
**DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT**

1559 MATIMCO Bldg., Km. 4, Libertad, Butuan City  
Tel Nos. (085) 341-1976, 342-2134 & 815-1299  
www.dilg.xiii@yahoo.com



**REGIONAL MEMORANDUM CIRCULAR**

NO. 2013-02

**TO : ALL PROVINCIAL GOVERNORS, CITY/MUNICIPAL MAYORS,  
PUNONG BARANGAYS, DILG PROVINCIAL/CITY DIRECTORS,  
CITY/MUNICIPAL LOCAL GOVERNMENT OPERATIONS OFFICERS  
AND OTHERS CONCERNED**

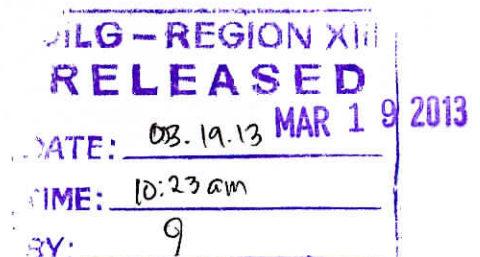
**SUBJECT : CONDUCT OF BARANGAY ASSEMBLY FOR THE FIRST SEMESTER  
C.Y. 2013**

**Date : MARCH 18, 2013**

This refers to the DILG Memorandum Circular No. 2013-23 dated March 18, 2013 entitled "Conduct of Barangay Assembly for the First Semester of C.Y. 2013".

Pursuant to Proclamation No. 260, dated 30 September 2011, the Barangay Assembly Day for the first semester of CY 2013 is set on March 30, 2013. Relative thereto and in accordance with Section 397(b) of the Local Government Code, every barangay is enjoined to undertake the following activities:

1. State of Barangay Address (SOBA), with emphasis on:
  - (a) CY 2012 Second Semester Accomplishments
  - (b) CY 2012 Second Semester Financial Report to include, among others, the Itemized Monthly Collections and Disbursement and the Summary of Income and Expenditures and
  - (c) Updates on CY 2013 on-going programs and projects
2. Compliance to DILG Memorandum Circular No. 2010-149, dated December 14, 2010 re: Posting of Barangay Budget, Statement of Income and Expenditures and other Barangay Financial Transactions, and Annual Procurement Plan
3. Discussion on issues or concerns affecting the barangay, such as but not limited to:
  - (a) Disaster Preparedness
  - (b) Solid Waste Management
  - (c) Peace and Order Situation, particularly on the proliferation of activities pertaining to illegal drugs in the barangay





Republic of the Philippines  
**DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT**

1559 MATIMCO Bldg., Km. 4, Libertad, Butuan City  
Tel Nos. (085) 341-1976, 342-2134 & 815-1299  
www.dilg.xiii@yahoo.com



Barangay officials may also undertake other activities they deem appropriate to create public awareness on, and generate participation in, the barangay assembly, such as, but not limited to medical or dental mission, tiangge, cultural presentations, etc. Likewise, they are enjoined to prepare barangay assembly posters or banners to be posted or hung in conspicuous places, like the barangay hall, plaza, main street, tricycle, jeep or bus terminal, market or talipapa, in the locality.


All City and Municipal Mayors are enjoined to ensure compliance and maximum participation of all barangays in the said undertaking in their respective jurisdictions, pursuant to Proclamation No. 260. Said LCEs are also enjoined to post or hang the barangay assembly posters or banners in various conspicuous places like the city or municipal hall, plaza, main street, tricycle, jeep or bus terminal and public market, within their territory.

Corresponding administrative complaint against barangay officials who fail to conduct a barangay assembly may be filed by any resident of the barangay, concerned citizen, governmental or non-governmental entity before the sangguniang panlungsod or sangguniang bayan concerned pursuant to Section 61 of the LG Code or to the Office of the Ombudsman pursuant to Administrative Order No. 07 or the "Rules of Procedures on the Office of the Ombudsman," dated April 10, 1990.

All DILG Provincial/City Directors and Municipal/City Local Government Operations Officers are directed to:

- (a) Advocate the conduct of barangay assembly by displaying streamers in strategic locations within their offices premises, and other activities that would generate interest among the general public to attend the assembly;
- (b) Ensure compliance thereof by the local government units (LGUs) within their respective jurisdiction;
- (c) Make themselves available for television and radio guestings and print interviews to discuss the conduct of barangay assembly and the benefits that can be derived from it;
- (d) Cause the immediate dissemination of this issuance and provide technical assistance relative thereto; and
- (e) Submit a narrative and statistical report not later than April 12, 2013 to this level.

For compliance and guidance of all concerned.

  
LILIBETH A. FAMACION, CESO IV  
OIC-REGIONAL DIRECTOR