



Announcement No. 16, s. 2019

ANNOUNCEMENT

FOR : HEADS OF CONSTITUTIONAL BODIES, DEPARTMENTS, BUREAUS AND AGENCIES OF THE NATIONAL GOVERNMENT, LOCAL GOVERNMENT UNITS, GOVERNMENT-OWNED AND CONTROLLED CORPORATIONS WITH ORIGINAL CHARTERS, AND STATE UNIVERSITIES AND COLLEGES

**SUBJECT : Reiteration of CSC MC No. 23 dated December 4, 2012
Re: Volunteer Program in the Public Sector**

CSC Memorandum Circular (MC) No. 23 series of 2012 specified the Volunteer Program in the Public Sector pursuant to the provisions of Republic Act (R.A.) No. 9418 or the Volunteer Act of 2007. Said law mandated the establishment of volunteer programs in national government agencies and local government units to promote and encourage volunteering in government programs and projects as well as enjoin government employees to render volunteer service in social, economic, and humanitarian development undertakings in the community.

The Philippine Development Plan 2017-2022, particularly on the government's agenda for reforms and change, suggests the adoption of volunteerism in government in the delivery of social services, provision of technical assistance, response to disasters, and initiation of humanitarian efforts especially in remote and unserved areas. Hence, the citizenry helps in the process of improving the quality of life of every Filipino.

The Commission, in partnership with the Philippine National Volunteer Service Coordinating Agency (PNVSCA) as the lead agency in policy formulation and in monitoring volunteering programs by Filipino volunteers here and abroad, enjoins all heads of agencies to establish and implement their Volunteer Programs on top of the agencies' regular mandate and functions, to promote the value of volunteerism in the public sector. Volunteerism activities shall be done beyond office hours to prevent disturbance in the agencies' delivery of their mandated functions.

The agencies' Volunteer Program aims to provide opportunity for government employees to express and actualize their personal motivation and desire to help others particularly the underserved and marginalized sectors of society. This shall contribute to the development of the identified communities or marginalized sectors where volunteer efforts are focused.

Projects and activities of volunteers may be anchored on but not limited to the following causes:

- 1) Social services such as: feeding program for children and the elderly in orphanages, medical missions, build houses, visit to prisoners, counselling, bloodletting, and others;

Bawat Kawani, Lingkod Bayani

- 2) Technical development assistance toward knowledge and skills sharing, like: conduct of lectures and training programs, reading and writing workshops for children, etc.
- 3) Environment and disaster response, e.g. clean-up drive, tree planting, relief and rehabilitation work, donation of basic needs for victims of calamities and disasters, and other kinds of environmental-related activities;
- 4) Promotion and advocacy of volunteerism such as: sponsoring ordinances or bills to support volunteerism, promotion drives with mass media to highlight volunteer accomplishments, information dissemination of government programs and projects, etc.; and
- 5) Resources support in partnership with the private sector and civil society groups to raise funds and materials for volunteer programs and activities.

Agencies shall observe the celebration of National Volunteer Month (NVM) in December, and the International Volunteer Day (IVD) in the Philippines every December 5 of each year.

The PNVSCA, as the lead agency in the implementation and execution of the provisions of R.A. No. 9418, shall document the best practices on volunteerism in government. Each agency shall designate a focal person who will coordinate with the PNVSCA on the implementation of their respective volunteer programs.

Starting 2019 onwards, government agencies are enjoined to submit a yearly report on their volunteering initiatives and activities to PNVSCA on or before the end of October. For inquiries and technical assistance, agencies may contact the PNVSCA at www.pnvzca.gov.ph; e-mail address: policy@pnvzca.gov.ph; or through telephone numbers (02) 927-68-47 (Office of the Executive Director) and (02) 247-79-34 (Policy, Advocacy and Technical Services Division).

Please be guided accordingly.


ALICIA dela ROSA-BALA
Chairperson

29 MAR 2019



MC No. 23, s. 2012

MEMORANDUM CIRCULAR

TO : ALL HEADS OF CONSTITUTIONAL BODIES, DEPARTMENTS, BUREAUS AND AGENCIES OF THE NATIONAL GOVERNMENT; LOCAL GOVERNMENT UNITS; GOVERNMENT-OWNED AND CONTROLLED CORPORATIONS WITH ORIGINAL CHARTER; AND STATE UNIVERSITIES AND COLLEGES

SUBJECT : Volunteer Program in the Public Sector

Republic Act No. 9418 or the Volunteer Act of 2007, mandates the establishment of volunteer programs in the national government agencies and local government units to promote and encourage volunteering in government programs and projects as well as enjoin government employees to render volunteer service in social, economic and humanitarian development undertakings in the community.

One of the cross-cutting strategies for social development under the Philippine Development Plan 2011 – 2016 is the adoption of volunteerism wherein the government shall reinforce the practice of volunteerism in the delivery of social services, provision of technical assistance, response to disasters, and initiation of humanitarian efforts, especially in the remote and unserved areas.

The Commission enjoins all heads of agencies to establish and implement volunteer programs on top of the agencies' regular mandate and functions, to promote the value of volunteerism in the public sector. Volunteerism activities shall be done beyond office hours so as not to disturb the agencies' delivery of mandated services.

The agencies' volunteer program shall aim at providing opportunity for government employees to express and actualize their personal motivation and desire to help others especially the underserved and marginalized sectors of society. It shall contribute to the development of the identified communities or marginalized sectors where volunteer efforts are focused.

The projects and activities may be anchored on, but not limited to the following causes:

1. Social services, e.g., feeding program for children and the elderly in orphanages, medical missions, house build, visit to prisoners, counselling, bloodletting, etc.
2. Technical development assistance geared towards knowledge and skills sharing, e.g., conduct of lectures and training, reading and writing workshops for children, etc.
3. Environmental and disaster response, e.g., clean-up drive, tree planting, relief and rehabilitation work, donation of basic needs for victims of calamities and disasters, etc.
4. Promotion and advocacy of volunteerism, e.g., sponsoring ordinances or bills to support volunteerism, promotion drives with mass media to highlight volunteer accomplishments, information dissemination of government programs and projects, etc.
5. Resources support in partnership with the private sector and civil society groups to raise funds and materials for volunteer programs and activities.

Agencies shall observe the celebration of the National Volunteer Month (NVM) every December; and the International Volunteer Day (IVD) in the Philippines every December 5.

The Philippine National Volunteer Service Coordinating Agency (PNVSCA) as the lead agency in the implementation and execution of the provisions of RA No. 9418 shall document best practices on volunteerism in the public sector. Each agency shall designate a focal person who shall be in-charge of coordination with the PNVSCA relative to the implementation of their respective volunteer program.

From 2013 onwards, government agencies are enjoined to submit a yearly report on their volunteering initiatives and activities to PNVSCA on or before the end of October. For inquiries and technical assistance, agencies may contact the PNVSCA Policy, Planning and Information Unit at (02) 3810559 or through email address info@pnvsca.gov.ph.

Please be guided accordingly.


FRANCISCO T. DUQUE III, MD, MSc
Chairman

DEC 04 2012