September 25, 2019

MEMORANDUM TO:

All City Paid Employees

DILG MEMORANDUM RE: REQUEST FOR AN AUTHORITY TO TRAVEL ABROAD OF LOCAL OFFICIALS AND EMPLOYEES

Attached is a Memorandum from the Office of the City Administrator dated September 19, 2019 re: Request for an Authority to Travel Abroad of Local Officials and Employees, content of which is self-explanatory.

For the information and guidance of all concerned.

JOEL T. TORRECAMPO
Assistant Schools Division Superintendent
Officer-in-Charge
Office of the Schools Division Superintendent
Office of the City Administrator

18 September 2019

MEMORANDUM

FOR : All City Officials and Employees

SUBJECT : DILG Memorandum re: Request for an Authority to Travel Abroad of Local Officials and Employees

For the information and guidance of all city officials and employees, furnished herewith is a DILG Memorandum dated 29 August 2019 re: Request for an Authority to Travel Abroad of Local Officials and Employees, content of which is self-explanatory.

For your information and guidance.

BY AUTHORITY OF THE MAYOR:

JANET S. OBISPO
Acting City Administrator/
City Personnel Officer
MEMORANDUM

FOR: ALL GOVERNORS, CITY MAYORS, MUNICIPAL MAYORS, PUNONG BARANGAYS, DILG REGIONAL DIRECTORS, CHIEF MINISTER OF BANGSAMORO AUTONOMOUS REGION IN MUSLIM MINDANAO THRU THE DILG BARMM MINISTER AND OTHERS CONcerned

SUBJECT: REQUEST FOR AN AUTHORITY TO TRAVEL ABROAD OF LOCAL OFFICIALS AND EMPLOYEES

DATE: AUG 29 2019

The attention of this Department has been called relative to instances when a local chief executive failed to act on the request for an authority to travel of a local official under his supervision.

Relatdly, please be reminded of Item 5.0.14 of DILG Memorandum Circular No. 2019-83 dated May 29, 2019 which provides that "In case of political conflict or issues, or when a local chief concerned failed to act within the prescribed period under the Local Government Code of 1991, on a request for an authority to travel of any local official or employee, the Secretary of Interior and Local Government may issue a Department Authorization as part of his supervisory power, and in adherence to the Constitutional provision protecting the human right of a person to travel under Section 6, Chapter VIII, 1997 Philippine Constitution."

The Department Regional Directors shall ensure that this Memorandum is circulated to all local authorities within their Region.

For information and guidance.

EDWARD AÑO
Secretary

SCHOOLS DIVISION OFFICE
Marikina City
RECORDS UNIT

RECEIVED
SEP 19 2019

Time: 11:26

By: [Signature]