



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF FINANCE
BUREAU OF CUSTOMS

13 September 2019

CUSTOMS MEMORANDUM CIRCULAR
NO. 216-2019

To: The Assistant Commissioner
All Deputy Commissioners
All Directors and Division Chiefs
All District/Port Collectors
And Others Concerned

SUBJECT: Creation of Department Legislative Liaison Office (DLLO)

Attached is the Department Order No. 064-2019 issued by the Secretary of Finance on 06 September 2019, creating the Department Legislative Liaison Office (DLLO).

The office shall ensure a pro-active method of gathering information from various committees of both House of the Congress on possible filing of bills which can affect the DOF's fiscal objectives.

For your information and guidance.

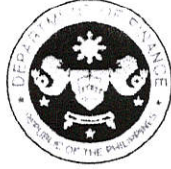
For record purposes, please confirm the dissemination of this circular throughout your offices within fifteen (15) days from receipt hereof.

REY LEONARDO B. GUERRERO

Commissioner
SEP 20 2019

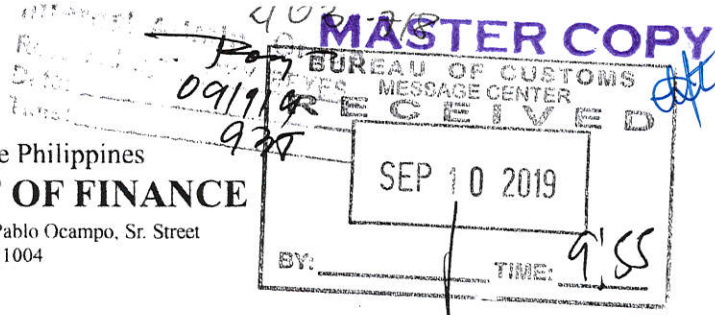


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Republic of the Philippines
DEPARTMENT OF FINANCE

Roxas Boulevard Corner Pablo Ocampo, Sr. Street
Manila 1004



DEPARTMENT ORDER No. 064.2019



SUBJECT: Creation of Department Legislative Liaison Office (DLLO)

To further strengthen the legislative liaison system of the Department, in order to effectively advocate the passage of measures under the DOF Legislative Agenda, the **Department Legislative Liaison Office (DLLO)** is hereby created under the Office of the Secretary. The DLLO shall have the following units and functions:

A. Legislative Information Unit (LIU)

The LIU shall be in charge of gathering legislative information from the congressional committees and other agencies on proposals or bills that advocate fiscal responsibility or otherwise pose fiscal concerns. Likewise, the LIU shall work closely with relevant stakeholders to ensure that their requests and requirements are properly attended to by the Department. It is responsible for providing complete and updated information on monitored bills in all stages of legislation to the other units in the DLLO for a more efficient shepherding of the Department's priority legislative measures.

Specific Functions:

1. Coordinate and maintain linkages with and among the various offices in the Department, bureaus, and attached agencies as well as with other government agencies;
2. Ensure a pro-active method of gathering information from various committees of both Houses of Congress on possible filing of bills which can affect the Department's fiscal objectives;
3. Attend Congressional hearings, inter-agency task forces, technical working groups and other similar activities as liaison officers and report to the Assistant Secretary and the Secretary, in coordination with other legislative units;
4. Provide staff support and background information on legislative measures and policies to key officials of the Department especially in connection with Congressional hearings and other avenues for public discussion on legislative issues related to pending legislative measures;

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5. Coordinate legislative and policy-related activities between the Department and both Houses of Congress; and

6. Perform other functions as may be assigned by the Secretary and/or the Assistant Secretary for the DLLO.

B. Legislative Policy Unit (LPU)

The Legislative Policy Unit shall ensure the timely preparation and submission of the Department's official position paper on pending legislative measures in consultation with the appropriate officials of the Department.

Specific Functions:

1. Refer all incoming requests for invitation to hearings/meetings to the proper office in the Department and ensure attendance of a DOF representative to convey the official position of the Department.

2. Refer all incoming requests for comments to the proper office in the Department and consolidate the comments and recommendations from other offices, bureaus and attached agencies in the formulation of the DOF official position;

3. Support the undertaking of policy researches in relation to the different areas of concern in the economy on existing and proposed bills and resolutions in accordance with the strategic objectives and thrust of the Department;

4. Develop and prepare the Department's legislative agenda, recommend presidential certification of the urgency of priority bills, and other DOF-related legislations;

5. Maintain the database of all the Department's official position paper and Memorandum for the President; and

6. Perform other functions as may be assigned by the Secretary and/or the Assistant Secretary for the DLLO.

C. Legislative Advocacy Unit (LAU)

The LAU shall ensure the passage of all the priority legislative measures of the Department through high level engagements.



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Specific Functions:

1. Shepherd all the priority legislative proposals in Congress by delivering complete technical support in all stages of legislation;
2. Monitor the progress of the Department's priority bills and lobby for their immediate consideration and ensure passage or otherwise report blockage in the swift passage of priority bills;
3. Engage with key officials in both Houses of Congress, as well as in the Office of the President, in setting up meetings to further discuss the bill and thresh out issues;
4. Maintain effective liaison with both Houses of Congress regarding legislative inquiries and enactment of bills or other laws that will affect the Department's fiscal objectives; and
5. Perform other functions as may be assigned by the Secretary and/or the Assistant Secretary for the DLLO.

Each of the three (3) units shall be headed by a Director, designated by the Secretary for that purpose. The Undersecretary for the Policy Development and Management Services Group (PDMSG) will coordinate with the Department of Budget and Management for creation of DLLO and its staffing and organizational requirements.

Prior to the approval of DLLO structure and budget, the appropriations for the Information and Liaison Office shall be used for the operations of DLLO. Additional budgetary requirements shall be sourced from available funds.

All orders, circulars, memoranda, and issuances contrary to or inconsistent herewith are hereby revoked or modified, and all concerned shall be guided accordingly.

This Order shall be effective immediately.


CARLOS G. DOMINGUEZ
Secretary

SEP 06 2019