



# MUNICIPALITY OF ASINGAN

## OFFICE OF THE MUNICIPAL MAYOR



Seal of  
Good  
Local  
Governance

AWARDEE: 2016 2017 2019

2/F Municipal Hall, Poblacion, Asingan, Pangasinan 2439 | Tel. (075) 633-9390 | Fax (075) 632-8612  
Email: asenso.asingan2022@yahoo.com | Website: www.asingan.gov.ph

### EXECUTIVE ORDER NO. 014, S. 2023

## CREATING THE LOCAL LITERACY COORDINATING COUNCIL (LLCC) OF THE OF THE MUNICIPALITY OF ASINGAN, PANGASINAN, AND FOR OTHER PURPOSE

**WHEREAS**, it is the policy of the State to give the highest priority to the adoption of measures for the total eradication of illiteracy. For this purpose, it shall encourage and nationalize the formulation of policies and the implementation of programs on non-formal, informal, and indigenous learning systems, as well as self-learning, independent, and out-of-school study programs particularly those that respond to community needs;

**WHEREAS**, the passage of Republic Act No. 7165 or an "Act Creating the Literacy Coordinating Council (LCC), Defining its Powers and Functions, Appropriating Funds Thereof and for Other Purposes", provides for the creation of an inter-agency national advisory and coordinating body to coordinate the overall policy and program direction to the county's literacy efforts;

**WHEREAS**, to support the implementation of the said law, Administrative Order No. 324, S. 2017, was issued on April 15, 1997 mandating all concerned government agencies and Local Government Units to adopt the Literacy Coordinating Council Blueprint for Action as framework or guidelines in developing policies and implementing programs and projects related to literacy;

**WHEREAS**, in order to localize the goals and objectives and programs and projects of the Literacy Coordinating Council, DepEd-DILG-NEDA Joint Circular No. 01, series of 2003 dated March 25, 2003 was issued entitled "Supplemental Provisions/Guidelines on the Strengthening of Local Literacy Coordinating Councils and Literacy Implementing Units";

**WHEREAS**, DILG Memorandum Circular No. 2023-067 was issued reiterating the creation/ strengthening of Local Literacy Coordinating Council/Literacy Implementing Units; and enjoining all Local Government Units to organize, establish, and strengthen the same;

**WHEREAS**, it is imperative to organize, establish, and strengthen Local Literacy Coordinating Council to rationalize the local planning system, organize the same as functional committee under the Social Development Sector, and allow its participation and assistance in the Local Development Council (LDC) in the performance of its planning function by providing inputs to the Education Sub-Sector;

**SECTION 1. NOW, THEREFORE**, I, Engr. CARLOS F. LOPEZ, JR., Local Chief Executive of the Municipality of Asingan, Pangasinan, premises considered, by virtue of the powers vested in me by law, do hereby order and decree the Creation of the Local Literacy Coordinating Council/Literacy Implementing Unit, to coordinate all plans, programs, and activities, leading to the elimination of illiteracy in Asingan.

**SECTION 2. COMPOSITION.** The Local Literacy Coordinating Council (LLCC) shall be composed of the following:

Chairperson	:	Engr. CARLOS F. LOPEZ, JR.	Municipal Mayor
Co-Chairpersons	:	Dr. ROSALINA B. SAGUIPED	DepEd District I Supervisor
		ROMULO T. OGANIZA	DepEd District II Supervisor
Members	:	Hon. ATHENA AIRA G. CHUA	Sanggunian on Education
		Hon. LETICIA R. DOLLENTE	Asingan LIGA President
		Hon. FIEL XYMOND R. CARDINEZ	Asingan PPSK President
		Engr. EMETERIO E. LAROYA	MPDC
		IMELDA T. SISON	Municipal Treasurer
		EMELY S. BADUA	Municipal Budget Officer
		TERESA O. MAMALIO, RSW	MSWD Officer
		Dr. RONNIE S. TOMAS	Municipal Health Officer
		CATHERINE D. VELASQUEZ	MLGOO
		KIMA N. SIROT	Librarian I
		ARJAY M. GARCIA	Planning Officer I/LSB Coordinator
		NELSON P. SARMIENTO	PTA Federation President
		BETTY V. RAFANAN	Asingan People's Council
		CELMA A. ANTONIO	Makabata Livelihood & OFW Assoc.





# MUNICIPALITY OF ASINGAN

## OFFICE OF THE MUNICIPAL MAYOR



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**SECTION 3. DUTIES AND FUNCTIONS OF LLCC.** The Council shall have the following duties and responsibilities:

- Develop policy and programs directions for eradication of illiteracy Sign and certify as to the correctness of the Data Capture Form (DCF, SGLGB Form 1);
- Formulate measures on the establishment and maintenance of a local data bank and information exchange and dissemination system to support literacy efforts at the local level;
- Identify successful management schemes for literacy programs and strengthen the research and development capability of government agencies and non-government organizations involved in literacy work;
- Recommend ways and means of generating funds and other resources in order to initiate, support and sustain literacy programs, projects and activities;
- Suggest measures on how to organize and strengthen support structures for literacy at the local level;
- Provide technical assistance in planning, management, monitoring and evaluation of functional literacy programs and projects;
- Encourage the development of advocacy and social mobilization network system to promote the eradication of illiteracy; and
- Perform such other related functions as may be necessary to carry out the declared policy.

**SECTION 4. SECRETARIAT.** The Council shall also have a secretariat which shall be composed of four (4) personnel: The Head of the Secretariat shall be the Education Program Specialist from DepEd District I and II, the Local School Board (LScB) Coordinator, and the Municipal Librarian.

**SECTION 5. MEETING AND QUORUM.** The Council shall meet once every three (3) months or as often as may be necessary. A majority of all of its members shall constitute a quorum. The affirmative vote of the majority of all the members shall be necessary to approve any measure to be adopted by the Council.

**SECTION 6. COMPENSATION AND REMUNERATION.** The co-chairpersons and members of the Council shall perform their duties as such without compensation or remuneration. Members thereof who are not government officials or employees shall be entitled to necessary traveling expenses and allowances chargeable against the funds of the Local School Board, subject to existing accounting and auditing rules and regulations.

**SECTION 7. REPEALING CLAUSE.** All orders, rules, regulations, and other related issuances inconsistent with or contrary to this Order are hereby repealed, amended, or modified accordingly. All other provisions of existing issuances which are not affected by this Order shall remain valid and in effect.

**SECTION 8. SEPARABILITY CLAUSE.** In the event any provision in this Order shall be declared invalid, illegal or unenforceable, the validity, legality and enforceability of the remaining provisions shall not be affected or impaired thereby.

**SECTION 9. EFFECTIVITY.** This Order shall take effect immediately.

Let copies hereof be furnished to all concerned for information, reference, and guidance.

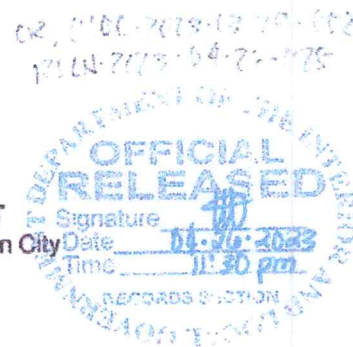
DONE this 26<sup>th</sup> day of April 2023 in the Municipality of Asingan, Pangasinan.

Engr. CARLOS F. LOPEZ, JR.  
Municipal Mayor





Republic of the Philippines  
**DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT**  
DILG-NAPOLCOM Center, EDSA cor. Quezon Avenue, West Triangle, Quezon City  
[www.dilg.gov.ph](http://www.dilg.gov.ph)



**MEMORANDUM CIRCULAR**  
No. 2023-067

**TO :** ALL PROVINCIAL GOVERNORS, CITY AND MUNICIPAL MAYORS, PUNONG BARANGAYS, DILG REGIONAL DIRECTORS, THE BARMM MINISTER THROUGH THE MINISTER OF INTERIOR AND LOCAL GOVERNMENT, AND OTHERS CONCERNED

**SUBJECT :** REITERATION OF DILG MEMORANDUM CIRCULAR NO. 2007-155, "CREATION/STRENGTHENING OF LOCAL LITERACY COORDINATING COUNCIL/LITERACY IMPLEMENTING UNITS

**DATE :** APR 26 2023

Pursuant to Republic Act No. 7165 or an "Act Creating the Literacy Coordinating Council (LCC), Defining its Powers and Functions, Appropriating Funds Thereof and for Other Purposes", an inter-agency national advisory and coordinating body was created to provide overall policy and program direction to the country's literacy efforts.

Further, Administrative Order No. 324, S. 2017, with the subject, mandating All Concerned Government Agencies and Local Government Units to Adopt the Literacy Coordinating Council Blueprint for Action as Framework or Guidelines in Developing Policies and Implementing Programs and Projects Related to Literacy", was issued to support the implementation of the said law.

To be able to localize the national Literacy Coordinating Council's goals and objectives as well as its programs and projects, DepEd-DILG-NEDA Joint Circular No. 01, series of 2003 dated March 25, 2003, or "Supplemental Provisions/Guidelines on the Strengthening of Local Literacy Coordinating Councils and Literacy Implementing Units" was likewise issued.

Relative to the above, all Local Government Units are enjoined to organize, establish and strengthen their Local Literacy Coordinating Councils/Literacy Implementing Units (LLCCs/LIU). As part of the effort of the DILG to rationalize the local planning system, the LLCC/LIU can be organized as functional committee under the Social Development Sector. As such, it shall actively participate and assist the Local Development Council (LDC) in the performance of its planning function by providing inputs to the Education Sub-Sector.

"Matino, Mahusay at Maaasahan"  
Trunkline No.: 8876-3454

MALACAÑANG  
MANILA

BY THE PRESIDENT OF THE PHILIPPINES

ADMINISTRATIVE ORDER NO. 324

**MANDATING ALL CONCERNED GOVERNMENT AGENCIES AND LOCAL GOVERNMENT UNITS TO ADOPT THE LITERACY COUNCIL (LCC) BLUEPRINT FOR ACTION AS FRAMEWORK OR GUIDELINE IN DEVELOPING POLICIES AND IMPLEMENTING PROGRAMS OR PROJECTS RELATED TO LITERACY**

WHEREAS, the Constitution provides that the State shall encourage non-formal, informal, and indigenous learning systems, as well as self-learning, independent, and out-of-school study programs particularly those that respond to community needs.

WHEREAS, there is a need to highlight the importance of literacy and education, given government's vision of a globally competitive and newly industrializing country that would be better achieved with the improvement of the quality of our human resources through literacy and education.

WHEREAS, the Congress of the Philippines, enacted Republic Act No. 7165, an act creating the Literacy Coordinating Council, defining its powers and functions, appropriating funds therefor and other purposes, declaring it the policy of the State to give highest priority to the adoption of measures for the total eradication of literacy; and

WHEREAS, the Literacy Coordinating Council in the pursuit of its mandate has formulated the National Blueprint for Action in the Eradication of Illiteracy. This document defines a common philosophy for all literacy programs, presents overall policies and strategies and suggest appropriate structures and mechanisms.

NOW, THEREFORE, I, FIDEL V. RAMOS, President of the Republic of the Philippines, by virtue of the power vested in me by law, do hereby order all concerned government agencies and local government units to adopt the Literacy Coordinating Council LCC Blueprint for Action as framework or guideline in developing policies and implementing programs and projects related to literacy.

DONE in the City of Manila, this 15th day of April, in the year of Our Lord, Nineteen Hundred and Ninety-Seven.

(Sgd.) FIDEL V. RAMOS  
President of the Philippines

By the President:

(Sgd.) RUBEN D. TORRES  
Executive Secretary



**REPUBLIC OF THE PHILIPPINES  
CONGRESS OF THE ILIPPINES  
METRO MANILA**

**REPUBLIC ACT NO. 7165**

**AN ACT CREATING THE LITERACY COORDINATING COUNCIL, DEFINING ITS POWERS  
AND FUNCTIONS, APPROPRIATING FUNDS THEREFOR, AND FOR OTHER PURPOSES**

**SECTION 1.** It is the policy of the State to give the highest priority to the adoption of measures for the total eradication of illiteracy. For this purpose, it shall encourage and rationalize the formulation of policies and the implementation of programs on non-formal, informal, and indigenous learning systems, as well as self-learning, independent, and out-of-school study programs particularly those that respond to community needs.

**SECTION 2.** To carry out the declared national policy, there is hereby created a Literacy Coordinating Council, hereinafter referred to as the Council, which shall be an inter-agency body administratively attached to the Department of Education, Culture and Sports.

**SECTION 3.** The Council shall be composed of eight (8) members as follows: the Undersecretary for Non-Formal Education of the Department of Education, Culture and Sports; the Undersecretary of the Department of Interior and Local Government in charge of Local Governments; the Director of the Philippine Information Agency; the President of the Philippine Normal College; a representative from the National Economic and Development Authority designated by the Director-General; a representative of the Committee on Education, Arts and Culture of the Senate to be designated by the President of the Senate; a representative of the Committee on Education and Culture of the House of Representatives to be designated by the Speaker; and the representative of non-government organizations involved in literacy education who shall be appointed by the President of the Philippines for a period of three (3) years.

The members of the Council shall annually elect a Chairman from among themselves except the two (2) representatives of Congress.

The Council shall meet regularly once a month and may hold special meetings to consider urgent matters upon the call of the Chairman or any three Council members.

**SECTION 4.** The Council shall have the following functions:

- 1) To help act as the overall advisory and coordinating body, providing policy and program directions for all literacy endeavors in the country;
- 2) To recommend strategies on the development of a mass movement for the total eradication of illiteracy in the country by the year 2000;
- 3) To formulate measures on the establishment and maintenance of a national data bank and information exchange and dissemination system to support literacy efforts at the national and local levels;

4) To assist in identifying and adopting successful management schemes of literacy programs, and adopt measures to boost research and development work in literacy, by government agencies and non-governmental organizations involved in literacy work;

5) To recommend ways and means of raising funds in order to support the literacy programs, projects, and activities;

6) To recommend measures on how to organize and strengthen support structures for literacy at the regional and local levels; and

7) To perform such other functions as may be necessary in furtherance of the purposes of this Act.

SECTION 5. The administrative and research staff shall be detailed from the existing personnel of the Department of Education, Culture and Sports without prejudice to the designation by the Council of such additional staff members as it may deem necessary for the proper discharge of its functions and responsibilities.

SECTION 6. The Council may, in the performance of its functions, request the cooperation, assistance, and support of appropriate government agencies and non-governmental organizations involved in literacy.

SECTION 7. The sum of Ten million pesos (P10,000,000.00) is hereby authorized to be appropriated, out of any funds in the National Treasury not otherwise appropriated, to carry out the functions of the Council under this Act. Thereafter, the sum needed for the operation and maintenance of the Council shall be included in the annual Budget of the Department of Education, Culture and Sports.

The Council shall submit to Congress an annual report which shall include, among other things, policy recommendations which require legislative action towards the total eradication of illiteracy.

SECTION 8. All laws, executive orders, presidential decrees, and other issuances, or parts thereof, inconsistent with the provisions of this Act are hereby repealed.

SECTION 9. If any section or part of this Act shall be declared unconstitutional, such declaration shall not invalidate other provisions thereof.

SECTION 10. This Act shall take effect upon its publication in two (2) national newspapers of general circulation.

Approved: November 25, 1991



**DEPARTMENT OF EDUCATION  
DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT  
and  
NATIONAL ECONOMIC AND DEVELOPMENT AUTHORITY**

**JOINT CIRCULAR NO. 01, series 2003  
March 25, 2003**

**TO : GOVERNORS, MAYORS, SUPERINTENDENTS AND  
DISTRICT SUPERVISORS OF SCHOOLS, MEMBERS OF THE  
LOCAL SCHOOL BOARDS, AND OTHER NATIONAL AND  
LOCAL GOVERNMENT OFFICIALS CONCERNED**

**SUBJECT : SUPPLEMENTAL PROVISIONS/GUIDELINES ON THE  
STRENGTHENING OF LOCAL LITERACY COORDINATING  
COUNCILS AND LITERACY IMPLEMENTING UNITS**

**1.0 COVERAGE**

This Circular shall cover all government organizations, local government units and non-government organizations directly or indirectly involved in the strengthening of existing local literacy coordinating councils and implementing units and the further development of regional, provincial, city/municipality, and barangay literacy coordinating councils.

**2.0 RATIONALE**

This Circular is being issued pursuant to the provisions of the following issuances indicated hereunder:

- 2.1 The mandate as stipulated in Republic Act No. 7165 provides for the creation of the Literacy Coordinating Council (LCC) as an inter-agency policy-making body that oversees and ensures the promotion, dissemination and implementation of its national policy. The Council is composed of eight (8) members, viz.: The Department of Education (DepEd); the Department of the Interior and Local Government (DILG); the Philippine Information Agency (PIA); the Philippine Normal University (PNU); the National Economic and Development Authority (NEDA); the Philippine Senate; the Philippine House of Representatives; and the Non-Government Organization (NGO) sector.
- 2.2 The directive specified under Administrative Order No. 324 is as follows:  
*"Mandating All Concerned Government Agencies and Local Government Units to Adopt the Literacy Coordinating Council Blueprint for Action as Framework or Guideline in Developing Policies and Implementing Programs and Projects Related to Literacy."*

- 2.3 Memorandum Circular No. 71 entitled *"Strengthening the Resolve to Eradicate Illiteracy by the Year 2000."*

### 3.0 PURPOSE

This Circular is being issued to all concerned agencies/units to provide supplemental provisions relative to the strengthening of regional, provincial, city, municipal, and barangay literacy coordinating councils and implementing units.

### 4.0 GENERAL GUIDELINES

- 4.1 To provide a more efficient and efficacious implementation of the Council's goals and objectives and to ensure that various programs and projects are pursued, the local government units and the non-government organization sector shall be encouraged to undertake measures that will further pursue the Council's vision of completely universalizing literacy among its clientele and/or constituents.
- 4.2 To further enhance the mandate of the Literacy Coordinating Council, regional literacy coordinating councils or committees shall be established to provide additional assistance to the national program of the LCC.
- 4.3 To uphold and maintain the progress of the Council, there is a need to vigorously continue the implementation of its programs and projects for the universalization of literacy in various existing local LCC's in the regional, provincial, city, municipal, and barangay levels.
- 4.4 To achieve greater results in the universalization of literacy throughout the country, it is likewise imperative to strengthen literacy implementing units in the provinces, cities, municipalities and barangays that do not have extensive literacy programs.
- 4.5 To further stabilize and mobilize all sectors of society concerning literacy efforts, existing Regional Development Councils and/or Regional Social Development Committees shall take active participation in the development, implementation, monitoring and evaluation of literacy programs/projects in regions particularly those without any existing local literacy councils or implementing units;
- 4.6 In consonance with the directive stipulated under Administrative Order No. 324, this Circular shall henceforth serve as an additional guide for all succeeding actions relative to the strengthening of existing regional, provincial, city, municipal and barangay literacy coordinating councils and implementing units.

### 5.0 RESOLUTION OF ISSUES

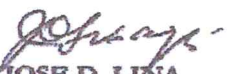
Issues and conflicts arising from the implementation of this Circular, and cases not covered by the above provisions shall be submitted to the National Literacy Coordinating Council for resolution in consultation with the Department of Education, the Department of the Interior and Local Government and the National Economic and Development Authority.

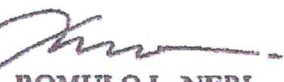


6.0 EFFECTIVITY

This Circular shall take effect immediately.

  
EDILBERTO C. DE JESUS  
Secretary  
Department of Education  
*ef*

  
JOSE D. LINA  
Secretary  
Department of the Interior  
and Local Government

  
ROMULO L. NERI  
Secretary of Socio-Economic  
Planning and Director-General,  
National Economic and  
Development Authority



REPUBLIC OF THE PHILIPPINES  
DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT  
A. Francisco Gold Condominium II, EDSA cor. Mapagmahal St.,  
Diliman, Quezon City

EDPS-DILG  
**RECEIVED**

By: [Signature]  
Date: 11/27/07  
Time: 007-127-018

November 26, 2007

MEMORANDUM CIRCULAR  
NO. 2007-155

TO : ALL PROVINCIAL GOVERNORS, CITY/MUNICIPAL  
MAYORS, VICE-GOVERNORS/MAYORS, DILG  
REGIONAL DIRECTORS AND OTHERS CONCERNED

SUBJECT : CREATION/STRENGTHENING OF LOCAL LITERACY  
COORDINATING COUNCIL/LITERACY IMPLEMENTING UNITS

Pursuant to Republic Act No. 7165 an "Act Creating the Literacy Coordinating Council (LCC), Defining Its Powers and Functions, Appropriating Funds Therefore and for Other Purposes", an inter-agency national advisory and coordinating body was created to provide overall policy and program direction to the country's literacy efforts. Further, Administrative Order No. 324 entitled "Mandating All Concerned Government Agencies and Local Government Units to Adopt the Literacy Coordinating Council Blueprint for Action as Framework or Guidelines in Developing Policies and Implementing Programs and Projects Related to Literacy" was issued to support the implementation of the said law.

To be able to localize the national Literacy Coordinating Council's goals and objectives as well as its programs and projects, Joint Circular No. 01, series 2003 dated March 25, 2003 entitled "Supplemental Provision/Guidelines on the Strengthening of Local Literacy Coordinating Councils and Literacy Implementing Units" was likewise issued.

In the concluded literacy mapping activity, results show that there are a number of LGUs that have not organized their Local Literacy Coordinating Council/Literacy Implementing Unit (LLCC/LIU). In this regard and in pursuit of the national resolve to eradicate illiteracy, all LGUs are hereby encouraged to organize/strengthen their Literacy Coordinating Councils/Literacy Implementing Units (LLCCs/LIUs). As part of the effort of the DILG to rationalize the local planning system, the LLCC/LIU can be organized as a functional committee under the Social Development Sector. As such, it shall actively participate and assist the Local Development Council (LDC) in the performance of its planning function by providing inputs to the Education Sub-Sector.

For inquiry and assistance on the creation/strengthening of LLCC/LIU, you may contact Dr. Norma L. Salcedo, Head, LCC Secretariat at Rm 413, 4<sup>th</sup> Floor, Mabini Building, DepED Complex, Meralco Avenue, Pasig City or through tel. nos. 631-0567 and 635-9996 or telefax nos. 631-0590 and 631-0579.

For the information and guidance of all concerned.

By Authority of the Secretary:

**AUSTERE A. PANADERO**  
Undersecretary for Local Government



All Regional Directors are hereby directed to cause the widest dissemination of this Memorandum Circular to LGUs within their respective areas of jurisdiction. Meanwhile, the BARMM Minister of the Interior and Local Government is requested to disseminate this issuance to all BARMM LGUs.

For related queries, you may contact Mr. Enrico R. Mendoza, Head of the LCC Secretariat, DepEd at Telephone No. 8631-0590 or email address at [lcc@deped.gov.ph](mailto:lcc@deped.gov.ph)

For the information and guidance of all concerned

**ATTY. BENJAMIN C. ABALOS, JR.**  
Secretary



OSEC-2023-03-29-052  
BLGS/DTT/PCMD/rca

