

Terms of Reference and Composition of the Regional, Provincial, City and Municipal Census Coordinating Boards

A. Terms of Reference

REGIONAL CENSUS COORDINATING BOARD	PROVINCIAL CENSUS COORDINATING BOARD	CITY/MUNICIPAL CENSUS COORDINATING BOARD
1. Assess the needs of NSO in the region in terms of transportation, communication, security, and publicity;	1. Assess the needs of NSO in the province in terms of transportation, communication, security, and publicity;	1. Assess the needs of NSO in the district/city/ municipality in terms of transportation, communication, security, and publicity;
2. Make an inventory of the transportation and communication facilities available for use in the census operation;	2. Make an inventory of the transportation and communication facilities available for use in the census operation;	2. Make an inventory of the transportation and communication facilities available for use in the census operation;
3. Specify the areas of involvement or participation of the agencies within the limits of their resources;	3. Specify the areas of involvement or participation of the agencies within the limits of their resources;	3. Provide security to census personnel and materials;
4. Assist, coordinate and mobilize their respective provincial offices which are members of the Provincial Census Coordinating Board in the conduct of the publicity and information campaign;	4. Assist the City/Municipal Census Coordinating Board (C/MCCB) in the conduct of the publicity and information campaign;	4. Conduct a publicity and information campaign on the forthcoming census;
5. Assist NSO in the census operations to ensure complete coverage of the region;	5. Assist NSO in the census operations to ensure complete coverage of the province	5. Assist in the census operation to ensure the complete coverage of the city/municipality;
6. Refer to the National Census Coordination Board (NCCB) matters which cannot be resolved in the Regional Census Coordinating Board (RCCB); and	6. Refer to the RCCB matters which cannot be resolved in the Provincial Census Coordinating Board (PCCB); and	6. Refer to the PCCB matters which cannot be resolved in the C/MCCB;
7. Take up other matters as may be specified by the NCCB or as necessary for the successful conduct of the census.	7. Take up other matters as may be specified by the RCCB or as necessary for the successful conduct of the census.	7. Enlist the cooperation of barangay officials in the census operation;
		8. Ensure that the census returns are transported to the NSO Provincial Office at the earliest possible time; and
		9. Provide, when necessary, the services of a personnel, on a temporary detail, to the District Office for the duration of the census operation
		10. Take up other matters as may be specified by the PCCB or as necessary for the successful conduct of the census.

B. Composition

<p style="text-align: center;">REGIONAL CENSUS COORDINATING BOARD</p> <p>Regional Administrators, Directors or Officers of the following departments and government agencies:</p> <ol style="list-style-type: none"> 1. National Economic and Development Authority (Chairperson) 2. Department of the Interior and Local Government (Vice Chairperson) 3. Regional Development Council 4. National Statistical Coordination Board 5. Department of Agrarian Reform 6. Department of Agriculture 7. Department of Education 8. Department of Environment and Natural Resources 9. Department of Finance 10. Department of Foreign Affairs 11. Department of Justice 12. Department of Labor and Employment 13. Department of National Defense 14. Department of Public Works and Highways 15. Department of Social Welfare and Development 16. Department of Trade and Industry 17. Department of Transportation and Communications 18. Department of Tourism 19. Department of Science and Technology 20. Department of Health 21. Commission on Population 22. National Commission on Indigenous Peoples (NCIP) 23. Office of Muslim Affairs 24. Private Sector Representative 25. National Statistics Office (Regional Director as Executive Officer) 	<p style="text-align: center;">PROVINCIAL CENSUS COORDINATING BOARD</p> <ol style="list-style-type: none"> 1. Provincial Governor (Chairperson) 2. Division Superintendent of Schools as designated (Vice Chairperson) 3. District Highway Engineer 4. Provincial Commander (PNP) 5. Provincial Planning and Development Officer 6. Provincial Assessor 7. Provincial Agriculturist 8. Provincial Population Officer 9. Provincial Environment and Natural Resources Officer 10. Provincial Social Welfare and Development Officer 11. Provincial Information Officer 12. NCIP Development Management Officer V 13. Private Sector (3) 14. Provincial Statistics Officer as designated (Executive Officer)
<p style="text-align: center;">CITY CENSUS COORDINATING BOARD</p> <ol style="list-style-type: none"> 1. City Mayor (Chairperson) 2. City Superintendent of Schools as designated (Vice Chairperson) 3. Station Commander (PNP) 4. City Planning and Development Officer 5. City Population Officer 6. City Assessor 7. City Civil Registrar 8. Private Sector 9. District Statistics Officer (Executive Officer) 	<p style="text-align: center;">MUNICIPAL CENSUS COORDINATING BOARD</p> <ol style="list-style-type: none"> 1. Municipal Mayor (Chairperson) 2. DepEd District Supervisor as designated (Vice Chairperson) 3. Station Commander (PNP) 4. Municipal Planning and Development Officer 5. Municipal Civil Registrar 6. Municipal Population Officer 7. Municipal Agriculturist 8. Private Sector 9. District Statistical Officer (Executive Officer)