

POLICY, COORDINATION, AND MONITORING SERVICE

PLANNING AND POLICY COORDINATION DIVISION

1. Approval of PhilSys Inter-Agency Committee on Legal Affairs Resolutions

The composition of the IAC includes the IAC-LA. Pursuant to PSPCC Resolution No. 14¹ dated 17 June 2020, and as supplemented by PSPCC Resolution No. 23² dated 28 January 2022, the member-agencies of the IAC-LA are the following:

1. Philippine Statistics Authority (PSA);
2. National Economic and Development Authority (NEDA);
3. Department of Information and Communications Technology (DICT);
4. National Privacy Commission (NPC);
5. Department of Finance (DOF);
6. Bangko Sentral ng Pilipinas (BSP);
7. Department of Justice (DOJ);
8. Department of Budget and Management (DBM);
9. Office of the Solicitor General (OSG);
10. Philippine Health Insurance System (PhilHealth);
11. Department of Foreign Affairs (DFA);
12. Department of Social Welfare and Development (DSWD);
13. Government Service Insurance System (GSIS);
14. Social Security System (SSS); and
15. Philippine Postal Corporation (PHLPost)

The primary responsibility of the IAC-LA is to support the analysis and development of laws, implementing rules and regulations, and related policies for the PhilSys. If specifically instructed by the PSPCC, the IAC-LA also conducts the drafting or review of resolutions to ensure that the provisions are compliant with the Republic Act (R.A.) No. 11055 and its revised Implementing Rules and Regulations (IRR), and other applicable laws, rules, and regulations. Subsequently, these resolutions shall be endorsed to the PSPCC for approval.

Consistent with the above resolutions, the PSA shall primarily perform the Secretariat functions for the IACs. The member agencies may, whenever necessary, provide its personnel to assist in the discharge of this function. Consequently, the Planning and Policy Coordination Division (PPCD) is assigned as the Secretariat for the IAC on Legal Affairs (IAC-LA). As IAC-LA Secretariat, the

¹ Approving the Chairmanships of the PhilSys Inter-Agency Committees: <https://www.philsys.gov.ph/wp-content/uploads/2022/08/PSPCC-Reso-14-2020-Chairmanships-of-IACs.pdf>

² Approving the Restructuring of PhilSys Inter-Agency Committee (IAC) Subgroups and the Creation of the IAC on Privacy and Security: https://www.philsys.gov.ph/wp-content/uploads/2022/08/PSPCC-Resolution-No.-23_signed-OSEC-09354.pdf

PPCD shall oversee and undertake the necessary communication, coordination, and cooperation with the IAC-LA member-agencies. If necessary or when directed by the IAC-LA Chairperson, the PPCD shall likewise draft resolutions and facilitate approval thereof by the IAC-LA member-agencies.

Office or Division:	Planning and Policy Coordination Division	
Classification:	Highly Technical	
Type of Transaction:	G2G - Government to Government	
Who may avail:	PhilSys TWG-LA, IAC-LA Members, Other PhilSys IACs and PSPCC	
CHECKLIST OF REQUIREMENTS		WHERE TO SECURE
Endorsed by PhilSys TWG-LA: 1. Letter/Email message; 2. Approved PhilSys TWG-LA resolutions; and 3. Other pertinent reference documents.		PhilSys TWG-LA
Endorsed by other PhilSys IACs: 1. Letter/Email message; 2. Approved resolution from the concerned IAC; 3. Draft PSPCC resolution; and 4. Other pertinent reference documents.		Concerned PhilSys IAC
Endorsed by the PSPCC Secretariat: 1. Minutes of the Meeting; 2. Letter/Email message; or 3. Other pertinent reference documents.		PSPCC Secretariat
Initiative of the IAC-LA: 1. Minutes of the Meetings		IAC-LA Chair

CLIENT STEPS	AGENCY ACTIONS	FEES TO BE PAID	PROCESSING TIME	PERSON RESPONSIBLE
1. Endorse/ Transmit the concern to IAC-LA secretariat.	1.1. Acknowledge receipt of the endorsement	None	15 minutes	Planning Officers III, I (IAC-LA Secretariat)
None	1.2. Endorse the concern/ matter to the	None	15 minutes	Planning Officer III (IAC-LA Secretariat)

	IAC-LA Chair for further evaluation and guidance.			
None	<p>1.3. Identify the need for IAC-LA resolution.</p> <p>Note: Whenever necessary, the IAC-LA shall convene to discuss the matter. The IAC-LA may likewise require the participation of the requesting party/ies to IAC-LA meeting.</p> <p>In case of a joint meeting with other IACs, the IAC-LA Secretariat shall facilitate the routing of Notice of Meeting to the IAC member-agencies.</p>	None	4 hours	<p>Planning Officers V, III, II, I (IAC-LA Secretariat)</p> <p>IAC-LA Chair and members</p>
None	<p>1.4. Prepare the initial draft of the IAC-LA resolution.</p> <p>1.5. Draft the corresponding PSPCC resolution, whenever necessary. <i>(or if requesting party failed to provide a draft resolution)</i></p>	None	2 days	Planning Officers V, III, II, I (IAC-LA Secretariat)
None	1.6. Route the draft resolution/s to IAC-LA members for review.	None	15 minutes	Planning Officers III, II, I (IAC-LA Secretariat)
None	1.7. Monitor the status of the draft resolutions under review of the IAC-LA members.	None	2 days	IAC-LA members

None	1.8. Receive draft resolution/s with inputs/ comments of IAC-LA members.	None	15 minutes	Planning Officers III, II, I (IAC-LA Secretariat)
None	1.9. Consolidate the inputs/ comments received and prepare comparative matrix.	None	2 days	Planning Officers III, II, I (IAC-LA Secretariat)
None	1.10. Revise and finalize the draft resolution/s.	None	2 days	Planning Officers V, III, II, I (IAC-LA Secretariat)
None	1.11. Furnish a copy of the revised draft resolution/s and consolidated matrix to IAC-LA members for final review and/or concurrence of members.	None	15 minutes	Planning Officers III, II, I (IAC-LA Secretariat)
None	1.12. Review the revised draft resolution and consolidated matrix by the IAC-LA members.	None	1 day	IAC-LA Members
None	1.13. Upon concurrence, endorse the final/clean draft of the IAC-LA resolution to IAC-LA members for signature. Note: In case of a joint resolution, the IAC-LA Secretariat shall route the final draft joint resolution and final draft PSPCC resolution to the Secretariat of the requesting PhilSys IAC for routing to their respective members.	None	15 minutes	Planning Officers III, II, I (IAC-LA Secretariat)

None	1.14. Approve/ Sign the IAC-LA resolution.	None	2 days	IAC-LA Members
None	1.15. Receive signed IAC-LA resolution.	None	10 minutes	Planning Officers III, II, I (IAC-LA Secretariat)
2. Receive the copy of the approved resolution/s.	2.1. Endorse the approved the IAC-LA Resolution (or the joint resolution) including the final draft of the PSPCC Resolution to the PSPCC Secretariat, copy-furnished the requesting party/ies.	None	15 minutes	Planning Officers III, II, I (IAC-LA Secretariat)
TOTAL:		None	11 days, 5 hours, and 55 minutes	