

OPERATIONS MANUAL

Legislative-Executive
Development Advisory
Council (LEDAC)

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ACRONYMS

CABSEC	- Cabinet Secretary
CLA	- Common Legislative Agenda
CPBRD	- Congressional Policy, Budget and Research Department
HOUSE	- House of Representatives
LEDAC	- Legislative-Executive Development Advisory Council
LLS	- Legislative Liaison System
NEDA	- National Economic and Development Authority
OCS	- Office of the Cabinet Secretary
ODESLA	- Office of the Deputy Executive Secretary for Legal Affairs
OES	- Office of the Executive Secretary
OP	- Office of the President
PLA	- President's Legislative Agenda
PLLO	- Presidential Legislative Liaison Office
PMS	- Presidential Management Staff
SENATE	- Senate of the Philippines
SEPO	- Senate Economic Planning Office

INTRODUCTION

The Legislative Executive Development Advisory Council (LEDAC) was created under Republic Act 7640 and approved by then - President Fidel V. Ramos on December 9, 1992. It serves as an advisory and consultative body to the President and the Legislature on various socioeconomic issues and concerns to ensure consistency in coordinating executive and legislative development planning and budgeting.

LEDAC ensures that the State is able to consult public agencies, local governments and the private sector in the formulation of socioeconomic development goals and programs.

This manual contains general information about LEDAC and its Secretariat, including its structure, duties and responsibilities, as well as its operating procedures.

GENERAL INFORMATION

Legal Basis

Created by virtue of Republic Act No. 7640, LEDAC was constituted as a consultative and advisory body to ensure consistency in executive development planning and congressional budgeting.

Members

The Council is composed of twenty (20) members, with the President as Chairman and the following as members:

- The Vice President
- The Senate President
- The Speaker of the House of Representatives
- Seven (7) members of the Cabinet to be designated by the President
- Three (3) members of the Senate designated by the Senate President
- Three (3) members of the House of Representatives to be designated by the Speaker of the House
- A representative of the Local Government Units (LGUs)
- A representative from the Youth Sector
- A representative from the Private Sector from any or a combination of the following: business, cooperatives, agriculture, and labor

Council Meetings

Section 5 of RA 7640 provides that the Council shall meet at least once every quarter but it may be convened by the President for special meetings as may be necessary.

LEDAC Functions

Section 3 of RA 7640 mandates LEDAC with the following functions:

- Determine and recommend socio-economic development goals in pursuance of established policies, which shall guide the formulation and implementation of the national development plan;
- Provide policy advice to the President on vital issues affecting the socioeconomic development of the country;
- Direct the study of measures to ensure that the regional development plans and programs are integrated into the national development plan;
- Receive and, in appropriate cases, require reports on, and study measures to improve, the implementation of official development assistance from multilateral and bilateral entities;
- Assess effectiveness of the implementation of the national development plan;
- Integrate environmental concepts, principles and practices into the national development plan for a balanced and cohesive approach to national development;
- Review the relationship of the legislative agenda to the national development plan to ensure the integration of both; and
- Study and recommend to the President and to Congress sources of revenue, as well as measures to reduce unnecessary expenditures to the end that the resources of the Government will be used to the optimum.

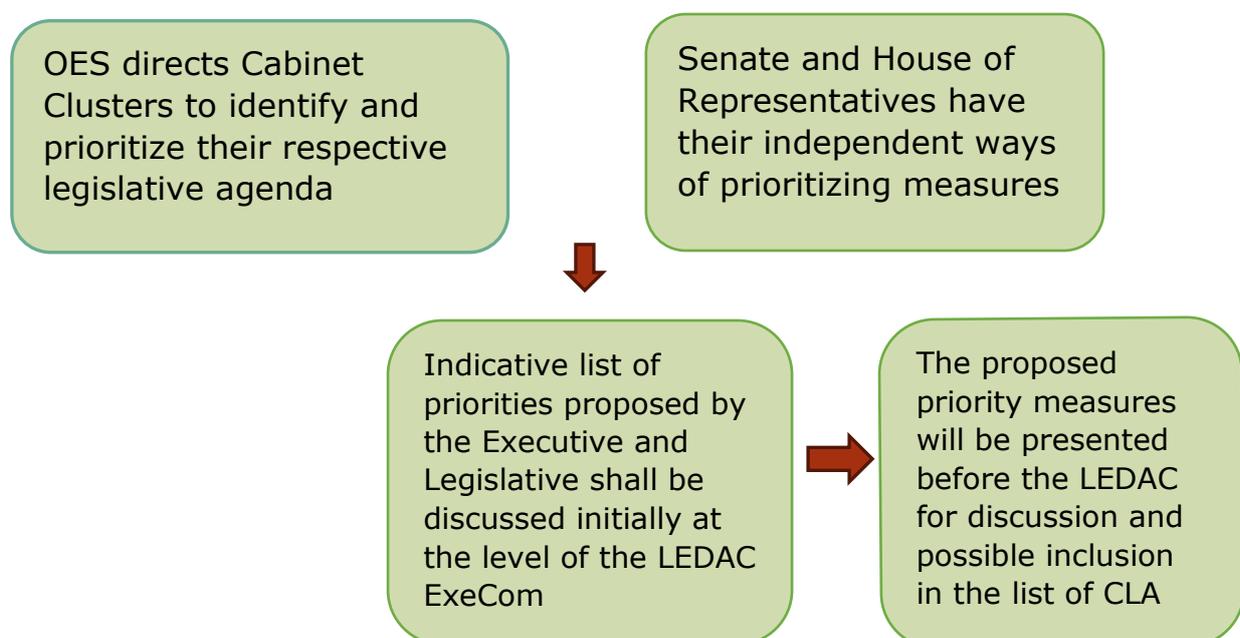
THE COMMON LEGISLATIVE AGENDA

The Common Legislative Agenda (CLA) is a list of priority legislative measures that the Council has agreed to submit to the Legislature to pass into law.

The process for the formulation of CLA starts with prioritization of proposed priority legislative measures separately by the Executive and Legislative branches. In the Executive Branch, the Executive Secretary directs the Cabinet clusters to identify and prioritize their respective legislative agenda. Congress has its independent way of prioritizing its measures.

The indicative list of priorities proposed by the Executive and Legislative shall be initially discussed at the level of the LEDAC ExeCom for harmonization. Then the proposed priority measures will be presented before the LEDAC for discussion and possible inclusion in the list of CLAs.

I. Process Flow



II. Criteria for Prioritization

The legislative bills that intend to achieve inclusive growth, i.e. pursues a high, sustained and broad-based economic growth that generates mass employment and draws the majority of the people into economic and social mainstream, and growth that reduces poverty and achieves the Millennium Development Goals (MDGs), as well as those that improve the quality of governance, boost the market's essential institutional infrastructure, and support an economy that guarantees full, equal and universal enjoyment of all human rights shall be given priority.

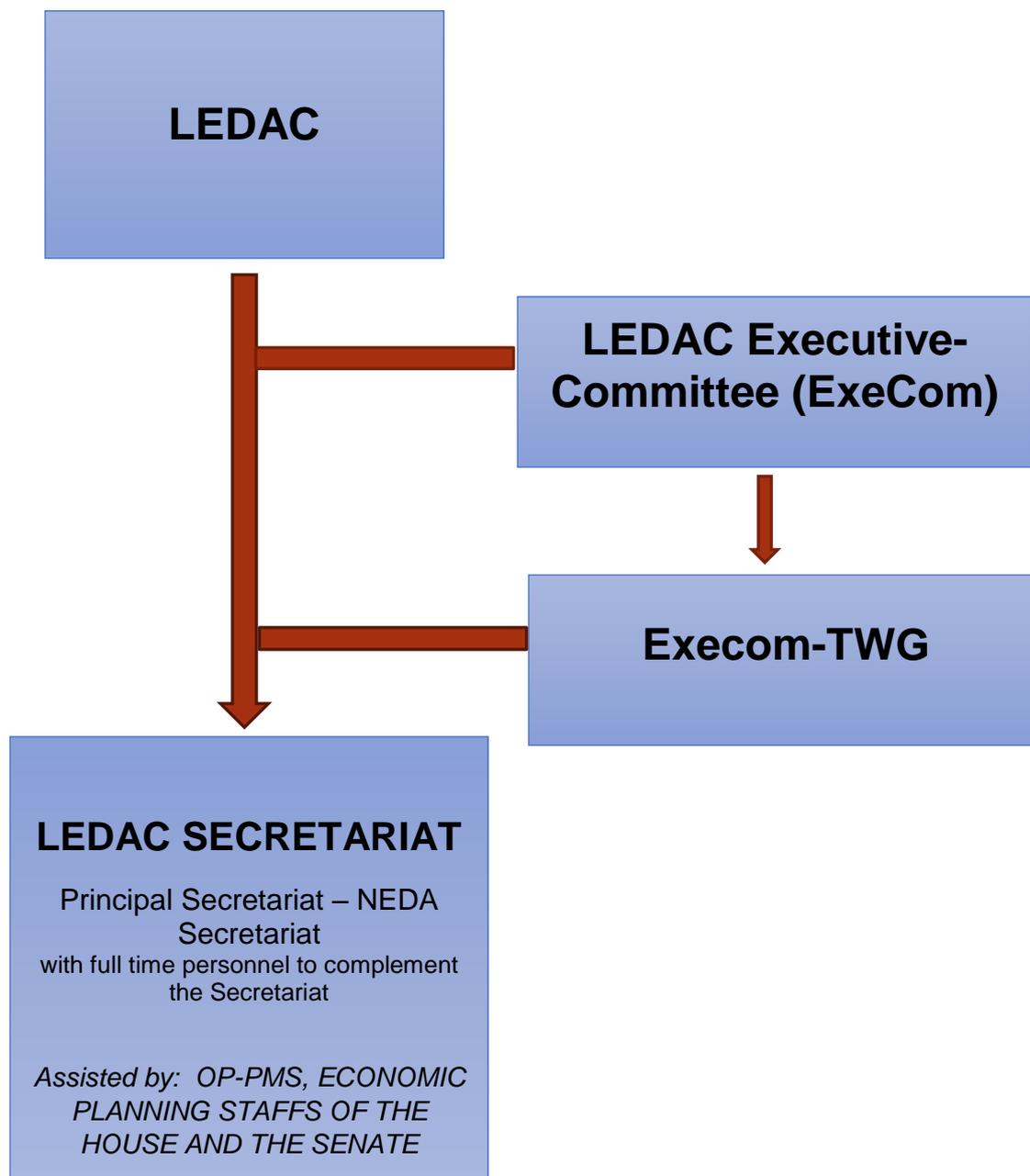
Agencies/sectors concerned or other stakeholders who propose for inclusion of their bills in the priority legislative agenda may be guided by the following criteria:

- a. Proposed legislative measure is included or aligned with the Philippine Development Plan, the President's Social Contract and State of the Nation Address (SONA)
- b. Consistent with international commitments/treaties
- c. Aligned with the priorities of the Cabinet Clusters, Regional Development Councils, NEDA Board and National Security Council
- d. Supportive of the country's fiscal/financial/investment program
- e. Consider political acceptability to promote government stability
- f. Timing and relevance of the legislative measure given the current political situation
- g. Consideration on the impact and effects of the proposed legislation
- h. Consideration on the implementation and operational requirements of the proposed legislation

III. Other parameters to be considered in determining priority measures

In determining the measures to be included in the priority list, other parameters to be considered are: people, resources, legal basis and political objectives. The legislative agenda must be aligned with the Administration's policy directions and must be national in scope, with high impact for greater effect, and broad stakeholder base for a meaningful stakeholder participation impact – to create momentum for change.

ORGANIZATIONAL STRUCTURE



The COUNCIL

The Council is composed of twenty (20) members, with the President as Chairman and the following as members:

MEMBERS	DESIGNATED BY	REMARKS
Vice President		
Senate President		Extension of legislative function
Speaker of the House of Representatives		Extension of legislative function
7 members of the Cabinet	President	Shall serve in their ex-officio capacity
3 members of the Senate	Senate President	Extension of their legislative function
3 members of the House of Representatives	Speaker of the House of Representatives	Extension of their legislative function at least one from dominant minority party
1 representative of the LGU	appointed by the President	From among the heads of the Leagues of Governors, City Mayors, Municipal Mayors and of the Liga ng mga Barangays
1 representative of the youth	appointed by the President	The Chairman of the National Federation of Sanggunian Kabataan shall represent the youth sector in an ex-officio capacity
1 representative of Private Sector	appointed by the President	Shall be from any or a combination of the following: business, cooperatives, agriculture, and labor The private sector representative shall serve for a term of two (2) years, but the President may reappoint that private sector representative provided that person shall not serve for more than six (6) years

Rule V of the Implementing Rules and Regulations of RA 7640 provides the process of selecting the sectoral representatives to the Council. It provides:

Section 1. General criteria for the selection of sectoral representatives – Representatives of the local government units (LGUs), youth and private sector to the Council shall be selected on the basis of the following criteria:

- a. a good grasp of national development issues;
- b. demonstrated leadership and competence in the sector concerned; and
- c. currently occupying a position of influence in the sector to be represented.

Section 2. LGU representative. – The President may appoint the LGU representative from among the heads of the Leagues of Governors, City Mayors, Municipal Mayors and of the Liga ng mga Barangays, having in mind the prescribed criteria.

Section 3. Youth representative. – The Chairman of the National Federation of Sangguniang Kabataan shall represent the youth sector in an ex-officio capacity.

Section 4. Private sector representative. – The President may appoint the private sector representative from among the shortlist of nominees submitted by the NEDA. For this purpose, the NEDA shall invite nominations from the various private sector groups and, guided by the general criteria for selection herein mentioned, prepare a shortlist of nominees for submission to the President.

Section 5. The private sector representative shall serve for a term of two (2) years. The President may, however, reappoint that private sector representative provided that person shall not serve for more than six (6) years.

The LEDAC Executive Committee (ExeCom)

The activities of LEDAC are overseen by an executive committee whose membership also comes from the various executive and legislative offices. The committee is headed by the Secretary of Economic Planning.

The LEDAC Execom is composed of:

1. Speaker of the House
2. Senate President
3. Executive Secretary
4. Socioeconomic Planning Secretary as overall head of the LEDAC Secretariat and
5. Presidential Legislative Adviser.

The LEDAC Executive Committee (ExeCom) also serves as a venue to discuss other measures proposed for inclusion in the CLA.

The Execom is convened to expeditiously address issues and concerns relating to priority legislative measures. It also serves as a mechanism to press Congressional action on pending CLA serves and a venue to discuss other measures proposed for inclusion in the CLA. The ExeCom meets as often as may be necessary.

LEDAC ExeCom Technical Working Group (ExeCom TWG)

The LEDAC ExeCom TWG consists of duly designated representatives of the ExeCom principals and other relevant agencies or offices of Congress and the Executive Branch including the OES, ODESLA, PMS, OES, PLLO, NEDA-LEDAC Secretariat, SEPO, Office of the House Speaker, and Legislation Office of the Senate.

The LEDAC Secretariat

The day-to-day operation of the LEDAC is undertaken by the LEDAC Secretariat, which is composed of career specialists from the different disciplines such as economics, business, ecology, development administration, law, and information technology. Its principal responsibility is the hosting of meetings between the President and his cabinet and legislators from the two houses of Congress. It is headed by an Executive Director.

A) Functions

Pursuant to Section 2, Rule VIII of the Implementing Rules and Regulations of RA 7640, the Secretariat shall have the following duties and responsibilities:

- a. Provide technical and administrative support to the Council and its sub-committees, if any;
- b. Determine and prepare the agenda for and the minutes of the Council meetings;
- c. Serve as venue for the initial processing/discussion of issues prior to deliberation by the Council;
- d. Receive and prepare communications pertinent to the work of the Council;
- e. Manage and maintain official records of the Council;
- f. Prepare the annual budget of the Council;
- g. Prepare reports as required by the Council; and
- h. Perform other duties as may be assigned by the Council.

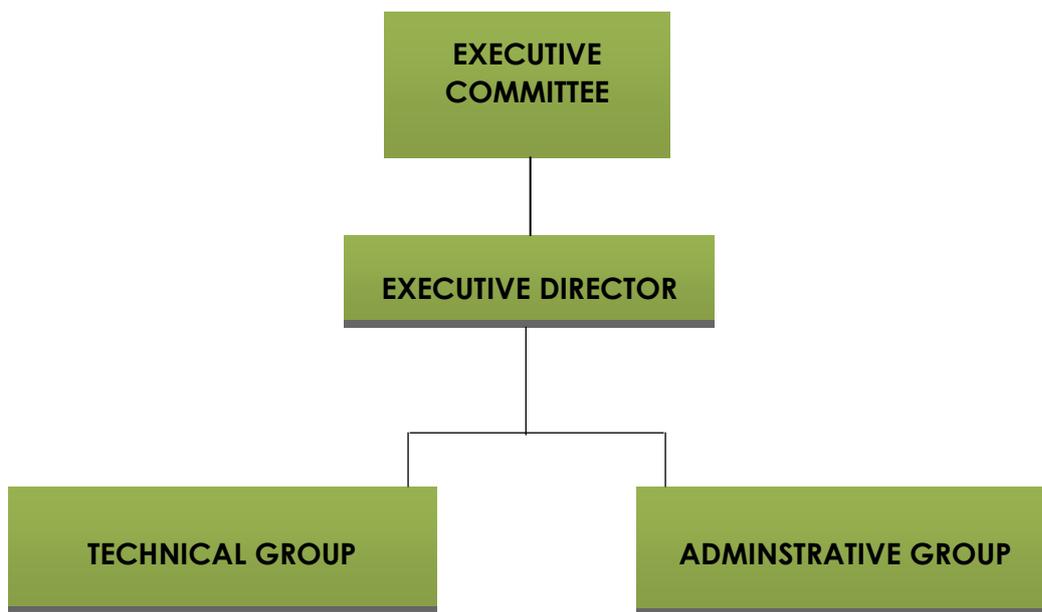
Section 3. The NEDA Secretariat as principal secretariat shall oversee and coordinate the provision of overall technical and administrative support to the Council.

B) Internal Structure

The Legislative-Executive Development Advisory Council, during its first meeting held on 19 May 1993, contemplated that given the present personnel complement of the

Secretariat, the latter may not be able to respond effectively to the demands of LEDAC. Considering that the LEDAC is a high-level body, it will need a strong and high-level technical and secretariat support.

The Council thereby approved LEDAC Resolution No. 2 (Series of 1993) approving the Internal Structure¹ of the LEDAC Secretariat as follows:



C) Current Internal Structure

R. A. 7640 identified the NEDA Secretariat as the principal secretariat in providing staff support to the Council, to be assisted by personnel from the PMS and the economic planning staffs of both the Senate and the House of Representatives. Section 2 of RA 7640 also provides that LEDAC may call on any government agency or resource persons for assistance.

The NEDA has organized the LEDAC Secretariat, which holds office at NEDA sa Pasig, No. 12 St. Josemaria Escriva Drive,

¹ The Executive Committee shall be composed of the following: NEDA Director-General as Chairman, with OP-PMS Head, CPBO Director-General and Senate Representatives as Members

Ortigas Center, Pasig City, to provide direct staff support to the Council.

The LEDAC Secretariat has embarked on a series of collaborative activities with other agencies or private sector groups to further its goal of closer and stronger executive-legislative cooperation. The OES, CABSEC, PLLO, ODESLA and NEDA-LEDAC Secretariat collaborate in the following: determining the agenda, sending notices of meeting, confirming attendees and finalizing guest list, coordinating with presenter, and preparing and distributing cabinet folders. On documentation, the NEDA-LEDAC Secretariat prepares the highlights or minutes of the LEDAC meetings, and the Cabsec prepares the summary of agreements and the action memo.

The NEDA Secretariat administers the funds of the Council as appropriated under Section 9 of RA 7640 and shall be responsible for the preparation of the budget and administration of the necessary appropriation of the Council (Rule XIII of the Implementing Rules and Regulations).

The Council's current personnel services budget allows the hiring of three (3) Supervising Economic Development Specialist (SG 22) to complement the work of the LEDAC Secretariat and One (1) Executive Assistant (SG 14). They are duly appointed by the Secretary of Socioeconomic Planning on contractual status, renewable every six (6) months.

Under Special Order No. 236-2013 series of 2013, they are under the direct supervision of the Director of NEDA Legal Staff.

D) Duties and Responsibilities

Supervising Economic Development Specialist (SG 22)

1. Plans, directs, and coordinates the work of the assigned sector in support of policy advisory functions of LEDAC;

2. Coordinates and liaises, whenever necessary, with officials of Cabinet Clusters, Legislative Liaison System, OP-PMS, Planning Staffs of the House of Representatives and Senate and other government agencies on matters related to her assigned sector;
3. Initiates, recommends and coordinates the preparation of technical reports, position papers, and issue papers;
4. Conducts, as may be necessary, specialized researches or studies in support of policy initiatives of the Council;
5. Provides technical and secretariat support to the Council, including the preparation of Discussion Flow for the President, LEDAC Agenda Folders, Minutes of the Council Meetings; Memorandum of Instructions, and Matters Arising;
6. Tracks status of bills in the LEDAC Common Legislative Agenda and other priority legislative measures; and
7. Prepares periodic reports as needed by the Council.

Executive Assistant (SG 14)

1. Processes incoming and outgoing documents including:
 - a. Records action taken by the Head of LEDAC Secretariat; and
 - b. Files of documents for reference.
2. Prepares all necessary documents and makes all necessary arrangements regarding local travels of the Head of LEDAC Secretariat and its Personnel, which includes:
 - a. Prepares Trip Ticket and Purchase Request for the fuel of LEDAC Secretariat service vehicle;
 - b. Prepares Local Travel Order (LTO); and
 - c. Requests for the issuance of cash advance.
3. Manages the procurement utilization, storage and maintenance of office supplies and properties, which includes the preparation of:

- a. Annual Procurement Plan (APP);
 - b. Purchase Requests (PR);
 - c. Property Inventory Reports; and
 - d. Request for repair of office equipment and service vehicle.
4. Manages the utilization and liquidation of cash advances, which includes:
 - a. Presentation of legitimate receipts of expenses;
 - b. Preparation of documentary requirements supplementing the expenses; and
 - c. Preparation of liquidation report.
5. Performs such other tasks as may be assigned by the Head of LEDAC Secretariat.

Staff support/ operational support from other government agencies

NEDA Sector Staffs

RA 7640 identifies the NEDA Secretariat as the principal secretariat that provides staff support to the LEDAC, to be assisted by personnel from the PMS and the economic planning staffs of both the Senate and the House of Representatives. In addition, Section 2 of RA 7640 provides that LEDAC may call on any government agency or resource persons for assistance.

The sector staffs of NEDA shall provide technical inputs to agenda setting and proposed legislations.

Presidential Legislative Liaison Office (PLLO)

The PLLO monitors and reports latest status of the CLA. It also coordinates with legislative agencies/personnel from both chambers of Congress.

Office of the President (OP)

The OP assists in providing the schedule and site preparations for the LEDAC meeting, particularly in terms of appointments (Appointments Office), security (Presidential Security Unit), food (Internal House Affairs Office), protocols (Protocol Office), and official documents.

Office of the Executive Secretary (OES)

The OES, through the Office of Deputy Executive Secretary for Legal Affairs, provides the President with vital information regarding the LEDAC meeting. In coordination with the PLLO and NEDA-LEDAC secretariat, the OES also generates the agenda of the meeting.

Presidential Management Staff/ Office of the Cabinet Secretary (PMS/OCS)

The PMS and OCS provide technical inputs to LEDAC operation and assist in the conduct of the Council meetings.

Congressional Policy, Budget and Research Department (CPBRD)

The CPBRD provides technical inputs on legislative activities, research, and policies.

Senate Economic Planning Office (SEPO)

The SEPO provides technical inputs on legislative activities, research, and policies.

Legislative Liaison System (LLS)

The LLS is a legislative advocate group of the Executive branch and consists of the duly designated representatives of the Office of the Vice-President, OES, PMS, Constitutional bodies, PLLO, and the respective DLLOs of the Executive branch, in partnership with the LEDAC Secretariat.

Annex "A"

REPUBLIC ACT NO. 7640

AN ACT CONSTITUTING THE LEGISLATIVE-EXECUTIVE DEVELOPMENT ADVISORY COUNCIL

SECTION 1. *Declaration of Policy.* - It is the policy of the State to formulate after consultations with appropriate public agencies, the private sector, and local government units socioeconomic development programs taking into account the requirements of conservation and ecology and in accordance with its constitutional mandate to promote a more equitable distribution of opportunities, income, and wealth; a sustained increase in the amount of goods and services produced by the nation for the benefit of the people; an expanding productivity as the key to raising the quality of life for all, especially the under privileged.

The State shall promote industrialization and full employment based on sound agricultural development and agrarian reform, through industries that make full and efficient use of human and natural resources, and which are competitive in both domestic and foreign markets. However, the State shall protect Filipino enterprises against unfair foreign competition and trade practices.

The Legislative-Executive Development Advisory Council shall constitute an effective advisory and consultative mechanism to ensure consistency in coordinating executive development planning and congressional budgeting.

SECTION 2. *Legislative-Executive Development Advisory Council.* - Pursuant to the foregoing policy, there is hereby constituted a consultative and advisory body to be known as the Legislative-Executive Development Advisory Council, hereinafter referred to as the Council. It shall be composed of twenty (20) members with the President as Chairman and the following as members: the Vice President, the President of the Senate, the Speaker of the House of Representatives, seven (7) members of the Cabinet to be designated by the President, three (3) members of the Senate to be designated by the President of the Senate, three (3) members of the House of Representatives to be designated by the Speaker of the House of Representatives at least one (1) of whom shall come from the dominant minority party, and the following to be appointed by the President: a representative of the local government units, a representative of the youth, and a representative of the private sector from any or a combination of the following: business, cooperatives, agriculture, and labor.

Membership in the Council of the members of the legislature shall be an extension of their legislative functions. Membership in the Council of the members of the Cabinet shall be in an *ex officio* capacity.

The Chairman and members of the Council who are government officials shall serve in the Council without any additional emoluments, allowances, or pay, by virtue of and in connection with the positions they have been elected to or appointed to, as the case may be.

The Council may form its own subcommittees as may be needed and may call on any government agency or resource persons for assistance.

SECTION 3. *Functions of the Council.* - The Council shall serve as a consultative and advisory body to the President as the head of the national economic and planning agency for further consultations and advice on certain programs and policies essential to the realization of the goals of the national economy with the following functions:

- a) determine and recommend socioeconomic development goals in pursuance of established policies which shall guide the formulation and implementation of the national development plan;
- b) provide policy advice to the President on vital issues affecting the socioeconomic development of the country;

- c) direct the study of measures to ensure that the regional development plans and programs are integrated into the national development plan;
- d) receive, and in appropriate cases, require reports on, and study measures to improve, the implementation of official development assistance from multilateral and bilateral entities;
- e) assess effectiveness of implementation of the national development plan;
- f) integrate environmental concepts, principles and practices into the national development plan for a balanced and cohesive approach to national development;
- g) review the relationship of the legislative agenda to the national development plan to ensure the integration of both;
- h) study and recommend to the President and to Congress sources of revenue as well as measures to reduce unnecessary expenditures to the end that the resources of the Government will be used to the optimum.

SECTION 4. *Secretariat.* - The Council shall have the National Economic and Development Authority secretariat as the principal secretariat in providing staff support to the Council, assisted by personnel from the Presidential Management Staff and the economic planning staff of both the Senate and the House of Representatives.

SECTION 5. *Meetings of the Council.* - The Council shall meet at least once every quarter, but may be convened by its Chairman to such special meetings as may be necessary. The members of the Council shall be duly notified of any meeting in advance. The first meeting of the Council shall take place within one (1) month from the effectivity of this Act, at a time and place to be designated by the Chairman.

SECTION 6. *Priority Concerns.* - The Council shall give special attention to measures which will:

- a) involve concerned private sector, relevant non-government groups and people's organizations in the processes of economic planning by national agencies and by regional, provincial, and other local development councils, as well as in monitoring the implementation of development projects.
- b) bring about effective integration of the priority development programs and projects proposed by regional, provincial and other local development councils into the national development plan, within the constraints of the national budget;
- c) accelerate the study and formulation of projects and programs, which will answer priority needs of the people for livelihood and social services, and which may be funded from national revenues and/or grants and concessional loans from external sources;
- d) hasten the utilization of grants and concessional loans for priority development projects and programs, while also improving the efficiency of project implementation; and
- e) recommend measures that would strengthen mechanism for monitoring the implementation of development projects and programs, and for promoting efficiency of execution and timeliness of completion.

SECTION 7. The Council shall render reports after every meeting to all Senators and Congressmen who are not members of the Council, particularly the progress and action taken on priority concerns embodied in Section 6 hereof.

SECTION 8. *Implementing Rules and Regulations.* - Within sixty (60) days from the approval of this Act, the Council shall promulgate all the necessary rules and regulations to carry out the provisions of this Act.

SECTION 9. *Appropriations.* - The amount of Three million pesos (P3,000,000.00) is hereby authorized out of the funds of the National Treasury not otherwise appropriated for the operating and capital expenditures of the Council for the Fiscal Year 1993. Thereafter, the necessary appropriations shall be provided in the Annual General Appropriations Act.

SECTION 10. *Separability Clause.* - In case any provision hereof is declared unconstitutional, the other provisions not so declared and affected shall remain in force and effect.

SECTION 11. *Repealing Clause.* - All laws and executive orders which are inconsistent with the provisions of this Act are hereby repealed or amended accordingly.

SECTION 12. *Effectivity.* - This Act shall take effect fifteen (15) days after its publication in the *Official Gazette*.

Approved: December 9, 1992

Annex "B"

IMPLEMENTING RULES AND REGULATIONS (IRR) OF RA 7640

The following rules and regulations are hereby issued pursuant to Sec. 8 of RA 7640, otherwise known as An Act Constituting the Legislative-Executive Development Advisory Council (LEDAC).

RULE I

DECLARATION OF POLICY

It is the policy of the State to formulate, after consultations with appropriate public agencies, the private sector, and local government units, socio-economic development programs taking into account the requirement of conservation and ecology and in accordance with its constitutional mandate to promote more equitable distribution of opportunities, income, wealth; a sustained increase in the amount of goods and services produced by the nation for the benefit of the people: an expanding productivity as the key to raising the quality of life for all, especially the underprivileged.

RULE II

DEFINITION OF TERMS

Section 1. Except as otherwise provided by these rules, the following terms are defined as follows:

"National Development Plan" refers both to the Medium-Term Philippine Development Plan and the Perspective Plan. The Medium-Term Philippine Development Plan is a plan containing specific socio-economic development goals, objectives, policies and strategies that will be pursued within a six-year period. The Perspective Plan, on the other hand, lays down long-term socio-economic goals and broad strategies in support thereof which will be carried out within a period of ten years or more.

"Official Development Assistance (ODA)" refers to the financial and non-financial grants and concessional loans to developing countries provided by bilateral and multilateral institutions, including state and local governments or their executive agencies. It has the following characteristics: (i) administered with the objective of promoting the economic development and welfare of developing countries; (ii) concessional in character and contains a grant element of at least 25%.

"Legislative Agenda" means a program of proposed legislations to support policies and programs of government.

"Regional Development Plans" refer to the Medium-Term Regional Development Plan covering a six-year period, the formulation of which was coordinated by the NEDA Regional Offices and approved by the Regional Development Councils.

"Regional Development Council (RDC)" refers to the primary institution which coordinates and sets the direction of all development efforts in the region. It also serves as a forum where local efforts can be related and integrated with national development activities.

"Local Development Council (LDC)" is the main advisory arm of the local chief executive in setting the direction and coordinating development efforts in their respective territorial jurisdictions. It includes the Provincial Development Councils (PDC), City Development Councils (CDC), Municipal Development Councils (MDC) and the Barangay Development Councils (BDC).

"Private sector" refers to any person, entity or organization who or that is not part of government. It includes, among others, non-government organizations (NGOs), people's organizations (POs),

members of the business community or business groups, cooperatives, schools, professional organizations, civic clubs and plain citizens or individuals who are not members of any organization.

Non-Governmental Organization" refers to private, non-profit voluntary organization, including schools, that is committed to the task of socio-economic development and established primarily for service which may include giving assistance to citizens or people's organizations in various ways as by educating, training or giving financial assistance to them.

People's Organizations" refer to independent community and/or class-based associations established to protect and advance the interests of specific causes or sectors, e.g. labor, farmers, fishermen, peasants, women and students. POs are concrete expressions of people's participation and concerted action at the grassroots level, functioning as vehicles for mobilizing communities in the pursuit of their aspirations. They likewise serve as schools for raising the people's consciousness on key issues that affect their lives and training the people's own leaders and organizers.

RULE III

ROLE AND FUNCTIONS OF THE COUNCIL

Section 1. Role of the Council – The LEDAC, hereinafter referred to as the Council, shall be an advisory and consultative mechanism to ensure consistency in coordinating executive development planning and congressional budgeting.

Section 2. Functions of the Council – The Council shall perform the following functions:

- a. Determine and recommend socio-economic development goals and policies which shall guide the formulation and implementation of the national development plan;
- b. Provide policy advice to the President on vital issues affecting socio-economic development of the country;
- c. Direct the study of measures to ensure that the regional development plans and programs are integrated into the national development plan;
- d. Receive and in appropriate cases, require reports on and study measures to improve the implementation of official development assistance from multilateral and bilateral entities;
- e. Assess effectiveness of implementation of the national development plan;
- f. Recommend the integration of environmental concepts, principles and practices into the national development plan for a balanced and cohesive approach to national development;
- g. Review the relationship of the legislative agenda to the national development plan to ensure the integration of both; and
- h. Study and recommend to the President and to Congress sources of revenue as well as measures to reduce unnecessary expenditures to the end that the resources of the government will be used to the optimum.

RULE IV

COMPOSITION OF THE COUNCIL

Section 1. The Council shall be composed of twenty (20) members with the President as Chairman and the following as members:

Vice-President;

President of the Senate;

Speaker of the House of Representatives;

Seven (7) members of the Cabinet to be designated by the President;

Three (3) members of the Senate to be designated by the President of the Senate, at least one of whom shall come from the dominant minority party;

Three (3) members of the House of Representatives to be designated by the Speaker of the House of Representatives at least one of whom shall come from the dominant minority party;

A representative of the local government units;

A representative of the youth; and

A representative of the private sector from any or a combination of the following: business, cooperatives, agriculture and labor.

Section 2. The membership in the Council by members of the Legislature shall be an extension of their legislative functions while that of the members of the Cabinet shall be in an ex-officio capacity.

RULE V

PROCESS OF SELECTING SECTORAL REPRESENTATIVES TO THE COUNCIL

Section 1. General criteria for the selection of sectoral representatives – Representatives of the local government units (LGUs), youth and private sector to the Council shall be selected on the basis of the following criteria:

- b. a good grasp of national development issues;
- c. demonstrated leadership and competence in the sector concerned; and
- d. currently occupying a position of influence in the sector to be represented.

Section 2. LGU representative. – The President may appoint the LGU representative from among the heads of the Leagues of Governors, City Mayors, Municipal Mayors and of the Liga ng mga Barangays, having in mind the prescribed criteria.

Section 3. Youth representative. – The Chairman of the National Federation of Sangguniang Kabataan shall represent the youth sector in an ex-officio capacity.

Section 4. Private sector representative. – The President may appoint the private sector representative from among the shortlist of nominees submitted by the NEDA. For this purpose, the NEDA shall invite nominations from the various private sector groups and, guided by the general criteria for selection herein mentioned, prepare a shortlist of nominees for submission to the President.

Section 5. The private sector representative shall serve for a term of two (2) years. The President may, however, reappoint that private sector representative provided that person shall not serve for more than six (6) years.

RULE VI

RELATIONSHIP WITH THE NEDA BOARD, THE CABINET AND ITS CLUSTERS, AND OTHER RELEVANT BODIES

Section 1. The LEDAC shall be an independent advisory body to the President. It is independent of the NEDA Board, the Cabinet and its Clusters, and of other existing advisory bodies on socio-economic development both in the Executive and the Legislative branches. The Council however, may consult such other bodies for their views, comments, positions on certain development issues. Decisions, resolutions, recommendations emanating from the Council shall be submitted directly to the President.

Section 2. The Council may call on any government agency or any private institution or resource person for assistance.

RULE VII

COUNCIL SUB-COMMITTEES

Section 1. Subcommittees – The Council may form its own subcommittees as may be needed.

RULE VIII

COUNCIL SECRETARIAT

Section 1. Council Secretariat – The National Economic and Development Authority Secretariat shall serve as the principal secretariat of the Council. It shall be assisted by the Presidential Management Staff of the Office of the President and the economic planning staffs of both the Senate and House of Representatives. These staffs shall identify specific units or personnel designated to handle council matters. The Council may hire full time personnel to complement the Secretariat as may be necessary.

Section 2. The Secretariat shall have the following duties and responsibilities:

- a. Provide technical and administrative support to the Council and its sub- committees, if any;
- b. Determine and prepare the agenda for and the minutes of the Council meetings;
- c. Serve as venue for the initial processing/discussion of issues prior to deliberation by the Council;
- d. Receive and prepare communications pertinent to the work of the Council;
- e. Manage and maintain the official records of the Council;
- f. Prepare the annual budget of the Council;
- g. Prepare reports as required by the Council; and
- h. Perform other duties as may be assigned by the Council.

Section 3. The NEDA Secretariat as principal secretariat shall oversee and coordinate the provision of overall technical and administrative support to the Council.

The PMS of the Office of the President shall, among others, be responsible for liaising between the Council and OP agencies, and facilitating the generation by said agencies, of information and inputs that are required by, or need to be brought to the attention of , the Council. Similarly, the economic planning staffs of the Senate and House of Representatives shall, among others, be responsible for liaising with the various Committees/Units of the Senate and House and facilitating the generation by said Committees/Units, of information and inputs that are required by, or need to be brought to the attention of, the Council.

RULE IX

MEETINGS OF THE COUNCIL

Section 1. Presiding Officer – The Chairman shall preside over the meetings of the council.

Section 2. Quorum – A simple majority of all members of the Council shall constitute a quorum. In the absence of a quorum, the council members present may discuss the items in the agenda and make the necessary recommendations to the Council for consideration in its next meeting.

Section 3. Schedule of regular meetings – The Council shall meet on first Monday of every quarter. Each member shall be duly notified of the time and place before the meeting.

Section 4. Special meetings – The Chairman shall convene the Council to such special meetings as may be necessary. Each member shall be notified of the date, time and place at least one day before the meeting.

Section 5. Venue - The meeting of the Council whether special or regular shall be held in Malacañang unless otherwise specified by the Chairman.

Section 6. Decisions and resolutions – The decisions of the Council shall be concurrence of a majority of the members constituting a quorum.

Section 7. Minutes of the meeting – The minutes of the meeting shall be prepared by the Council Secretariat.

RULE X

PRIORITY CONCERNS

Section 1. The Council shall give special attention to measures which will:

- a. Involve concerned private sector, relevant non-government groups and people's organization in the process of economic planning by national agencies and by regional, provincial, and other local development councils, as well as in monitoring the implementation of development projects;
- b. Bring about effective integration of the priority development programs and projects proposed by regional, provincial and other local development councils into the national development plan, within the constraints of national budget;
- c. Accelerate the study and formulation of projects and programs which will answer priority needs of the people for livelihood and social services, and which may be funded from national revenue and or grants and concessional loans from external sources;
- d. Hasten the utilization of grants and concessional loans for priority development projects and programs while also improving the efficiency of project implementation ; and

- e. Recommend the strengthening of mechanisms for monitoring the implementation of development projects and programs and for promoting efficiency of execution and timeliness of completion.

RULE XI

REPORTING AND MONITORING MECHANISM

Section 1. The executive, legislative and private sector members shall be responsible for reporting to the Cabinet, Congress and respective private sector organizations on the actions taken by the Council with respect to its priority concerns.

RULE XII

TRANSITORY PROVISIONS

Section 1. For the selection of the initial LGU and private sector representatives to the Council, the NEDA Secretariat shall draw up a shortlist of candidates guided by the criteria as provided in Section 1 Rule V. The President may appoint the LGU and private sector representatives from the shortlist.

Section 2. Convening the LEDAC – The Secretariat of the Council shall cause the convening of the first meeting of the Council for the purpose of promulgating the Implementing Rules and Regulations of RA 7640.

RULE XIII

ADMINISTRATION OF COUNCIL FUNDS

Section 1. Administration of Funds – The NEDA Secretariat shall administer the funds of the Council as appropriated under Sec. 9 of RA 7640 and shall be responsible for the preparation of the budget and administration of the necessary appropriation of the Council.

RULE XIV

EFFECTIVITY

Section 1. Effectivity - These rules and regulations shall take effect upon approval.

DIRECTORY 2010-2016

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