

How to Order for Barangays Only:

1. Must be included in the Annual Investment Plan (AIP)
2. Must have an Appropriation or Budgetary Allocation
3. Project Procurement Management Plan providing shopping as Mode of Procurement
4. Annual Procurement Plan: Capital Outlay – Library Books
5. Approved Budget for Contract (ABC)
6. Purchase Request to include Certification that Supplier is the Sole Distributor
7. Request for Quotation (Canvass)
8. Abstract of Request for Quotation
9. BAC Resolution Recommending Award
10. Resolution of Award
11. BAC Notice of Award
12. Purchase Order
13. Notice to Proceed
14. Delivery
15. Inspection and Acceptance
16. Issuance of Property Acknowledgement Receipt (PAR)
17. Payment to Supplier

For Information and Orders:

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BARANGAY HANDBOOK FOR LEADERSHIP AND MANAGEMENT

a comprehensive yet handy reference for
elected Barangay officials



Five Volumes of
Laws, Provisions,
Guidelines, Forms,
Cases and Success
Stories



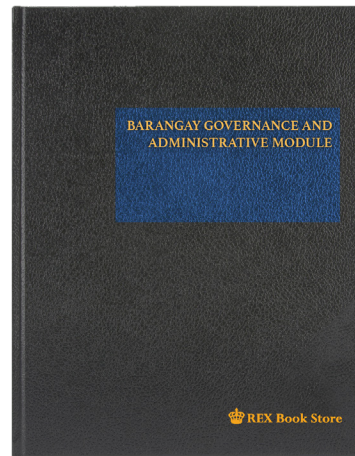
Barangay Calendar and
User's Journal



Website on Barangay
Management and
Online Legal and
Governance Consultation
Powered by CLGPD



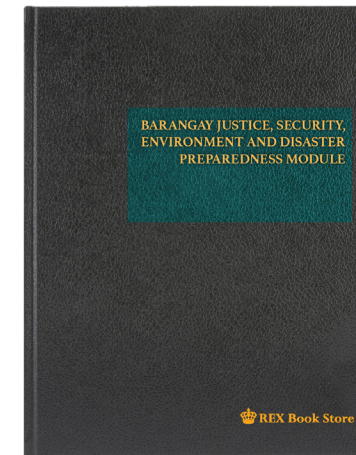
MODULE 1 Barangay Governance and Administrative Module



- Executive – Barangay Captain (Duties, Powers and Responsibilities)
- Legislative – Sangguniang Barangay (Composition, Duties, Powers, and Responsibilities)
- Sangguniang Kabataan (Composition, Duties, Powers and Responsibilities)
- General Principles on Local Autonomy, Devolution and Decentralization
- General System and Structure of Government and Constitution
- Barangay Assembly



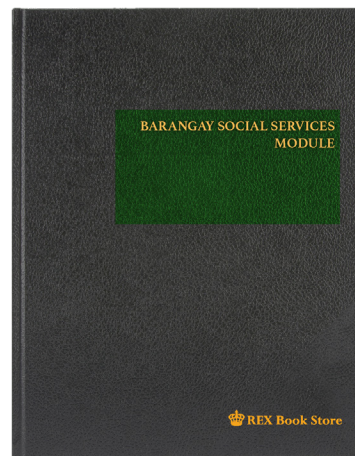
MODULE 4 Barangay Justice, Security, Environment and Disaster Preparedness Module



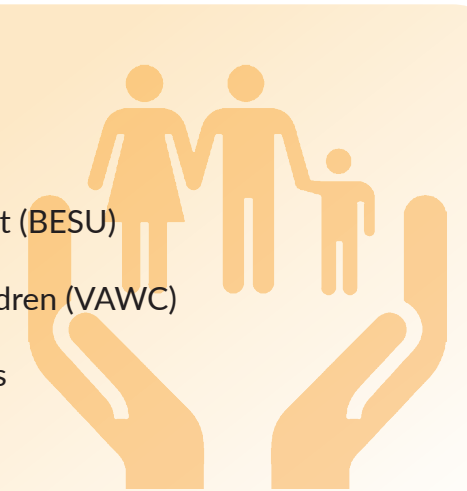
- Katarungang Pambarangay
- Barangay Police
- Barangay Peacekeeping Action Teams
- Disaster Risk Reduction and Resiliency
- Climate Change Adaptation and Mitigation
- Solid Waste Management
- Natural Resources Management
- Anti-Drug Abuse Campaign
- Clean Air Act
- Water Management Act



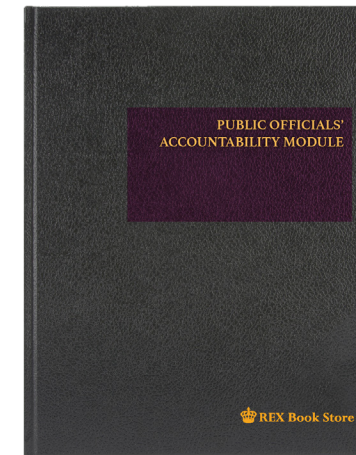
MODULE 2 Barangay Social Services Module



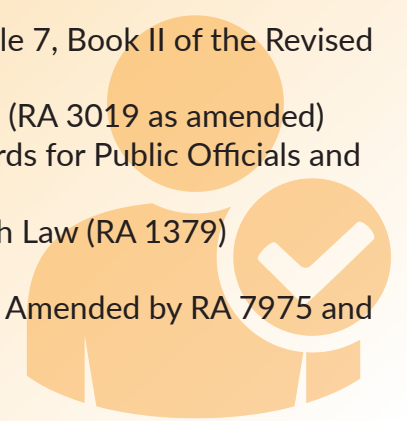
- Barangay Health Workers (BHW)
- Barangay Nutrition Scholar (BNS)
- Child and Youth Welfare
- Senior Citizens
- Persons with Disability (PWD)
- Barangay Employment Service Unit (BESU)
- Gender and Development (GAD)
- Violence Against Women and Children (VAWC)
- Daycare Service System
- Agriculture and Fisheries Programs
- ERPAT-MOVE
- Solo Parents
- Ancestral Domain
- KALIPI (Women's League)



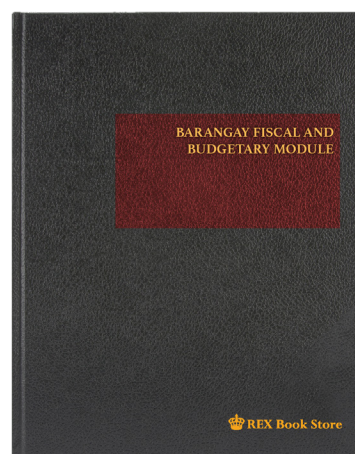
MODULE 5 Public Officials' Accountability Module



- Ethics and Morality
- Crimes Committed by Public Officers (Title 7, Book II of the Revised Penal Code)
- The Anti-Graft and Corrupt Practices Act (RA 3019 as amended)
- The Code of Conduct and Ethical Standards for Public Officials and Employees (RA 6713)
- The Forfeiture or the Unexplained Wealth Law (RA 1379)
- The Ombudsman Act of 1989 (RA 6770)
- The Sandiganbayan Decree (PD 1606, as Amended by RA 7975 and RA 8249)
- DILG opinions
- Administrative and Criminal Cases



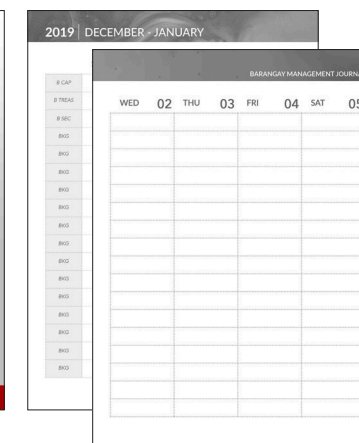
MODULE 3 Barangay Fiscal and Budgetary Module



- Barangay Budgeting
- Resource Generation and Financial Management
- Investment, Economic Enterprises, and Entrepreneurship
- Business and Industry Promotion
- Business-Friendly Environment
- Barangay Digital Records and Information Management System
- Human Resources Management and Development
- Public Records and Archiving
- RA 9184 Government Procurement Reform Act
- Property Utilization and Inventory
- Barangay Tax Code



Barangay Calendar and User's Journal



- Barangay Calendar
- Barangay Budget Calendar
- List of Official Weekly and Monthly Celebrations
- Useful Reminders
- User's Journal for Daily and Weekly Tasks, Assignments, and Accomplishments for each Kagawad
- Management Self-Assessment Sheets

