

**[ EXECUTIVE ORDER NO. 635, December 12, 1980 ]**

**AMENDING EXECUTIVE ORDER NO. 134, SERIES OF 1964 AS AMENDED, CREATING THE PHILIPPINE NATIONAL VOLUNTEER SERVICE COORDINATING AGENCY**

WHEREAS, the Philippine government has encouraged the promotion of volunteer service programs for national and international development and understanding;

WHEREAS, to maximize the benefits that may be derived from volunteer service programs, it is necessary to place them under the close supervision of a single government agency;

WHEREAS, it has been noted that due to lack of coordination, there are volunteer service organizations from foreign countries whose performance cannot be gauged properly as to the necessity of their presence in this country;

WHEREAS, it is necessary to strengthen the Philippine National Volunteer Service Coordinating Agency so that it can effectively formulate guidelines, policies, organize and coordinate volunteer service programs in the country;

NOW, THEREFORE, I, FERDINAND E. MARCOS, President of the Philippines, by virtue of the powers vested in me by law, do hereby order:

SECTION 1. Title—The Philippine National Volunteer Service Coordinating Office (PNVSCO) shall hereinafter be named Philippine National Volunteer Service Coordinating Agency (PNVSCA).

SEC. 2. The Philippine National Volunteer Service Coordinating Agency hereinafter referred to as the Agency shall remain under the Office of the President and shall be under the close administrative supervision of the Presidential Executive Assistant.

SEC. 3. Aims and Objectives—The Agency shall have the following goals and objectives:

- a) Formulate policies and guidelines concerning volunteer service plans and programs;
- b) Coordinate programs and activities of domestic and all foreign governmental and private voluntary organizations in order that their services may be made to fit into the total national development goals;
- c) Act as clearing house for all matters pertaining to volunteer service;
- d) Organize and implement the national volunteer service program to give the

educated youth and adults a constructive opportunity to use their talent and skills for national development and in carrying out programs of international cooperation;

e) Serve as liaison between domestic and all foreign governmental and private voluntary organizations, including the United Nations Volunteer Program under UNDP;

f) Strengthen and promote volunteer service through conferences, seminars, training sessions and other related activities;

g) Administer all funds from all sources, including foreign aid in accordance with accounting and auditing requirements; receive gifts, donations, bequests and subventions from public and private entities, associations and private persons; and

h) Perform other functions and duties as may be provided by law.

SEC. 4. Organization—The Agency shall be headed by a Director and assisted by a professional staff, and employees who shall be appointed by the Director in accordance with the Civil Service law and rules.

SEC. 5. Duties and Functions of the Director—The Director shall have the following duties and functions:

a) Implement the plans and programs of the Philippine Volunteer Service Program;

b) Advise and assist the Presidential Executive Assistant of the Office of the President on matters pertaining to volunteer services;

c) Provide consultative and advisory services to the various government and private agencies on matters pertaining to volunteer service;

d) Develop plans, programs and operating standards and techniques for the promotion of the objectives and functions of the Agency; and

e) Perform such other functions as may be assigned to the Director by the Presidential Executive Assistant relating to volunteer services.

SEC. 6. Creation of Multi-Sectoral Advisory Body—There is hereby created a multi-sectoral advisory body to encourage the widest participation of both government and non-government organizations engaged in volunteer service. It shall be composed of representatives of selected government agencies, the interfaith groups, private/civic organizations and foreign and international organizations; to be organized and chaired by the Director of PNVSCA.

SEC. 7. Functions of the Multi-Sectoral Advisory Body—The multi-sectoral advisory body shall have the following functions:

a) Assist in the formulation of policies, plans and programs pertaining to volunteer services;

b) Provide consultative and technical advisory services on volunteer matters;