

[**MEMORANDUM ORDER NO. 182, August 11, 2005**]

CREATING AN INTERNAL AFFAIRS AND COMPLAINTS COMMITTEE (IACC) IN THE OFFICE OF THE PRESIDENT (OP)

Pursuant to Section 37, Book V of Executive Order No. 292, s. of 1987, and the OP Integrity Development Action Plan (IDAP), approved on April 18, 2005, in line with the commitment of the Government to adopt strong anti-corruption measures in accordance with the ten (10)-point Agenda as outlined in Administrative Order No. 104, s. of 2004, there is hereby created an **Internal Affairs and Complaints Committee (IACC)** in the Office of the President.

SECTION 1. *Functions and Responsibilities of IACC.* - The IACC shall be tasked, among others, to handle the following functions and responsibilities:

1. Receive, act and investigate all administrative disciplinary complaints/cases filed against public officers and employees who are non-presidential appointees of the Office of the President;
2. Establish review and compliance procedures for the submission of Statement of Assets and Liabilities and Net Worth (SALNW) and Disclosure of Business Interests and Financial Connections (DBIFC) of all OP Officials and employees, pursuant to the requirements of Republic Act (RA) No. 6713, the rules implementing the same, Republic Act (RA) No. 3019, and other related laws, and conduct a review of the compliance of such procedures by the aforesaid officials and employees whether or not such statements have been properly accomplished;
3. Receive, act and investigate abuses and/or possible violation of RA No. 3019, RA No. 6713 and the rules implementing the same, and other related laws, by public servants in the Office of the President.
4. Assist and coordinate with the Presidential Anti-Graft Commission (PAGC) created under Executive Order No. 13, s. of 2001, the Anti-Corruption Swift Action Team (SWAT) pursuant to Executive Order No. 407, s. of 2005, and/or the Office of the Ombudsman (OMB) on complaints/cases against officials and employees of the Executive Department, its agencies and/or instrumentalities, and in conducting lifestyle checks of public servants in the Office of the President.

SECTION 2. *Composition; Quorum.* - The IACC shall be composed of five (5) permanent, members as follows:

1. The Executive Secretary (ES) or his designated representative who shall be the Chairman or Presiding Officer;