

**[NPC MEMORANDUM CIRCULAR NO. 2009-004,
December 28, 2009]**

**AMENDING MEMORANDUM CIRCULAR NO. 2000-008 ENTITLED
"PROVIDING THE GENERAL GUIDELINES GOVERNING THE
DETAIL OF PNP PERSONNEL AS PROTECTIVE SECURITY"**

WHEREAS, the Commission issued Memorandum Circular No. 2000-008 which provide the guidelines governing the detail of PNP personnel as protective security;

WHEREAS, the PNP submitted Circular No. 2009-012 entitled "Guidelines and Procedures Governing the Detail of PNP Uniformed Personnel as Protective Security" for consideration of the Commission amending certain provisions of Memorandum Circular No. 2000-008;

WHEREAS, the said PNP Circular is aimed at maximizing the utilization of PNP personnel in the enforcement of laws and ordinances relative to the protection of lives and properties;

WHEREAS, after review of the submission of the PNP, the Commission finds the same to be in order;

NOW, THEREFORE, the Commission in the exercise of its Constitutional mandate to administer and control the Philippine National Police, HAS RESOLVED TO AMEND, AS IT HEREBY AMENDS, Memorandum Circular No. 2000-008 entitled "*Providing the General Guidelines Governing the Detail of PNP Personnel as Protective Security*" and approving PNP Circular No. 2009-012 entitled "*Guidelines and Procedures Governing the Detail of PNP Uniformed Personnel as Protective Security*", to wit:

A. PURPOSE

To provide guidelines and procedures on the detail of PNP uniformed personnel as protective security and related personnel actions.

B. SCOPE

This Circular shall cover the protective detail of PNP personnel to VIPs as defined herein. This shall not include the detail of PNP personnel to protect installations of the government.

C. DEFINITIONS OF TERMS

1. **Protective Security** – is the state or quality of being secured or freed from danger and uncertainty. It may also include the various means or devices

designed to guard persons and property against a broad range of security hazards.

2. **Threat** – is an indication of something impending and usually undesirable or unpleasant, with an intention to inflict evil, injury or damage on another, usually as retribution or punishment for something done or left undone. It is an expression of an intention to inflict loss or harm on another by illegal means, and especially by involving coercion or duress over the person or his welfare.
3. **Threat Assessment** – the process of investigating/validating the truthfulness of the existence of threat to an individual.
4. **Emergency Situation** – condition or state that danger has already occurred which resulted to loss of life/property and/or there is imminent danger or threat to life and property where delay will endanger or may cause the loss of life/property of the requesting party.
5. **Special Action Force (SAF)** – a mobile strike force or reaction unit to augment regional, provincial, municipal and city police forces for civil disturbance control, internal security operations, counterinsurgency, hostage-taking rescue and operations, and other special operations; such as anti-hijacking, anti-terrorism, explosives and ordinance disposal.
6. **Regional/Provincial Mobile Group** – specialized units operating against terrorism and counterinsurgency in remote areas of the country.
7. **VIP** – refers to government officials, foreign dignitaries, and private individuals authorized to be given protective security.

D. POLICY GUIDELINES

1. The Chief, PNP, in the exigency of the service, shall detail protective security personnel for the following personages even in the absence of a written request:
 - a. The President of the Republic of the Philippines;
 - b. The Vice-President of the Republic of the Philippines;
 - c. The President of the Senate;
 - d. The Speaker of the House of Representatives;
 - e. The Chief Justice of the Supreme Court;
 - f. The Secretary of National Defense; and
 - g. The Secretary of the Interior and Local Government
2. The detail of PNP uniformed personnel as protective security may only be allowed in highly exceptional cases and under the following conditions:
 - a. That the applicant requesting for security is under actual threat/s or death and/or physical harm;

- b. That the threat/s, after due evaluation, is assessed to be imminent or highly possible of occurrence; and
 - c. That the security may be withdrawn or terminated anytime or even before the expiration of the detail when the demands of the PNP so require or when specific provisions are violated in this Circular and other related issuances.
3. The request for protective security shall be made in writing to the Chief, PNP stating therein in detail the existence of threat/s to justify the grant thereof.
4. Threat assessment shall be conducted and validated by the following intelligence units of the PNP:
 - a. Director for Intelligence (DI)
 1. Directs and supervises the conduct of threat assessment; and
 2. Submits/endorses to the Chief, PNP the result of threat assessment made by the Intelligence Group.
 - b. Director, Intelligence Group (IG)
 1. Conducts threat assessment on request/extension for protective security detail to be approved by the Chief, PNP; and
 2. Conducts threat assessment as directed.
 - c. Chief, Intelligence Officer, Police Protection and Security Group (PSPG)

Conducts threat assessment on request for protective security detail to be approved by the Director, PSPG.
 - d. Chiefs, Regional Intelligence Division, Police Regional Offices (PROs)

Conducts threat assessment on request for protective security detail to be approved by the Regional Director.
 - e. Chiefs, Intelligence Section, Police Provincial Offices (PPOs)/District Offices/ City Police Offices

Conducts threat assessment on request for protective security detail to be approved by the Provincial Director/District Director/City Director.
5. Reassessment and re-evaluation of threat shall be done fifteen (15) days prior to the expiration of the security detail to determine whether such threat still exists. In the event that the threat no longer exists, the detail shall be terminated with due notice to the VIP concerned under protective security.
6. The maximum period of detail of PNP uniformed personnel as protective security other than those enumerated in para (1) above, shall be for six (6) months, but in case an imminent danger to life still exists on the person of the requesting party as confirmed by the concerned Chief, RID and approved by TDI, such detail may be extended up to a maximum period of six (6) months.

7. Threat assessment reports shall be prepared by concerned Intelligence Officer within the timetable herein prescribed:

<u>Office/Unit</u>	<u>Threat Assessment Report</u>
Provincial/District/City	within 48 hours
Regional Intelligence Officer	within 72 hours
Intelligence Officer, PSPG	within 72 hours
Directorate for Intelligence	within 72 hours

8. The following are the approving authorities on the detail of PNP uniformed personnel as protective security:

- a. The Chief, PNP is vested the authority to detail protective security for a period not exceeding six (6) months. This Chief, PNP may recommend for the extension of such detail to the Chairman, NAPOLCOM upon request of the VIP, subject to revalidation of the threat, at least fifteen (15) days prior to the expiration of the security detail;
- b. When the protective security exceeds six (6) months, the approving authority shall be the Chairman, NAPOLCOM upon recommendation of the Chief, PNP; and
- c. In emergency situations, the PNP Regional Directors and Director, PSPG are allowed to detail PNP personnel as protective security for thirty (30) days only without extension or renewal. Provincial/District/City Directors are allowed to detail for fifteen (15) days only without extension or renewal. Beyond fifteen (15) days but not more than thirty (30) days, the detail must be approved by the Regional Directors of Police Regional Offices or the Director, PSPG.

9. The protective security of local chief executive from the level of the provincial governor down to the city/municipal mayors shall be approved by the Chief, PNP with prior recommendation from the respective Regional Directors of PROs. Provided, that the total number of PNP personnel as protective security detail must not exceed five percent (5%) of the total strength of the concerned provincial, city or municipal police stations.
10. In the interest of public service and to institutionalize uniformity of action on protective security where the PNP personnel being requested as protective security is not an organic personnel of PSPG and the period of detail is beyond the maximum allowed period of six (6) months, concerned personnel shall be issued orders reassigning him with the PSPG.
11. The duties of PNP personnel as protective security shall be confined to protective functions and do not include the following:
- a. As security guard, gatekeeper, family driver, errand boy and other similar utility tasks;
 - b. As employees in the VIP's business establishments; and