

**[ PNP CIRCULAR NO. 01-2008, April 23, 2008 ]**

**POLICIES, GUIDELINES AND PROCEDURES ON THE PROCESSING OF LOANS CONTRACTED BY PNP UNIFORMED PERSONNEL**

I. REFERENCES:

- a. Section 19, Republic Act No. 8551, otherwise known as PNP Reform Act of 1998;
- b. Section V, NAPOLCOM Memorandum Circular No. 2003-009 dated October 7, 2003;
- c. Section VIII. NAPOLCOM Memorandum Circular No. 2003-010 dated October 14, 2004;
- d. Memo to Chief. RFSOs, PRO 1 - 3, 5 - 19, CALABARZON & MIMAROPA dated September 10, 2003;
- e. Memo from AD, FS dated January 10, 2007, re Reports of Compliance during ASDPC Meeting last December 14, 2006;
- f. Minutes of the Accreditation Salary Deduction Processing Committee (ASDPC) Conference held on February 27, 2007; and
- g. Proposed Memorandum of Agreement (MOA) between PNP and Different Private Lending Institutions (PLIs)

II. SCOPE:

This Circular shall cover all the PNP personnel including the newly appointed ones (police Officer I and Lateral Entrants) whose appointments are in temporary status pending completion of their mandatory training.

III. OBJECTIVES:

1. To prescribe policies, rules and regulations on the application of loans of newly appointed PNP uniformed personnel in temporary status to include the responsibilities and sanctions of authorized PNP Personnel to sign/endorse loan application forms submitted by the different PNP accredited lending institutions; and
2. To strengthen existing procedures on the processing of loans of PNP personnel to protect the best interest of PNP members.

IV. DEFINITION OF TERMS:

- a. *Newly Appointed PNP Uniformed Personnel* - refers to Police Officers I and Lateral Entrants appointed in the PNP Uniformed service in temporary status.
- b. *Temporary Appointment* - an appointment issued to a person for a period of twelve (12) months pending completion of the required mandatory training pursuant to Section 19, RA 8551.