

[NAPOLCOM RESOLUTION NO. 2010-145, May 06, 2010]

REVISED GUIDELINES AND PROCEDURES ON THE DETAIL OF PHILIPPINE NATIONAL POLICE (PNP) UNIFORMED PERSONNEL TO OTHER GOVERNMENT OFFICES/AGENCIES

WHEREAS, in the exigency of the service and under certain conditions, the detail or assignment of uniformed personnel of the PNP to other government agencies/offices may be authorized;

WHEREAS, on December 18, 1998, the Commission issued Resolution No. 98-281 entitled, "Prescribing Specific Policies and Guidelines on the Detail or Assignment of Philippine National Police (PNP) Officer to Other Offices or Agencies Outside the PNP Organization";

WHEREAS, the PNP submitted PNP Circular No. 2009-014 entitled, "Revised Guidelines and Procedures on Personnel Action on the Detail of Philippine National Police (PNP) Uniformed Personnel to Other Government Offices/Agencies" for consideration of the Commission;

WHEREAS, the said Circular provides supplemental guidelines and procedures on personnel action to the existing policy on the detail of PNP uniformed personnel to other government offices/agencies;

WHEREAS, after consideration of the proposed Circular, 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 PNP, **HAS RESOLVED TO PRESCRIBE, AS IT HEREBY PRESCRIBES, the REVISED GUIDELINES AND PROCEDURES ON THE DETAIL OF PHILIPPINE NATIONAL POLICE UNIFORMED PERSONNEL TO OTHER GOVERNMENT OFFICES/AGENCIES.**

I. DEFINITION OF TERMS:

a. Detail – temporary movement of a Uniformed Personnel (UP) from the PNP to other government office/agency which does not involve a reduction in rank, status or salary and issuance of an appointment but requires the issuance of PNP orders;

b. Receiving Agency – the agency where the PNP uniformed personnel will be placed on detail;

c. Administrative Supervision – authority to direct the performance of duties restrain the commission of acts; and review, approve, reverse or modify acts or decision of the detailed PNP uniformed personnel;

- d. Personnel Holding and Accounting Unit (PHAU) – refers to the office created as functional unit of DPRM in charge of the daily accounting of personnel and custodian of all reports; and
- e. Carrying Unit – unit whose functions are related or similar to the agency/task force where the personnel are on detail.

II. POLICY GUIDELINES

- a. Uniformed personnel with the ranks of Police Inspector (PINSP) and Police Officer 1 (PO1) shall not be placed on detail outside the PNP organization in order not to affect the overall efficiency and effectiveness of the PNP, particularly in the implementation of anti-criminality campaigns, counter-terrorism operations, internal security operations (ISO) and crime prevention programs.
- b. The total number of PNP personnel to be detailed to other government offices/agencies, except those PNP personnel deployed for United Nations (UN) mission must not exceed one percent (1%) of the total strength of the PNP.
- c. Before a PNP uniformed personnel may be considered for detail, he/she must have rendered at least five (5) years of active service in the PNP, must have at least very satisfactory (VS) performance in the last rating period, must possess a permanent appointment in his present rank, must have no pending case and is not assigned as a Pre-Charge Investigator or Summary Hearing Officer.
- d. Police Chief Superintendents (PCSUPT) and Police Senior Superintendents (PSSUPT) may be allowed to be detailed outside the PNP organization but only within the offices/agencies under the Department of the Interior and Local Government (DILG), provided that they shall perform duties and functions corresponding to their ranks.
- e. The detail or assignment of PNP uniformed personnel to other government offices/agencies outside the PNP shall be allowed only upon satisfaction of the following requirements:
 - 1. There is a pressing need for the service of subject uniformed personnel in the requesting office or agency, subject to the evaluation of the PNP;
 - 2. The function or duty to be performed by the detailed uniformed personnel must be related to law enforcement, peace and order maintenance, conduct of police-related training or research development; and
 - 3. The period of detail shall be for a maximum of six (6) months which may be renewed for another six (6) months upon the request of the receiving office or agency, which shall be with the concurrence of the concerned personnel, but in no case shall exceed two (2) years.

f. The detail of PNP uniformed personnel outside the PNP shall be approved by the Chairman, NAPOLCOM upon recommendation of the Chief, PNP.

g. The administrative jurisdiction of the PNP and the receiving office or agency over detailed PNP uniformed personnel shall be as follows:

1. On Punctuality, Attendance, Leaves and Travel

a. The PNP relinquishes administrative supervision over the detailed PNP uniformed personnel to the receiving office or agency, specifically the responsibility to monitor their punctuality and attendance, evaluate their performance, and exercise acts necessary to effectively supervise them.

b. Application for vacation and sick leave and authority to travel abroad shall be processed through DPRM, upon recommendation of the Chief, PHAU, subject to existing PNP policies.

c. Personnel on detail shall report to Personnel Holding and Accounting Unit (PHAU) during the scheduled AGI/ ORSITE and NAPOLCOM inspections, for inspection and accounting purposes.

2. On Monitoring the Performance and Status of Detailed PNP Uniformed Personnel

a. The Performance Evaluation Report (PER) of PNP uniformed personnel detailed outside the DILG shall be rated in accordance with the Rating System of the Receiving Office/Agency. One (1) Satisfactory (S) rating shall be a ground for the cancellation of detail order. Personnel detailed outside the DILG shall not be entitled to payment of Productivity Incentive Benefit (PIB) from the PNP during the duration of detail.

b. The Chief, PHAU shall monitor and evaluate the performance of PNP personnel on detail with other government offices/agencies outside the DILG.

c. The DPRM shall be the office primarily responsible (OPR) in the monitoring of the implementation of this Circular, which shall submit a monthly monitoring and evaluation report on the detail status of PNP uniformed personnel to the Chief, PNP (thru: Deputy Chief for Administration).

3. Authority of the PNP to Discipline Detailed PNP Uniformed Personnel

a. The authority to discipline detailed PNP uniformed personnel remains with the PNP Disciplinary Authorities as provided under NAPOLCOM Memorandum Circular No. 2007-001 and other related issuances.