



Republic of the Philippines
Bangsamoro Autonomous Region in Muslim Mindanao
OFFICE OF THE CHIEF MINISTER
Bangsamoro Government Center, Governor Gutierrez Avenue, Rosary Heights VII, Cotabato City 9600

MEMORANDUM

Circular No. 004 *JS*
Series of 2024

TO : ALL MINISTRIES AND CONCERNED OFFICES
Bangsamoro Autonomous Region in Muslim Mindanao

SUBJECT : COMPOSITION OF WORKING COMMITTEES AND LEAD GROUPS
FOR THE CONDUCT OF ACTIVITIES DURING THE WEEKLONG
CELEBRATION OF THE 5th BANGSAMORO FOUNDATION DAY

DATE : 3 Rajab 1445 AH | 15 January 2024

1. In line with the weeklong celebration of the 5th Bangsamoro Foundation Day on January 21 to 26, 2024, working committees are hereby created to plan, coordinate, and perform specific tasks. The Working Committees shall be composed of different offices and shall perform corresponding duties and functions, to wit:

a. **Steering Committee** – to oversee, consolidate, and set major guidelines for the preparations and conduct of activities for the Bangsamoro Foundation Day celebration.

Overall Chair:	Chief Minister
Members:	Speaker of the Bangsamoro Parliament
	Deputy Chief Ministers
	Senior Minister
	Minister of Finance, and Budget and Management

b. **Committee on Technical Documentation** – to prepare reportorial documents of the programs and activities in line with the celebration of the 5th Bangsamoro Foundation Day.

Chair:	Office of the Cabinet Secretariat (OCS)
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Members: OCM – Technical Management Service (TMS)

Bangsamoro Information Office (BIO)

- c. **Committee on Publicity and Promotions** – to promote the celebration through various media platforms.

Chair: Bangsamoro Information Office (BIO)

Members: Bangsamoro Information and Communications Technology Office (BICTO)

Information and Communications Office (ICO)

- d. **Committee on Security and Order** – to provide safety and security support during the celebration.

Chair: Ministry of Public Order and Safety (MPOS)

Member: OCM – Intelligence and Security Service (ISS)

- e. **Committee on Sanitation and Maintenance** – to maintain cleanliness and physical orderliness during the celebration.

Chair: Ministry of Environment, Natural Resources and Energy (MENRE)

Member: OCM – General Services Division (GSD)

- f. **Committee on Invitation, Protocol, and Program** – to facilitate preparation and dissemination of invitations, manage protocol for guests and officials, and prepare and handle program flow during the celebration.

Chair: OCM – Office of the Chief of Staff (OCOS)

Member: Ministry of the Interior and Local Government (MILG)

Bangsamoro Information Office (BIO)

- g. **Committee on Transportation and Communications** – to ensure mobility and availability of telecommunication lines during the celebration.

Chair: Ministry of Transportation and Communications (MOTC)

Member: Ministry of Public Works (MPW)

- h. **Secretariat and Logistics** – to provide secretariat services and logistics assistance as may be necessary during the celebration.

Secretariat: Office of the Senior Minister (OSM)

2. As agreed during the Special Cabinet Meeting held last January 14, 2024, the following ministries and offices shall lead the conduct of activities in the corresponding provinces/areas, to wit:

PROVINCE/AREA	ASSIGNED MINISTRY/OFFICE
Maguindanao del Norte and Maguindanao del Sur	MAFAR & MBHTE
Lanao del Sur	MOTC & MHSD
Basilan	MILG
Sulu	MTIT & MPOS
Tawi-Tawi	MSSD
Special Geographic Areas	OSM & MOST
Cotabato City	MPW

3. In addition, the following offices/BEDC Committees shall lead the setting up of cultural booths representing the corresponding provinces/areas, to wit:

PROVINCE/AREA	ASSIGNED OFFICE/BEDC COMMITTEE
Maguindanao del Norte and Maguindanao del Sur	Peace, Public Order, Safety and Security Committee (PPOSSCom)
Lanao del Sur	Economic Development Committee (EDCom)
Basilan	Development Administration Committee (DACom)
Sulu	Infrastructure Development Committee (IDCom)
Tawi-Tawi	Social Development Committee (SDCom)
Special Geographic Areas	MIPA
Cotabato City	OCM & OSC

4. Committees and lead groups are enjoined to meet to plan and coordinate their respective assignments.
5. All expenses incurred by ministries, agencies, and offices relative hereto shall be charged to their respective available office funds, subject to usual government accounting and auditing rules and regulations.
6. For queries and other related concerns, contact Ms. Bai Roxanne July S. Ambolodto of the Office of the Senior Minister at 0905 496 1285 or email at osm@bangsamoro.gov.ph.

For information, guidance, and compliance.

By Authority of the Chief Minister
AHOD B. EBRAHIM:


ABUNAWAS L. MASLAMAMA
 Senior Minister

OCM-BARMM AMS-RD
 AAA155663



Bangsamoro Autonomous Region in Muslim Mindanao
 Office of the Chief Minister
OFFICE OF THE SENIOR MINISTER
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 Name: ABDUL AZIS LUJAJ
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