



**NATIONAL COMMISSION FOR CULTURE AND THE ARTS**

*Excerpts from the Minutes of the Regular Commission Meeting held on  
March 4, 2014, NCCA, Intramuros, Manila*

*and*

*Confirmed at the Regular Commission Meeting held on  
April 23, 2014, NCCA, Manila*

.....

***Special Resolution***

[U]pon motion made and duly seconded, the majority of the Commission approved and confirmed this ***Special Resolution***:

**Resolution No. 2014-396**

***Approving the Revised Guidelines Allowing the Holding  
of Out of Town Meetings of the National Committees  
Thereby Rescinding Resolution 2006-249***

**RESOLVED**, as it is hereby **RESOLVED**, To Approve *the Revised Guidelines Allowing the Holding of Out of Town Meetings of the National Committees*, herewith attached as Annex A;

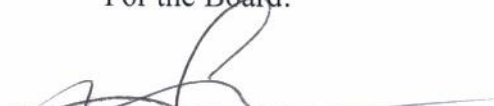
**RESOLVED FURTHER**, That this Resolution shall rescind Resolution 2006-249 “*Approving the Guidelines Allowing the Holding of Out of Town Meetings by NCCA National Committees*”;

Prepared by:

  
**MYLA T. BUAN**  
Board Secretary

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For the Board:

  
**FELIPE M. DE LEON, JR.**  
Chairman

## **GUIDELINES ALLOWING THE HOLDING OF OUT-OF-TOWN MEETINGS OF THE NCCA NATIONAL COMMITTEES**

### **I. RATIONALE**

During the various regular meetings of the national committees, the members have expressed their desire to conduct some of their meetings outside of the NCCA offices or outside of Manila. They have expressed the need for NCCA presence in some places to broaden the NCCA network. The Plan/Policy Formulation and Programming Division (PPFPD) had presented the financial application as a continued hindrance for such requests, since, the holding of meetings outside of Manila would be more expensive considering that they will be coming from different parts of the country. Manila remains a central venue for the meetings, except for the case of the Southern Cultural Communities whose meetings are held in Mindanao, and for the Northern Cultural Communities whose meetings are held in Northern Luzon, and the Central Cultural Communities in the Visayas.

### **II. GENERAL GUIDELINES**

1. The NCCA opens the opportunity of conducting committee meetings outside of Metro Manila to have better appreciation of diverse cultural realities in aid of policy and program development.
2. The Executive Council Members of the various national committees shall prepare program of activities, which may include community immersions and consultations, workshops on their specific disciplines and others.

### **III. SPECIFIC GUIDELINES**

1. The Executive Council Members will have four (4) regular meetings in a year, one of which may be held outside of Metro Manila.
2. The National Committees on Southern, Northern and Central Cultural Communities will be allowed to meet in Manila or other venues, i.e., outside of Mindanao for the Southern Cultural Communities; Luzon for the Northern Cultural Communities; and, Visayas for the Central Cultural Communities.
3. In order to ensure that the out-of-town meetings will respond to the purpose of broader NCCA network in the locality, the request for the said meeting shall be supported by a planned program of activities with the host locality.
4. A written request for the out-of-town meetings shall be approved by the Executive Director upon the recommendation of the Chief of the PPFPD.
5. The PPFPD shall assist the Committee in the various logistical arrangements for the out-of-town meetings.

### **IV. EXPECTED OUTPUT**

The Head of the National Committee shall submit a report on the activities conducted during the Out-of-town meeting and the corresponding recommendations as input to policy or program development for the sector.