

# DUTIES & FUNCTIONS / STRUCTURE

## PLANS & PROGRAMS DIVISION

### PLANS & PROGRAMS SECTION

- Exercises primary staff function in developing community relations program concept, doctrines, standards and system;
- Develops Police Community Relations data base and prepare the quarterly PER of PROs;
- Conducts research/survey to enhance capability of PCR units to assess the impact of plans, programs and activities of the Directorate and acquire data on the public's perception of PCR programs and the PNP in general.
- Recommends plans, programs and activities in support of PNP program of action and calendared activities;
- Represents DPCR in the liaising activities, conferences, meetings, and other related activities with DILG, NAPOLCOM and other government and private institutions; and
- Performs other tasks and functions as higher authorities may direct.

### RESEARCH & SURVEY SECTION

- Conducts general and operation research/studies;
- Produces PCR references;
- Conducts statistical samplings/perception survey on the impact of the PCR program / project and of the PNP in general;
- Assists in the development of a PCR data bank;
- Studies/recommends procurements of professional/technical materials for use of PCR units;
- Perform other tasks as directed.

### MONITORING and EVALUATION SECTION

- Prepares the quarters/semi-annual and annual PCR accomplishment reports;
- Collates/evaluates PCR reports submitted by all PCR units;
- Evaluates PCR units performances; and
- Perform other tasks as directed.