



Republic of the Philippines
Department of the Interior and Local Government
NATIONAL POLICE COMMISSION
NATIONAL HEADQUARTERS, PHILIPPINE NATIONAL POLICE
OFFICE OF THE CHIEF, PNP
Camp Crame, Quezon City

FEB 21 2005

SUBJECT: Letter of Instructions 11/05
(Police Information and Continuing Education (PICE))

TO : See Distribution

1. REFERENCES:

- a. Revised PCR Thrust on Internal Target.
- b. Code of Professional Conduct & Ethical Standards.
- c. Community Oriented Policing System Philosophy.
- d. O.N.E. PNP and C.A.R.E. Program Thrust.

2. PURPOSE:

This LOI prescribes the guidelines to be observed by all PROs, Police Districts in NCR, PPOs, CPOs and MPSs in conducting Police Information and Continuing Education (PICE) and revive the traditional Inspection-in-Rank.

3. SITUATION:

The PNP considerably succeeded in establishing neighborhood partnership through the Community Oriented Policing System (COPS), however, the organization suffers constantly from the negative perception caused by undesirable attitudes and abuses exacerbated by operational lapses, infidelity in the custody of prisoners, and mishandling of investigations. This is even aggravated by the negative perception report of the Amnesty International and the Commission on Human Rights (CHR) regarding corruption and human rights violations. No less than HEPGMA stated in her inaugural speech of the much needed internal reforms for the PNP. Hence, the Revised PCR Master Plan has focused its efforts to two (2) major directions, the External Target and the Internal Target. There shall be a regular Police Information and Continuing Education (PICE) Program for our personnel and more training shall be undertaken as a command responsibility to develop right police values that complements the emerging philosophy of COPS.

4. MISSION:

The PNP, concurrent with its mission and functions, shall conduct PICE to make the personnel more knowledgeable and responsive of his/her assigned task in the organization, to make him/her aware of the changing social realities that affect his/her capability to perform, and to stimulate him/her towards becoming a professional, a catalyst, community organizer, God-fearing, PCR practitioner, and community-oriented police personnel.

5. OBJECTIVES:

a. Broad Objectives:

PICE under the philosophy of COPS is undertaken to stimulate development amidst the changing role of the police in the community.

The program is intended to enhance police skills and to promote work ethics that shall be in keeping with the mission of the PNP, enrichment of the time-honored customs and traditions, and consciousness of the PNP personnel on the norms of conduct including spiritual/moral enhancement as members of the organization.

To disseminate perpetually to our personnel the "Code of Professional Conduct and Ethical Standards" so that they can be internalized and institutionalized by PNP personnel.

b. **Specific Objectives:**

✓1) **Character Building** - Aims to develop/revitalize belief in God; love for country, service to people, loyalty to the organization; uprightness in the enforcement of laws and obedience to rules and regulations. It shall endeavor to develop police values towards developing a professional, catalyst, organizer, PCR practitioner and COPS oriented personnel.

✓2) **Organizational Knowledge** - The PICE should ensure that an individual personnel must understand the PNP vision, PNP mission, Code of Professional Conduct and Ethical Standards, PNP Program and Thrusts, and Police Operations Procedures (POP).

✓3) **Environmental Knowledge** - Police personnel must be knowledgeable in the Legislative, Executive and Judicial branches of Government, the workings of CJS and other service agencies, their programs on socio, economic development, and welfare services available to the PNP and his family.

✓4) **Spiritual Enhancement** - This is designed to achieve a deeper understanding on the morale and spiritual meaning of human life, focused on the universal concept of God. The activities may embody the aspects of the Bible and Koran, the customary morale precepts and indigenous belief in God. This shall be conducted in cooperation with the PNP Chaplain Service, Islamic Center, religious groups, NGOs and concerned government agencies.

6. **CONCEPT:**

1) The traditional Inspection-in-Rank shall be revived and religiously observed.

✓2) PICE shall be conducted periodically after Inspection and/or after Monday Flag raising ceremonies, and other days as required. This shall be an essential activity during daily formations, inspections or visits or even during "Red Alert status" if practicable.

✓3) The conduct of PICE is a command responsibility. In this regard, Regional Directors, Provincial Directors and Directors of National Support Units are mandated to aggressively pursue its implementation and shall designate a Command PICE Officer to oversee the conduct of the units PICE Program.

4) PICE shall be conducted formally unless unit situation demands otherwise. Commanders shall closely supervise the conduct of PICE to ensure successful implementation. It should be kept in mind that the ultimate goal is value enhancement through character building and acquisition of knowledge as well as spiritual/moral enhancement.

5) While direction and supervision of the PICE is centralized at ODPCR, the execution and administration is decentralized to the Regional/Provincial Police Offices and the National Support Units.

✓6) To ensure an effective monitoring/reporting system, a feedback mechanism shall be adopted wherein periodic reports (Monthly, Quarterly, Semi-annual, and Annually) are submitted to NHQ (Attn: DPCR) by the Regional, Provincial, and National Support Units.

7) PICE materials should conform to the subjects and scope as indicated in the reference materials (attached), although additional topics/issues reinforcing peculiar particular unit may be included. Invited speakers shall be requested to pursue/conduct a half-hour (1 ½) lecture of his subject. Copies of his lecture/materials shall be as part of the vault file of the PICE Officer. Some short modules on PCR, ISO, Disaster Management, Operations, Personnel Management, Investigations, etc. realized and those who completed the module shall be given certificate of completion.

8) Cost reduction in the production efforts using inexpensive printing materials as systematic distribution of materials should be adopted.

9) The involvement by Value Formation implementers, Chaplain Service (CHS), staff, CESPOs at all levels, historical offices, religious groups, NGOs, socio-civic and other police assets to include civilian resource persons from the civilian government Criminal Justice System and others from the multi-sectoral groups like the clergy, professional, labor, youth, etc. shall be optimized. Once in a month, speakers shall come from civilian sector.

TASKS:

a. TDPCR

- 1) OPR of the PICE Program.
- 2) Monitor and evaluate the implementation of the program.
- 3) Coordinate with concerned D-Staffs on the administrative support requirements.
- 4) Perform other tasks as directed.

b. D-Staff

- 1) Provide administrative and operational support to PICE Program pertaining to their respective functional areas.
- 2) Perform other tasks as directed.

c. D, PCRG

- 2) Prepare the overall PNP Annual PICE Program.
- 3) Develop reference materials and secure relevant topics, issues to improve database.
- 4) Continuous liaisoning with other sectors to improve the PICE Program.
- 5) Reproduce and distribute common PICE materials as well as assist the PROs, PPOs and NHQ NSUs in the implementation of the program as requested.
- 6) Secure a database on the list of personnel attending PICE.
- 7) Coordinate with GOs and other NGOs on joint implementation of PICE program and the spiritual enhancement program.
- 8) Perform other tasks as directed.

d. RDs, PROs 1-13, NCR, ARMM and COR

- 1) Assist and supplement efforts of D, PCRG in the production, printing and distribution of common PICE materials for their respective need and augment the reproduction of special information/reference materials particularly those that are peculiar to their areas/mission.
- 2) Develop and train a pool of Speakers for PICE and submit list of speakers to NHQ.
- 3) Conduct in-service training on Methods of Instructions for PICE Instructors/Speakers Bureau in coordination with the Academe and other educational institutions.
- 4) Implement the PICE program religiously as a command responsibility.
- 5) Designate an Action Officer on PICE.
- 6) Submit regular reports to NHQ.
- 7) Perform other tasks as directed.

e. PDs, PPOs

- 1) Designate PICE Officer at all levels of command.
- 2) Coordinate with D, PCRG and RDs, PROs for their respective allocation of common PICE materials and to design their respective materials in keeping with their respective operational situation.
- 3) Perform other tasks as directed.

f. Dirs, NSUs

- 1) Designate PICE Officer.
- 2) Submit periodic report on PICE activities to NHQ (Attn: DPCR).
- 3) Coordinate with D, PCRG for their respective allocation of common PICE materials, and may develop/produce reference/info materials peculiar to their mission.
- 4) Organize and train Speakers Bureau.
- 5) Perform other tasks as directed.


COORDINATING INSTRUCTIONS:

- a) Basic Reference Materials (See Attached). These basic mandatory reference materials shall be available at all times in the Unit Headquarters although additional references may be prescribed by the implementing units.
- b) PNP personnel who were graduates of Moral Recovery Program (MRP) and values leadership courses shall be tapped to assist in the Spiritual Enhancement Program.
- c) The PICE lecturers shall be provided with following materials: bulletin board announcements, units publication particularly newsletters/magazines, PNP Journal, Police Digest, and monthly PNP Regional Bulletins and Journals, Office/unit Memoranda/SOPs/Circulars, local, national and international publications such as newspapers, magazines.

- d) Information Technology – The use of PNP Website and other IT facilities available shall be utilized in support of PICE Program.
- e) Reports/feedbacks must be submitted to NHQ PNP (Attn: DPCR) monthly, quarterly, semi-annually and annually three (3) days after the end of the rating period.
- f) A Research Section at DPCR under PID shall be created to institutionalize PICE Program with Research and Production capability and as a component of the Information Operation Research Center in support to PICE and PCR program.

9. **EFFECTIVITY:**

This Directive takes effect immediately.


EDGAR B. AGLIRAY
Police Director General
Chief, PNP *no PNP*

Enclosure:

Basic Reference Materials

DISTRIBUTION:

RDs, PROs 1-13, COR, ARMM and NCRPO
Directors, National Support Units

Copy furnished:

OCPNP
Command Group
Directorial Staff