



MC No. 19, s. 2012

MEMORANDUM CIRCULAR

TO : ALL HEADS OF CONSTITUTIONAL BODIES;
DEPARTMENT, BUREAUS, AND AGENCIES OF THE
NATIONAL GOVERNMENT; LOCAL GOVERNMENT UNITS;
GOVERNMENT-OWNED AND/OR CONTROLLED
CORPORATIONS WITH ORIGINAL CHARTERS; STATE
UNIVERSITIES AND COLLEGES; AND ALL OTHERS
CONCERNED

SUBJECT : Observance of Flag Ceremonies

Republic Act No. 8491, otherwise known as the "Flag and Heraldic Code of the Philippines" requires all government offices and educational institutions to observe the flag-raising ceremony every Monday morning and the flag-lowering ceremony every Friday afternoon.

It has been observed that if the regular or special holidays fall on Mondays and Fridays, some government offices do not hold flag-raising and flag-lowering ceremonies.


To ensure that government employees regularly accord respect to the Philippine Flag and to provide a venue where they will be constantly reminded of how they must conduct themselves as public servants, all heads of government agencies are enjoined to schedule a flag raising ceremony every Monday, or the next working day if Monday is declared a holiday, and a flag-lowering ceremony every Friday or on the last working day of each week. Agencies are advised to conduct the flag-raising and flag-lowering ceremonies at 8 o'clock in the morning and 5 o'clock in the afternoon, respectively.

Agency heads are, likewise, enjoined to establish internal guidelines to strictly monitor the attendance of their personnel in the flag ceremonies and ensure strict compliance.

This Memorandum Circular shall take effect immediately.

Please be guided accordingly.

NOV 12 2012


FRANCISCO T. DUQUE III, MD, MSc
Chairman

PPSO/PSSD/APE/JLT/PBC/medy
MC-Flag ceremonies

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