



Republika ng Pilipinas
KAGAWARAN NG KATARUNGAN
Department of Justice
Manila

DEPARTMENT CIRCULAR NO. 039

Subject : Delineation of Additional Duties and Responsibilities and Routing of Papers

Date : SEP 13 2018

- I. **Delegation of Additional Duties and Responsibility.** In the interest of service and pursuant to existing laws, the following additional areas of duties and responsibility are hereby delegated, transferred or otherwise confirmed to be solely under the Undersecretaries named below.

A. Undersecretary Adrian S. Sugay

Law Enforcement Cluster

1. National Security Council and its committees (previously with the Office of the Secretary Proper)
2. Anti-Terrorism Council (previously with the Office of the Secretary Proper)
3. National Coast Watch Council (previously with the Office of the Secretary Proper)
4. National Task Force for the West Philippine Sea
5. Mining Industry Coordinating Council (previously from the Legal Services and Liaison Cluster under Undersecretary Emmeline Aglipay-Villar)

B. Undersecretary Markk L. Perete

Priority Initiatives and Special Concerns Cluster

1. National Justice Information System (previously shared with Undersecretary Naealla Bainto Aguinaldo of the Administration, Finance and Personnel Services Cluster)

- II. **Routing of Papers.** All documents, papers, letters, communications, information and other matters pertaining to the offices and proceedings for the attention and/or action by the Secretary of Justice shall be coursed through the Undersecretary to whom the specific subject matter is delegated as provided in Department Circular 029, as well as the additional subject matter delegated in Part I hereof.

In addition, matters pertaining to the following shall be coursed through the Undersecretary concerned, thus:

Undersecretary Adrian F. Sugay:

1. National Prosecution Service
2. National Law Enforcement Coordinating Council
3. National Prosecutors Promotions and Selection Board

Undersecretary Emmeline Aglipay-Villar:

1. PD 242 Proceedings (Settlement and Adjudication of Disputes in Government)
2. Appeals on Municipal Tax Ordinances and Revenue Measures

Undersecretary Markk L. Perete:

1. International Cooperation (Extradition, Mutual Legal Assistance, Transfer of Sentenced Persons)



MENARDO I. GUEVARRA

Secretary Department of Justice
CN: O201809179

