



Republika ng Pilipinas  
**KAGAWARAN NG KATARUNGAN**  
*Department of Justice*  
*Manila*

**025**

**DEPARTMENT CIRCULAR NO.** \_\_\_\_\_

**SUBJECT : DELINEATION OF DUTIES AND RESPONSIBILITIES**

**DATE : SEP 30 2021**

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In the interest of service, pursuant to Department of Budget and Management Notice of Organization, Staffing, and Compensation Action No. 0002019-08-2019 and Memorandum from the Executive Secretary dated 01 June 2021, which elevated the Management Information System Division under the Planning and Management Service, this Department, to the Information and Communications Technology Service (ICTS), and in order to promote efficiency in the discharge of functions, the ICTS is hereby placed in the Administration, Finance and Personnel Services Cluster under the direct control and supervision of Undersecretary Juliana G. Sunga.

This Circular amends Department Circular Nos. 005 dated 17 February 2021 and 004 dated 09 February 2021, supersedes all issuances inconsistent herewith, takes effect immediately, and shall remain in force until further orders.

For compliance.

**MENARDO I. GUEVARRA**  
*Secretary*

Department of Justice  
CN: O202109281



Copy furnished:

All concerned.

