

Republic of the Philippines
NATIONAL POLICE COMMISSION
Quezon City, Metro Manila

MEMORANDUM CIRCULAR NO. 2019-007

**PRESCRIBING A SYSTEM OF UNIFORM
CRIME REPORTING AND FOR OTHER PURPOSES**

WHEREAS, the 1987 Constitution and Republic Act No. 6975, as amended by Republic Act No. 8551, placed the Philippine National Police (PNP) under the administrative control and operational supervision of the National Police Commission (NAPOLCOM);

WHEREAS, Section 14 of Republic Act No. 6975, as amended by Republic Act No. 8551, provides that the National Police Commission, is mandated, among others, to:

- a) Establish a system of uniform crime reporting;
- b) Conduct an annual self-report survey and compile statistical data for the accurate assessment of the crime situation; and
- c) Approve or modify plans and programs on crime prevention and crime reporting;

WHEREAS, the NAPOLCOM and its predecessor organization, the Police Commission (PolCom), are mandated to be repositories of crime statistics submitted by every police station in the country for the purpose of uniform crime reporting by Section 9, Rule XV on Records, Reports and Uniform Crime Reporting of Executive Order (EO) 113 dated December 30, 1967;

WHEREAS, said Rule established a uniform crime reporting in every police department for monthly and annual reports on cases handled and persons arrested by the department to include cases reported. It prescribed the Polcom Forms to be used and classification of offenses for reports which are submitted to the then Polcom on a monthly basis, to wit:

- a) Polcom Form No. 20 for Cases Handled by the Department;
- b) Polcom Form No. 21 for supplement on the Monthly Report on Cases Handled by the Department;
- c) Polcom Form No. 22 for Male Persons Arrested; and
- d) Polcom Form No. 23 for Female Persons Arrested.

WHEREAS, the Commission, in order to carry out its mandate herein cited, and to enhance the already existing data collection system of the PNP, adopted the following policies:

1. NAPOLCOM Resolution Number 92-39, entitled: *"Resolution Adopting a New Crime Reporting Format for the Law Enforcement Pillar,"* prescribing a modified form that incorporates the significant data on crime incidents reported in PolCom Form Nos. 20 to 23;
2. NAPOLCOM Memorandum Circular 2004-003, entitled: *"Guidelines for Improving Case Management and Initiating Efforts Towards Addressing the Problem of Trafficking in Persons,"* adopting a Complaint Standard Reporting Form (CSRF) referred to as NAPOLCOM Form No. 24 which is

also used in recording all cases involving women and children, either as victims and/or as offenders; and

3. NAPOLCOM Memorandum Circular 2005-005, entitled: *"Providing Additional Guidelines for Improving Case Management and Initiating Efforts Towards Addressing the Problem of Trafficking in Persons as Embodied Under Memorandum Circular No. 2004-003"*.

WHEREAS, the Department of the Interior and Local Government (DILG) issued Memorandum Circular No. 2006-172, delegating to NAPOLCOM the maintenance of a databank on cases involving trafficking in persons, wherein the data are sourced from NAPOLCOM Form No. 24;

WHEREAS, the PNP, in order to enhance its crime data collection and analysis, developed the Crime Information Reporting and Analysis System or CIRAS;

WHEREAS, the data requirements for the CIRAS are basically the same data being collected through NAPOLCOM Form Nos. 20 to 24;

WHEREAS, in order to rationalize the collection, processing and accurate analysis of crime statistics, there is a need to integrate the data collection systems of NAPOLCOM and PNP;


NOW THEREFORE, the Commission, in the exercise of its administrative control and operational supervision over the PNP, **HAS RESOLVED TO PRESCRIBE, AS IT HEREBY PRESCRIBES**, the following guidelines to establish a system of uniform crime reporting for the NAPOLCOM and PNP:

1. The PNP CIRAS shall be the primary source of crime statistics/data by the PNP and NAPOLCOM for purposes of analysis which will serve as input in the formulation of crime prevention programs and crime solutions.
2. All police stations and offices shall henceforth stop the utilization of NAPOLCOM Form Nos. 20-24 and National Crime Reporting System (NCRS) Form 1.
3. The NAPOLCOM, through the Crime Prevention and Coordination Service (CPCS), shall be provided by the PNP access to the PNP CIRAS to serve as basis in the formulation of crime prevention policies and programs.
4. The NAPOLCOM and PNP shall formulate the necessary security protocol for the system.
5. The Criminological Research Division, CPCS shall be responsible for the analysis, validation, monitoring and evaluation of data from the PNP CIRAS.
6. The CPCS shall continually coordinate with the PNP Directorate for Investigation and Detective Management (DIDM) and other law enforcement agencies in order to enhance the system of uniform crime reporting. Relatedly, the CPCS, in coordination with the Information Technology Management Division (ITMD) of the Planning and Research Service (PRS), NAPOLCOM, shall establish the necessary information technology infrastructure to ensure the safe collection, storage, processing, and dissemination of crime statistical data.


RESOLVED FURTHER, that all information or data provided by the PNP CIRAS shall be treated with strict confidentiality. NAPOLCOM and PNP personnel/officials who fail to observe and comply to it shall be dealt with administratively and/or criminally.

All NAPOLCOM policy issuances inconsistent herewith are hereby amended/modified and/or repealed accordingly.

APPROVED this 25th day of NOVEMBER in the Year 2019 in Quezon City, Philippines.


EDUARDO M. AÑO
Chairman




ATTY. ROGELIO T. CASURAO
Commissioner
Vice Chairman and Executive Officer


FELIZARDO M. SERAPIO, JR.
Commissioner


ATTY. JOB M. MANGENTE
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ATTESTED BY:


Dir. MYRNA DP MEDINA, Ph.D., CESE
Acting Deputy Executive Officer