



Republic of the Philippines
OFFICE OF THE PRESIDENT
COMMISSION ON HIGHER EDUCATION
Regional Office III

RELEASED
OCT 14 2021
CHEDRO III

CHEDRO-III MEMORANDUM

No. 147, series of 2021

For : **ALL PRESIDENTS OF STATE UNIVERSITIES AND COLLEGES
IN REGION III**

Subject : **REMINDER ON THE SUBMISSION OF PUBLIC SERVICE CONTINUITY
PLAN (PSCP) ON OR BEFORE 31 OCTOBER 2021**

Date : **13 OCTOBER 2021**

The Civil Service Commission (CSC), through Memorandum Circular No. 02, s. 2021 dated 04 March 2021, enjoined all government entities to formulate and submit respective Public Service Continuity Plan (PSCP). The PSCP is an all-hazard plan that aims to ensure continuous delivery of services to the public amidst any disruption. It works by highlighting internal capacities, recovery requirements and strategies to minimize damage and loss to essential processes, ensure succession of leadership, and improve continuity capabilities of all government entities.

In view thereof, the CHEDRO-III reminds all SUCs to submit PSCP to the Office of Civil Defense (OCD) - Capacity Building & Training Service (CBTS) addressed to Usec. Ricardo B. Jalad (OCD, Administrator) through cbts@ocd.gov.ph or pscp@ocd.gov.ph. The deadline of submission of the PSCP is extended **until 31 October 2021** pursuant to CSC MC No. 12, s. 2021.

The SUCs may use as reference the PSCP Guidebook which can be downloaded through the DRRM Knowledge Center through this link: <https://drrmkc.ocd.gov.ph/>. In addition, the CHEDRO-III advised all SUCs to consider the following in the formulation of the PSCP:

1. The Learning Continuity Plan prepared in compliance with CHED Memorandum Order (CMO) No. 4, s. 2020, or the "Guidelines on the Implementation of Flexible Learning";
2. The SAS Programs Continuity Plans prepared in compliance with CMO No. 8, s. 2021, or the "Guidelines on the Implementation of Flexible Delivery of Student Affairs and Services (SAS) Programs during the COVID-19 Pandemic";
3. Lessons learned from the Business Continuity Planning for SUCs (BCP4SUC) Training Workshop on Business Continuity facilitated by the De La Salle-College of Saint Benilde, in coordination with the Commission on Higher Education;
4. Other related issuances of the Commission.

Should there be any inquiries, concerns or clarifications, the OCD Central and Regional Offices may be reached through the email addresses indicated in this link: <http://www.ocd.gov.ph/index.php/about-ocd/ocd-officials>.

For guidance and compliance.


MARIA TERESITA MACANAS-SEMANA, PhD, CESO IV
Officer-In-Charge, Office of the Director IV