

REASSIGNMENT OF RESPONSIBILITIES IN THE OFFICE OF THE PRESIDENT/OFFICE OF THE EXECUTIVE SECRETARY

MEMORANDUM CIRCULAR NO. 57, February 12, 2004

Read online (full-text search, related cases, audio case brief): <https://batas.org/library/6ae8d13ee9e6/>

In the exigency of the service, the following changes in functions and responsibilities are hereby directed:

- The responsibility of processing Presidential issuances (Executive Orders, Proclamations, administrative Orders, Memorandum Orders, Memorandum Circulars) is hereby reassigned to Deputy Executive Secretary for Legal Affairs Manuel B. Gaite.
- Deputy Executive Secretary Arthur P. Autea shall continue to have responsibility for the processing of pardons, parole and executive clemency. In addition, he shall handle the review and resolution of appealed cases as may be assigned to him by the Executive Secretary or indorsed by the Deputy Executive Secretary for Legal Affairs.
- Deputy Executive Secretary Jose T. Tale is hereby tasked to assist the Executive Secretary on regional and community development concerns, and as such shall have the following functions and responsibilities:
 - Assist the Executive Secretary in overseeing the Cabinet Officers for Regional Development (CORD) System, pursuant to AO No. 34, dated May 2, 2002.
 - Focal point in OP/OES in coordinating with NAPC and the KALAHARI Program, as well as in enhancing linkages between the national and local government and private sector on various poverty reduction initiatives, such as Gawad Kalinga; focal point in OP/OES in pursuing the concept of a debt for poverty reduction scheme.
 - Focal point in OP/OES in coordinating with HUDCC and DENR in connection with the President's priority socialized housing projects.
- Other functions and responsibilities as the President or the Executive Secretary may assign from time to time.

Memorandum Circular No. 47, dated August 15, 2003 and other previous memorandum orders/circulars which are inconsistent herewith are amended and modified accordingly. This Memorandum Circular shall take effect immediately. Manila, 12 February 2004 By authority of the President: (Sgd.) ALBERTO G. ROMULO Executive Secretary

ABOUT BATAS.ORG

Study smarter at BATAS.org

The Philippine bar review and law-school companion built around how your brain actually remembers.

The complete Philippine law library - free for everyone.

More than 100,000 Supreme Court decisions, Republic Acts, and executive issuances - full-text searchable, browsable by category and year, and always free. No paywall, no login. This PDF came from it.

Audio case-brief lectures.

Any decision becomes a podcast-style lecture - facts, issues, ruling, and doctrine - with read-along highlighting and a hands-free presentation mode. Study while commuting, working out, or resting your eyes.

Bar review built on the science of memory.

Complete, sequenced courses for all eight bar subjects, narrated like podcasts and reinforced with retrieval practice and spaced review - the study techniques with the strongest evidence behind them.

The full law-school curriculum.

One subscription unlocks the entire J.D. curriculum - every subject, every lesson, with your progress tracked down to the paragraph so you can pick up exactly where you left off, on any device.

Mock exams that tell you where you stand.

Timed multiple-choice exams graded instantly, with per-subject score breakdowns and focus suggestions that point you at your weakest topics first.

A study planner that keeps you on pace.

Set your schedule and BATAS tells you every day whether you are on track for bar day - and exactly which lesson to take next.

Start free at <https://batas.org>

The law library is free forever - and your first lesson is one click away.

The text of this document is an official public record and remains in the public domain. Formatting, presentation, and compilation © 2026 batas.org.

Downloaded free from the batas.org Law Library. Share it freely - the library is free for every law student, bar reviewee, and practitioner.