IMPOSITION AND COLLECTION OF FEES FOR THE REPRODUCTION AND/OR CERTIFICATION OF PHOTOCOPIED DECISIONS, RESOLUTIONS, CASE RECORDS, ISSUANCES, REPORTS, DOCUMENTS, DATA, AND OTHER O...

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WHEREAS, Section 7, Article IX-A of the 1987 Philippine Constitution mandates the Commission on Audit to decide any case or matter brought before it for decision or resolution;

WHEREAS, Section 7, Article III of the 1987 Philippine Constitution recognizes the right of the people to information on matters of public concern, and access to official records, documents, and papers pertaining to official acts, transactions or decisions, subject to such limitations as may be provided by law;

WHEREAS, COA Memorandum No. 87-22-E dated August 24, 1987 provides certain measures to rationalize the exercise of the right to information and access to official records and documents to protect the interest of government, including the production thereof at the expense of the requesting parties;

WHEREAS, COA Resolution No. 2008-010 dated October 10, 2008 authorizes the release of certified copy of information, documents, data, official records or reports, or furnishing copies thereof, to other parties, subject to the approval or prior clearance from the Office of the Chairman, this Commission;

WHEREAS, Executive Order Nos. 159 and 197, dated February 23, 1994 and January 13, 2000, respectively, authorize all departments, bureaus, offices, units, and agencies of the national government, including government-owned or controlled corporations, to revise and increase their fees and charges by just and reasonable rates sufficient to cover the full cost of services rendered, pursuant to Section 54, Chapter 12, Book IV of Executive Order No. 292, the Administrative Code of 1987; and

WHEREAS, the cost of reproduction and/or certification of photocopied decisions, resolutions, case records, issuances, reports, documents, data, and other official records in the custody of the Commission has been significantly increasing brought about by the increase in the cost of the office supplies, materials, electricity, and other related expenses that deplete the budget for miscellaneous and other operating expenses of the office.

NOW, THEREFORE, premises considered, the Commission Proper resolves, as it is hereby resolved, to authorize the proper offices in the Central Office and the Regional Offices to impose and collect fees for the reproduction and/or certification of photocopied decisions, resolutions, case records, issuances, reports, documents, data, and other official records in the custody of the Commission at the rate of Five Pesos (P5.00) per page, subject to the following conditions:

1. The request for reproduction and/or certification of documents shall be subject to the limitations provided under COA Memorandum No. 87-22-E and COA Resolution No. 2008-010;

2. The request shall be made in writing, and shall state the purpose and description of the decisions, resolutions, case records, issuances, reports, documents, data and other official records sought to be reproduced and certified. Provided, however, that the request of government oversight bodies for these documents shall be exempted from the payment of said fees;

3. The custody of the original of photocopied decisions, resolutions, case records, issuances, reports, documents, data, and other official records shall remain with the concerned Office and shall in no case be relinquished to the requesting party, except upon order of the Court;

4. The concerned Office shall be responsible for determining the total number of pages to be photocopied and the total fees to be collected;

5. The fees shall be paid at the Treasury Services, General Services Office in the Central Office or at the Administration, Training and Finance Services of the Regional Offices, and shall accrue to the Constitutional Fiscal Autonomy Group (CFAG) funds; and

6. Before the release of the reproduction/certification requested, the original copy of the Official Receipt shall be stamped/marked accordingly.

This Resolution shall take effect fifteen (15) days from the date of publication in a newspaper of general circulation.

Adopted: 15 December 2010

(SGD.) REYNALDO A. VILLAR
Chairman

(SGD.) JUANITO G. ESPINO, JR.
Commissioner

(SGD.) EVELYN R. SAN BUENAVENTURA
Commissioner

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