ON THE ORGANIZATION AND OPERATIONS OF THE EIAC

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In line with Department Order No. 28, s. 1993, dated August 16, 1993, establishing the Entertainment Industry Advisory Council, the following guidelines on the organization and operations of the Council are hereby issued, for the information and guidance of all concerned:

1. Organization —

The Entertainment Industry Advisory Council (EIAC) shall consist of three (3) basic units, namely:

a. The Council Proper
b. The Secretariat and
c. The Standing Committee

1.1. The Council Proper shall be the policy advisory body to the Department of Labor on the entertainment industry matters. It shall be the forum for discussion and resolution of industry issues consistent with the objectives of the overseas employment program.

1.2 The Secretariat which shall be the POEA, shall be the operating arm of the Council. It shall be manned by such personnel, organic to units as may be assigned or designated by the Council.

1.3 There will be three (3) Standing Committees, namely: Committee on Welfare, Committee on Employment, Committee on Training/Testing.

2. Operating Guidelines

2.1 The Council Proper

2.1.1

The Undersecretary of labor for Employment and Manpower shall be the Chairman of the Council. The POEA Administrator shall serve as the Vice-Chairman of the EIAC, and shall sit as the Council's presiding officer in the absence of the Chairman.

2.1.2

The Council shall meet regularly once a month. Special meetings may be called by the Chairman on his own initiative or upon the request of at least three (3) Council members or when requested by the Secretary of Labor and Employment to pass upon certain issues or formulate certain policies urgently affecting the industry.

2.1.3

Decisions of the Council shall, as much as practicable, be arrived at by consensus. In the event of non-concurrence, the decision of the majority of the members shall prevail.

2.1.4

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The Council shall issue such guidelines, advisories and instructions as may be necessary to ensure proper implementation of its mandate and smooth internal operations.

2.2 The Secretariat

2.2.1 The Secretariat shall function as the operating arm of the Council. As such it shall implement the instructions of the Council and provide the necessary services to ensure the efficient and effective conduct of its affairs.

2.2.2

The Secretariat shall be appointed by the Council from among the regular staff of the government agencies represented therein and the recommendees of the private sector members. The Secretariat shall function under the direct supervision of the Chairman of the Council.

2.3 The Standing Committees

2.3.1

The Standing Committees shall support the Council in the performance of its advisory function. Its membership shall be multi-sectoral in character and shall be appointed by the Council. The Committees shall initiate first level discussions and formulate policies, plans and program recommendations concerning their respective area of responsibility. All output of the Standing Committees shall be submitted to the Council, for review and recommendation to the Secretary for appropriate action.

2.3.2

Committee on Training/Testing — The Committee on Training/Testing shall initiate, review, and formulate rules and selection, training, and testing of all artists.

2.3.3

Committee on Welfare — The Committee of Welfare shall initiate, review, and formulate rules, policies, and programs on welfare of artists both here and abroad. It shall also establish networking relationship with NGO's and GO's and other related agencies.

2.3.4

Committee on Employment — The Committee on Employment shall initiate, review, and formulate rules and policies on the terms and conditions of employment of artists, contract processing, artists, registration and pooling, pre-departure showcase preview, and accreditation of employers and licensed agencies.

This issuance shall take effect immediately. All orders, rules and issuances inconsistent herewith are deemed repealed.

Adopted: 6 Jan. 1994

(Sgd.) MA. NIEVES ROLDAN-CONFESOR
Secretary

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