

1997-10-17-0

**Office of the President
of the Philippines
Malacañang**

MEMORANDUM CIRCULAR NO. 14

ENJOINING ALL HEADS OF GOVERNMENT AGENCIES AND INSTRUMENTALITIES TO NOTIFY IN ADVANCE THE DEPARTMENT OF FOREIGN AFFAIRS OF OFFICIAL FOREIGN TRAVEL OF THEIR PERSONNEL

WHEREAS, public officials and employees oftentimes undertake official missions in a foreign country without at least informing the Philippine Embassy or Consulate concerned of their presence in that country;

WHEREAS, this practice is a potential cause of embarrassment to the Philippine Embassy or Consulate concerned and is not promotive of the idea of teamwork in the conduct of the country's foreign relations;

WHEREAS, the Department of Foreign Affairs serves as the channel for matters involving foreign relations;

ACCORDINGLY, all the heads of Departments of the Government and its agencies and instrumentalities are hereby enjoined to notify in advance the Department of Foreign Affairs of their personnel's official travel, trip, or mission abroad, unless the national interest and/or security consideration requires otherwise.

This Circular shall not apply to official travel of (a) Members of Congress, (b) Justices and Judges of regular courts, (c) Members of the Constitutional Commissions, (d) their respective personnel, (e) those requiring full powers, and (f) Members of the Cabinet, their deputies and heads of financial institutions.

This Circular shall take effect immediately.

DONE in the City of Manila, this 13th day of October in the year of Our Lord, nineteen hundred and ninety-two.

By authority of the President:



**EDELMIRO A. AMANTE, SR.
Executive Secretary**