



Republic of the Philippines  
Department of the Interior and Local Government  
NATIONAL POLICE COMMISSION  
**NATIONAL HEADQUARTERS PHILIPPINE NATIONAL POLICE**  
**OFFICE OF THE CHIEF, PNP**  
Camp Crame, Quezon City

SUBJECT : Letter Of Instruction No. VS/09 (PNP-COLA)  
(PNP Committee on Legal Action)

TO : See Distribution

DATE : JUL 27, 2009

1. REFERENCES:

- a. LOI 38/06 MAAGAP<sup>M</sup> dated July 30, 2006 re EO 546;
- b. LOI 22/09<sup>B</sup> "BAYANIHAN" dated May 4, 2009; and
- c. LOI PNP Office for Legal Offensive dated June 18, 2009.

2. PURPOSE AND SCOPE:

This LOI sets forth the organization and activation of the PNP Committee on Legal Action (COLA) to ensure the strengthening and effective orchestration of the Legal Action efforts, and to enhance the coordination with the other government agencies specifically on cases involving leaders and other personalities involved in threats to national security groups (TNSG).

3. SITUATION:

The impact of an effective and determined Legal Action effort to disrupt the activities of the various threats to national security groups (TNSG) is well-understood and documented in the PNP collective experience. With the armed actions to contain the coercive force of these threat groups gaining traction on the ground, there is a need to fine-tune the PNP's legal offensive actions in support of these successes.

It is in this light that the PNP intends to vigorously advance its efforts to file cases against leaders and personalities involved in groups considered to be threats to national security. These efforts shall include case build-up, investigation, prosecution, filing of charges in court, and profiling, to ensure success in this part of the strategy to maintain peace and order, and to enforce the law.

4. MISSION:

The PNP Committee on Legal Action (COLA) shall ensure the advancement of legal action efforts anchored on the active participation of the QUAD Staff in order to enforce a holistic criminal case build-up, investigation and prosecution of atrocities committed by the various threats to national security and to enhance coordination with other agencies.



## 5. DEFINITION OF TERMS:

a. **Legal Action** - is a legal process which includes, but is not limited to, case build-up activities, evidence-gathering, filing and prosecution of cases in the trial courts, the Court of Appeals, Supreme Court, and other appropriate tribunals as may be appropriate.

b. **Threats to National Security** – are dangers to the components of National Security that could come from within or from without the nation state. They may be political, economic, military, psycho-social, techno-scientific or geo-ecological in nature including but not limited to organized/syndicated crimes, terrorism, rebellion, coup d'etat and insurgency.

## 6. EXECUTION:

### a. Concept of Operations:

The DCO shall chair and manage the PNP Committee on Legal Action (COLA). The ODCO Senior Executive Assistant (ODCO-SEA) shall spearhead the coordination with other concerned government agencies to be assisted by the PNP LS - Legal Officer who shall act as the Head, Case Secretariat. The DIDM shall be the Vice Chairman of the PNP Committee on Legal Action (COLA) while other QUAD Staff and their functional groups shall be the members of this PNP Committee on Legal Action. The same set-up shall be replicated at the PROs with the DRDO as the Chairman in their respective Regional Committees for Legal Action.

The COLA shall be organized from the NHQ level to the PRO levels. For cases filed at the Municipal Police levels, the supervision and control shall be within the ambit of the Regional Director of the PRO, without prejudice to the NHQ COLA taking cognizance of such cases as it deems proper.

The expected output and the benchmark of success of this office shall be gauged on the volume and strength of the cases filed against the Threats to National Security Groups (TNSG).

The COLA shall also engage in inter-departmental trainings and education activities on the aspects of First Responder's Doctrines and the Preservation of the Crime Scene.

### b. Organizational Structure: (See Annex "A")

### c. Functions and Responsibilities:

At the NHQ level, the COLA shall undertake the following functions and responsibilities:

1) To design a mechanism for a national synchronized system of coordination between and among the investigative agencies and other law enforcement agencies involved in the case build-up, investigation and prosecution of atrocities and criminal activities concerted by leaders/members and other personalities directly or indirectly involved with the activities of the Threats to National Security Groups (TNSG);



2) To pursue the inter-departmental coordination with counterparts in the Department of Justice (DOJ), Armed Forces of the Philippines (AFP) and other government agencies involved in the prosecution of cases filed by this office;

3) To pursue an aggressive criminal investigation with an end in view of filing airtight criminal charges against the leaders and other personalities directly or indirectly involved with the activities of the various threat groups to national security.

4) To institutionalize the "*PNP Criminal Intelligence System*" and "*PNP Criminal Investigation Management*" in gathering documentary evidence regarding the leadership and organization, financial activities, tactical strategies and area of operations of both the legal fronts and armed units of national security threat groups;

5) To maintain and sustain the operational and coordinative mechanism of all investigative units with the law enforcement agencies of the government in order to successfully resolve the problems on national security; and

6) To coordinate and conduct, together with other concerned agencies, seminars/trainings to strengthen knowledge and skills in First Responders actions and principles in Crime Scene Preservation.

At the PRO levels, the COLA shall undertake functions and actions parallel to the NHQ COLA, albeit, considering the unique circumstances of their AORs. Especially, in the aspect of education and training, the PRO-COLA shall spearhead the coordination and actions which shall result to the greater awareness of friendly units to principles and practices on Crime Scene Preservation and on the subject of First Responder's Course.

d. **Tasks:**

1. **TDCO**

a) Act as the Chairman of the PNP Committee on Legal Action (COLA) and the over-all supervisor of all COLA groups nationwide;

b) Designate ODCO-SEA who shall be responsible for coordinating with other concerned government agencies and PNP LS – Legal Officer who shall act as the Head, Case Secretariat;

c) Provide guidance on case build-up, investigation and other activities pertaining to the successful filing of cases against such threat groups to national security;

d) Render periodic reports and case updates to the Chief, PNP;

e) Perform other tasks as directed by Chief, PNP and higher authorities.

2. **TDIDM**

a) Act as the Vice-Chairman of the PNP Committee on Legal Action (COLA).



b) Designate the Chief, CMD to provide assistance in the monitoring of cases under investigation and presently filed in court;

c) Maintain the data-base of criminal cases and WOAs involving threat groups to national security;

d) Supervise and monitor the investigation undertaken by CIDG and Crime Laboratory nationwide;

e) Supervise the implementation of Manhunt against those personalities with Warrant of Arrest (WOA);

f) Coordinate and implement a Training/Orientation Program with the AFP purposed on imparting basic skills to AFP personnel on Crime Scene Preservation and First Responder's Course Training;

g) Submit Periodic Reports to the COLA Chairman; and

h) Perform other tasks as directed.

### 3. TDI

a) Supervise the intelligence networking and gathering of information with evidentiary value regarding the modus operandi including the financial transactions and areas of operation of each and every armed and legal units/groups;

b) Conduct documentary exploitation and personality profiling of the known leaders/members and affiliates of the threat groups to national security;

c) Supervise and monitor the intelligence operations undertaken by IG nationwide;

d) Maintain an updated national OB, Wanted and Reward List of the leaders/members of the different threat groups;

e) Submit Periodic Reports to the COLA Chairman; and

f) Perform other tasks as directed.

### 4. TDO

a) Designate C, ISOD to provide assistance and monitor the implementation of this LOI in the PROs;

b) Submit Periodic Reports to COLA Chairman; and

c) Perform other tasks as directed.

### 5. TDC

a) Allocate funds for the establishment of PNP Committee on Legal Action (COLA); and

b) Perform other tasks as directed.

6. TDPCR

- a) Supervise the information dissemination to the general public on the actual account of the atrocities committed by threat groups to national security;
- b) Coordinate with tri-media on the publication of information to expose the atrocities committed by the threat groups;
- c) Supervise and monitor the activities of the PROs in strengthening the Barangay networking for intelligence gathering and manhunt operation and under LOI BAYANIHAN;
- d) Submit reports to the COLA Chairman; and
- e) Perform other tasks as directed.

7. TDPRM

- a) Issue appropriate orders to NHQ personnel to be members of the COLA.

8. TDPL

- a.) Issue appropriate orders activating the Legal Action Management Unit (LAMU) under the Office of the DCO with the following functions:

- a.1. To serve as the Secretariat of the PNP-COLA which shall handle the administrative and operational activities as well as the technical requirements of the Committee;

- a.2. To formulate plans and programs in furtherance of the mission and purpose of this LOI;

- a.3. To supervise, direct and monitor the implementation of approved policies, plans and programs;

- a.4. To undertake liaison work and coordination of activities with appropriate government agencies and provide for a forum of dialogue and deliberation of relevant issues and concerns; and

- a.5. To perform other tasks as directed by TDCO/COLA Chairman.

9. Regional Directors, PRO's

- a) Designate the DRDO to be the Regional COLA who shall be responsible for the organization and operation of the said committee;
- b) Supervise the filing of cases against leaders and other personalities of national security threat groups;
- c) Maintain a database of cases filed against such groups;



d) Submit periodic reports to Chairman, COLA re: activities and accomplishments with regard to this LOI;

e) Strengthen the Barangay Network for Intelligence and Manhunt Operations; and

f) Perform other tasks as directed.

**10. Director, CIDG**

a) Designate personnel in-charge of investigation in accordance with the mandate of this LOI;

b) Provide technical support on forensic cybercrime analysis to resolve financial crime transactions and negotiations;

c) File appropriate charges before courts of proper jurisdiction;

d) Assist the PROs or any of its subordinate units in the filing of cases against threat groups;

e) Implement WOA against wanted members of groups considered as threats to national security;

f) Coordinate with prosecutors and courts when needed;

g) Render periodic reports on the status of cases filed before the court; and

h) Perform other tasks as directed.

**11. Director, IG**

a) Conduct intelligence operation on the modus and area of interest of the various personalities and members of threat groups to national security;

b) Secure witnesses and complainants;

c) Assist the CIDG and other investigation groups for the implementation of WOA;

d) Coordinate with other intelligence groups, as necessary; and

e) Perform other tasks as directed.

**12. Director, CLG**

a) Provide technical assistance in evidence preservation and examination;

b) Conduct SOCO when possible; and

c) Perform other tasks as directed.



**13. Director, LS**

a) Provide legal assistance in evidence evaluation and preparation of legal documents;

b) Designate a Legal Officer who shall act as Head, Case Secretariat; and

c) Perform other tasks as directed.

**e. Coordinating Instructions:**

a. As a general rule, the PRO COLAs shall take primary cognizance of cases filed in their respective AORs unless directed by the Chief, PNP or the DCO as over-all COLA Chairman to transfer jurisdiction of such cases to other units;

b. All cases presently handled by the CIDG shall remain within their responsibility to assure continuance of cases;

c. Strict adherence to all PNP SOPs and Police Operational Procedures (POP) is emphasized;

d. Lateral coordination between and among all units/offices concerned is highly encouraged;

e. The NHQ COLA shall meet once a month upon the directive of the COLA Chairman, or when the Chief, PNP calls for such meeting;

f. Respect for human rights must be observed at all times in the implementation of this LOI;

g. All other applicable LOIs, Memoranda, MOAs/MOUs and Circulars not in conflict with this LOI are still in effect; and

h. An office space shall be provided within the ODCO for the purpose.

**7. EFFECTIVITY:**

This LOI shall take effect immediately.



**JESUS A VERZOSA, CEO VI**  
Police Director General  
Chief, PNP

CPNP Ltr 09 S036795



S036795

**Distribution:**

Command Group  
D-Staff  
Dirs, NSUs  
RDs, PROs



Annex "A" – PNP COLA Organizational Structure

