



Republic of the Philippines  
DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS  
**CENTRAL OFFICE**  
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DEPARTMENT MEMORANDUM )

CIRCULAR NO. )  
Series of 2022 )

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di 3/18/2022

FOR / TO : Undersecretaries  
Assistant Secretaries  
Bureau Directors  
Service Directors  
Regional Directors  
Heads of UPMOs  
District Engineers  
This Department

For information and guidance, attached is a copy of the Philippine Veterans Affairs Office (PVAO) Memorandum Circular dated 04 March 2022, entitled **"IMPLEMENTING GUIDELINES OF THE TECHNICAL WORKING COMMITTEE FOR THE NATIONAL OBSERVANCE OF THE 2022 PHILIPPINE VETERANS WEEK AND 80<sup>th</sup> ANNIVERSARY OF ARAW NG KAGITINGAN."**

A copy of the said Memorandum Circular may also be downloaded from the DPWH website: <http://dpwhweb>. If an office cannot access the DPWH website, a hard copy may be obtained from the Records Management Division, HRAS, upon request.

For dissemination to all concerned.

**MARICHU A. PALAFOX, CESO II**  
Assistant Secretary for Support Services

Encl: PVAO Memorandum Circular dated March 04, 2022

cc: Office of the Secretary

10.1.4 JVL/CDP/VGV/MSV



**MEMORANDUM CIRCULAR  
NUMBER \_\_\_\_**

**MAR 04 2022**

**SUBJECT: Implementing Guidelines of the Technical Working  
Committee for the National Observance of the 2022  
Philippine Veterans Week and 80th Anniversary of  
Araw ng Kagitingan**

**I. REFERENCES:**

- a. Executive Order No. 203, series of 1987, proclaiming April 9 of every year as *Araw ng Kagitingan*;
- b. Proclamation No. 466, series of 1989, designating April 5-11 of every year as Philippine Veterans Week;
- c. Administrative Order No. 23 dated November 10, 2011, creating the Steering Committee on National Observances; and,
- d. National Historical Commission of the Philippines (NHCP) Memorandum Circular No. 03, series of 2022, constituting a Technical Working Committee, which is headed by the Secretary of National Defense dated 6 January 2022.

**II. PURPOSE:**

This Memorandum Circular defines the **tasking of different offices, agencies, and organizations** in connection with the observance of the 80th *Araw ng Kagitingan* and the 2022 Philippine Veterans Week from April 5 to 11, 2022, and the other preparatory, and/or supporting Events.

**III. COVERAGE:**

This Memorandum Circular shall cover all the members of the Technical Working Committee pursuant to NHCP Memorandum Circular No. 1, series of 2022 dated 6 January 2022.

**IV. GENERAL:**

The national observance is anchored on the objective to promote, preserve, and memorialize the principles, ideals, and heroic deeds of the Filipino veterans to enhance patriotism and love of country, especially among our youth.

Notably, in light of the COVID-19 pandemic, this year's national observance of the *Araw ng Kagitingan* and Philippine Veterans Week will comprise of simple yet meaningful Events, including but not limited to wreath-laying ceremonies and/or tribute to the war veterans, while strictly complying with minimum public health standards pursuant to the COVID-19 IATF guidelines.

In achieving this objective, the Technical Working Committee (TWC) shall:

- a. Ensure the successful conduct of various "hybrid" (combination of physical and virtual) and meaningful commemoration activities in honor of the Filipino veterans;
- b. Communicate the nation's gratitude to her defenders – the Filipino Veterans, by recognizing their contributions to the preservation of our democracy;
- c. Commemorate the heroic deeds of our veterans through the conduct of other related activities and ensures that they will never be forgotten;
- d. Inspire the youth to become future veterans by instilling a strong sense of national pride and love of country through stories told by the veterans themselves.

The entire observance shall be divided into three parts: (a) the Pre-Veterans Week Events; (b) the Veterans Week Proper Events; and (c) Culminating Activity. The Pre-Veterans Week activities aim at promoting the observance and eliciting greater participation from various sectors particularly the youth while giving a sense of hope and fostering unity in this time.

### **Pre-Veterans Week Activities**

a. **Kagitingan: The PVAO Historical Webinar Lectures**

March 1, 9, 18, 31, April 21, and May 5, 2022

via Zoom Meet

The **Kagitingan: The PVAO Historical Webinar Lectures** is one of the series of promotional activities in line with the 2022 Philippine Veterans Week. It aims to educate and enrich the knowledge of the Filipino youth on Philippine Military History. It also aims to rekindle the love for country amongst the youth and instill patriotism and intellectually prepare our future defenders.

The PVAO Kagitingan Webinar Lectures will be conducted through Zoom Meeting. It will be streamed via PVAO's Facebook page while the zoom link will be given to this webinar's speakers, sponsors and partners. Other participants will be encouraged to watch the lectures on the live streaming.

The webinar series is organized by PVAO together with partnering agencies such as the National Historical Commission of the Philippines (NHCP), Philippine Veterans Bank (PVB), Mt. Samat FTEZ, and Philippine's most prestigious universities.

b. **Virtual Book Launches**

March 22, 2022 (Tuesday) 1:00 PM

March 29, 2022 (Tuesday) 1:00 PM

As part of the promotional activities for this year's national observance of Philippine Veterans Week and Araw ng Kagitingan, two (2) book launches will be conducted. The first book launch is scheduled for March 22 and will unveil the book "Guerrilla Days in the Philippine South," written by Dr. Cesar Pobre and Dr. Jose.

The second will take place on March 29 and will mark the release of two books written by UP professors, "Medal for Valor" and "Identity and Independence: Filipino Women in Times of War and Peace." These books, published in collaboration with PVAO, aim to instill patriotism in our people by telling the stories of our unsung heroes' gallantry and selfless sacrifices for the sake of freedom.

### **Veterans Week Proper Events**

a. **Sunrise Ceremony**

April 5, 2022 (Tuesday) / 7:00 AM

*Libingan ng mga Bayani, Taguig City*

The ceremony symbolizes the start of the Philippine Veterans Week. It is conceived to provide individual veterans the opportunity to honor their fallen heroes and comrades through the offering of eighty (80) flowers at the Tomb of the Unknown Soldier. The **Commanding General of the Philippine Army** traditionally leads this Ceremony.

**b. Wreath laying Ceremony**

April 5, 2022 (Tuesday) / 8:00 AM

*Libingan ng mga Bayani, Taguig City*

The Ceremony is an institutional way of venerating the memory of Filipino patriots and martyrs who laid down their lives for the motherland. Veteran leaders, veterans support institutions, veterans servicing institutions, and organizations of men and women in World War II resistance movements offer memorial wreaths, followed by youth leaders who represent the hope and the future of the nation.

The **Secretary of National Defense** is the traditional Guest of Honor and Speaker, and joining him are the Taguig City Mayor, members of the Technical Working Committee, heads of servicing institutions for veterans, youth representatives from the National Youth Commission, Boy Scouts of the Philippines, Girl Scouts of the Philippines and students

**c. Tribute to All Filipino Heroes**

April 7, 2022 (Thursday) / 9:00 AM

Filipino Heroes Memorial

Corregidor Island, Cavite

The ceremony honors all Filipino heroes, patriots and defenders who fought and died for the country's freedom and liberty – from the time of Lapu-lapu to the Revolutionary and World War II era up to the present, including the veterans of anti-dissident and anti-secessionist campaigns. It also honors Filipino defenders who fought in the Korean War, Vietnam War, veterans of military campaigns, members of peacekeeping and humanitarian contingents to other countries and our modern-day veterans who have rendered honorable military service in defending the country in times of war or peace and in faithfully upholding their duty to preserve our sovereignty and national security.

A simple wreath laying ceremony at Corregidor Island and a **virtual commemoration** will be held for the Tribute to All Filipino Heroes.

**d. Araw ng Kagitingan**

April 9, 2022 (Saturday) / 9:00 AM

Mount. Samat National Shrine

Pilar, Bataan

The President of the Republic of the Philippines traditionally leads the commemoration – the highlight among the series of commemorative events of the Philippine Veterans Week. Being a national observance, the National Historical Commission of the Philippines (NHCP) is responsible for coming out with the Program which is approved by the Office of the President. Various regional/provincial centers simultaneously replicate the ceremony.

**d. Paggunita sa Capas**

April 10, 2022 (Sunday) / 9:00 AM

Capas National Shrine

Capas, Tarlac

The ceremony solemnly remembers the Death March veterans and those incarcerated at the Camp O' Donnell Concentration Camp, not to relive the pain but rather to remind us of the hardships and struggles endured by our gallant veterans during that time to serve as an inspiration to younger generations and for us to appreciate more the freedom that we enjoy today.

Paggunita sa Capas commences with a Wreath-Laying Ceremony before the "Obelisk," the towering structure of the shrine.

**e. Sunset Ceremony**

April 11, 2022 (Monday) / 5:00 PM

*Libingan ng mga Bayani, Taguig City*

The ceremony marks the end of the Philippine Veterans Week. Veterans, widows, children and grandchildren of veterans – both the living and the fallen, gather before the Tomb of the Unknown Soldier like one big family, to share their personal reflections on how their lives were touched by the veteran in the family.

The ceremony concludes with a Pledge of Patriotism, followed by the lighting of eighty (80) candles at the Flame of Freedom by the participants and signing their names in the Wall of Patriotism to affirm their commitment to contribute to nation building.

**V. TASKS OF AGENCIES:**

The Technical Working Committee of the national observance of the 80th *Araw ng Kagitingan* and 2022 Philippine Veterans Week is headed by the Secretary of National Defense (SND). The Undersecretary for Civil, Veterans and Reserve Affairs is designated as the SND's representative while the PVAO Administrator is designated as the Head, Secretariat and the PVAO as the Focal Coordinating Office of the TWC. The different member-agencies and organizations shall Assist with the following specific tasks:

**EXECUTIVE GROUP**

**A. Philippine Veterans Affairs Office, Department of National Defense (PVAO-DND)**

1. Acts as the Lead Agency for all observances in connection with the Philippine Veterans Week.
2. Over-all event coordinator for various activities related to Philippine Veterans Week.
3. In-charge in the conduct/coordination of programs in Libingan ng mga Bayani, Corregidor Island, and Capas, Tarlac.
4. Ensures the distribution of programs and letter-invitations for the Philippine Veterans Week.
5. Creates virtual platforms (i.e., Zoom and Live Streaming) and sends respective links to the participants.
6. Confirms attendees for the events of Philippine Veterans Week including the Guests of Honor and other distinguished guests.
7. Performs other related tasks as maybe required or needed in connection with the 80th *Araw ng Kagitingan* and 2022 Philippine Veterans Week.

**B. National Historical Commission of the Philippines (NHCP)**

1. Acts as Lead Agency during the Observance of 80th *Araw ng Kagitingan*.

2. Assists the PVAO-DND in ensuring the success of all events.
3. Prepares/Distributes programs and letter-invitations for *Araw ng Kagitingan*.
4. Assists in the design, lay-outing and production of tarpaulins and other information materials.
5. Confirms the attendees for the *80th Araw ng Kagitingan*, including the Guests of Honor and other guests.
6. Performs other related tasks as maybe required or needed in connection with the *80th Araw ng Kagitingan* and 2022 Philippine Veterans Week.

**C. Department of the Interior and Local Government (DILG)**

1. Directs all Local Government Units (LGUs) to conduct replication activities of the commemoration of *80th Araw ng Kagitingan*.
2. Ensure participation of LGUs near the area in all events.
3. Mobilize all bureaus and agencies under its jurisdiction for security in coordination with the Philippine National Police (PNP), Bureau of Jail Management and Penology (BJMP), and Bureau of Fire Protection (BFP).
4. Performs other related tasks as maybe required or needed in connection with the *80th Araw ng Kagitingan* and 2022 Philippine Veterans Week.

**D. Department of Education (DepEd)**

1. Acts as Lead Agency in the conduct of the following pre-Veterans Week activities: Creative Painting, Songwriting, and Oratorical Contests.
2. Ensures maximum participation of students in all VIRTUAL events of the *80th Araw ng Kagitingan* and 2022 Philippine Veterans Week.
3. Disseminate nationwide the programs / events / activities through a DepEd Memorandum.
4. Assist the LGUs in identifying the students who will participate during the Tolling of Bells/Pledge of Patriotism in the following events:
  - Tribute to All Filipino Heroes in Corregidor
  - *Araw ng Kagitingan* in Pilar, Bataan
  - Capas National Shrine in Capas, Tarlac
5. Encourages various online activities and discussions related to the events and provides to the TWC Secretariat the details for consolidation and widest dissemination.
6. Performs other related tasks as maybe required or needed in connection with the *80th Araw ng Kagitingan* and 2022 Philippine Veterans Week.

**E. Department of Tourism (DOT)**

1. Assists in the promotion of all events in connection with the 80th Araw ng Kagitingan and 2022 Philippine Veterans Week.
2. Promote national military shrines as tourist destinations to attract local and foreign tourists to attend the activities in connection with the observance of 80th Araw ng Kagitingan and 2022 Philippine Veterans Week
3. Performs other related tasks as maybe required or needed in connection with the 80th Araw *ng Kagitingan* and 2022 Philippine Veterans Week.

**F. Department of Foreign Affairs (DFA)**

1. Ensures maximum participation of diplomats and other consular officials during the observance of 80<sup>th</sup> *Araw ng Kagitingan*..
2. Ensures the participation of the Czech Ambassador to the Philippines and other dignitaries during the *Paggunita sa Capas*.
3. Provide official service vehicle(s) for diplomats and other participants, if needed.
4. Coordinate with PNP for the escorts of foreign dignitaries to and from the area of engagement.
5. Performs other related tasks as maybe required or needed in connection with the 80th Araw *ng Kagitingan* and 2022 Philippine Veterans Week.

**G. Department of Public Works and Highways (DPWH)**

1. Conducts the necessary rehabilitation and improvement of roads and infrastructures leading to the engagement areas.
2. Assists the NHCP in the installation of flags, signages and tarpaulins along strategic areas (i.e., Roxas Blvd, EDSA, concerned provinces and other conspicuous places) prior to and during the weeklong observance.
3. Install appropriate signages / directional signs leading to areas of engagement.
4. Assists in the site preparations.
5. Performs other related tasks as maybe required or needed in connection with the 80th Araw *ng Kagitingan* and 2022 Philippine Veterans Week.

**H. Department of Transportation (DOTr)**

1. Assists in the promotion of the different events through the electronic sign boards along EDSA and posters/information materials in all LRT and MRT stations.
2. Assist in the promotion of the different events through the electronic sign boards along EDSA
3. Provision of free MRT and LRT Rides during the Philippine Veterans Week from April 5-11, 2022.
4. Performs other related tasks as maybe required or needed in connection with the 80th Araw *ng Kagitingan* and 2022 Philippine Veterans Week.

- I. Presidential Communications and Operations Office (PCOO) / Presidential Communications Development and Strategic Planning Office (PCDSPO)**
1. Crafts the theme for the national observance of the 80th Araw ng Kagitingan and Philippine Veterans Week.
  2. Serves as an instrument for informing and educating the country about the importance of the 2022 Philippine Veterans Week.
  3. Prepares the speech of the President as Guest of Honor during the observance of the 80th Araw *ng Kagitingan*.
  4. Formulates media strategies, such as harnessing the many different forms of electronic communication that are made possible using new media instruments.
  5. Performs other related tasks as maybe required or needed in connection with the 80th Araw *ng Kagitingan* and 2022 Philippine Veterans Week.
- J. Presidential Management Staff (PMS)**
1. Conduct an on-site inspection in coordination with PVAO-DND regarding security in the areas of engagement where the President will be present.
  2. Performs other related tasks as maybe required or needed in connection with the 80th Araw *ng Kagitingan* and 2022 Philippine Veterans Week.
- K. Presidential Protocol / Presidential Security Group (PSG)**
1. Supervise the observance of proper security procedures to be undertaken in events where the President of the Philippines is concerned.
  2. During events requiring the attendance of the President, provide stand-by ambulance and medical personnel for medical emergencies for the President and party.
  3. Performs other related tasks as maybe required or needed in connection with the 80th Araw *ng Kagitingan* and 2022 Philippine Veterans Week.
- L. Office of the President, Radio Television Malacañan**
1. Provide maximum broadcast coverage of all the activities of the 80th Araw *ng Kagitingan* and Philippine Veterans Week, and whenever necessary, provide the public the fastest news update and information with the farthest communication reach nationwide.
  2. Performs other related tasks as maybe required or needed in connection with the 80th Araw *ng Kagitingan* and 2022 Philippine Veterans Week.
- M. Armed Forces of the Philippines (AFP)**
1. Assists the Lead Agency in all ceremonial requirements.
  2. Directs all major units to conduct replication ceremonies of the 80th Araw *ng Kagitingan* on April 9, 2022, in various forts, camps and bases.



3. Conducts a replication ceremony of the 80th *Araw ng Kagitingan* on April 9, 2022, at the different Major Service Headquarters.
4. Provide ushers and usherettes during the following events:
  - Sunrise Ceremony
  - Wreath laying Ceremony
  - 80th *Araw ng Kagitingan*
  - Paggunita sa Capas
  - Sunset Ceremony
5. Provides a public address system and back-up generators.
6. Provides AFP Capability Demo to feature / showcase the capability of the AFP, as maybe required.
7. Provide live band (combo) for the Paggunita sa Capas.
8. Designates military hosts.
9. Provides logistical support and personnel to ensure the successful conduct of all Wreath laying Ceremonies.
10. Provide appropriate air assets for the transportation requirements of VIPs during 80th *Araw ng Kagitingan* and to clear and secure the landing zones in coordination with the Presidential Security Group (PSG) and PNP.
11. Provide appropriate air assets and facilitate the Flower Drop during Wreath laying ceremonies at the Mount Samat National Shrine, Pilar, Bataan and the Capas National Shrine, Capas, Tarlac.
12. Facilitates the conduct of pre-recorded wreath laying ceremony at Corregidor Island, Cavite City for the virtual commemoration of the Tribute to All Filipino Heroes on Apr 7, 2022 (Philippine Navy).
13. Provides other transportation appropriate for each event, as maybe required.
14. Provides emcee for all Veterans Week Proper events.
15. Render appropriate Arrival and Departure Honors for all Guests of Honor, if necessary.
16. Performs other related tasks as maybe required or needed in connection with the 80th *Araw ng Kagitingan* and 2022 Philippine Veterans Week.

**N. Philippine National Police (PNP)**

1. Provides covert and overt security in all places of engagement related to the observance of the 80th *Araw ng Kagitingan* and 2022 Philippine Veterans Week in coordination with the AFP.
2. Provide escort services, traffic management and crowd control assistance in areas of engagement or when needed.

3. Performs other related tasks as maybe required or needed in connection with the 80th *Araw ng Kagitingan* and 2022 Philippine Veterans Week.

**T. National Youth Commission (NYC)**

1. Ensures youth participation in all virtual events.
2. Conduct activities that promote awareness and consciousness among its members.
3. Invites the Commission on Muslim Affairs and Muslim Chapter Youth Sector and ensures their participation in the Philippine Veterans Week and *Araw ng Kagitingan* events to show that they are included in the narrative of World War II.
4. Performs other related tasks as maybe required or needed in connection with the 80th *Araw ng Kagitingan* and 2022 Philippine Veterans Week.

**U. Boy Scouts of the Philippines (BSP)**

1. Ensures maximum participation of BSP members in all virtual events and activities.
2. Assists DepEd in identifying the students who will participate in the following events:
  - Sunrise Wreath laying Ceremony
  - Paggunita sa Capas
3. Performs other related tasks as maybe required or needed in connection with the 80th *Araw ng Kagitingan* and 2022 Philippine Veterans Week.

**V. Girl Scouts of the Philippines (GSP)**

1. Ensures maximum participation of GSP members in all virtual events and activities.
2. Assists DepEd in identifying the students who will participate in the following events:
  - Sunrise Wreath laying Ceremony
  - Paggunita sa Capas
3. Performs other related tasks as maybe required or needed in connection with the 80th *Araw ng Kagitingan* and 2022 Philippine Veterans Week.

**W. Philippine Coast Guard (PCG)**

1. Directs all Coast Guard Districts to conduct replication ceremonies of the 80th *Araw ng Kagitingan* on April 9, 2022 in the various provinces or coordinate with the local government units and join in the conduct thereof.
2. Performs other related tasks as maybe required or needed in connection with the 80th *Araw ng Kagitingan* and 2022 Philippine Veterans Week.

**X. Veterans Memorial Medical Center (VMMC)**

1. Provide information materials on health awareness to World War II Veterans and their descendants.

3. Directs all police regional and provincial offices to conduct replication ceremonies of the 80th Araw *ng Kagitingan* on April 9, 2022 or coordinate with the local government units and join in the conduct thereof.
4. Performs other related tasks as maybe required or needed in connection with the 80th Araw *ng Kagitingan* and 2022 Philippine Veterans Week.

**O. Philippine Information Agency (PIA)**

1. Ensures tri-media coverage of all activities related to the Philippine Veterans Week.
2. In-charge of the documentation and recording of the events.
3. Formulate media plans for the conduct of television and radio interviews to promote the events.
4. Assists in the design, lay-outing, provision of tarpaulins, billboards, and other promotional materials for all events.
5. Issues press releases and advisories.
6. Performs other related tasks as maybe required or needed in connection with the 80th Araw *ng Kagitingan* and 2022 Philippine Veterans Week.

**P. Commission on Higher Education (CHED)**

1. Ensures participation and awareness of students in all events.
2. Performs other related tasks as maybe required or needed in connection with the 80th Araw *ng Kagitingan* and 2022 Philippine Veterans Week.

**Q. Civil Relations Service, Armed Forces of the Philippines (CRS, AFP)**

1. Ensures tri-media coverage of the events and public awareness on its significance.
2. Serve as an instrument for informing and educating the country about the importance of the 80th Araw *ng Kagitingan* and 2022 Philippine Veterans Week.
3. Performs other related tasks as maybe required or needed in connection with the 80th Araw *ng Kagitingan* and 2022 Philippine Veterans Week.

**R. Philippine Amusement and Gaming Corporation (PAGCOR)**

1. Sponsor the proposed Commemorative Stamp for the 2022 Philippine Veterans Week and 80<sup>th</sup> Araw *ng Kagitingan* national observance.
2. Performs other related tasks as maybe required or needed in connection with the 80th Araw *ng Kagitingan* and 2022 Philippine Veterans Week.

**S. Philippine Charity and Sweepstakes Office (PCSO)**

1. Assist in the conduct of Medical Mission.
2. Assists in the provision of tarpaulins, billboards, and other promotional materials related to the event.

5. Performs other related tasks as maybe required or needed in connection with the 80th Araw ng Kagitingan and 2022 Philippine Veterans Week.

**BB. Municipality of Capas, Tarlac**

1. Assists in the commemoration of *Paggunita sa Capas*.
2. Provides mono-block chairs, bottled water, ushers/usherettes and a variety of entertainment before the event during the Paggunita sa Capas event.
3. Spruce up and make the Death March Markers in Capas presentable during the 80th Araw ng Kagitingan and 2022 Philippine Veterans Week.
4. Performs other related tasks as maybe required or needed in connection with the 80th Araw ng Kagitingan and 2022 Philippine Veterans Week.

**VETERANS CLUSTER**

- A. **Veterans Federation of the Philippines (VFP)**
- B. **Defenders of Bataan and Corregidor, Inc. (DBCI)**
- C. **Philippine Expeditionary Forces to Korea Veterans Association**
- D. **Philippine Veterans Legion (PVL)**
- E. **Philippine Association of War Widows, Parents, and Orphans, Inc.**
- F. **Association of General and Flag Officers (AGFO)**
- G. **Cavalier Association of Veterans**
- H. **The Last Watering Hole**
- I. **Vietnam Veterans (ViVe) Philippines, Inc.**

1. As the main umbrella organization for Filipino veterans, VFP shall provide funds to support the food and transportation requirements for the participation of veteran member organizations during the 80th Araw ng Kagitingan and 2022 Philippine Veterans Week.
2. Ensures maximum participation of World War II (WWII) and post-WWII Veterans and descendants in all events (both virtual and physical) of the 80th Araw ng Kagitingan and 2022 Philippine Veterans Week.
3. Provide the TWC Secretariat with copies of the photographs taken during the 80th Araw ng Kagitingan and 2022 Philippine Veterans Week at all regions or districts for inclusion in the After-Activity Report to the President of the Philippines. Said regions or districts may communicate directly with the TWC Secretariat.
4. Direct all major veteran posts and / or districts to conduct replication activities of the Commemoration of the 80th Araw ng Kagitingan on April 9, 2020 in the various provinces or coordinate with the local government units and join in the conduct thereof.
5. Performs other related tasks as maybe required or needed in connection with the 80th Araw ng Kagitingan and 2022 Philippine Veterans Week.

**RESOURCE AND ADVISORY GROUP**

- A. **Tourism Infrastructure and Enterprise Zone Authority (Main Office and TIEZA-Bataan)**

2. Render medical missions and related outreach programs, as well as, provide back-up ambulances, and medical personnel during major activities.
3. During events with veterans' participation, provide stand-by ambulances, and medical personnel for medical emergencies.
4. Performs other related tasks as maybe required or needed in connection with the 80th Araw *ng Kagitingan* and 2022 Philippine Veterans Week.

**Y. Office of the Governor, Province of Bataan**

1. Assists in the successful commemoration of 80th Araw *ng Kagitingan* at the Mount Samat National Shrine.
2. Provides the required number of monoblock chairs during the Bataan event.
3. Provides an appropriate number of packed meals for participants during the Bataan event.
4. Provides necessary protocol assistance for VIPs and other distinguished guests.
5. Assists DepEd in the identification of youth who will participate in the Tolling of Bell.
6. Assists the TWC Secretariat and other Veterans Organizations in identifying the World War II Veterans who will participate in the Tolling of Bell.
7. Provides public address system and back-up generator.
8. Assist in providing appropriate transportation to and from the area of engagement to ferry the selected Veterans and other participants.
9. Provides a variety of entertainment at Mount Samat Shrine before the arrival of the President.
10. Performs other related tasks as maybe required or needed in connection with the 80th Araw *ng Kagitingan* and 2022 Philippine Veterans Week.

**Z. Office of the Governor, Province of Cavite**

1. Assists in the successful commemoration of the Tribute to All Filipino Heroes at Corregidor Island.
2. Performs other related tasks as maybe required or needed in connection with the 80th Araw *ng Kagitingan* and 2022 Philippine Veterans Week.

**AA. Municipality of Pilar, Bataan**

1. Assist in the on-site preparation in coordination with DND PVAO.
2. Promote awareness about the significance of the activities to the local residents.
3. Ensure maximum participation of local officials and residents during the event.
4. Provides other necessary requirements for the activity in coordination with the Bataan Provincial Government.

2. Performs other related tasks as maybe required or needed in connection with the 80th Araw ng Kagitingan and 2022 Philippine Veterans Week.

## **SECRETARIAT**

### **A. Veterans Memorial and Historical Division (VMHD), PVAO**

1. Acts as the Lead Secretariat for all observances in connection with the Philippine Veterans Week.
2. Acts as Secretariat for all observances to include but not limited to the following:
  - a. Prepares the basic plans for the various events of the national observance and all preparatory, supporting / ancillary and post veterans week Events;
  - b. Prepares and Distributes official correspondences, programs and letter invitations;
  - c. Provide general support during all Events;
  - d. PVAO Field Service Extension Offices (FSEOs) to Assists and coordinate in the replication of the 80th Araw ng Kagitingan in their respective areas;
  - e. Serve as event coordinator for all the events of the commemoration; and
  - f. Serve as an admin on all virtual/on-line links.
  - g. Coordinate with concerned agencies for the successful commemoration of all events.
3. Performs other related tasks as maybe required or needed in connection with the 80th Araw ng Kagitingan and 2022 Philippine Veterans Week.

### **B. Veterans Affairs Management Division (VAMD), PVAO**

1. Assists veterans' organizations in ensuring maximum participation of their members in all events.
2. Submit to VMHD, PVAO the requirements for the funds, transportations and other administrative provisions of veterans' organizations before the 80th Araw ng Kagitingan and 2022 Philippine Veterans Week.
3. Assist the protocol of the OPR particularly in the seating arrangements of the veteran leaders in all places of engagement.
4. Performs other related tasks as maybe required or needed in connection with the 80th Araw ng Kagitingan and 2022 Philippine Veterans Week.

### **C. Public Affairs Office (PAO), PVAO**

1. Prepares a choice of proposed themes for the 80th Araw ng Kagitingan and 2022 Philippine Veterans Week for PCOO's approval.
2. Conduct documentation and recording of the events.
3. Provides technical assistance for the conduct of the "hybrid" commemorations
4. Provides the design, lay-outing of programmes per event and production of tarpaulins to be used as backdrop during all events.
5. Prepares the speeches of Guests of Honor / Distinguished Guests during the pre-and Veterans Week Proper Events.

1. Promotes national military shrines as tourist destinations as well as events pertaining to the observance of 80th Araw *ng Kagitingan* and 2022 Philippine Veterans Week.
2. Assists PVAO-Public Affairs Office and PIA in the crafting of communication plan.
3. Supervise and support site preparation at Mount Samat National Shrine in coordination with PVAO-DND and NHCP.
4. Performs other related tasks as maybe required or needed in connection with the 80th Araw *ng Kagitingan* and 2022 Philippine Veterans Week.

**B. Metropolitan Manila Development Authority (MMDA)**

1. Assists in the provision of electronic billboards and other promotional materials for the observance of 80th Araw *ng Kagitingan* and 2022 Philippine Veterans Week.
2. Conducts a replication activity of the Commemoration of 80th Araw *ng Kagitingan* on April 9, 2022, at the Agency's Central Office.
3. Performs other related tasks as maybe required or needed in connection with the 80th Araw *ng Kagitingan* and 2022 Philippine Veterans Week.

**C. PHIVIDEC Industrial Authority (PIA)**

1. Conduct a replication activity of the Commemoration of 80th Araw *ng Kagitingan* on April 9, 2022 at the Authority's Central Office.
2. Organizes and or sponsors events that will promote awareness and consciousness among the youth.
3. Performs other related tasks as maybe required or needed in connection with the 80th Araw *ng Kagitingan* and 2022 Philippine Veterans Week.

**D. Filipino-American Memorial Endowment (FAME)**

1. Coordinates with DPWH and the LGUs of Bataan, Pampanga, Tarlac, Cavite and other provinces to maintain and preserve the presentability and dignity of all tangible reminders / markers of the shared values for which Filipinos, Americans and other allies fought side-by-side in World War II and help on the sprucing up or the conduct of necessary repairs on Death March Markers from Mariveles, Bataan and Bagac, Bataan to the different parts in Pampanga up to the Capas National Shrine.
2. Promotes national military shrines and markers as well as the events pertaining to the observance of the 80th Araw *ng Kagitingan* and 2022 Philippine Veterans Week.
3. Performs other related tasks as maybe required or needed in connection with the 80th Araw *ng Kagitingan* and 2022 Philippine Veterans Week.

**E. Philippine Veterans Bank (PVB)**

1. Organizes and / or sponsors events that will promote awareness and consciousness among the youth such as the PVAO Kagitingan Webinar Series.

6. Performs other related tasks as maybe required or needed in connection with the 80th *Araw ng Kagitingan* and 2022 Philippine Veterans Week.

#### **VI. Other Coordinating Instructions:**

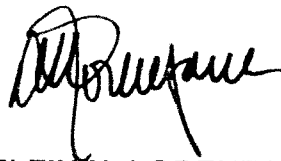
1. Appropriate military ceremonies shall be handled by the AFP and scheduled rehearsals will be communicated with the TWC for the information of the members.
2. Attire for those who will physically attend the wreath laying ceremonies:
  - a. Government Officials: Barong Filipino / Filipiniana
  - b. Uniformed Services: Prescribed attire worn on various occasions / events in this commemoration
  - c. TWC: Polo Barong / Filipiniana
3. The Health Protocol as imposed by the IATF for the Management of Emerging Infectious Diseases shall be strictly observed in the physical events mentioned above.
4. Agencies, offices, organizations shall prepare their respective detailed Implementing Plans to guide them in their specific tasks and submit a copy thereof to the TWC Secretariat for reference.
5. Changes / addendum to this Memorandum Circular shall be made through formal messages.
6. Lateral coordination among TWC member agencies and other concerned organizations is authorized and highly encouraged.

#### **VII. REVISION AND UPDATE TO THIS CIRCULAR**

This Memorandum Circular may be revised, changed, or amended as necessary by the Secretary of National Defense. Following any material revisions or updates, an updated version of this Memorandum Circular will be distributed and will supersede the prior version of the Memorandum Circular effective upon distribution.

#### **VIII. EFFECTIVITY**

This Circular shall take effect immediately.



**DELFIN N. LORENZANA**

Chairman, Technical Working Committee

