MEMORANDUM CIRCULAR NO. 2
JUNE 4, 1999

TO : DSWD Field Directors

SUBJECT : Issuance of Solicitation Permit

Pursuant to the following provision of P.D. 1564 (Solicitation Permit Law series of 1978) and R.A. 7160 (Local Government Code series of 1991) which mandate both the Department of Social Welfare and Development and the Local Chief Executives to issue permit for charitable or welfare purposes, delineation on the areas of responsibilities is hereby clarified:

Presidential Decree 1564, Solicitation Permit Law, Section 2

"Any person, corporation, organization, or association desiring to solicit or receive contributions for charitable or public welfare purposes shall first secure a permit from the Regional Offices of the Department of Social Services and Development as provided in the Integrated Reorganization."

Republic Act 7160, Local Government Code, Book III, Title – The Municipality, Chapter III, Article One, Section 444, Item 3 (v)

"Issue permits, without need of approval therefor from any national agency, for the holding of activities for any charitable or welfare purposes, excluding prohibited games of chance or shows contrary to law, public policy and public morals."

Republic Act 7160, Local Government Code, Book III, Title 3 – The City, Chapter 3, Section 455, Item 3 (v)

"Issue permits, without need of approval therefor from any national agency, for the holding of activities for any charitable or welfare purposes, excluding prohibited games of chance or shows contrary to law, public policy and public morals."

Considering that the Local Government Code does not distinguish the name of the permit to be issued so long as the purpose thereof is for charitable or welfare purposes, the DSWD Field Directors are hereby authorized to issue such permits, with the following conditions:

1. The permit shall be issued by the Regional Offices of the Department of Social Welfare and Development as provided in the Integrated Reorganization.
2. The permit shall specify the activities to be held for charitable or welfare purposes.
3. The permit shall be valid for a specified period of time.
4. The permit holder shall comply with all applicable laws, regulations, and guidelines.

Sincerely yours,

[Signature]

DSWD Field Directors
holding charitable or welfare related activities, *solicitation permit* is included in the cited sections.

In view of the foregoing, the Local Government Code vests in Municipal and City Mayors the authority to issue solicitation permits to any person, corporation, or organization to hold fund-raising activities for any charitable and welfare purposes within their territorial jurisdiction. DSWD Field Directors shall not interfere with the municipal and city governments in their exercise of this authority.

The DSWD Field Directors shall continue to issue solicitation permits with respect to national, regional and provincial fundraising campaigns for charitable or public welfare purposes.

This Memorandum Circular is clarificatory in nature and is effective immediately.

GLORIA MACAPAGAL-ARROYO  
Vice President and DSWD Secretary