

reorganize its structure, and define its powers and functions. This proposed measure aims to strengthen the institution's capacity to fulfill its mandate as a custodian of the nation's cultural legacy and intellectual wealth.

In view of the foregoing, the immediate passage of this bill is sought.



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1 It shall be understood that the use of any of the designations in any institution
2 within the Philippines shall be reserved exclusively for the agency.

3 Sec. 4. *Permanent Official Station.* - The National Parks Development Committee
4 (NPDC) shall grant to the National Library its current location as its permanent official
5 station.

6 Sec. 5. *Official Repository.* - The National Library shall be the official repository
7 of printed and recorded cultural heritage of the country as well as other resources that
8 document Philippine history, literature, linguistics, culture, and arts.

9 As custodian of printed and recorded cultural heritage, the NLP shall organize,
10 conserve, preserve, and provide access to the same to cultivate love for the country
11 and instill value for Filipino identity.

12 Sec. 6. *Definition of Terms.* - For purposes of this Act, the following terms shall
13 be defined as follows:

14 (a) *Acquire* refers to all modes of augmenting library collections such as
15 purchase/procurement, copyright registration, legal deposit, exchange,
16 gifts, and donations;

17 (b) *Affiliation* refers to the process of interconnecting public libraries to the
18 National Library of the Philippines to organize and strengthen them for
19 the cultural and intellectual growth and development of the members of
20 the community;

21 (c) *Agency* refers to the "*National Library of the Philippines*", "*NLP*",
22 "*Pambansang Aklatan ng Pilipinas*", "*National Library*", or "*Pambansang*
23 *Aklatan*";

24 (d) *Conserve* refers to all the processes and measures of maintaining the
25 cultural significance of a cultural property including, but not limited to,
26 preservation, restoration, reconstruction, protection, adaptation, or any
27 combination thereof;

28 (e) *Copyright registration* refers to the process of recording the rights of the
29 creator or proprietor over the original work;

30 (f) *Division* refers to the Readers Services, Copyright Services, Technical
31 Services, Special Services, Information and Technology, Public Libraries,

1 Conservation and Preservation, Human Resource Management, Finance
2 and Administration, Policy, Planning, Monitoring and Evaluation, and
3 External Affairs;

4 (g) *Equitable access to information* refers to online or onsite utilization of
5 library resources by all library users subject to the limitations provided
6 by laws and regulations of the NLP;

7 (h) *Filipiniana resources* refer to the publications about the Philippines or its
8 people, written by a Filipino or other nationality in any language,
9 printed or published in any medium in the Philippines or abroad. It also
10 includes publications written in Filipino language/dialect irrespective
11 of its subject matter;

12 (i) *Legal deposit* refers to the statutory obligation of the publisher, printer,
13 heads of the various departments, bureaus, offices, and branches of the
14 government, including the provinces and municipalities, and
15 government-owned and government-controlled corporations to provide
16 the National Library of the Philippines, and other repositories, free of
17 charge, best copies of their publications which are made available for
18 sale or free distribution to the general public;

19 (j) *Library resources* refer to all library materials and publications;

20 (k) *Library services* include access and use of library resources and facilities,
21 inter-library loans, reservation of books, photocopying/printing,
22 educational tours, storytelling, puppet shows, read-aloud, arts and
23 crafts, outreach programs, and others;

24 (l) *Organize* refers to indexing, cataloging, and bibliographic processes for
25 proper management and administration of library collections; arranging
26 the *on-the-shelf* collections in a systematic manner;

27 (m) *Preserve* refers to processes of prolonging the existence of cultural
28 property;

29 (n) *Public Librarianship* refers to the management of public libraries in
30 accordance with the policies and standards promulgated by the NLP as
31 well as those set forth in the *Quality Manual of Libraries of the Philippines*

1 and *Standards of Philippine Public Libraries (SPPL)*; and

- 2 (o) *Public Libraries* refer to libraries in the community dedicated to learning
3 and recreational activities established, operated, and maintained by local
4 government units or congressional districts. It also includes barangay
5 reading centers.

6 *Sec. 7. Organizational Structure.* - The NLP shall be reorganized into:

- 7 (a) Office of the Director-General;
8 (b) Office of Deputy Director-General for Operations;
9 (c) Office of Deputy Director-General for Management; and,
10 (d) Offices of Directors for:
11 i. External Affairs;
12 ii. Preservation and Conservation;
13 iii. Public Libraries;
14 iv. Copyright;
15 v. Readers Services;
16 vi. Special Services;
17 vii. Technical Services;
18 viii. Finance and Administration;
19 ix. Human Resource Management;
20 x. Information Technology; and,
21 xi. Policy, Planning, Monitoring and Evaluation.

22 Each Office of the Director shall have an Assistant Director.

23 *Sec. 8. Qualifications and Appointments.* - (1) The Director-General and the
24 Deputy Director-Generals shall be appointed by the President and shall have the same
25 rank, qualification, and emolument of Undersecretary and Assistant Secretary,
26 respectively.

27 (2) No person shall be appointed Director and Assistant Director unless he/she
28 possesses competence, experience, and expertise relevant to the position in
29 accordance with the CSC rules and regulations on appointment.

30 *Sec. 9. Powers and Functions.* The NLP shall have the following powers and
31 functions:

- 1 (a) Acquire, organize, preserve, and conserve printed and recorded
- 2 historical and cultural heritage of the country as well as Filipiniana
- 3 resources and other intellectual, literary, and information resources in
- 4 various media and forms;
- 5 (b) Promote and strengthen the nation's historical and cultural heritage, as
- 6 well as artistic creation to protect Filipino identity;
- 7 (c) Ensure free and equitable access to library resources;
- 8 (d) Establish, maintain, and strengthen a centralized system of public
- 9 libraries through an affiliation process and standardize public
- 10 librarianship;
- 11 (e) Exercise general supervision over public libraries and monitor
- 12 compliance with minimum standards of operations for public libraries;
- 13 (f) Provide technical assistance to affiliated public libraries;
- 14 (g) Implement the laws on copyright and legal deposit;
- 15 (h) Formulate and implement rules and regulations for partial or non-
- 16 fulfillment with legal deposit and determine, collect, and impose fines
- 17 thereon;
- 18 (i) Arrange and conduct cultural events and other similar activities and
- 19 collect reasonable fees;
- 20 (j) Determine and collect fees for activities and services other than access to
- 21 information;
- 22 (k) Develop library facilities and inclusive services to be responsive to the
- 23 existing intellectual and information needs of library users and
- 24 community; and
- 25 (l) Perform other functions for the furtherance of culture and education.

26 Sec. 10. *Powers and Duties of the Director-General.*- The Director General shall be the
27 head of the agency and shall:

- 28 (a) Exercise overall authority in matters within the jurisdiction of the
- 29 agency, including those relating to its operations and enforce laws and
- 30 regulations pertaining to it;

- 1 (b) Appoint and discipline employees of the agency in accordance with laws
2 and regulations;
- 3 (c) Promulgate rules and regulations as may be necessary or proper for the
4 efficient administration of the agency and performance of its functions;
- 5 (d) Enter into a contract or agreement for the furtherance of the agency's
6 functions;
- 7 (e) Develop and implement programs, projects, and activities to effectively
8 carry out the purpose of this Act;
- 9 (f) Perform such other functions as may be necessary in the performance of
10 duties.

11 Sec. 11. *Deputy Director-General for Operations.* The Deputy Director-General for
12 Operations shall have the following powers and duties:

- 13 (a) Assist the Director-General in the management and operation of the
14 agency;
- 15 (b) Direct and supervise the Directors of *Readers Services, Copyright Services,*
16 *Technical Services, Special Services, Information and Technology, Public*
17 *Libraries, and Conservation and Preservation;*
- 18 (c) Together with the Directors, formulate guidelines and procedures for
19 effective and efficient delivery of services;
- 20 (d) Monitor applicable laws, rules, and regulations;
- 21 (e) Approve and authorize the registration and issuance of copyright;
- 22 (f) Establish regulations and procedures for imposition of fines for non-
23 compliance with the law on legal deposit;
- 24 (g) Perform other duties as may be assigned by the Director-General.

25 Sec. 12. *Deputy Director General for Management.* The Deputy Director-General for
26 Management shall have the following powers and duties:

- 27 (a) Assist the Director-General in the management and operation of the
28 agency;
- 29 (b) Direct and supervise the Directors of *Human Resource Management,*
30 *Finance and Administration, Policy, Planning, Monitoring and Evaluation*
31 *and External Affairs;*

- 1 (c) Together with the Directors, formulate guidelines and procedures for
- 2 effective and efficient delivery of services;
- 3 (d) Monitor applicable laws, rules, and regulations; and
- 4 (e) Head relevant committees and address all concerns pertaining to the
- 5 purpose of said committee;
- 6 (h) Perform other duties as may be assigned by the Director-General.

7 Sec. 13. *Directors*. The Director shall render assistance to the Deputy Director-
8 General and carry out the following powers and duties:

- 9 (a) Direct and supervise the office staff;
- 10 (b) Monitor, assess, and evaluate staff performance;
- 11 (c) Implement applicable policies, rules, and regulations;
- 12 (d) Formulate office plans, programs, and activities;
- 13 (e) Exercise independent judgment on matters within his/her authority;
- 14 and
- 15 (f) Perform other duties as may be assigned by the Director-General or
- 16 Deputy General.

17 Sec. 14. *The Top Management*. The Director-General, Deputy Director-General for
18 Operations, and Deputy Director-General for Management shall compose the top
19 management of the agency and in all cases shall adhere to the rule of majority.

20 Sec. 15. *The Divisions*. The divisions shall be headed by Directors and have the
21 following functions:

- 22 (a) *Copyright Services Division (CSD)* shall manage, process, and evaluate
23 applications for copyright registration and deposit, issue certificates
24 thereon, and create, keep, and update regularly the records of
25 registration and deposit. It shall also perform other related functions.
- 26 (b) *External Affairs Division (EAD)* shall maintain the positive image of the
27 agency, build strong relationships and networks with stakeholders,
28 implement public relations strategies, and manage public relations
29 concerns.
30 It shall also arrange cultural events, tours, exhibits, conferences,
31 workshops, and other similar activities to promote the services of the

1 NLP and seek opportunities for the agency and its personnel. Moreover,
2 it shall undertake research, publication, and distribution of newsletters,
3 annual reports, manuscripts, and other materials. The EAD shall also
4 direct the official website and social media sites of the agency.

- 5 (c) *Finance and Administration Division (FAD)* shall manage the resources of
6 the agency and handle its financial activities. It shall conduct planning,
7 accounting, auditing, budgeting, cashiering, and procurement activities.
8 It shall ensure the smooth administration of funds, expenditures, and
9 revenues.

10 The FAD is also responsible for the maintenance of facilities, equipment,
11 and properties of the agency. It shall handle janitorial, security, and
12 other administrative services.

- 13 (d) *The Human Resource Management Division (HRMD)* shall manage the
14 employees of the agency. It is responsible for the recruitment, selection,
15 and placement of personnel and their compensation, benefits, and
16 incentives. It also shall provide learning and development programs.

17 The HRMD shall monitor the conduct and performance of employees
18 and initiate disciplinary actions in accordance with laws, rules, and
19 regulations. In addition, it shall handle the NLP Internship Programs
20 and other human resource functions.

- 21 (e) *Information Technology Division (ITD)* shall provide information and
22 technology services to support the operation of the agency by
23 integrating, administering, updating, upgrading, improving, and
24 maintaining the IT systems.

- 25 (f) *Policy, Planning, Monitoring, and Evaluation Division (PPMED)* shall set
26 the agency road map to achieve its organizational and societal objectives.
27 It shall conduct a comprehensive assessment and evaluation of agency
28 performance, carry out operational and strategic planning, consider
29 necessary modifications thereto, and ensure agency compliance with
30 laws, government policies, rules, and regulations. It shall also develop,
31 implement, and evaluate policies for efficient and effective delivery of

1 services.

2 (g) *Preservation and Conservation Division (PCD)* shall preserve and conserve
3 all printed and recorded cultural heritage of the country. It shall
4 organize and maintain Filipiniana collections.

5 (h) *Public Libraries Division (PLD)* shall implement the centralized system of
6 public libraries through an affiliation process to promote culture and
7 support education as well as recreational activities for community
8 development.

9 (i) *Readers Services Division (RSD)* shall be the mainstay of library services
10 of the agency. It shall organize, maintain, and provide free and equitable
11 access to the circulation, reference, Filipiniana, serials, multimedia, and
12 foreign.

13 (j) *Special Services Division (SSD)* shall be the pillar of specialized library
14 services to specific library users namely, children, young adults, persons
15 with special needs or persons under a special circumstance, and senior
16 citizens. It shall organize, maintain, and provide free and equitable
17 access to library resources as well as conduct activities and programs to
18 meet their information needs.

19 (k) *Technical Services Division (TSD)* shall provide specialized support in the
20 delivery of library services. It shall primarily acquire and organize
21 library materials.

22 The TSD shall ensure proper selection and acquisition of library
23 materials including original, unique, special, and rare items or
24 collections with cultural significance, systematically catalog and index
25 the library collection, provide bibliographic services, and process legal
26 deposit.

27 Sec. 16. *Centralized System of Public Libraries.* - The NLP shall be the sole
28 authority in regulating public libraries and librarianship. It shall establish a
29 centralized system of public libraries to promote, monitor, and standardize public
30 libraries and librarianship, implement national and local cultural programming, and
31 support multi-sectoral educational reinforcement and recreational activities.

1 The local government unit or the congressional/legislative district, as the case
2 may be, shall fund the establishment and operations of public libraries. It is the
3 responsibility of the local chief executive or congressional district representative to
4 ensure annual funds allocation for capital outlay, personnel services, and maintenance
5 and other operating expenses of public libraries.

6 Sec. 17. *Acquisition of Original, Unique, Special, Rare Items or Collections with*
7 *Cultural Significance.* - Acquisition of original, unique, special, rare items or collections
8 with cultural significance shall be determined by the Director-General and Deputy
9 Director-Generals in accordance with the policies established by the agency. Such
10 acquisition shall be exempt from government procurement laws, rules, and
11 regulations.

12 Sec. 18. *Tax Exemption.* - (1) Importation of educational, scientific, and cultural
13 materials shall be exempt from customs duties or any other charges, including value-
14 added tax (VAT) pursuant to the Florence Agreement. Such materials cover the
15 following:

- 16 (a) Books, publications, and documents (Annex A);
- 17 (b) Works of art and collectors' pieces of an educational, scientific, or
18 cultural character (Annex B);
- 19 (c) Visual and auditory materials of an educational, scientific, or cultural
20 character (Annex C);
- 21 (d) Scientific instruments or apparatus (Annex D); and
- 22 (e) Articles for the blind (Annex E).

23 (2) Any gift, grant, bequest, endowment, donation, or contribution which may
24 be made to or for the use of the agency by any individual or entity shall be exempt
25 from taxes of any kind and shall constitute allowable deductions in full from the
26 income of the donors or givers for income tax purposes.

27 Sec. 19. *NLP Income Fund.* - The agency shall have the power to collect
28 reasonable fees as a source of revenue in addition to its General Appropriations Act
29 (GAA). The revenues shall be credited to the NLP Income Funds and be used for the
30 modernization of library facilities and the acquisition of special or rare cultural

1 collections under the care of private individuals or institutions. The funds may be
2 accumulated and disbursed on the following if not utilized in the current year.

3 Sec. 20. *NLP Donations Fund.* - The agency shall establish the NLP Donations
4 Fund wherein all monetary gifts, grants, donations, and contributions shall be placed.
5 The fund shall be disbursed according to the intent of the donor. In the case of pure
6 donation, the Director-General shall have the discretion to dedicate the funds for
7 matters as he/she deems fit.

8 Sec. 21. *Appropriations.* - The amount necessary to implement this Act shall be
9 charged against the current appropriations of the agency. Thereafter, such sums as
10 may be needed for its full implementation shall be included in the annual General
11 Appropriations Act.

12 Sec. 22. *Transitory Provision.* - All incumbent officials and employees shall
13 continue in office and perform their duties as such without need of reappointment:
14 Provided, the incumbent Director IV shall continue in office as Director General; the
15 incumbent Director III shall continue in office as Deputy-Director General; the
16 incumbent Chief Administrative Officer/ Administrative Officer V(HRMS)/ Librarian
17 V shall continue in office as Directors of respective or equivalent service; and, the
18 incumbent Librarian IV shall continue in office as Assistant Directors of respective or
19 equivalent service.

20 Such positions affected by the changes embodied in this Act at the time of its
21 approval shall thereafter occupy and discharge the duties and functions of their new
22 positions and receive the corresponding salary and benefits without the necessity of a
23 new appointment.

24 The number of administrative support personnel shall be increased to address
25 the needs and gaps in the delivery of service and refrain from the practice of
26 continuously hiring Contract of Service and Job Order workers to the detriment of
27 such workers.

28 All new and vacant positions shall be filled in accordance with applicable rules
29 and regulations.

1 Sec. 23. *Separability Clause.* - Should any provision of this Act or part hereof be
2 declared unconstitutional, the other provisions or parts not affected thereby shall
3 remain valid and effective.

4 Sec. 24. *Repealing Clause.* - Pertinent provisions of Act Nos. 222, 1849, 1935,
5 2572, 3477, Executive Order No. 94, and Republic Act nos. 3873, 10087, 7743, and
6 Presidential Decree No. 812 and all other laws, decrees, orders, and issuances, or
7 portions thereof, which are inconsistent with the provisions of this Act, are hereby
8 repealed.

9 Sec. 25. *Effectivity.* - This Act shall take effect fifteen (15) days after its
10 publication in the *Official Gazette* or in two (2) newspapers of general circulation.

Approved,