



Republic of the Philippines
DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT
BUREAU OF JAIL MANAGEMENT AND PENOLOGY
NATIONAL HEADQUARTERS

144 Mindanao Avenue, Project 8, Quezon City
Trunkline: (+632) 927-6383, 927-5505
Email Address: chief@bjmp.gov.ph Website: www.bjmp.gov.ph



MEMORANDUM

TO : Regional Directors of the Jail Bureau

SUBJECT : **OUTLINE OF PRESENTATION OF ACCOMPLISHMENTS FOR THE 2ND QUARTER MANAGEMENT CONFERENCE CY 2022**

DATE : **JULY 2 30 2022**

1. References:
 - a. 1st Quarter Management Conference CY 2022; and
 - b. J.A.I.L. Plan 2040 Management Strategy.
2. This is the coverage of the presentation of accomplishments for the 2nd Quarter Management Conference in line with the J.A.I.L. Plan 2040.
3. Attached as Annex A is the J.A.I.L. Plan 2040 Report Contents (in bullet points), which shall serve as your guide in finalizing your accomplishment report. Also provided is the link for the template of graphs and other visual representations that you may use to ensure uniform visuals that are already harmonized by the directors of directorates and chiefs of offices at the national level (attached as Annex B).
4. Submit a copy of your respective accomplishment report in PowerPoint presentation (format attached as Annex C) **NLT 05 July 2022** to the Center for Jail Excellence and Strategy Management (CJESM) via e-mail addresses cjesm@bjmp.gov.ph and dictm@bjmp.gov.ph
5. Regional Directors of the Jail Bureau shall be given a maximum of 10 minutes only to present his/her report. 100% conformance to the herein attached report format is therefore advised to ensure a simplified version of reports promoting ease of comprehension without compromising the quality of its contents.
6. For guidance and strict compliance.

BY AUTHORITY OF THE CHIEF, BJMP:


RANEL H. LATOSA, MNSA
Jail Superintendent
Officer-in-Charge, Center for
Jail Excellence and
Strategy Management

"Changing Lives, Building a Safer Nation"



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"ANNEX A"

J.A.I.L. Plan 2040 Report Contents

RESOURCE MANAGEMENT

EQUIPAGE (Logistics)

- Data on Logistical Capability Fill-up Rate
- Breakdown of Equipage Maintained and Repaired
- Data on Operational and Non-Operational Jail Facilities

Budget Utilization

- Absorptive Capacity (Data on Procurement)
- Review of Resources (Data on General Admin and Support Services Obligation Utilization Rate and Data on Operations Obligation Utilization Rate)
- Status of Projects (Data on Infra Projects Funding & Development Status)
- Transparency and Accountability Initiatives
- Impact of Infrastructure Projects (Data on Impact on Security and Development)
- Impact on Congestion Rate (Data on improvements, unit congestion rate and impact to region-wide congestion rate)
- Data on Eco-jails and Greening Initiatives

LEARNING AND GROWTH

Personnel Maintenance

- Personnel Breakdown by Rank
- BJMP Personnel Fill-up Rate per Rank
- Recruitment Update (Quota vs Actual Recruited)
- Data on Technical Personnel per Profession (Deployment of technical personnel in related designations.)
- Data on Health and Wellness Intervention for Personnel
- Covid-19 Status for Personnel
- Data on Drug-Testing for Personnel

Competency Development

- Total number of personnel underwent career courses
- Number of personnel who are due for mandatory trainings

Organizational Excellence

- PRIME HRM LEVEL II
- Safety Seal Certificate

Discipline and Motivation

- Data on Awards
- Data on Promotion (Qualified vs Actual Promotees)
- Total number of staff inspections
- Admin Case Disposition Rate

Organizational Structure Responsiveness

- Personnel deployment based on BJMP deployment standard (Personnel Fill-up Rate per Jail)
- Implementation of MC 111: Revised Organizational Structure of the BJMP

Operational Efficiency

- Ease of doing business initiatives
- Implementation of MC and SOP

ICT Driven Efficiency





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- Data on ICT-driven Efficiency in Jail Operations

PROCESS EXCELLENCE

Safekeeping Efficiency

- Custodial Service Efficiency (Data on Jail Population and Congestion Rate)
- Data on escape incidents and jail disturbances
- Breakdown Security Inspection
- Security and Disaster Preparedness Efficiency (Data on implementation of Dry-run/Oplan/SOP)
- Data on jails with functional no contact visitation area
- Data on PDL benefitted with no contact visitation
- Human Rights Affairs (Number of Human Rights campaigns conducted and Number of complaints received and investigated)
- Data on Escort Services Efficiency
- Data on Security Inspection
- Contraband Control Efficiency (Number of joint GH Ops and Number of regular GH Ops)
- Data on confiscated contraband per type
- Data on intercepted contraband

Welfare Programs

- Provision of Basic Needs (Data on Food Subsistence, Additional Food Subsistence from other sources, and breakdown of subsidies and support)
- Data on Visitation (Jails with E-dalaw and Jails with No-Contact Visitation)
- Provision of Health Care (Data on Prevention, Detection, and Management)
- Data on Drug-Testing of PDL
- Covid-19 Status for PDL
- Breakdown of Behavior Development
- Breakdown of Paralegal Services
- Data on Special Services for Vulnerable Population
- Referral/Assistance (Data on help desk and number of referrals for PDL After-Care

COMMUNITY

Stakeholder Management

- Service Providers Engagement
- Participation in National and Local affairs
- Media Management (Breakdown of activities)
- Greening Programs

Impact to Community

- Re-offending Data
- Support and Subsidies for Administrative and Operational

BEST PRACTICES AND SIGNIFICANT ACCOMPLISHMENTS

CRITERIA

Best Practices

- Unique/One of a kind
- Not routinary/operational activities
- High impact

Significant Accomplishments

- High impact activities/projects not included in the previous performance targets



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"ANNEX B"

GOOGLE LINK

Delivery Test of J.A.I.L. Plan 2040 Report Format in MP4

https://drive.google.com/file/d/1e5S0nRsf-iq8VTqnbqYZYFQNm_uHgZQ2/view?usp=sharing

Excel File (Template for all graphs)

<https://docs.google.com/spreadsheets/d/1xEtXtrH2XYBIXQ1MM-EgfQtZKNkLhxyX/edit?usp=sharing&ouid=108750696026583949922&rtpof=true&sd=true>

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