

**[ADMINISTRATIVE ORDER NO. 163, December
06, 1941]**

**CREATING A COMMITTEE TO STUDY AND RECOMMEND THE
DISCONTINUANCE OF NON-ESSENTIAL SERVICES DURING THE
PERIOD OF THE EMERGENCY AND OTHER MEANS OF REALIZING
SAVINGS IN THE AUTHORIZED APPROPRIATIONS IN ORDER TO
PROVIDE FUNDS FOR THE PROTECTION AND DEFENSES OF THE
CIVILIAN POPULATION**

WHEREAS, the present international situation demands the strictest economy in government expenditures, as funds must be provided for the extraordinary needs created by the present emergency, especially those related to the protection and defense of the civilian population;

NOW, THEREFORE, I, MANUEL L. QUEZON, President of the Philippines, by virtue of the powers conferred upon me by the Constitution and the laws of the Philippines, do hereby order, that:

1. The Secretary of Finance and the Commissioner of the Budget shall constitute a committee which is hereby designated to study the activities that are being undertaken by the various departments, bureaus, and offices of, and the corporations and enterprises owned or controlled by, the Government, and to recommend the discontinuance or suspension of those that can be dispensed with during the period of emergency. In the case of services that must be continued in operation, the committee shall determine and recommend the minimum personnel that shall be provided therefor.
2. The appropriations or portions thereof saved as a result of the economy measure prescribed herein, are, upon release, hereby made available for expenditures by the Civilian Emergency Administration. For this purpose, the Commissioner of the Budget shall examine all proposals made by the Civilian Emergency Administration and any of its administrators or agencies, and recommend the same or parts thereof, pursuant to the provisions of section 7-I (4) of Commonwealth Act No. 246, as may, in his opinion, be necessary to enable the Civilian Emergency Administration and its administrators or agencies to discharge fully and without delay the duties and responsibilities vested upon them. Pending approval of such proposals, the Civilian Emergency Administration and its administrators or agencies are authorized to obligate up to 25% of the funds requested for the purposes specified in said proposals, but not to exceed P50, 000. 00.
3. In the employment of personnel, the Civilian Emergency Administration shall, unless otherwise specifically authorized by the President, select its force from those of the Departments, bureaus, offices, and corporations owned or controlled by the Government services and activities of which have been discontinued or suspended by virtue of this or subsequent orders.