

[EXECUTIVE ORDER NO. 76, December 03, 1945]

PRESCRIBING RULES ON THE ORGANIZATION AND FUNCTIONS OF THE OFFICE OF FOREIGN RELATIONS

Pursuant to the authority vested in me by Commonwealth Act Numbered 683, I, SERGIO OSMEÑA, President of the Philippines, hereby issue the following rules which shall govern the details of the organization and the functions of the Office of Foreign Relations:

Section 1. The duties and functions of the Office of Foreign Relations shall be:

- (1) To recommend to the President policies affecting the economic, political, and cultural relations of the Philippines with foreign countries; and to call on any official and agency of the government to assist in the drawing up of programs or measures necessary to carry out declared policies.
- (2) To have charge of the participation of the Philippines in international conferences and to direct the formation and sending, of missions abroad and the proper preparation for such conferences, in conjunction with the government departments concerned.
- (3) To explore possibilities of establishing economic, social, or cultural relations with the United States and foreign countries; to study ways and means of securing services or assistance from abroad which may be beneficial to the nation, and to recommend to the President measures for their realization.
- (4) To take charge of the establishment of trade or cultural offices in the United States and foreign countries and to supervise and direct the work of all officers therein, including those sent on special assignments and those sent for training in educational institutions.
- (5) To look after the rights and obligations of the Philippines as a member of the United Nations Organization and of other international bodies and to bring to the attention of the President the action or measure necessary for their enforcement or compliance.
- (6) To take charge of the treaties or agreements between the government of the Philippines and other governments.
- (7) To prescribe rules on admission of persons into the service and regulations on vacation and leave privileges of officers and employees of the Office, to direct the examinations of applicants for admission and promotion in the service, and to supervise the training of persons accepted for admission into the service.