



Republic of the Philippines
Bangsamoro Autonomous Region in Muslim Mindanao
OFFICE OF THE CHIEF MINISTER

Bangsamoro Government Center, Governor Gutierrez Avenue, Rosary Heights VII, Cotabato City 9600

MEMORANDUM

Circular No. 008 *Q*
Series of 2025

TO : **ALL MINISTRIES, OFFICES, AND AGENCIES**
Bangsamoro Autonomous Region in Muslim Mindanao

SUBJECT : **SUBMISSION OF UPDATED INFORMATION FOR THE
BANGSABOT SYSTEM**

DATE : **15 Muharram 1447 AH | 11 July 2025**

1. Section 32, Chapter III, Title III of the Bangsamoro Autonomy Act (BAA) No. 13, otherwise known as the *Bangsamoro Administrative Code* provides that the Bangsamoro Information Office (BIO) is mandated to be the center of information through the Bangsamoro Autonomous Region's communication platforms to promote transparency, moral governance, and to enrich the quality of public discourse.
2. Furthermore, Section 33 (b) of BAA No. 13 authorizes BIO to develop a well-managed information feedback and feed forward mechanism between the Bangsamoro Government and its constituents.
3. Pursuant thereto, the BIO has implemented **Bangsabot** – a 24/7 automated response tool integrated into the official Facebook messenger of the Bangsamoro Government page. This system is designed to streamline the delivery of accurate, real-time, and accessible information about the programs and services offered by the Bangsamoro Government in both English and Filipino language. It also aims to reduce the manual workload of frontline staff.
4. However, the current system lacks updated and comprehensive information from various BARMM ministries, offices, and agencies (BMOAs). Hence, all BMOAs are enjoined to submit the following information about your programs and services on or before **01 August 2025**:
 - a) Name of the service or program;
 - b) Brief description;
 - c) Qualifications or eligibility requirements;
 - d) Overview of assistance or support provided;
 - e) Step-by-Step application process; and
 - f) Links, contact details, and relevant websites.

5. Submission Guidelines:

- a. The details should be encoded using the Google Sheet template provided in the link: <https://bit.ly/4leZbAR> or by scanning the QR code below.



- b. **Kindly make a copy of the template before filling it out.** The information entered in the Google Sheet must be in **two separate tabs** – one for the **English version** and another for the **Filipino version**.
- c. **Use bullet points** to maintain clarity and facilitate seamless integration into the **Bangsabot** system.
- d. The system also **supports supplementary Information, Education, and Communication (EIC) materials** in the following formats: .jpg, .png, .mp4, voice messages, GIFs, and website URLs. If applicable, you may use these formats to enhance the content.
- e. Once completed, **rename** your Google Sheet using the following format:

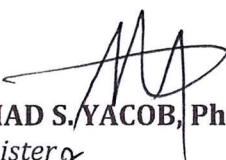
[BMOA Abbreviation] – TEMPLATE-FOR-CHATBOT
(Example: BIO-TEMPLATE-FOR-CHATBOT)

- f. **Share the file with biochatbot@gmail.com and ensure that Editor access is granted** to the email address.

6. For questions and/or other clarifications, you may contact Mr. Abbasayeed A. Simpal at 0936 815 6186 or email at biochatbot@gmail.com.

For guidance and compliance.

By Authority of the Chief Minister
ABDULRAOF A. MACACUA


MOHAMMAD S. YACOB, Ph.D.
Senior Minister

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