



ADMINISTRATIVE ORDER NO. 37
Series of 2016

CREATING/ORGANIZING THE MUNICIPAL TECHNICAL WORKING GROUP (TWG) ASSESSMENT TEAM, ITOGON, BENGUET FOR THE OPERATIONALIZATION OF DENR, DILG LGU JOINT MEMORANDUM CIRCULAR NOS. 98-01 AND 2003-01


WHEREAS, the Local Government Unit of Itogon, in coordination with the Benguet Provincial Environment and Natural Resources Office has come up with a team to undertake the assessment and inventory of existing proclaimed Apalan communal forest situated at Apalan, Loacan, Itogon, Benguet ;

WHEREAS, there is a need to create a body that will oversee the progress of the implementation of its programs and activities and to adopt measures and strategies to ensure strict observance of the timeliness set forth under applicable guidelines, circulars and agreements to warrant the reliability of the Apalan communal forest;

NOW, THEREFORE, I, VICTORIO T. PALANGDAN, Municipal Mayor of Itogon, by virtue of the powers vested in me by law, hereby ordain as follows:

Section 1. Composition

There is hereby created assessment/TWG Team, the composition of which shall be as follows:

Chairman	:	Engr. IMELDA F. NUGUID MPDC
Vice Chairman	:	Engr. BENIGNO B. APIDOS SEMS/MENRO Designate
Members	:	CESAR U. ATING MLGOO, DILG
	:	SEVIRINO M. BALANGCOD BPENRO
	:	Hon. HENRY M. DIAMNUAN Punong Barangay, Loacan
	:	PSI JEFFREY FERMIN VICENTE Police Senior Inspector Officer-in-Charge
	:	For. LUNES MARCELO DENR
	:	KATLYN SAY-AWEN Secretariat, CENRO, Baguio
	:	Engr. FLORES H. ALICNAS Survey Team, Province

Section 2. Functions of TWG-Assessment Team shall take the lead in the overall implementation of programs and activities related to the communal forest @ Apalan, Loacan, Itogon. As such, it shall undertake the following tasks:

1. Coordinate and conduct Information Education Campaign/meetings anent the implementation of the DENR devolved functions to LGU's.
2. Undertake the assessment and inventory of existing proclaimed communal forest, identification, delineation of new potential Communal Forest and Community Watershed and parks.
3. Preparation of Forest Land Use Plan.
4. Draft a MOA for the management of the identified/ surveyed and mapped Communal Forest and Watershed areas.
5. Preparation of Management Plan.

Section 3. Secretariat

Secretariat shall be organize to be composed as follows:

1. **RHODORA G. PARIAN**
2. **MICHELLE P. YDIO**
3. **GERTRUDE SAB-IT**


The secretariat shall handle the Administrative and Technical activities of the team. They shall be responsible for the following:

- Documentation of regular/special meetings
- Remind concerned offices to submit necessary documents as may be needed from time to time
- Perform other functions as may be assigned by the board relevant to the APalan Communal Forest programs/activities.

Section 4. Meetings

The team shall meet once in every quarter and special meeting as the need arises.

Done this 28th day of November 2016 in the Municipality of Itogon, Province of Benguet, Philippines.


Atty. VICTORIO T. PALANGDAN
Municipal Mayor

Cc:

- All concerned
- SBO
- DILG, Itogon
- file