



ADMINISTRATIVE ORDER NO. 07-2017

Series of 2017

REORGANIZING THE PRE-MARRIAGE COUNSELING TEAM OF THE LOCAL GOVERNMENT OF ITOGON.

WHEREAS, for the efficient and effective delivery of pre-marriage counseling program services as mandated under Presidential Decree No. 965, all cities and municipalities are enjoined to organize their respective Pre-marriage Counseling Teams which shall be primarily responsible in implementing the PMC Program in their respective areas of jurisdiction;

WHEREAS, Joint Memorandum Circular No. 01, series of 2010 was issued by the DILG, DOH, DSWD and the Commission on Population amending the Revised PMC Program Implementing Guidelines of 2002 which include among others the composition of the PMC Team in cities and municipalities;

NOW THEREFORE, by virtue of the powers vested in me, I, **ATTY. VICTORIO T. PALANGDAN**, Municipal Mayor of the Municipality of Itogon, Benguet Province, hereby promulgate as follows:

Section 1. Composition. The Pre-Marriage Counseling (PMC) Team of the Municipal Government of Itogon is hereby reorganized to be composed of the following:

Team Leader:	MS. JUSTENE S. JULIANO Population Officer-designate
MEMBERS:	MS. VICTORIA G. TODYOG MNAO-Designate
	MS. GRACE O. POCSOL MSWDO
	MR. PRUDENCIO B. PEDRO Municipal Agriculturist

Section 2. Participation of CSOs and Faith-Based Organizations. The PMC Team shall invite representatives from accredited CSOs and Faith-Based Organizations during PMC sessions to provide perspectives of non-state actors and spiritual dimensions for the PMC program.

Section 3. Designation of Alternate Representative. In cases where a regular member of the PMC Team cannot attend a scheduled PMC session, he/she may designate an alternate member who comes from the same office to act for and in his behalf. Provided however that such alternate member must be an accredited marriage counselor with valid or active accreditation from the DSWD.

Section 4. Duties and Functions. Pursuant to JMC No. 1, series of 2010, the PMC Team shall perform the following duties and functions, to wit;

1. Develop and maintain a responsive mechanism to effectively implement the PMC program in the municipality;
2. Advocate for the effective implementation of the PMC program to ensure continued awareness and support for the program;
3. Undertake preparatory activities for the PMC sessions by:
 - a. Disseminating information about the PMC program through radio, community assemblies, barangay meetings and other media outlets.
 - b. Posting schedules of PMC sessions in the office of the Local Civil Registrar, offices of the mandatory members of the PMC Team and other noticeable places in the municipal hall.
 - c. Ensuring appropriateness, readiness and availability of a venue for PMC sessions.
 - d. Preparing schedules of PMC sessions for mandatory team members to enable them to plan these activities.
 - e. Ensuring availability of PMC supplies and materials.
4. Conduct a PMC session to not more than 15 couples at a time; and
5. Issue PMC certificates which are signed by accredited mandatory PMC Team members to engaged couples who have completed the PMC session.


Section 5. Accreditation. The PMC Team organized under this Order including their prospective alternates shall undergo accreditation in accordance with the guidelines in the accreditation of marriage counselors.

Section 6. Repealing Clause. All Administrative Orders and/or Issuances inconsistent herewith or parts hereof are deemed repealed and/or modified accordingly.

Section 7. Effectivity. This Administrative Order shall take effect immediately.

DONE this 17th day of April, 2017 at Itogon, Benguet.

Let copies of this Order be furnished all concerned, including the DSWD-CAR and the Commission on Population for their information and guidance.


ATTY. VICTORIO T. PALANGDAN
Municipal Mayor