



**ADMINISTRATIVE ORDER NO. 31**  
Series of 2022

**REORGANIZING THE MUNICIPAL NUTRITION COUNCIL OF THE MUNICIPAL LOCAL GOVERNMENT OF ITOGON.**

**WHEREAS**, the various landmark legislations provide for the legal basis of nutrition programs across local governments, recognizing the crucial role of nutrition in building a healthy, empowered and resilient citizenry;

**WHEREAS**, Presidential Decree No. 491 of 1974 or the Nutrition Act of the Philippines created the National Nutrition Council to supervise, coordinate and evaluate the implementation of national nutrition programs by all government agencies and instrumentalities including the private sector concerned with nutrition development;

**WHEREAS**, Letter of Instruction No. 441 authorized the Department of the Interior and Local Government to establish functional nutrition committees at the local government levels;

**WHEREAS**, R.A. 7160 mandates all LGUs to exercise their powers and discharge their functions as are necessary and appropriate for the effective provision of basic services including child welfare and nutrition services, such that with the devolution of powers and functions, LGUs play pivotal role in reversing the trend in both under and over nutrition and in ensuring good nutrition among the population;

**WHEREAS**, the Municipal Nutrition Council is a local special body responsible for nutrition program management and the mechanism for planning, implementing, monitoring, evaluating and coordinating the Municipal Nutrition Action Plan;

**NOW THEREFORE**, by virtue of the powers vested in me as Municipal Mayor of the Municipality of Itogon, I, **BERNARD S. WACLIN** hereby re-organize the Municipal Nutrition Council of the Local Government of Itogon as follows:

Section 1. *Composition.* The Municipal Nutrition Council is hereby reorganized to be composed of the following:

Chairman:	HON. BERNARD S. WACLIN Municipal Mayor
Co-chairperson:	HON. ALEJANDRO L. PALANGDAN Chairman, S.B. Comm. On Health
Focal Person/Member	DR. MARIE JORELYN P. BAHINGAWAN Rural Health Physician/MNAO-Designate
Members:	DR. OLIVER P. GUADAÑA Municipal Health Officer MS. IRENE F. FERNANDO Acting Municipal Treasurer ENGR. IMELDA F. NUGUID MPDC MS. VERONICA K. COMISING Municipal Budget Officer MS. GRACE O. POCSOL MSWDO MR. PRUDENCIO B. PEDRO, Ph.D. Municipal Agriculturist

HON. ERNANI S. PIS-OY  
IPMR/S.B. Member  
MS. CHERYL ROSE F. CARDENAS  
MLGOO, DILG  
HON. NOEL D. BILIBLI  
LIGA President  
ENGR. CYRIL L. BATCAGAN  
MDRRMO  
MS. CYNTHIA A. TAULI  
Livelihood and Cooperative Development Coordinator  
MS. NORA MELCHOR  
BHW Federation President  
MS. JANET ANTONIO  
BNS Federation President  
MS. JACQUELYN BEJARIN  
Population Officer (RHRP-AYHD-COMDEV)  
MR. NESTOR M. ASIONG  
PSDS, Itogon District I  
MS. JULIET K. BALDO  
PSDS, Itogon District II  
WILLIAM TOYOKEN  
CDW Federation President

**Section 2. Duties and Functions.** The Municipal Nutrition Council shall perform the following duties and functions:

**GENERAL FUNCTIONS:**

1. Prepare the Municipal Nutrition Action Plan.
2. Coordinate the implementation and monitoring of national and local nutrition activities.
3. Provide technical assistance to the barangays.
4. Holds quarterly meetings or as often as necessary.
5. Serves as the nutrition cluster during emergencies and disasters
6. Shall perform other related functions as may be directed by the Local Chief Executive or other appropriate authorities.

**SPECIFIC FUNCTIONS:**

1. The MNC Chairperson – Municipal Mayor
  - a. Presides over meetings and deliberations of the MNC;
  - b. Appoints/designates Municipal Nutrition Action Officer;
  - c. Leads in the formulation, implementation, supervision and evaluation of nutrition programs;
  - d. Secures and provide funds for nutrition program implementation.
2. The Municipal Health Officer:
  - a. Supervises the delivery and promotion of nutrition-related health programs and interventions to promote desirable nutrition practices and healthy lifestyles especially during the first 1000 days of life, rehabilitates the malnourished and prevents, controls

and eliminates micronutrient deficiencies particularly VADD, IDA, and IDD; cares for pregnant women and infants.

- b. Delivers and promotes nutrition-related health programs and interventions;
- c. Provides technical assistance , logistics and augmentation support in implementing health programs and services;

3. The Agriculturist:

- a. Ensures household and community food security by integrating nutrition considerations in its policies, plans and programs aimed at improving availability of nutritionally adequate food, increased productivity and prioritization of nutritionally-at-risk areas in targeting interventions for agriculture.
- b. Provides technical assistance, logistics and augmentation support in strengthening food systems through the implementation of home and community food production.

4. The MSWDO and the CDW Representative:

- a. Ensure food assistance in nutritionally-vulnerable groups especially during disasters;
- b. Ensure continuous implementation of supplementary feeding in Child Development Centers and update the MNC on the status of such activities;
- c. Integrate nutrition education in the Parent Effectiveness or Family Development Sessions with preschoolers and malnourished children, and for groups of disadvantaged women, out-of-school youth, differently abled persons and the elderly;
- d. Coordinate with the rural health unit in the management of malnourished children in CDCs and ensures the observance of annual nutrition month in CDWs.

5. The MLGOO:

- a. Shall update the MNC of all directives of the national government relative to nutrition programs including the incorporation of such to the LGUs Annual Investment Plans and monitoring of LGU compliance.
- b. Initiate appropriate actions to sustain the functionality of the Municipal Nutrition Council.

6. The MPDC:

- a. Ensure that nutrition plans and programs are incorporated in the Municipal Development Plan;
- b. Provides technical assistance in the preparation or updating of the Nutrition Action Plan;

7. The Budget Officer:

- a. Ensure effective management of funds for the Local Nutrition Action Plan;
- b. Facilitate timely release of funds for the implementation of LGU nutrition related activities.

8. The District Supervisors:

- a. Conducts nutritional assessment of school children at the start of every school year and monitor development in their nutritional status;
- b. Facilitate school feeding activities;
- c. Supervise the management of school canteens to ensure that nutritious foods are being served;
- d. Include IEC on proper nutrition during PTA meetings and initiate the adoption and implementation of nutrition-specific and nutrition sensitive programs in schools, including the observance of Nutrition Month;
- e. Incorporate nutrition education in the teachers' lesson plans.

9. The MDRRMO:

- a. Cause the integration of Nutrition Emergencies Management in the Local Disaster Risk Reduction and Management Plan;
- b. In coordination with the MHO and the MSWDO, shall see to it that food supplies or relief goods being distributed are in accordance with nutrition-related guidelines.

10. The Population Officer:

- a. Implement population development services and activities;
- b. Promotes responsible parenthood and integrates the same in the LNAP.

Section 3. *Secretariat.* There is hereby created a Secretariat for the Municipal Nutrition Council to be composed of the following MHO personnel:

MS. JUSTENE JULIANO-AQUISIO  
MS. JANE TAMANG  
MR. RENATO SABIANO

Section 4. *Repealing Clause.* All administrative orders or parts thereof that are inconsistent herewith or parts hereof are deemed repealed or modified accordingly.

Section 5. *Effectivity.* This Administrative Order shall take effect immediately.

**DONE** this 24<sup>th</sup> day of August, 2022 at Itogon, Benguet.

  
**HON. BERNARD S. WACLIN**  
Municipal Mayor

Copy furnished:

- All concerned
- file