



FILE

Republic of the Philippines  
Province of Benguet  
Municipality of Itogon

OFFICE OF THE MUNICIPAL MAYOR

Email Address: [mayorsofficeitogon@gmail.com](mailto:mayorsofficeitogon@gmail.com)

OFFICE OF THE PUNONGBARANGAY  
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ADMINISTRATIVE ORDER NO. 01  
Series of 2024

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Itogon, Benguet  
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**REORGANIZING THE MUNICIPAL DEVELOPMENT COUNCIL, DESIGNATING ITS MEMBERS AND DEFINING THEIR FUNCTIONS.**

**WHEREAS**, The Local Government Code mandates all local government units to organize their respective local development councils, the manner of creation and composition of which is specifically provided under Book I, Title Six thereof and further articulated in subsequent issuances of the DILG;;

**WHEREAS**, in view of the just concluded 2023 BSK Elections, a reorganization of the Municipal Development Council is appropriate and necessary for the designation of the newly elected Punong Barangays for membership in the said body;

**WHEREAS**, such reorganization is likewise imperative to ensure continuous conduct of activities of the Development Council in order to effectively carry out its mandates or the attainment of local development goals and objectives;

**NOW THEREFORE**, by virtue of the powers vested in me by law, I, **BERNARD S. WACLIN**, Municipal Mayor of the Municipality of Itogon, Benguet Province, hereby promulgate as follows:

**Section 1. Composition of the Municipal Development Council:** The Municipal Development Council is hereby reorganized and shall be composed of the following:

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

- MEMBERS:**
- HON. DANTE ALAIN XAVIER D. GODIO  
Chairman, Committee on Appropriations, SB
  - P.B. FREDDIE S. ALTIGA, Ampucao *Manuel Jov B. - 01-11-2024*
  - P.B. PAUL M. CAMANTILES, Dalupirip *Clay Montes 01/11*
  - P.B. EDWIN E. GOLINGAB, Gumatdang *G. G. G. 1/11/2024*
  - P.B. FRANKLIN M. ALMOZA, Loacan *Anabel Saez - 01-11-2024*
  - P.B. FLODELIZA G. DEPAYSO, Poblacion
  - P.B. EDWIN O. ATUMPAG, Tinongdan *Chery Ann Allan - 01-11-2024*
  - P.B. MARTIN D. CHAVEZ JR., Tuding
  - P.B. TONY A. PESASE, Ucab
  - P.B. NESTOR L. MARTILLANO JR, Virac
  - Representative of the Congressman
  - CSO representatives:
    1. MS. MARCELA M. PEDRO, TINPO, Inc.
    2. MS. DAISY B. CHARONGEN, UMLAU
    3. MS. FLORINA EWIS, Saes Community Consumers' Cooperative
  - MR. JULIUS T. LIGAWEN, Itogon Civil Society Network, Incorporated

Municipality of Itogon  
Human Resource Management Section  
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**Section 2. Duties and Functions of the MDC.** Pursuant to Section 109 of the Code, the Municipal Development Council shall exercise the following duties and

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Barangay Tuding  
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LOCAL CIVIL REGISTRY OFFICE  
Itogon, Benguet  
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1. Formulate long-term, medium-term and annual socio-economic development plans and policies;
2. Formulate the medium-term and annual public investment program;
3. Appraise and prioritize socio-economic development programs and projects;
4. Formulate local investment incentives to promote the inflow and direction of private investment capital;
5. Coordinate, monitor, and evaluate the implementation of development programs and projects; and
6. Perform such other functions as may be provided by law or competent authority.

**Section 3. Composition of the Secretariat.** The Secretariat of the Municipal Development Council shall be composed of the following:

Head Secretariat: ENGR. IMELDA F. NUGUID  
MPDC

Members: -MS. CINDY LOIS L. FERNANDEZ  
MPDC staff  
-MR. NESTOR CAMADO JR.  
MPDC Staff  
-MR. JOSE YAMOTO JR.  
Mayor's Office

**Section 4. Duties and Functions of the Secretariat.** The Secretariat shall be responsible for providing technical support, documentation of proceedings, preparation of reports and such other assistance as may be required in the discharge of its functions.

**Section 5. Executive Committee.** The Executive Committee is hereby reorganized to be composed of the following:

Chairman: HON. BERNARD S. WACLIN  
Municipal Mayor

Members: HON. DANTE ALAIN XAVIER D. GODIO  
Chairman, SB Committee on Appropriations  
HON. EDWIN O. ATOMPAG  
LIGA President  
MS. DAISY B. CHARONGEN, CSO Representative

**Section 6. Duties and Functions of the Executive Committee.** The duties and functions of the MDC Executive Committee in accordance with section 111 (3) (b) of R.A. 7160 or the Local Government Code of 1991 are as follows:

1. Ensure that the decision of the council are faithfully carried out and implemented;
2. Act on matters requiring immediate attention or action by the council;
3. Formulate policies, plans, and programs based on the general plans laid down by the council; and
4. Act on matters that may be authorized by the council.

**Section 7. Sectoral or Functional Committees.** Consistent with section 112 of the Local Government Code and in accordance with Article 182(g) of its Implementing Rules and Regulations, there is hereby created a sectoral committee under the Local Development Council. The Sectoral Committees and the composition of each committee shall be as follows:

*A. Social Development Committee:*

Committee Head: HON. NORBERTO I. PACIO, SB Member  
Members: MS. JULIET K. BALDO, PSDS District II  
DR. JONATHAN G. SADEY, PSDS, District I  
The Chief of Police, IMPS  
The Municipal Fire Marshall  
MS. LAURIE F. PANGDA, MSWDO Staff  
MS. IDA JANCES CIRIACO, MHO Staff  
MS. CHERRY ANN C. CARANTES, LCR Staff  
The MNAO-Designate  
HON. EDWIN E. GOLINGAB, MDC Member  
MS. MARCELA M. PEDRO, CSO Representative

*B. Economic Development Committee:*

Committee Head: HON. CLINT D. GALUTAN, SB Member  
Members: MS. DONNA T. COMISING, PESO Designate  
MS. CYNTHIA A. TAULI, Exec. Asst. II  
MR. FERDINAND F. SAPALONG, MTOO  
MR. BERTO O. BAYENG, Municipal Agriculturist  
HON. NESTOR L. MARTILLANO JR. MDC Member  
MS. FLORINA EWIS, CSO Representative

*C. Physical/Land Development:*

Committee Head: HON. CESAR A. ALTIGA, SB Member  
Members: ENGR. MICHELLE P. BUSACAY, Municipal Engineer  
ENGR. REX P. BALBALIN, Zoning Officer  
MR. PABLO L. CORNEL JR., MPDO Staff  
HON. TONY A. PESASE, MDC Member  
CSO Representative

*D. Environmental Management:*

Committee Head: HON. LISON C. LATAWAN JR., SB Member  
Members: MS. SHALIMAR G. SORALLO, Admin. Officer IV  
MR. VIRGILIO B. ATOMPAG, MPDO Staff  
ENGR. BENIGNO B. APIDOS, MENRO-Designate  
MR. MANUEL C. MANZANO JR., MEO Staff  
HON. FRANKLIN M. ALMOZA, MDC Member  
MS. LEONCIA NABAYSA, Sanitary Inspector  
CSO Representative

*E. Institutional Development:*

Committee Head: MR. ARNEL F. BAHINGAWAN  
Municipal Administrator  
Members: HON. JODEA BRENDA LYN R. ACAY- CAMUYOT,  
SB Member  
ENGR. AVELINO S. MEDINA JR., Municipal Assessor  
The Municipal Budget Officer  
MS. IRENE F. FERNANDO, Municipal Treasurer  
MS. JULIE C. MALIG, MLGOO  
MS. CINDY LOIS L. FERNANDEZ, MPDO Staff  
MS. EUSEBIA T. FIANZA, HRMO III

HON. EDWIN O. ATOMPAG, LIGA President  
MR. JULIUS T. LIGAWEN, CSO Representative

**Section 8. Duties and Functions of the Sectoral Committees.** (A) To ensure policy coordination and uniformity in operational directions, the sectoral committees shall directly establish linkages with NGAs and such sectoral or functional committees organized by the government for development, investment and consultative purposes (Article 182 (g) (2) of the IRR of R.A. 7160).

(B) Consistent with national policies and standards, the sectoral or functional committees shall:

1. Provide the MDC with data and information essential to the formulation of plans, programs and activities;
2. Define sectoral or functional objectives, set targets, and identify programs, projects, and activities for the particular sector or function;
3. Collate and analyze information and statistics and conduct related studies;
4. Conduct public hearings on vital issues affecting the sector or function;
5. Coordinate planning, programming, and implementation of programs, projects and activities within each sector;
6. Monitor and evaluate programs and projects; and
7. Perform such other functions as may be assigned by the MDC.

**Section 9. Repealing Clause.** All Orders and/or parts thereof which are inconsistent herewith or parts hereof are deemed repealed or modified accordingly.

**Section 10. Effectivity.** This Order shall take effect immediately.

**DONE** this 10<sup>th</sup> day of January, 2024 at Itogon, Benguet.

HON. BERNARD S. WACLIN  
Municipal Mayor

Copy furnished:

- All concerned
- DILG-MLGOO
- Sanguniang Bayan
- file