



Republic of the Philippines
Province of Benguet
Municipality of Itogon
OFFICE OF THE MUNICIPAL MAYOR

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EXECUTIVE ORDER NO. : 21
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**INSTITUTIONALIZING THE MUNICIPAL EPIDEMIOLOGY SURVEILLANCE UNIT
(MESU) IN THE MUNICIPALITY OF ITOGON**

WHEREAS, due to the transfer and retirement of some staff of the Municipal Health Services Office, there is need to amend the composition of membership and to institutionalize the Municipal Epidemiological Surveillance Unit (MESU).

WHEREAS, section 8 of RA 11332 states that the DOH, in coordination with the LGUs, shall ensure that the Epidemiology and Surveillance Units (ESUs) are established and functional in all levels of the DOH and its local counterparts, and in public and private health facilities and laboratories, as well as ports and airports in all provinces, cities and municipalities throughout the country.

WHEREAS, the MESU shall capture and verify all reported notifiable diseases and health events of public health concern; provide timely, accurate, and reliable epidemiologic information to appropriate agencies; conduct disease surveillance and response activities; coordinate needed response; and facilitate capacity building in the field of epidemiology, disease surveillance and response at the Epidemiology Bureau.

WHEREAS, disease surveillance, provides essential information for the optimal health care delivery and effective disease control and prevention strategies.

WHEREAS, Benguet as one of the Implementation Sites for Universal Health Care, needs to have a functional disease surveillance unit and a well –coordinated link with hospitals and other health facilities within the locality;

WHEREAS, a functional Disease Surveillance should be provided with adequate local financial support such as but not limited to hazard pay, overtime pay, communication allowance and be equipped with the needed resources and logistics for prompt response, verification and investigation of cases.

NOW therefor I, BERNARD S. WACLIN, by the virtue of the powers vested in me as the chief executive of the municipality, hereby institutionalizing the Municipal Epidemiological Surveillance Unit.

Section I. COMPOSITION OF THE MUNICIPAL EPIDEMIOLOGICAL SURVEILLANCE SYSTEM OF THE MUNICIPALITY OF ITOGON:

Chairman: OLIVER P. GUADAÑA, MD
Municipal Health Officer

Vice Chairman: HON. ALEJANDRO L. PALANGDAN
SB Member, Committee Chairman on Health

Members:

Data Management: ROSSAN B. BALISTO, Nurse III
MESU Coordinator/Diseases Surveillance Officer:

Encoder: LANCE PERCIVAL A. BENTRES, AAIV
EMILIANO L. SEGUNDO JR., AAII
MELSON S. FIANZA, AAII

Disease Detection and Reporting:

ALL Municipal Health Services Office Personnel
ALL Itogon District Hospital Personnel
ALL Barangay Health Emergency Response Teams
ALL Public/Private School Nurses/Teachers
ALL Private Company Nurses with in the municipality

Response Team:

Team Leader: MARIE JORELYN P. BAHINGAWAN, MD
Rural Health Physician

Vaccine Preventable Diseases:

JUSTENE J. AQUISIO, Nurse II
NATALIN A. YAMOYAM, RHM II
JANE C. TAMANG, RHM II
YOLANDA C. DELMAS, RHM III

Food and Water Borne Diseases:

CHARISSE E. AFABLE, RSI I
LORNA A. SACULLES, Dentist II
DORRIS L. PIS-OY, RHM II
MARY L. ATEN-AN, RHM II

Vector Borne Diseases:

RENATO A. SABIANO, RSI I
AURORA C. CUILAN, Dentist II
CHERRIE LOU C. DOCTO, RHM I
SYLVIA D. CIANO, RHM II

Zoonotic Diseases:

JENNILYN C. WACLIN, Nurse II
FRANKLIN P. BALANBAN, Municipal Veterinarian
JOSIEPHINE D. ARUD, RHM II
VICTORIA A. BASITAN, RHM II

Health Education Promotion and Mental Health Psychosocial Support:

JACQUELYN B. BAY-AN, Nurse II
IDA JANCES P. CIRIACO, Nurse II
JANET L. PANLAQUI, RHM I

Specimen Collection and Transport:

GLORIA G. DEPAYSO, RMT
CLAUDETTE P. CARINO, RMT I
EMELDAA. LICTAG, RHM II
GEORGINA L. TAKINAN, RHM III

Transport Team:

GENEBERT C. CARANTES, AIM
RONALD P. WAKLIN, AAIH
NICOLE A. IBARRA, AAIH

Logistic Support:

CYRIL L. BATCAGAN, MDRRMO
HENSON P. BALISTO, MDRRM ASSISTANT I
DANESON A. SOLIWEG, MDRRM ASSISTANT I
ZENIA M. DELA CRUZ, RHM I

SECTION II: ROLES AND FUNCTIONS:

Chairman/Vice Chairman:

1. Responsible for all management duties within the MESS including planning, budgeting, performance staff management and management reporting.
2. Oversight of all surveillance, reporting and investigation activities and takes a lead on outbreak response.

Data Management Team:

1. Responsible for validation, analysis, reporting and communication of PIDSR/ESR report.
2. Supports the ESUs in investigation and response activities as required.
3. Responsible for encoding of data in PIDSR, ESR, FHSIS and other program-specific data systems.
4. Follows-up on missing data with the support BHERTs coordinators.
5. Cleans Microsoft Data Based (MDB) files and submits to PESU.
6. Make Epidemiological feedback reports for dissemination to ESUs.
7. Conducts detailed analysis of data for critical communications with other agencies, network strengthening and for capacity development of the MESU.
8. Coordinates all surveillance and response activities within the MESSU.
9. Conducts monitoring and provides technical assistance on capacity development of Disease Reporting Units (DRUs) within the LGU.
10. Follow-ups on issues identified by Disease Surveillance Officers and provides technical assistance (DSO) through DRU reporting activities.
11. Coordinates with RESU-PESU-HESU-CESU.
12. Provide technical assistance to MLGUs on the management of dead person pursuant to PD 856 and its IRR (communicable diseases).

Disease Detection and Reporting:

1. Mandatory reporting of Notifiable diseases to MESU.
2. Assist in the conduct of Disease surveillance and monitoring.

Response Team:

Vaccine Preventable Disease:

1. Provides updates, technical advice, and recommendation on the recognition, prevention, and control of vaccine preventable diseases.
2. Ensure availability of logistics such as vaccines, carriers, syringes and vaccinators for supplemental vaccination during outbreaks/emergencies.
3. Ensure appropriate implementation of cold chain management system.
4. Collaborate with other agencies, government offices, stakeholders and private sectors for the implementation of vaccination response.
5. Continuously monitor and evaluate vaccine implementation.
6. Assist in the investigation of adverse events after immunization (AEFI).

Food and Waterborne Diseases:

1. Provides updates, technical advice, and recommendation on the recognition, prevention, and control of Food Borne diseases.
2. Provide technical advice and recommendation on the prevention and control of diseases through water and sanitation.
3. Assist in the Rapid Health Assessment, baseline studies and periodic studies on water and sanitation.
4. Assist in the preparation and implementation of activities to reduce food and waterborne diseases.

Vector Borne Diseases:

1. Provides updates, technical advice, and recommendation on the recognition, prevention, and control of Vector Borne Diseases.

Zoonotic Diseases:

1. Provides updates, technical advice, and recommendation on the recognition, prevention, and control of Zoonotic Diseases.
2. Assist in the referral and follow up of cases

Health Education Promotion/Mental Health Psychosocial Support:

1. Develop and implement a Municipal-wide strategic risk and response communications plan to empower all stakeholders in observing the recommended and evidence-based measures.
2. The absence and or presence of notifiable diseases serve as trigger health events. (Communication Plan shall be anchored on the Risk Communication and Strategies)
3. Assist the identified Municipal Spokesperson in delivering the communication plan; and
4. Provide technical assistance to BHERTs.

Laboratory and Specimen Collection:

1. Responsible in the collection and submission of specimen to higher ESU.
2. Ensure the quality of specimen collected until submitted.

Transport Team:

1. Transport Surveillance teams, Specimen collected and Cases for referral.
2. Ensure regular disinfection of transport vehicles.

Logistic Support:

1. Provide on-site logistic assistance as required to supplement local investigations and response in the municipality.

Overall Roles and Functions:

1. Organize data collection and gather epidemiological data from DRUs.
2. Prepare and periodically update graphs, tables and charts to describe time, place and person for Notifiable / Reportable diseases and conditions:
3. Analyze data and provide feedback to BHERTs and IDH.
4. Identify and inform city/ municipal health offices immediately of any disease or condition in their expected areas that: exceeds an epidemic threshold, occurs in locations where it was previously absent, occurs more often in a population group than previously, and presents unusual trends or patterns:
5. Confirm the status and reported events from DRUs and to support or implement additional control measures if necessary;
6. Assess reported events immediately and, if found urgent, to report all essential information to the PESU and LCE. Urgent events are those with serious public health impact and /or unusual or unexpected nature with high potential for spread;
7. Establish, operate, and maintain a public health epidemic preparedness and response plan, including the creation of multi-sectoral teams to respond to events that may constitute a public health emergency of local and international concern;
8. Notify the PESU of all reported urgent events within twenty-four (24) hours as required in the IHR;
9. Forward epidemiological data to the next level as identified in the PIDSR Manual or disease surveillance guidelines or manual of procedures that may be later developed on a regular basis and in accordance with the national surveillance protocol;
10. Use epidemiological data plan and implement communicable disease control activities.
11. Support BHERTs/DRUs and surveillance team in strengthening surveillance and epidemic response through training and supervision.

SECTION III. SOURCE OF FUNDS

The source of funds for the Municipal Epidemiological Surveillance System will be from the MOOE of the Municipal Health Services Office and the Local Disaster Risk Reduction Management Fund of the Municipality.

SECTION IV. SEPARABILITY CLAUSE

If any provision of this order is rendered invalid by any court of law or component authority, the remaining parts or provisions not affected shall remain valid and effective.

SO ORDERED, this 10th day of November, 2022 at the Municipality of Itogon, Province of Benguet


BERNAFFINA S. WACLIN
Municipal Mayor

Cc:

- All Concerned
- PHO-Benguet
- DOH-CAR
- File