



Republic of the Philippines  
Province of Benguet  
Municipality of Itogon  
**OFFICE OF THE MUNICIPAL MAYOR**  
Email Address: [vic.palangdan@gmail.com](mailto:vic.palangdan@gmail.com)

**SPECIAL ORDER 11**

Series 2020

Date : October 26, 2020

TO : **FOCAL PERSONS**  
DR. MARIE JORELYN P. BAHINGAWAN  
MS. GRACE O. POCSOL

**ENCODERS**  
MR. FERDINAND F. SAPALONG  
MS. LIDA T. CANITE  
MS. GERTRUDE P. SAB-IT

**SUBJECT: DESIGNATION AS FOCAL PERSONS AND ENCODERS FOR INTEGRATED DRUG MONITORING AND REPORTING INFORMATION SYSTEM (IDMRIS) ANTI-DRUG ABUSE COUNCIL REPORTING SYSTEM (ADAC-RS) OF THE MUNICIPALITY**

In line with the DILG and DDB Joint Memorandum Circular No. 2018 dated May 21, 2018 and the unnumbered Memorandum dated October 14, 2020 of the Regional Director Marlo L. Iringan, CESO III, DILG-CAR, in connection with designation of LGU ADAC Focal Persons and Endorsement of Encoders for the ADAC-Reporting System, you are hereby designated as Focal Persons and Encoders for the ADAC-RS of the Municipality effective October 26, 2020.

Aside from the duties and functions of your current position, you are to do the functions of Focal Persons and Encoders for the ADAC-RS.

Your designation shall take effect immediately and continue to be in effect unless revoked by authority.

Please be guide accordingly.

  
**ATTY. VICTORIO T. PALANGDAN**  
Municipal Mayor



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October 28, 2020

**ENGR. MARLO L. IRINGAN, CESO III**  
Regional Director  
Department of the Interior and Local Government (DILG)  
Cordillera Administrative Region

Sir:

This is to respectfully endorse to you the following personnel of this LGU as designate for the following positions for the **INTEGRATED MONITORING AND REPORTING INFORMATION SYSTEM (IDMRIS) ANTI- DRUG ABUSE COUNCIL REPORTING SYSTEM (ADAC-RS)**.

• FOCAL PERSON	<b>DR. MARIE JORELYN P. BAHINGAWAN</b>
• AUTHORIZED FOCAL PERSON	<b>MS. GRACE O. POCSOL</b>
• ENCODER	<b>MR. FERDINAND F. SAPALONG</b>
• ALTERNATE ENCODERS	<b>MS. LIDA T. CANITE</b>
	<b>MS. GERTRUDE P. SAB-IT</b>

For Information.

God Bless and more power!

Very truly yours,

  
**ATTY. VICTORIO T. PALANGDAN**  
Municipal Mayor