



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)

**Administrative order No. 25  
Series of 2018**

**CREATING THE COMPOSITION OF THE MUNICIPAL EPIDEMIOLOGY AND SURVEILLANCE UNIT (MESU) AND DISASTER RISK REDUCTION MANAGEMENT FOR HEALTH (DRRMH) OF THE MUNICIPALITY OF ITOGON**

**WHEREAS**, in line with the Department of Health Administrative Order No. 2005-0023 on the implementing guidelines for Fourmula for Health Reforms), section C2.ciii, states that , diseases surveillance shall be intensified to ensure that the targets for disease elimination, prevention, and control are attained. Disease surveillance is an essential information for the optimal health care delivery and effective disease control and prevention strategies;

**WHEREAS**, under the DOH administrative order No. 168 series of 2004 on National policy on health Emergencies and Disasters objective to formulate and implement a national policy framework for emergencies and disasters for the health sector in order to decrease mortality and morbidity, promote physical and mental health as well as prevent injury and disability on the part of both victims and responders. To ensure health emergency preparedness and response among the general public and to strengthen the health sectors capability to respond to emergencies and disasters.

**WHEREAS**, an established and functional Municipal Disease surveillance and Disaster Risk Reduction Management for Health should be provided with adequate local financial support and equipped with necessary resources and logistics like surveillance vehicle, medical supplies, emergency equipment and updated trainings.

**NOW, THEREFORE, I ATTY. VICTORIO T. PALANGDAN**, by virtue vested in me by the law as Municipal mayor of the Municipality of Itogon hereby create the Municipal Epidemiological Surveillance Unit (MESU) and Disaster Risk Reduction and Management for health (DRRMH) and promulgate as follows;

**Section 1. Creation, composition, Duties and Functions of the Municipal Epidemiological Surveillance Unit (MESU)**

Chairman: Oliver P. Guadaña,MD  
Vice-Chairman: Marie Jorelyn P. Bahingawan,MD  
MESU Coordinator: Rossan B. Balisto

**Members:**

- Teresita S. Carantes
- Justene S. Juliano
- Ida Jances Ciriaco
- ALL Midwives
- ALL Barangay Nutrition Scholars
- ALL Barangay Health Workers
- ALL Barangay Health Emergency Responders

**Secretariat/Reporting:** Glenj B. Budong  
Cherie Lou W. Balong

**Laboratory:** Gloria G. Depayso  
Claudette P. Cariño

**Environmental Health:** Edwin V. Carantes  
Emiliano L. Segundo Jr

**Transport Services:** Genebert Carantes  
Ronald P. Waklin

**Duties and Functions:**

- a. Set-up and maintain a functional municipal Surveillance System.
- b. Prevention and control of diseases.
- c. Collect, organize, analyze and interpret surveillance data in the municipality and generate accurate, reliable and timely information for decision making.
- d. Investigate reportable cases, disease outbreaks and other threats to public health.
- e. Generate weekly, monthly, quarterly, semi-annual and annual reports. Report all available essential information (e.g clinical description, laboratory results, numbers of human cases and deaths, sources and type of risk) immediately to the next higher level and concerned disease reporting units.
- f. Establish, operate and maintain a municipal epidemic preparedness response plan, including the creation of multidisciplinary/multi sectoral teams to respond to events that may constitute a public health emergency of local and international concern.
- g. Establish a network with Barangay Local Government Units, clinics, hospitals and other surveillance Unit and Establish a multi-sectoral coalition for case detection, reporting and information education campaign.
- h. Support the surveillance activities and programs of the Municipal, Provincial and Regional Epidemiological surveillance Unit.
- i. Follow the standard protocols, guidelines and policies set by the Department of Health in disease surveillance.

**Section 2: Creation, composition, Duties and Functions of Disaster Risk Reduction Management for Health (DRRMH)**

Chairman/Incident Commander for Health: Oliver P. Guadaña,MD  
Vice-Chairman: Marie Jorelyn P. Bahingawan,MD  
DRRMH Coordinator: Rossan B. Balisto,RN

**Cluster Teams:**

**A. Public Health:**

Team Leader: Teresita S. Carantes  
Members: Ida Jances Ciriaco  
Lorna A. Saculles  
Mary Aten-an  
Marita Pasag  
Marciana Angopa  
Emelda Lictag

**B. Nutrition in Emergencies (NIE)**

Team Leader: Victoria G. Todyog  
Members: Natalin Yamoyam  
Yolanda C. Delmas  
Saturnina D. Bejarin  
Sylvia Ciano

**C. Water and Sanitation Hygiene (WASH)**

Team Leader: Edwin V. Carantes  
Members: Emiliano L. Segundo Jr.  
Gloria G. Depayso  
Claudette P. Cariño

**D. Mental Health and Psychosocial Support services (MHPSS)**

Team Leader: Justene Juliano  
Members: Jane Tamang  
Georgina Takinan  
Victoria Basitan

**E. Emergency Operation Center and Logistic/Reporting/Training**

Team Leader: Rossan B. Balisto  
Members: Glen B. Budong  
Elena G. Tindaan  
Aurora C. Cuilan  
Cherie Lou B. Balong

**F. Emergency Transport Services:**

Team Leader: Genebert Carantes  
Member: Ronald P. Waklin


**ALL Barangay Nutrition Scholars**  
**ALL Barangay Health Workers**  
**ALL Barangay Health Emergency Responders**

**Duties and functions:**

- a. Activate operation center in cases of Disaster and emergencies.
- b. Report and respond to any reportable events immediately to next higher level and concerned units.
- c. Monitor functionality/availability on prevention mitigation, preparedness, response and rehabilitation of all health facilities, programs, activities and resources.
- d. Ensure availability, provision and monitoring of quad cluster services (Public Health, Nutrition in emergencies, water and sanitation hygiene, Mental health and psychosocial support services to the community.
- e. Establish a network with Barangay Local Government Units, clinics, hospitals and non-government agencies for referral of cases and response.
- f. Ensure availability of logistics, human and non-human resources at all times.
- g. Ensure documentation and reporting of all events on emergencies and disasters.
- h. To lead in the formulation of a comprehensive, integrated and coordinated health sector response to emergencies and disasters (Disaster Risk Reduction management for Health Plan).
- i. Follow the standard protocols, guidelines and policies set by the Department of Health in managing emergencies/disaster and conduct of trainings/information education campaign.

**Section 3. EFFECTIVITY.** This order shall take effect immediately.

Done this 22<sup>nd</sup> of November 2018 at Itogon, Benguet.

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