



**ADMINISTRATIVE ORDER NO. 11**  
**Series of 2020**

**REORGANIZING THE LOCAL COUNCIL FOR THE PROTECTION OF CHILDREN (LCPC) OF THE MUNICIPALITY OF ITOGON TO INCLUDE CHILDREN'S REPRESENTATIVES AND THEIR MENTOR IN THE COMPOSITION THEREOF.**

**WHEREAS**, DILG Memorandum Circular No. 2002-121 encourages all Local Government Units to organize their respective LCPCs pursuant to R.A. 4881, R.A. 8990 and PD 603 as amended. Likewise, Article 359 and 360 of the Civil Code of the Philippines provides that "the Government shall establish councils for the protection of children."

**WHEREAS**, subsequent enactments such as R.A. 7610 provides for stronger deterrence and special protection against child abuse, exploitation and discrimination, and R.A. 9344 or the Juvenile Justice and Welfare Act has given more emphasis on the LCPC's crucial role in the protection of children;

**WHEREAS**, the reorganization of the LCPC is necessary to ensure that children through designated representatives shall be included thereon, providing for their specific duties and functions;

**NOW THEREFORE, I, ATTORNEY VICTORIO T. PALANGDAN**, by virtue of the powers vested in as Municipal Mayor of the Municipality of Itogon, Benguet Province hereby reorganize the Local Council for the Protection of Children (LCPC) in the Municipality of Itogon, to wit;

Section 1. Composition/Organizational Structure. The Local Council for the Protection of Children shall be composed of the following:

Chairperson: Vice	<b>ATTY. VICTORIO T. PALANGDAN</b> Municipal Mayor
Chairperson:	<b>HON. ADRIANO R. CARANTES JR.</b> Municipal Vice Mayor
	<b>HON. FLORDELIZA G. DEPAYSO</b> Municipal Councilor Chairperson, S.B. Comm. On Social Services
	<b>ATTY. JODEA BRENDA LYN A. CAMUYOT</b> Municipal Councilor Vice Chairperson, S.B. Comm. On Social Services
	<b>MS. CHERYL ROSE F. CARDENAS</b> MLGOO
	<b>ATTY. GILBERT D. AWICHEN</b> Public Attorney's Office
	<b>DR. OLIVER P. GUADANA</b> Municipal Health Officer

**ENGR. IMELDA F. NUGUID**  
MPDC

**MS. GRACE O. POCSOL**  
MSWDO

**MS. THELMA B. BENTRES**  
Municipal Local Civil Registrar

**PMAJ ROMMEL P. SAWATANG**  
Chief of Police, Itogon PNP

**INSP. JAYSON C. CAMERO**  
Municipal Fire Marshall

**MR. JOSEPH A. PACPACO**  
Supervisor, Itogon District I

**MR. WILLIAM D. ABANCE**  
Supervisor, Itogon District II

**MS. ESTRELLITA C. APIDOS**  
President, IWA I

**MR. WILLIAM TOYOKEN**  
Child Development Workers President

**REV. DONALD V. SORIANO**  
Representative from the NGO/CSO

**MS. LEONORA MELCHOR**  
BHW Federation President

**HON. NOEL D. BILIBLI**  
Liga ng mga Barangay President

**MS. GHRENDY ANN C. MILO**  
Child Representatives' Mentor

**MR. PRINCE RAIN KENT W. CAMILOT**  
Child Representative

**MR. JANWYNE S. CAYAT**  
Child Representative

Section 2. **Duties and Functions:** (a) Pursuant to DILG MC No. 2002-121, the LCPC which shall also act as ECCD Coordinating Committee shall perform the following duties and functions:

1. Formulate plans , programs and policies for children that are gender-fair, culturally relevant and responsive to the needs of, diverse groups of children from 0 to below 18 years of age;



2. Prepare the Annual Work and Financial Plan for children and recommend appropriations to the Sanguniang Bayan;
3. Provide coordinative linkages with other agencies and institutions in the planning, monitoring and evaluation of plans for children;
4. Provide technical assistance and recommend financial support to the Barangay Council for the Protection of Children;
5. Establish and maintain a database for children;
6. Foster education for every child;
7. Advocate for the establishment and maintenance of playgrounds, child development centers and other facilities necessary for child and youth development;
8. Recommend local legislations promoting child survival, protection, participation and development, especially on the quality of television shows, media prints and coverage, social media, which are detrimental to children, and with appropriate funding and support;
9. Assist children in need of special protection and refer cases filed against child abusers to proper agencies/institutions;
10. Conduct capability building programs to enhance knowledge and skills in handling children's programs;
11. Monitor and evaluate the implementation of the program and submit quarterly status reports to the Provincial Council for the Protection of Children and ensure that the Municipal Plans of Action for the LCPC are incorporated in the Municipal Development Plan;
12. In relation with R.A. 9344, the LCPC shall:
  - a. in coordination with concerned agencies, develop a community-based juvenile justice and welfare intervention program and oversee its proper implementation in the locality;
  - b. Establish linkages with concerned agencies, institutions, non- government organizations, civil society organizations and other sectors for the formulation, development and implementation of programs, plans and strategies related to juvenile intervention and diversion in the community level;
  - c. Assist the Sanguniang Kabataan in the formulation of their respective plans and programs for juvenile delinquency;
  - d. Assist the Punong Barangays and the Lupong Tagapamayapa in conducting diversion proceedings involving juvenile delinquents, CICL and children at risk;

(b) With the guidance of the mentor, the child representatives in the LCPC shall perform the following functions and duties:

1. Serve as official representatives of the children sector in the LCPC at different levels;
2. Convene children's associations at the barangay and municipal levels to deliberate on and prioritize children's issues that will be brought to the council for deliberation;
3. Gather evidence-based data and information that will substantiate the priority issues of children's agenda folder for each issue;
4. Seek the support of child-focused NGOs/CSOs and other stakeholders for more clarification on proposed children agenda;
5. Present the children's agenda to the LCPC at different levels for appropriate legislative or programmatic action;
6. Feedback the LCPC's actions to children's sector in appropriate forum or means.



Section 3. **The Secretariat its duties and functions:** There is hereby created a secretariat to be composed of the following:

Head Secretariat: MS. JANE MERCADO  
Members: MS. GRENDY ANNC. MILO  
MS. GETRUDE P. SAB-IT

FUNCTIONS: The LCPC Secretariat shall provide administrative support to the Council and as such, it shall perform the following duties and functions:

1. Prepare Notice of Meetings and other communications related to other activities of the LCPC and its functional committees and ensure that these are served to all members;
2. Prepare the minutes of meetings and document all activities of the LCPC;
3. Keep and maintain the records of the LCPC and make this available to all members upon request;
4. Perform other related duties and functions as may be assigned and/or delegated by the council.

Section 4. **Functional Committees:** For an efficient and effective performance of the LCPC, there is hereby created within the Council functional committees to wit:

1. **SURVIVAL COMMITTEE:** This committee shall deal on matters pertaining to rights to life and provision of basic needs for survival. It includes the performance of duties and responsibilities by both parents, community and government in ensuring that adequate living standards and access to basic health services and social security are provided for the children.

Committee Chairman: DR. OLIVER P. GUADANA, MHO  
Vice Chairman: MS. THELMA B. BENTRES, LCR  
Members: MS. JUSTENE J. ACQUISIO  
MS. VICTORIA TODYOG  
MR. PRUDENCIO B. PEDRO  
MS. LEONORA MELCHOR  
BNS Federation President  
Student Government President, Sacred Heart High School

2. **DEVELOPMENT COMMITTEE:** This committee shall deal with matters relating to child development such as access to education, access to relevant information, plat leisure, cultural development, and those arising from their exercise of their rights to freedom of thought, conscience and religion.

Committee Chairperson: MR. JOSEPH A. PACPACO, District I Supervisor  
Co-chairperson: MR. WILLIAM D. ABANCE, District II Supervisor  
Members: MR. RICARDO L. SAMSON  
MR. WILLIAM TOYOKEN REV.  
DONALD V. SORIANO MS.  
ESTRELITA C. APIDOS FR.  
ROLLY BUASEN  
PTA Federation President MR.  
JANWYNE S. CAYAT

3. **PROTECTION COMMITTEE:** This committee shall handle matters relative to safeguarding children against all forms of abuse, neglect, exploitation and discrimination.

Committee Chairman: PMAJ ROMMEL P. SAWATANG, Chief of Police  
Vice Chairman: HON. NOEL D. BILIBLI, LIGA President  
Members: PSSG ARNIE D. PADUPAD  
FINSP. MARLON K. CHOMLING  
PSSG MONA D. SUDAYPAN  
MS. ELIZABETH C. CUNGAO MS.  
MS. SHARON W. BAROA  
MS. RUBY HUAG, CWC REP.  
Student Government President, Ampucao NHS

4. **PARTICIPATION COMMITTEE:** This committee shall handle matters relating to the encouragement of children's participation in discussions and decision-making on matters where they are directly affected. It also include children's active role and involvement in community activities, forums, etc.

Committee Chairperson: MS. GRACE O. POCSOL, MSWDO  
Vice Chairperson: MS. CHERYL ROSE F. CARDENAS, MLGOO  
Members: ENGR. IMELDA F. NUGUID, MPDC MS.  
ANGELA C. CARINO, Mun. Treas. MS.  
VERONICA K. COMISING, MBO  
MS. NENA S. LIYO, OSCA Head  
ATTY. RICHARD P. ACQUISIO, PAO  
CHIT HABON, CFSPI Program Director  
MR. JEFFREY WALLACE, PDO II  
MR. PRINCE RAIN KENT W. CAMILOT

Section 5. **Meetings and Quorum.** The LCPC shall meet once in every quarter. However, emergency or special meetings may be called upon by the Chairperson or upon request by any of its members when necessity arises. Provided further that a majority of all members present shall constitute a quorum. In the absence of the Chairman, the Vice Chairman shall preside over the meeting. In the absence of both,



the members present thereby constituting a quorum shall elect from themselves the temporary presiding officer.

Provided further that the different committees shall meet separately as often as it may as the necessity arises for the consideration of matters referred to each committee. For this purpose, the Committee Chairman shall appoint from any of the members present an acting secretary who shall take the minutes of the proceedings.

Section 6. **Repealing Clause.** All Administrative Orders inconsistent with this Administrative Order or provisions hereof are hereby repealed and modified accordingly.

Section 7. **Effectivity.** This Administrative Order shall take effect immediately upon approval.

DONE this 12<sup>th</sup> day of March, 2020 at Itogon, Benguet Province.

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

Copy  
furnished.

-all concerned  
-file