



ADMINISTRATIVE ORDER NO. 08

Series of 2024

ORGANIZING THE RESPONSIBLE PARENTHOOD AND REPRODUCTIVE HEALTH COUNCIL OF THE MUNICIPALITY OF ITOGON AND ITS IMPLEMENTING TEAM TO BE CALLED FOR BREVITY AS MRPRH COUNCIL AND RPRH IMPLEMENTING TEAM, RESPECTIVELY.

WHEREAS, Republic Act No. 10354 or the “Responsible Parenthood and Reproductive Health Act of 2012” (RPRH Law) has become a focal point for the convergence of multi-sectoral efforts toward the improvement of health outcomes and consequently contribute to poverty alleviation and sustained socio-economic development of the nation;

WHEREAS, Executive Order No. 12, series of 2017 by the President was issued to intensify and accelerate implementation of critical actions necessary to attain and sustain zero unmet needs for modern family planning through the strict implementation of the RPRH Act, and accordingly, the President issued Executive Order No. 141 adopting as a national priority the implementation of measures to address the root causes of the rising number of teenage pregnancies;

WHEREAS, the DOH, DILG, POPCOM and PCW issued Joint Memorandum Circular No. 01-2022 with the purpose of strengthening the full implementation of the RPRH Law through the institutionalization of Reproductive Health and National Program on Family Planning (NPPFP) by providing guidelines on the utilization of available resources for the full implementation of RPRH interventions at the local level aimed towards promoting and enabling women and men to equally achieve their sexual and reproductive health rights;

WHEREAS, local government units are mandated by the Local Government Code to be the lead implementers of basic health and population and development services along with Civil Society Organizations whose active participation is crucial in the implementation of the law;

WHEREAS, in support of the RPRH Law, the Municipality of Itogon enacted Ordinance Numbered 34, series of 2020 which provide for institutional mechanisms to facilitate and sustain the implementation of the law at the local level, consistent with established national policies, guidelines and standards;

WHEREAS, Municipal ordinance No. 34, series of 2020 also provide for the creation of a Responsible Parenthood and Reproductive Health Council and a Responsible Parenthood and Reproductive Health Implementation Team in the municipality;

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. The Municipal Responsible Parenthood and Reproductive Health (MRPRH) Council; Composition: The Municipal Responsible Parenthood and Reproductive Health Council established pursuant to Article III, section 1 of Ordinance No. 34, series of 2020 is hereby organized to be composed of the following:

CHAIRMAN: HON. BERNARD S. WACLIN
Municipal Mayor

CO-CHAIRMAN: DR. OLIVER P. GUADAÑA
Municipal Health Officer

MEMBERS: MS. JENNILYN C. WACLIN
Population Officer-Designate
MS. GRACE O. POCSOL. MSWDO
ENGR. IMELDA F. NUGUID, MPDC
MS. FLORIDA T. VELASCO, MBO
HON. DANTE ALAIN XAVIER D. GODIO
Chairman, S.B. Com. on Budget and Appropriations
HON. ALEJANDRO L. PALANGDAN
Chairman, S.B. Committee on Health
HON. NORBERTO I. PACIO
Chairman, S.B. Comm. on Women & Family Relations
HON. JUDBERT M. ALICNAS
S.B. Comm. On Youth and Sports Development
MR. JONATHAN G. SADEY, Ph.D.
PSDS, Itogon District I
MS. JULIET K. BALDO
PSDS, Itogon District II
Representatives from NGO or POs preferably from the
Women's, Men's, Religious', Youth, and Medical
Practitioners sectors who shall be designated by the
Municipal Mayor upon recommendation of the Council.

Section 2. Duties and Functions of the Municipal RPRH Council. In accordance with the pertinent provisions of Ordinance No. 34, series of 2024, the Municipal RPRH Council shall perform the following duties and functions:

1. Formulate an integrated policy and program on reproductive health care and responsible parenthood that shall be implemented in all government and private health and educational institutions such as hospitals, rural health units, barangay health stations, schools and other health and educational related facilities managed by the private sector, non-government organizations, church and other civil society organizations within the municipality;
2. Recommend policies for legislation and adoption of measures that will facilitate the comprehensive and integrated implementation of the reproductive health and responsible parenthood programs;
3. Approve the operational budget and Work and Financial Plan for responsible parenthood and reproductive health programs, activities and services duly prepared by the RPRH Implementation Team and submit the same to the Sanguniang Bayan for legislative authorization;
4. Shall conduct meetings at least every six months or as often as may be necessary;

Section 3. The Responsible Parenthood and Reproductive Health Implementing Team; Composition: Consistent with DILG Memorandum Circular No. 2020-132, and with Municipal Ordinance No. 34, series of 2020, the RPRH Implementing Team shall be composed of the following:

Chairman: HON. BERNARD S. WACLIN
Municipal Mayor

Alternate Representative: MR. ARNEL F. BAHINGAWAN
Municipal Administrator

Vice Chairman: HON. DANTE ALAIN XAVIER D. GODIO
Municipal Vice Mayor, or his duly
Authorized representative

Members: HON. NORBERTO I. PACIO, Chairperson, S.B.
Comm. On Women and Family Relations
ENGR. IMELDA F. NUGUID, MPDC
MS. JENNILYN C. WACLIN
Population Officer-Designate
MS. GRACE O. POCSOL, MSWDO
DR. OLIVER P. GUADAÑA, MHO
MS. JENNIFER B. WAYAN
Supply Officer II
MS. FLORIDA T. VELASCO
Municipal Budget Officer
MS. THELMA B. BENTRES
Municipal Local Civil Registrar
MS. SHALIMAR G. SORALLO
GAD Focal Person
HON. JUDBERT M. ALICNAS
SKF Vice President/Youth Representative
REV. FR. RAUL B. GAWEK
Representative, Religious Sector
MS. JACQUELINE M. PAY-AN
Representative, Women's Sector
MS. NORA MELCHOR
BHW Representative
MS. JANET ANTONIO
BNS Representative

Section 4. Duties and Functions of the RPRH Implementing Team. The RPRH Implementing Team shall perform the following:

1. Pursuant to Article III, section 1(c) of Municipal Ordinance No. 34, series of 2020, the RPRH Implementing Team shall:
 - a. Coordinate, monitor and evaluate the implementation of Responsible Parenthood and Reproductive Health Programs, Projects and Activities;
 - b. Ensure that decisions of the council are faithfully carried out and implemented;
 - c. Formulate plans and propose budget to the Council;
 - d. Conduct research and monitor concerns related to RPRH program implementation and service delivery and act on matters upon authorization by the council;
2. In accordance with DILG Memorandum Circular No. 2020-132, the RPRH Implementing Team shall:
 - a. Conduct regular quarterly meetings and special meeting when necessary. The agenda of such meeting shall include, but not limited to, the development and implementation of policies/programs/projects/activities relative to the promotion and fulfillment of RPRH Law specifically localizing the national program on population and family planning;
 - b. Formulate policies necessary to promote the Programs n Population and Family Planning which will cater the basic needs of men and women;
 - c. Prepare Annual Work and Financial Plan;

- d. Prepare and submit Semestral Accomplishment Report based on the Annual Work and Financial Plan.

Section 5. Secretariat. A secretariat is hereby organized to provide administrative support and assistance to the MRPRH Council and to the RPRH Implementing Team. It shall; be composed of the following:

Head Secretariat:	MS. CLAUDETTE P. CARIÑO Health Program Officer III, MHO
Asst. Head Secretariat:	MS. RECHECCA C. LITAOEN Administrative Assistant II, MHO
Members:	Members to be designated by the Municipal Health Officer from among the personnel of the Municipal Health Office

The Secretariat shall perform the following duties and functions:

1. Coordinate plans and activities of the RPRH Council and/or the RPRH Implementing Team.
2. Serve as the center of communication and documentation.
3. Shall prepare and distribute Notice of Meetings or activities of either the Council or the Implementing Team and shall keep the minutes or records of such proceedings;
4. Ensure that meetings conducted are supported by Minutes of Meetings, Notices of Meetings, Attendance Sheets, and pictures, if available;
5. Prepare correspondences, memoranda, report, etc.;
6. Submit minutes of meetings, agenda, and summary of agreements, as approved by the Chairman of the Implementing Team to the Commission on Population Regional Office every end of the quarter; and
7. Perform such other related functions as may be directed by the RPRH Council, or by the Municipal Mayor..

Section 6. Repealing Clause. All Administrative Orders and executive issuances inconsistent with this ORDER or parts hereof are deemed repealed or modified accordingly.

Section 7. Effectivity. This Order shall take effect immediately.

DONE this 22nd day of April, 2024 at Itogon, Benguet.

HON. BERNARD S. WACLIN
Municipal Mayor

Copy furnished:

- All concerned
- Provincial Governor's Office
- SBO
- MHO
- DILG MLGOO
- DOH-CAR
- POPCOM-CAR
- file