



Republic of the Philippines
Province of Benguet
Municipality of Itogon
Office of the Municipal Mayor
Email Address: vic.palangdan@gmail.com

SPECIAL ORDER No. 2019-03
Series of 2019

TO: DR. OLIVER P. GUADAÑA
Municipal Health Officer
MS. GRACE O. POC SOL
MSWDO
MR. FERDINAND F. SAPALONG
MS. GERTRUDE P. SAB-IT
This municipality

**SUBJECT: DESIGNATION OF LGU ADAC FOCAL PERSONS AND ENCODERS
FOR THE ANTI-DRUG ABUSE COUNCIL-REPORTING SYSTEM
(ADAC-RS).**

Item V (A) (9) of DILG-DDB Joint Memorandum Circular No. 2018-01 provides for the designation of two (2) focal persons, preferably holding plantilla positions and members of the Municipal Anti-Drug Abuse Council for the Anti-Drug Abuse Council-Reporting System. In order to facilitate the preparation and submission of reports, establish linkages for proper coordination and representation to the concerned agencies, most especially to the Dangerous Drugs Board relative to the municipality's programs and activities on anti-illegal drugs, the following are hereby designated as FOCAL PERSONS for the ADAC-RS in accordance with the aforementioned JMC, who shall perform the respective functions as provided under item V (C) (2) (k) (3) (a) (i-vii) thereof (please see attached):

1. DR. OLIVER P. GUADAÑA, Municipal Health Officer; and
2. MS. GRACE O. POC SOL, MSWDO. *revised by: Dr. DG-11-2019*

To assist the Focal Persons in the preparation, encoding, safekeeping and management of records, maintenance of systematic recording system, and to facilitate the creation of account of LGU encoders, the following are hereby designated as encoders, TO WIT:

1. MR. FERDINAND SAPALONG; and
2. MS. GERTRUDE P. SAB-IT - *gW 3/11/2019*

This **ORDER** shall take effect immediately.

Issued this 11th day of March, 2019.

Ferdinand Sapalng
Gertrude Sab-It

Copy furnished:

- all concerned
- The MLGOO
- The DILG Provincial Director
- The DILG Regional Director
- The Dangerous Drugs Board
- File

[Signature]
ATTY. VICTORIO T. PALANGDAN
Municipal Mayor

Municipal Health Office
Itogon, Benguet

RECEIVED
Date: 3/11/19
By: *[Signature]*