



Republic of the Philippines
Province of Benguet
MUNICIPALITY OF LA TRINIDAD
OFFICE OF THE MUNICIPAL MAYOR

ADMINISTRATIVE ORDER
No. 022-2016

AN ADMINISTRATIVE ORDER CREATING AN ADHOC MUNICIPAL CORE SHELTER COMMITTEE FOR THE CORE SHELTER ASSISTANCE PROJECT OF THE DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT (DSWD)-CAR AT SAGPAWE, SHILAN, LA TRINIDAD, BENGUET.

WHEREAS, in 2006 to 2007, barangay officials of barangay Shilan observed sinking of ground at Sitio Sagpawe wherein according to the findings of the Mines and Geosciences Bureau of the DENR, said sinking of ground occurred along a fault line;

WHEREAS, along the said fault line, there were twenty (20) families affected and experienced cracks on walls and floors of their residential houses;

WHEREAS, during Typhoon "Lando" in 2015, significant damage such as eroded grounds, tilted houses, cracks on walls and floors befell upon six (6) houses at Sagpawe, Shilan;

WHEREAS, the Department of Social Welfare and Development (DSWD)-CAR have the Core Shelter Assistance Program (CSAP) aimed to assist and provide families acquire decent and structurally strong indigenous shelters;

WHEREAS, the Municipality of La Trinidad has entered into a Memorandum of Agreement with the DSWD-CAR for the Core Shelter Assistance Program for the six (6) target beneficiaries at Sitio Sagpawe, Shilan;

WHEREAS, there is a need to create an Ad Hoc Municipal Core Shelter Committee for the CSAP of the DSWD-CAR to monitor and supervise the project at Sagpawe, Shilan;

NOW THEREFORE, I, EDNA C. TABANDA, duly elected Municipal Mayor of La Trinidad, Benguet, do hereby create the Ad Hoc Municipal Core Shelter Committee for the Core Shelter Assistance Program of DSWD-CAR at Sagpawe, Shilan as follows :

Section 1. COMPOSITION. The Ad Hoc Municipal Core Shelter Committee for the Core Shelter Assistance Program of DSWD-CAR at Sagpawe, Shilan shall be composed of the following:

CHAIRPERSON	:	HON. EDNA C. TABANDA, Municipal Mayor
VICE CHAIRPERSON	:	HON. ROMEO K. SALDA, Municipal Vice Mayor
MEMBERS	:	HON. ESTRELLA B. ADEBAN, Municipal Councilor MS. IRENE M. TAGTAG, MSWDO ENGR. BENEDICT PINEDA, MEO ENGR. VICENTE C. PEREZ, JR. MPDC ENGR. PATRICK C. CONCEPCION, MASSO MS. IMELDA E. GRUPO, MBO ATTY. HENSON GOLOCAN, MAccO MS. WILMA M. LINTAN, MTO ATTY. JENNIFER FIANZA, OLS MS. MARLEEN GUERZON, MLGOO



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SECRETARIAT : MR. IRINEO ALFARO, JR.
ENGR. JULIUS MANDAC
MR. MICHAEL LAMSIS
MS. ROBELYN MADAYAG

Section 2. FUNCTIONS OF THE COMMITTEE. The Committee shall perform the following functions:

- a. Identify and mobilize volunteers and NGOs willing to assist/support the project;
- b. Ensure technical assistance in the building construction of CSAP Units;
- c. Supervise and monitor the progress of the project;
- d. Coordinate with the MDRRMC and local NGOs to generate support for the project;
- e. Submit monthly progress and status reports and other special reports;
- f. Ensure the provision of the necessary food for work as counterpart assistance for the beneficiaries;

Section 3. FUNCTIONS OF THE SECRETARIAT. The Secretariat shall perform administrative functions such as but not limited to the following:

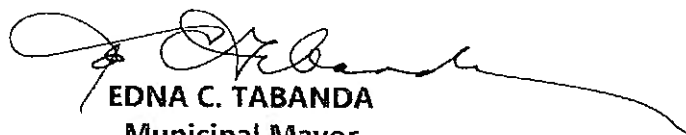
- a. Prepare and disseminate notices of meeting and minutes of meetings of the committee;
- b. Encode resolutions, recommendations, and correspondences of the committee and officially transmit the same to concerned offices;
- c. Keep official records and documents of the committee and make it available to committee members and others requesting such;
- d. Performs other duties as may be assigned by the committee.

Section 4. MEETINGS, QUORUM and OTHER GUIDELINES. The Ad Hoc Municipal Core Shelter Committee shall meet as the need arises or as often as may be necessary. The Chairman shall call and preside over the meeting. In the absence of the Chairman, the Vice Chairman shall assume the function of the Chairperson.

A quorum is necessary for a meeting to ensue. A quorum shall mean the presence of a majority of the members of the committee.

Section 5. EFFECTIVITY. This Administrative Order shall take effect immediately and shall be valid until sooner revoked or amended.

Issued this 8th day of June, 2016 at La Trinidad, Benguet.


EDNA C. TABANDA
Municipal Mayor

Copy furnished:

- The Provincial Governor, Benguet Province
- The Sangguniang Bayan, LTB
- The DILG through the MLGOO
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