

Republic of the Philippines
Province of Benguet
MUNICIPALITY OF LA TRINIDAD
Office of the Municipal Mayor

ADMINISTRATIVE ORDER

No. 029 – 2016

AN ADMINISTRATIVE ORDER REORGANIZING THE TRADING POST MANAGEMENT COMMITTEE (TRAPMACOM) PURSUANT TO ORDINANCE NO. 05 – 2009 OF THE MUNICIPALITY OF LA TRINIDAD, PROVINCE OF BENGUET.

WHEREAS, Ordinance No. 5 – 2009 mandates for the creation of a Trading Post Management Committee (TRAPMACOM) to act, generally, as the policy making body for the better management and operation of the La Trinidad Vegetable Trading Post (LTVTP);

WHEREAS, there is a need to reorganize the said TRAPMACOM, due to the local elections held last May 2016, to replace members who are no longer representing their organization and to respond for better management and operation of the LTVTP;

NOW THEREFORE, I, ROMEO K. SALDA, by virtue of the powers vested in me as the duly elected Municipal Mayor of La Trinidad, Benguet, do hereby reorganize the **TRADING POST MANAGEMENT COMMITTEE (TRAPMACOM)** of the Municipality of La Trinidad:

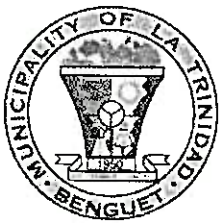
Section 1. Composition. The Trading Post Management Committee shall be composed of the following:

Chairman:	HON. ROMEO K.SALDA, Municipal Mayor
Vice Chairman:	HON. JOEY JOVENCIO L. MARRERO, Municipal Vice Mayor
Members:	HON. RENATO B. TEREANG, SB Committee on Agriculture HON. NESTOR T. FONGWAN JR., SB Committee of Trade, Labor & Livelihood MR. FRANCIS A. LEE, Executive Assistant II DR. EDITHA M. FRANCISCO, Municipal Health Officer ATTY. JENNIFER FIANZA, Municipal Legal Officer MS. FELICITAS D. TICBAEN, Municipal Agriculture Officer MS. WILMA M. LINTAN, Municipal Treasurer MS. IMELDA E. GRUPO, Municipal Budget Officer MR. VICENTE PEREZ, Municipal Planning & Development Coordinator PCI RADINO S. BELLY, Chief of Police, LTMP SPO4 HECTOR B. SIANEN, Deputy Chief, Traffic Section, LTMP MR. ATANACIO S. ATAYOC, Manager, LTVTPMPC MS. ESTER D. RAGUINDIN, Bagsakan Cluster Association MS. FELOMENA G. KINAWAG, Bagsakan Cluster Association MS. NORA B. GANASE, Booth Association MR. SATURNINO B. GAWEC, Booth Association MS. ELSIE W. GIS-IT, Disposers Association MS. MARIA L. BUCCAT, Disposers Association MR. BENITO HIPOLITO, Truckers and Traders Association MR. RODOLFO BULAWAN, Truckers and Traders Association MR. GIL GANADOS, Vegetable Drivers Association MR. RODRIGO LAWAN, Vegetable Drivers Association MR. SAMMY LEGASPI, Porters Association MS. MERCEDES BAGAWILI, Packers Association

..... *“DUGAD MO SHALOSIM”*

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Action Officers : MS. MYRNA T. BAGANO, Licensing Officer III
MS. JANICE A. BINAY-AN, Market Supervisor II
MR. RODOLFO KITAB, JR., Market Inspector II
MS. BERNADETTE MAYOS, Local Revenue Collection Officer I

Secretariat : Ms. Janice A. Binay-an
Ms. Annie Abrigo

Section 2. Functions. The TRAPMACOM shall assume the following functions:

1. Formulate guidelines and policies for the effective implementation of the rules and regulations established under the La Trinidad Vegetable Trading Post Code.
2. Act as advisory body on matters pertaining to marketing, supervision, security, sanitation, and the general operations of the La Trinidad Vegetable Trading Post.
3. To recommend to the Sangguniang Bayan for its enactment into law, other rules, regulations and legislative measures necessary for the effective operation and management of the LTVTP.
4. To design and issue the appropriate Identification Cards for persons mentioned in Section 14 of Ordinance No. 5-2009;
5. To design a temporary Identification Card to serve as gate pass for visitors mentioned in Section 18 of ordinance No. 5-2009;
6. To prescribe the application form for the accreditation of vegetable traders/dealers and approve the same pursuant to Sections 42 and 43 of Ordinance No. 5-2009;
7. To limit, when necessary, the number of pushcarts and vehicles being issued with gate pass to be registered and allowed to operate and enter within the premises of the LTVTP;

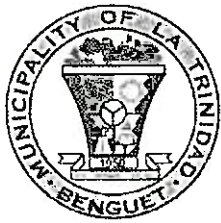
Section 3. Functions of the Action Officers. The Action Officers shall assume the following functions:

1. To implement related provisions of RA 7160 and other laws, Ordinance No. 5-2009, policies, rules and regulations promulgated by the Trading Post Management Committee (TRAPMACOM) in the management of the LTVTP and its premises including the 2002 and 1993 La Trinidad Public Markets, the La Trinidad Flower Shop and its premises under the direct supervision of the undersigned;
2. To oversee the day to day operations of the said facilities, implementation of Sections 19, 21 and 22 of Ordinance No. 5 – 2009, such as but not limited to the following:
 - a) To see to it that the facilities, buildings and premises are clean and orderly at all times of the day on a daily basis;
 - b) To plan and implement measures for the beautification of the facilities, its premises and surroundings;
 - c) To ensure the conduct of orderly parking of all vehicles parked at facilities and grounds at all times of the day and those vehicles parked along roads queuing to enter the facilities;
 - d) To make sure that there is adequate and safe lighting in the buildings and its surroundings for the safety and general welfare of the clients, consumers, wholesalers and retailers;
 - e) To ensure the efficient drainage system of all waterways and systems within the compound of the facilities and their premises;
 - f) To ensure the collection of all fees due (daily parking fees, cash tickets, booth rentals, gate pass, business tax fees, penalties) for the use of the facilities and their premises;
3. To submit recommendation to the Municipal Mayor, Sangguniang Bayan, TRAPMACOM and other appropriate agency, office or body relative to the management and operation of the facilities;
4. To submit weekly reports, conduct of tax campaign and updates on business licenses to the Municipal Mayor for his information and appropriate action;
5. To organize and coordinate all activities related to the effective implementation of all of the above;

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6. To entertain and make presentation, when requested, to visitors of the municipality who wish to learn about the management and operation of the facilities;
7. To perform such other functions as may be assigned by the Municipal Mayor, Sangguniang Bayan and the TRAPMACOM.

Section 4. Functions of the Secretariat. The Secretariat of the Committee shall assume the following functions:

1. Organize and make all necessary arrangement for the Committee meetings;
2. Attend and document the Committee's meetings, conferences and proceedings as Secretary;
3. Prepare the minutes of meeting, draft resolutions, recommendations, communications and reports;
4. Serve and follow-up resolutions, recommendations, and communications of the committee to concerned individuals, offices, agencies, and other entities and report the result to the committee during the latter's meeting;
5. Monitor the Committee's activities and milestones for proper reporting to relevant agencies when required;
6. Be the central channel of communications for the Committee and the central depository of all committee related information and continually update itself with the most current related laws, circulars, and events, and downstream the same to relevant officers, employees, and parties requiring information.
7. Provide other assistance and perform such other functions as may be required by the committee.

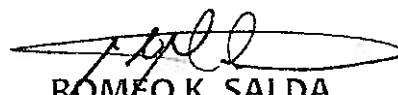
Section 5. Meetings and Quorum. The Committee shall at least meet once every quarter and as often as necessary. A majority of the members shall constitute a quorum, but the Chairman or Vice Chairman must be present during meetings, where budgetary proposals are being prepared or considered. The affirmative vote of a majority of the members shall be necessary to approve such proposals. The presiding officer in a meeting shall vote in case of a tie.

In the absence of the Chairman and Vice Chairman, the members present constituting a quorum shall elect among themselves who may preside for such meeting only, which does not involve consideration of budgetary proposal.

Section 6. Repealing Clause. All Administrative Orders or parts thereof which are inconsistent with any of the provisions of this order are hereby repealed or modified accordingly.

Section 7. Effectivity. This Administrative Order shall take effect immediately and shall be valid until sooner revoked or amended.

Issued this 18th day of July 2016, at La Trinidad, Benguet, Philippines.


ROMEO K. SALDA
Municipal Mayor

Copy furnished:

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

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