



Republic of the Philippines
Province of Benguet

MUNICIPALITY OF LA TRINIDAD

Office of the Municipal Mayor

ADMINISTRATIVE ORDER

No. 043-2016

AN ADMINISTRATIVE ORDER REORGANIZING THE LOCAL COUNCIL FOR THE PROTECTION OF CHILDREN (LCPC) OF THE MUNICIPALITY OF LA TRINIDAD, BENGUET PURSUANT TO DILG MC NO. 2002-121 AND RA 9344.

WHEREAS, Department of the Interior and Local Government Memorandum Circular No. 2002-121 mandates the reorganization of all Local Council for the Protection of Children (LCPC) at the same time incorporating the Early Childhood Care and Development (ECCD) Coordinating Committees;

WHEREAS, RA 9344 known as the "Juvenile Justice and Welfare Act of 2006", also calls for the strengthening of the LCPC;

WHEREAS, the LCPC of the municipality has been created and has subsequently been reorganized in the past;

WHEREAS, there is a need to reorganize the existing LCPC to update its membership and replace members who no longer represent the agency or organization they are in due to the elections held last May, 2016;

NOW, THEREFORE, I ROMEO K. SALDA, by virtue of the powers vested upon me by law as the duly elected Mayor of La Trinidad, do hereby reorganize the Local Council for the Protection of Children (LCPC) of the Municipality of La Trinidad, Benguet as follows:

Section 1. COMPOSITION. The Local Council for the Protection of Children (LCPC) shall be composed of the following:

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| CHAIRPERSON | : | Hon. ROMEO K. SALDA , Municipal Mayor |
| VICE CHAIRPERSON | : | Hon. JOEY JOVENCIO L. MARRERO , Municipal Vice Mayor |
| MEMBERS | : | Hon. ESTRELLA B. ADEBAN, SB Com. on Social Services Hon. NESTOR T. FONGWAN, JR., SB Com. on Education Hon. HORACIO A. RAMOS, JR., SB Committee on Health Hon. GUILLER A. GALWAN, SB Committee on Education Hon. TEDDY M. QUINTOS, Pres., Assoc. of Barangay Captain Judge DELILAH GONZALES MUÑOZ, Municipal Trial Court MS. IRENE M. TAGTAG, MSWD Officer MR. RENE VINCENT I. BALLUG, MLGOO ENGR. VICENTE C. PEREZ, JR., MPDC ENGR. BENEDICT P. PINEDA, Municipal Engineer MS. IMELDA E. GRUPO, Municipal Budget Officer DR. EDITHA M. FRANCISCO, Municipal Health Officer PCI RADINO BELLY, COP, LTMP, Chief of Police Ms. WILMA M. LINTAN, Municipal Treasurer DR. ESTHER G. RIVERA, Coordinating Principal, DepEd MS. FELICITAS D. TICBAEN, MAO ATTY. ROMEL P. DAGUIMOL, Commission on Human Rights |

"DUGAD MO SHALOSIM"

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Section 2. DUTIES AND RESPONSIBILITIES. The LCPC shall assume the following functions:

a) As an LCPC/ECCDCC in relation to DILG Memorandum Circular No. 2002-121:

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 (AWFP) for children and recommend appropriations to the Sangguniang 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 database on children in the municipality;
6. Foster education for every child;
7. Advocate for the establishment and maintenance of playgrounds, day care 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, which are detrimental to children, and with appropriate funding 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. Protect and assist children in need of special protection and refer cases filed against child abusers to proper agencies / institutions;
13. Monitor situational reports on children and prepare quarterly updates including the implementation of children's programs and make recommendations to the Municipal CPC for consideration and nationwide application;
14. Perform such other functions as provided for in the Early Childhood and Care Development Act (RA 8980) and other child related laws.

b) As an LCPC in relation to RA 9344:

1. Serve as the primary agency to coordinate with and assist the LGU concerned for the adoption of the Comprehensive Juvenile Intervention Program as provided in Rule 18 of the IRR, and to oversee its proper implementation;
2. Coordinate with and assist the LGUs in calling on all sectors concerned particularly the child-focused institutions, NGOs, people's organizations, educational institutions and government agencies involved in delinquency prevention to participate in the planning process and implementation of juvenile intervention programs;
3. Coordinate with LGUs in the annual review and assessment of the comprehensive juvenile intervention programs;
4. Coordinate with and assist the SK in the formulation and implementation of juvenile intervention and diversion programs in the community;
5. Provide coordinative linkages with other agencies and institutions in the planning, monitoring and evaluation of juvenile intervention and diversion programs in the community;
6. Assist the Punong Barangay in conducting diversion proceedings in cases provided under Section 23 (a) of the Act and Rule 43.b below;
7. Assist the Local Social Welfare and Development Officer (LSWDO) in the development of the appropriate diversion program as provided under Section 23 (b) of the Act;
8. Institute together with schools, youth organizations and other concerned agencies the community-based programs on juvenile justice and welfare initiated by LGUs;

9. Conduct capability building programs to enhance knowledge and skills in handling children's programs;
10. Establish and maintain a database on children in the local government. Specifically, for the purpose of this Act, the LCPCs shall maintain a database of children in conflict with the law, which shall include the children who undergo intervention, diversion and rehabilitation programs and after-care support services;
11. Document best practices on juvenile intervention and prevention;
12. Advocate and recommend local legislations promoting child survival, protection, participation and development, especially on the quality of television shows and media prints and coverage, which are detrimental to children, and with appropriate funding support;
13. Conduct an inventory of all NGOs serving children in conflict with the law and mobilize them as resources for the effective implementation of the Act;
14. Review existing policies of units providing services to children in conflict with the law, determine the barriers to access to these services, and take the necessary action to improve access to these services.

Section 3. DUTIES AND RESPONSIBILITIES OF THE LCPC OFFICERS.

- a. **The Chairman**, shall have the following duties and responsibilities:
 - i. Call and preside over all meetings and activities of the LCPC;
 - ii. Ensure that the plans, programs, and policies of the LCPC are implemented and are in accordance with its mandated functions and responsibilities;
 - iii. Exercise general supervision over the affairs and activities of the LCPC and its respective committees;
 - iv. Provide policy directions for the LCPC;
 - v. Prepare the Annual Reports of the LCPC and submit the same for the consideration;
 - vi. Represent the LCPC in higher level organization where the council is called to attend and participate in;
 - vii. Exercise such other powers and perform such other duties and functions as may be necessary for the implementation of the plans, programs, and policies of the LCPC.
- b. **The Vice-Chairman** shall have the following functions and responsibilities:
 - i. Act as the coordinator for the sectoral committees;
 - ii. Preside over the meetings and activities of the LCPC in the absence of the chairman;
 - iii. Perform such other functions and responsibilities as may be appointed or delegated by the Chairman;

Section 4. THE LCPC SECRETARIAT. As the main administrative support of the LCPC, a secretariat shall be composed of the following:

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|-------------------------|---|-------------------------------|
| Head Secretariat | : | Ms. Cristina V. Anioay |
| Members | : | Ms. Maria Lourdes G. Taguiba |
| | : | Ms. Melanie S. Sahoy |
| | : | Ms. Catherine J. Tijares |

Section 5. RESPONSIBILITIES OF THE LCPC SECRETARIAT. The LCPC Secretariat shall perform the following functions:

- Organize and make all necessary arrangement for the LCPC meetings;
- Attend and documents LCPC and its Committees meetings, conferences and proceedings as Secretary;
- Prepare the minutes of meeting, draft resolutions, recommendations, communications and reports;
- Serve and follow-up resolutions, recommendations and communications of the council to concerned individual, offices, agencies and other entities and report the result to the council during the latter's meeting;

- Monitor BCPC and LCPC activities and milestones for proper reporting to relevant agencies when required;
- Be the central channel or communications for the LCPC and the central depository of all LCPC related information and continually update itself with the most current laws, circulars and events, and downstream the same to all relevant officers, employees, and parties requiring information;
- Provide such other assistance as may be required by the LCPC.

Section 6. SECTORAL COMMITTEE. For better service and proper implementation of the mandate of the council / committee the following sectoral committees are hereby created.

1. **SURVIVAL COMMITTEE. (Survival – rights to life and needs that are basic to existence)**

Main Concern:

- Article 6 - Right to life
- Article 27 - Right to adequate standard of living
- Article 24 - Right to health and health care
- Articles 5,9,10,18 - Right to parental care and support
- Article 26 - Right to social security

- Chairperson :** **Ms. Felicitas D. Ticbaen, Municipal Agriculturist**
- Secretary :** Ms. Melanie S. Sahoy, Social Welfare Officer I
- Members :** Ms. Ana Elizabeth D. Ota-ot, Nutrition Officer
 Engr. Julius U. Mandac, Engineer III
 Ms. Elengy S. Bolidi, Labor & Employment Officer I
 Mr. Oscar G. Paris, Administrator, Red Cross – Benguet Chapter
 Ms. Angela E. Gabriel, Director, TESDA
 Mr. Gerardo P. Versoza, General Manager, BENEKO
 Mr. Miguel P. Luma-ang, Pres., Federation of La Trinidad Trunkline
 Engr. Oliver L. Taule, General Manager, La Trinidad Water District
 FSI Saturnino K. Labbag, Fire Department
 Ms. Abigail Tayaotao, President, BHW Association
 Mr. Arthur Pedro, MENRO Designate
 Mr. Yoshio Labi, DRRM-Officer
 Mr. Andy Colte, President, MAFC
 Ms. Marilyn Mangeg, OMAG
 Mr. Jonathan Mariano, Youth Rep. (4H Club)

2. **PROTECTION COMMITTEE. (Protection – to be safe from all forms of abuse, neglect and exploitation)**

Main Concern :

- Article 7,8 - Right to a Name and nationality
- Article 23 - Rights of disabled children
- Article 38 - Rights of children in situations of armed conflict
- Article 40 - Rights of children in conflict with the law
- Article 37 - Freedom from torture death penalty, life imprisonment and deprivation of liberty
- Article 19 - From violence, abuse or neglect
- Article 32 - From economic exploitation
- Article 33 - From drug abuse
- Article 34 - From sexual exploitation
- Article 36 - From sale, trafficking and abduction
- Article 22 - Right of refugee children
- Article 16 - Right to privacy
- Article 9 - Right to family care
- Article 10 - Right to leave / enter country to reunited with family
- Article 20 - Right to special protection and assistance if without a family
- Article 21 - Adoption to be carried out only if it is to the best interest of the child

Chairperson : **Judge Delilah Gonzales Muñoz, Municipal Trial Court**
Secretary : Ms. Rosina P. Mascay, Social Welfare Officer I
Members : Hon. Estrella B. Adebán, Chairman, SB Committee on Social Services
 Atty. Jennifer Fianza, Mun. Legal Officer
 Ms. Joan S. Bacoling, Municipal Local Civil Registrar Officer
 Ms. Christine Gina D. Camsol, Chapter Executive Manager - PMHA
 SPO1 Aida E. Esteban, Chief - Women and Children's Desk Office
 Atty. Ernesto Marzo, PDEA-Chief Admin Division
 FSI Saturnino K. Labbag, OIC - Fire Marshall
 Ms. Elita B. Herrero, Director for Protective Services CICL/CAR – CFSP
 Ms. Normita R. Cruz, Art Gallery & Psychological Services

3. **DEVELOPMENT COMMITTEE. (Development – what children require to reach their full potential)**

Main Concern:

- Article 28 - Right to education
- Article 17 - Right of access to appropriate information
- Article 31 - Right to leisure, recreation and cultural activities
- Article 29 - Develop the child's physical and mental abilities to the fullest
- Article 23 - Right of children with disabilities
- Article 30 - Right of children of indigenous people
- Article 32 - Protection from performing work that may interfere with his/her education

Chairperson : **Ms. Irene M. Tagtag, MSWD Officer/Day Care Program Focal Person**
Secretary : Ms. Maria Lourdes G. Taguiba, AA VI/ CWDs Focal Person
Members : Engr. Benedict P. Pineda, Municipal Engineer
 Ms. Imelda E. Grupo, MBO / School Board Secretariat
 Ms. Michael Tamiray, NFE Municipal Coordinator
 Engr. Henry Mayanggao, PTCA – Federation President
 Dr. Esther Rivera, Coordinating Principal/ DepEd District Supervisor
 Engr. Vicente C. Perez, Jr., MPDC
 Mr. Herman Hoover Lee Agyao, Dev't Org. for Families & Communities
 Ms. Rosania W. Galacyan, President – Day Care Workers Association
 Mr. Alex C. Alipio, Administrator, Little Flower- CHF
 Ms. Remedios B. Lamsis, Principal, Benguet SPED
 Dr. Marcelina L. Bolona, Principal, BSU Elem. Lab School

4. **PARTICIPATION COMMITTEE. (Participation – allowing children to take an active role in their communities and nations.)**

Main Concerns:

- Article 15 - Freedom of association and peaceful assembly
- Article 12 - Right to be heard in judicial and administrative proceedings
- Article 12 - Right to Opinion
- Article 13 - Freedom of expression
- Article 14 - Freedom of thoughts, conscience, and religion

Chairperson : **Hon. Teddy M. Quintos, Pres., Association of Barangay Captain**
Secretary : Ms. Catherine J. Tijares, Social Welfare Officer I
Members : Hon. Guiller Galwan, Municipal Councilor
 Ms. Rose Noemi T. Co, Population Officer II
 Mr. Rene Vincent I. Ballug, MLGOO
 Ms. Josephine C. Gacad, Business Representative
 Mr. Paulino C. Santos, Jr., President- SC Federation
 Mr. Jason C. Quirino, President, LT Assoc. of the Deaf
 Ms. Josephine Leon, President, Local Council of Women
 Federation President of SBO for High School

Federation President of SBO for Elementary
Religious Representative

Section 7. FUNCTIONS AND RESPONSIBILITIES OF THE SECTORAL COMMITTEES. The sectoral committees shall perform the following:

- Define sectoral or functional objectives, set targets and identify programs, projects and activities for their particular sector or function;
- Provide the LCPC / ECCDCC with data and information essential to the formulation of plans, programs and activities pertaining to their particular sector;
- Collate and analyze information and statistics and conduct related studies;
- Conduct public hearings on vital issues affecting the sector or function;
- Coordinate planning, programming and implementation of programs, projects, activities within each sector;
- Monitor and evaluate programs and projects, and
- Perform such other functions as may be assigned by the LCPC Executive Committee.

Section 8. SUBSTITUTION OF REPRESENTATIVES.

The identified members of the Council or any of its Committees are representative of their respective offices and as such those who are separated from their respective service / office shall be automatically substituted and represented in the Council or Committee by the person who has been appointed / elected to his / her vacated position.

Section 9. MEETING AND QUORUM.

The LCPC shall meet at least 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.

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.

The sectoral committee shall meet as often as necessary.

Section 10. REPEALING CLAUSE.

All administrative orders, or part or parts thereof which are inconsistent with any of the provisions of this order are hereby repealed or modified accordingly.

Section 11. EFFECTIVITY. This Administrative Order shall take effect immediately and shall be valid until revoked or amended.

Issued this 22nd day of August, 2016 at La Trinidad, Benguet, Philippines.


ROMEO K. SALDA
Municipal Mayor

cf: : The Provincial Governor, Province of Benguet
: The Sangguniang Bayan, La Trinidad, Benguet
: DILG thru MLGOO
: All Members
: file