



## MUNICIPALITY OF LA TRINIDAD

OFFICE OF THE MUNICIPAL MAYOR

### ADMINISTRATIVE ORDER

No. 025-2016

#### AN ADMINISTRATIVE ORDER REORGANIZING THE MUNICIPAL ANTI-DRUG ABUSE COUNCIL (MADAC) OF THE MUNICIPALITY OF LA TRINIDAD, BENGUET PROVINCE

**WHEREAS**, the constitution mandates that government shall promote the quality of life of the people. The Local Government Code of 1991 also provides that local government units shall pursue to enact and implement measures to maintain peace and order, improve public morals and provide basic services and facilities;

**WHEREAS**, DILG Memorandum Circular No. 98-227 enjoins all municipalities to create the Local Anti-Drug Abuse Council to achieve an integrated approach to eliminate the proliferation and use of illegal drugs and thus promote peace and order in the community;

**WHEREAS**, the national government under the new administration has made fight against drugs one of their major priority program;

**WHEREAS**, there is a need to reorganize the Municipal Anti-Drug Abuse Council of the Municipality of La Trinidad due to the changes in the elective officials as a result of the local elections held last May, 2016 and also to replace members who no longer represent their agency;

**NOW THEREFORE, I, ROMEO K. SALDA**, by virtue of the powers vested upon me by law as the Municipal Mayor of La Trinidad, Benguet, do hereby reorganize the Municipal Anti-Drug Abuse Council (MADAC) of the Municipality of La Trinidad, Benguet as follows:

**Section 1. Composition.** The Council shall be composed of the following:

Chairperson	:	HON. ROMEO K. SALDA, Municipal Mayor
Vice Chairperson	:	PCI RADINO S. BELLY, Chief of Police, LTMPs
Members	:	DR. ESTHER RIVERA, DepEd LT District Coordinating Principal JUDGE DELILAH GONZALEZ-MUÑOZ, MTC Judge DR. EDITHA M. FRANCISCO, MHSO MS. IRENE M. TAGTAG, MSWDO ATTY. JENNIFER C. FIANZA, Mun. Legal Officer MR. JOEL M. CERVANTES, CAO II MR. MARK CORTON, LT PTCA Federation President REV. FR. NESTOR D. POLTIC, Holy Guardian Angels Episcopal Church MR. BENITO HIPOLITO, Federation of LTVTP Associations President MR. GABRIEL I. FRANCISCO, KABALIKAT CIVICOM President MS. VIRGINIA RIVERA, La Trinidad Women's Brigade Org. President ALL PUNONG BARANGAYS
Action Officer	:	PCI RADINO S. BELLY, COP, LTMPs
Head Secretariat	:	MS. ROSE NOEMI T. CO, PDO II
Secretariat	:	SPO2 PACIO BALASO – Operations, LTMPs PO3 NELLY G. SIANO – PCR, LTMPs MR. GEORGE T. BABSA-AY, MO MS. LOURDES TAGUIBA, MSWDO

**Section 2. Functions.** The Municipal Anti-Drug Abuse Council shall perform the following functions:

1. Serve as focal point through which various organizations and individuals work together cooperatively in the planning, implementation and evaluation of programs on drug abuse prevention;



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2. Provide for an effective mechanism for the coordination of existing services and programs and those which might be developed in the immediate future;
3. Provide for a mechanism to obtain funds, volunteer facilities and technical expertise;
4. Conduct information and education campaign on the ill-effect of illegal drugs, monitor and report to proper authorities drug-pushers and drug-users in the locality;
5. Prepare a confidential watch list of drug users and pushers found in the municipality to be submitted to the PNP Anti-Illegal drug Task Force for the latter's validation or verification leading to the arrest and filing of appropriate charges;
6. Perform other related responsibilities as may be assigned by competent authorities.

**Section 3. Function of the Action Officer.** The Action Officer shall perform the following functions:

1. Coordinate with the Chairman in the scheduling of meetings/activities of the council;
2. Prepares training designs and papers pertinent to the activities of the council;
3. Acts as the head secretariat of the council;
4. Provide such other assistance as may be required by the council;

**Section 4. Functions of the Secretariat.** The Secretariat shall perform the following functions:

1. Provide technical and administrative support to the council;
2. Document proceedings of the council;
3. Prepare minutes of meetings, resolutions, recommendations and communications of the council to concerned individuals, officers, agencies and other entities;
4. Serve and follow-up resolutions, recommendations and communications of the council to concerned individuals, offices, agencies and other entities;
5. Keep the records of the council;
6. Provide such other assistance as may be required by the council;

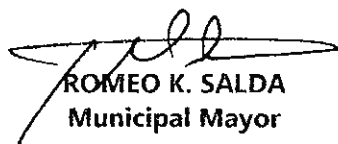
**Section 5. Meetings and Quorum.** The council shall meet as often as necessary, which shall be presided by the Chairperson. In the absence of the Chairperson, the meeting may be presided by the Vice Chairperson. In the absence of the above mentioned persons, the members present constituting a quorum shall elect among themselves who may preside for such meeting only. In any above cases, where the presence of the Chairperson is required by the law or the rules and regulations of the council, the meeting must be presided only by the Chairperson.

The affirmative vote of a majority of the members present in a meeting shall be necessary to approve an action of the council. The Chairperson, Vice Chairperson, or presiding member as the case may be, who is acting as presiding officer, shall not join in the voting except to break the tie.

A quorum shall mean the presence of the majority of the members.

**Section 6. Effectivity.** This Administrative Order shall take effect immediately and shall be valid until sooner revoked or amended.

Issued this 8<sup>th</sup> day of July, 2016 at La Trinidad, Benguet, Philippines.

  
ROMEO K. SALDA  
Municipal Mayor

Copy furnished:

- The Provincial Governor, Benguet Province
- The Sangguniang Bayan, La Trinidad, Benguet
- The DILG through the MLGOD
- File