

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

**ADMINISTRATIVE ORDER**  
**No.054-2016**

**AN ADMINISTRATIVE ORDER CREATING THE SCOUT OFFICIAL FOR A DAY (SOFAD) COORDINATING COMMITTEE PURSUANT TO MUNICIPAL ORDINANCE NO. 08-2016 OF THE MUNICIPALITY OF LA TRINIDAD, PROVINCE OF BENGUET.**

**WHEREAS**, Section 13, Article II of the Philippine Constitution declares that, *"The State recognizes the vital role of the youth in nation-building and shall promote and protect their physical, moral, spiritual, intellectual, and social well-being. It shall inculcate in the youth patriotism and nationalism, and encourage their involvement in public and civic affairs"*.

**WHEREAS**, in line with the above mentioned constitutional declaration, October of every year was declared as the Scouting Month under Presidential Proclamation No. 1326. Also, Presidential Proclamation No. 267 declared the month of October as "National Children's Month" to highlight the significant role of the child within the Filipino family and within the Philippine society.

**WHEREAS**, Municipal Ordinance No. 08-2016 institutionalized the conduct of the Scout Official For A Day (SOFAD) as an official activity during the celebration of the Scouting and National Children's Month every third Monday of October of every year in the Municipality of La Trinidad;

**WHEREAS**, Section 8 of said ordinance, mandates the creation of a SOFAD Coordinating Committee tasked to prepare, coordinate and assist in the conduct of the SOFAD celebration;

**NOW THEREFORE, I, ROMEO K. SALDA**, by virtue of the powers vested in me by law as the duly elected Municipal Mayor of the Municipality of La Trinidad, Province of Benguet, do hereby create the SOFAD Coordinating Committee as follows:

**Section 1. COMPOSITION.** The SOFAD Coordinating Committee shall be composed of the following:

Chairman	:	MS. IRENE M. TAGTAG, MSWDO
Vice Chairman	:	HON. ESTRELLA B. ADEBAN, SB Chairperson Com. on Social Services
Members	:	HON. TEDDY M. QUINTOS, ABC President MR. RENE VINCENT I. BALLUG, MLGOO MR. TEDDY C. WALANG, SB Secretary DR. ESTHER RIVERA, Coordinating Principal, DepEd-LT District MS. WILMA M. LINTAN, MTO MS. IMELDA E. GRUPO, MBO ENGR. VICENTE C. PEREZ, JR., MPDC MS. MARIE GLO R. DAWAGUI, BSP Council Scout Executive MS. DORRIS S. LACAMAN, GSP Scout Executive MR. FRANCIS A. LEE, Executive Assistant II
Secretariat	:	Mr. Joel M. Cervantes Ms. Melanie S. Sahoy Ms. Sicily Serrano Ms. Annie Abrigo Mr. Cris Eban

**Section 2. FUNCTIONS of the COMMITTEE.** The SOFAD Coordinating Committee shall perform the following functions:

1. They shall prepare and promulgate the necessary SOFAD Screening and selection guidelines and implement the same upon approval of the Sangguniang Bayan and the Municipal Mayor;

*"DUGAD MO SHALOSIM"*

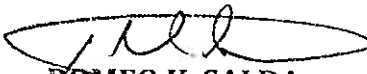
2. They shall directly coordinate with the District BSP and GSP for the concurrence of the list Scout Officials for a Day;
3. Provide the necessary assistance to the scout officials for a day during their tenure in the municipality;
4. They shall conduct assessment of the activities conducted and provide necessary corrective measures in the succeeding SOFAD celebration;
5. Prepare detailed report of the activities and submits the same to the office of the Municipal Mayor and Sangguniang Bayan for information;
6. Coordinate with other organizations in the municipality for possible expansion of the SOFAD program subject to agreement of both parties;
7. Perform other duties as they may be requested;

**Section 3. Functions of the Secretariat.** The secretariat shall perform the following functions:

- a. Provide administrative support to the committee;
- b. Organize and make all necessary arrangements for the meeting of the committee
- c. Prepare minutes of the meeting;
- d. Take custody of the records of the committee;
- e. Perform such other functions that may be necessary for the accomplishment of the above and those that may be assigned by the committee.

**Section 4. Effectivity.** This Administrative Order shall take effect immediately and shall be valid until revoked or amended.

**Issued this 22<sup>nd</sup> day of September, 2016 at La Trinidad, Benguet.**

  
**ROMEO K. SALDA**  
**Municipal Mayor**

Copy furnished:

- The Provincial Governor, Benguet
- The Sangguniang Bayan, LTB
- The DILG-CAR through the MLGDO
- File