



Republic of the Philippines  
City Government of Muntinlupa  
**CITY OF MUNTINLUPA**  
**Office of the City Mayor**



**EXECUTIVE ORDER No. 30**  
**Series of 2016**

**PROVIDING FOR THE CREATION OF THE MUNTINLUPA CITY NUTRITION  
COMMITTEE, ITS COMPOSITION AND FUNCTIONS**

**WHEREAS**, Presidential Decree No. 491 of 1974, otherwise known as the Nutrition Act of the Philippines, provides the following as policies, namely:

- (a) nutrition as a priority of the government to be implemented by all branches of government in an integrated fashion;
- (b) the National Nutrition Council as the highest policy-making and coordinating body on nutrition to formulate, monitor, coordinate, and evaluate the national nutrition program;
- (c) July as Nutrition Month to focus the public's attention on the importance of nutrition; and
- (d) nationwide coverage of the nutrition program, which, among others, includes, massive weighing of pre-school children, called Operation Timbang Plus (OPT+), to locate and identify malnourished children, and organization of nutrition committees to facilitate coordination with local chief executives as chairpersons;

**WHEREAS**, the issuance of Letter of Instruction (LOI) No. 441, in 1976, instructed various departments of government to address malnutrition, including the Ministry of Local Government and Community Development (now, the Department of the Interior and Local Government, or DILG), to establish functioning nutrition committee in every region, province, city municipality and barangay;

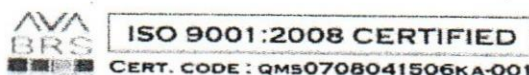
**WHEREAS**, malnutrition continues to be a major problem, affecting infants, preschoolers, school children, pregnant women and lactating mothers, among others;

**WHEREAS**, the continued prevalence of malnutrition is unacceptable, as it compromises the growth and development not only of individuals, but also of the community and the City of Muntinlupa;

**WHEREAS**, malnutrition is caused by several factors that cut across various sectors;

**WHEREAS**, sectoral action to address malnutrition can have a better impact when coordinated and integrated;

**WHEREAS**, such coordinated and integrated action can be made possible through a mechanism that will bring these sectors together for shared decision-making and responsibility on matters related to nutrition improvement;



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**NOW, THEREFORE, I, Jaime R. Fresnedi, Mayor of the City of Muntinlupa, by virtue of the powers vested in me by law, do hereby decree and order that:**

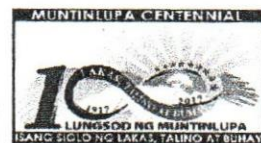
Section 1. Creation and Composition

The Muntinlupa City Nutrition Committee (Nutrition Committee, *for brevity*) is hereby created, and it shall be composed of the following individuals with their respective designations, namely:

- |     |  |                   |
|-----|--|-------------------|
| (a) | Jaime R. Fresnedi,<br>City Mayor   | Chairperson;      |
| (b) | Magdalena C. Meana, MD, MPH<br>City Nutrition Action Officer                           | Vice Chairperson; |
| (c) | Allan Rey Camilon,<br>Chairperson, Committee on Health and Sanitation                  | Member;           |
| (d) | Walter A. Arcilla,<br>President, Liga ng mga Barangay                                  | Member;           |
| (e) | Maria Teresa R. Tuliao, MD, MPA-HEDM,<br>City Health Office                            | Member;           |
| (f) | Catherine Mary R. Biazon,<br>Gender and Development                                    | Member;           |
| (g) | Lualhati S. Morales,<br>City Budget and Management Department                          | Member;           |
| (h) | Anastacio L. Miñoza,<br>City Treasurer's Office  | Member;           |
| (i) | Marylilibeth P. Deloso, Ph.D.,<br>Department of Agriculture, Extension Services Office | Member;           |
| (j) | Mauro C. de Gulan,<br>Schools Division Office  | Member;           |
| (k) | Bernadette G. Ferino,<br>Department of the Interior and Local Government               | Member;           |
| (l) | EnP. Noel A. Cadorna,<br>City Planning and Development Office                          | Member;           |
| (m) | Analyn A. Mercado, RSW<br>Social Services Department                                   | Member;           |
| (n) | Teresita V. Navarro,<br>Public Information Officer                                     | Member;           |
| (o) | Glenda Zamora-Aniñon,<br>Public Employment Service Office                              | Member;           |
| (p) | Francisco A. Santella,<br>Muntinlupa City Technical Institute                          | Member;           |



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- |     |   |         |
|-----|---|---------|
| (q) | Cherry H. Navidad, MD<br>Medical Nutrition Program                      | Member; |
| (r) | Maria Ana C. Ordenes, RND, MSN<br>Nutrition Section, City Health Office | Member; |
| (s) | Rommel A. Abad,<br>Sanitation Section, City Health Office               | Member; |
| (t) | Tessie G. Robles,<br>Muntinlupa Development Foundation                  | Member; |
| (u) | Atty. Camille R. Alcaraz,<br>Lingkod Muntinlupa Foundation              | Member. |

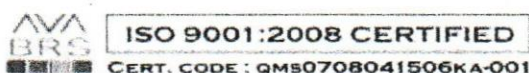
In case of non-availability during meetings, the absent individual member shall send a responsible representative or substitute. In case of necessity of an election or any decision making process, the members of the Nutrition Committee shall decide on the internal rules to apply.

In the event of resignation, removal from office, cessation of office, transfer, or any similarly-situated circumstance of any member above-named, the successor shall immediately assume membership in the Nutrition Committee without the need for further issuance of an order.

Section 2. Functions

The functions of the Nutrition Committee are as follows, namely:

- (a) formulate an integrated city action plan on health, nutrition, livelihood, etc., based on data reflective of health, nutrition and socio-economic situation of the city;
- (b) ensure the programs for nutrition improvement are integrated in the local development plan and the local development investment plan;
- (c) carry out the mandates of each respective sector or agency involved in nutrition in coordination with other sectors or agencies;
- (d) ensure that health, nutrition, and other activities set in the action plan are diligently implemented and regularly monitored;
- (e) hold monthly meetings to discuss implementation and accomplishment of programs formulated in the City Nutrition Action Plan;
- (f) conduct inter-agency team field visits to conduct of nutrition programs and to program sites;
- (g) submit quarterly reports of accomplishments to the Secretariat, which shall be forwarded to the Office of the City Mayor, copy furnished the Office of the City Administrator;
- (h) ensure effective and efficient management of funds for nutrition programs;
- (i) conduct Program Implementation Review (PIR) to assess accomplishments and determine if objectives were achieved;



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- (j) conduct supporting activities, such as research, advocacy, surveillance, training, among others, that will improve program implementation;
- (k) work and coordinate with concerned agencies and offices, international, national or local, private or public, that may directly affect the implementation of the nutrition program of the city and ensure that the primacy of the program's objectives remain;
- (l) recommend to the City Mayor or any other competent authority measures to improve the city nutrition program.

Section 3. Secretariat.

The Nutrition Section of the City Health Office shall form the Secretariat of the Nutrition Committee. The Head of the Secretariat shall be Rhonda E. Rabino, RND. The Secretariat shall be responsible for the preparation and issuance of notices of meetings, regular or special; the laying out of the logistical requirements of the meetings; taking down and recording of the minutes of meetings; the writing down, sending and filing of correspondence; and similarly-situated responsibilities.

Section 4. Allowance.

The members of the Nutrition Committee and the members of the Secretariat shall receive the amount of one thousand (Php 1,000.00) pesos for every meeting, regular or special, provided proof is attached showing actual and physical attendance, and subject to usual accounting and auditing laws, rules and regulations. The funds for this purpose shall be provided in and taken from the Annual Budget of the City Health Office.

Section 5. Repealing Clause.

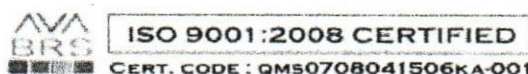
All orders, memoranda, directives and similarly-situated issuances inconsistent herewith are hereby repealed or modified accordingly.

Section 6. Effectivity.

This Executive Order shall take effect immediately and shall remain in full force unless otherwise revoked, rescinded, amended or superseded accordingly.

**DONE AND EXECUTED** on this 20<sup>th</sup> day of December 2016 in the City of Muntinlupa.

  
JAIME R. FRESNEDI  
City Mayor



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