



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



EXECUTIVE ORDER NO. 30
Series of 2019

**PROVIDING FOR AMENDMENTS TO EXECUTIVE ORDER NO. 17, SERIES OF 2018,
ON THE REORGANIZATION OF THE PEACE AND ORDER COUNCIL OF
THE CITY OF MUNTINLUPA, AND ITS TECHNICAL WORKING GROUP, AND
THE CREATION OF SPECIAL ACTION COMMITTEES,
THEIR RESPECTIVE COMPOSITION AND FUNCTIONS**

WHEREAS, the last line of Section 16, Republic Act No. 7160, or the Local Government Code of 1991, provides that "(e)very local government unit shall xxx maintain peace and order, and preserve the comfort and convenience of their inhabitants;"

WHEREAS, Section 116, *supra*, provides "(t)here is hereby established in every province, city and municipality a local peace and order council, xxx;"

WHEREAS, Executive Order No. 17, Series of 2018, provides for the re-organization of the Peace and Order Council of the City of Muntinlupa;"

WHEREAS, Memorandum Circular No. 2019-143, issued by the Department of the Interior and Local Government (DILG), signed by Secretary Eduardo M. Año, and dated 27 August 2019, entitled Omnibus Guidelines for Peace and Order Councils (POCs), "shall harmonize and codify existing policies affecting POCs, and provide additional guidelines concerning Peace and Order and Public Safety Plans (POPSP), POPSP Policy Compliance Monitoring System (POPSP-PCMS), and POC Performance Audit;

WHEREAS, there is an urgent need to introduce and codify the changes brought by Memorandum Circular No. 2019-143 into the Peace and Order Council of the City of Muntinlupa;

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

Section 1. Re-organization and Composition.

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The Peace and Order Council of the City of Muntinlupa (POCCM, *for brevity*) is hereby reorganized and reconstituted as follows, with their respective designations, namely:

- | | | | |
|----|--|---|-------------------|
| a. | Jaime R. Fresnedi,
City Mayor | : | Chairperson; |
| b. | Artemio A. Simundac,
Vice Mayor | : | Vice Chairperson; |
| c. | Francis Ian T. Bagatsing,
Chairperson,
Committee on Public Order, Security and Safety,
Sangguniang Panlungsod | : | Member; |
| d. | Walter A. Arcilla,
President, Liga ng mga Barangay
Barangay Tunasan | : | Member; |
| e. | Kenichi DLA Takagi, Jr.,
President, Sangguniang Kabataan Federation | : | Member; |
| f. | Rafael T. Sevilla,
Punong Barangay, Barangay Sucat | : | Member; |
| g. | Ronaldo L. Loresca,
Punong Barangay, Barangay Buli | : | Member; |
| h. | Rainier Emmanuelle B. Bulos,
Punong Barangay, Barangay Cupang | : | Member; |
| g. | Christine May A. Abas,
Punong Barangay, Barangay Alabang | : | Member; |
| i. | Ruben P. Baes,
Punong Barangay, Barangay Ayala Alabang | : | Member; |
| j. | Adorado P. San Pedro,
Punong Barangay, Barangay Bayanan | : | Member; |
| k. | Danilo R. Teves,
Punong Barangay, Barangay Putatan, | : | Member; |
| l. | Allen F. Ampaya,
Punong Barangay, Barangay Poblacion | : | Member; |
| m. | Engr. Allan A. Cachuela,
City Administrator | : | Member; |
| n. | Atty. Genesi M. Santiago,
Office of the City Administrator | : | Member; |

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- o. P/SSupt. Gerardo L. Umayao,
Chief of Police, Muntinlupa City Station,
Philippine National Police : Member;
- p. JCI Patrick C. Rubio,
Jail Warden, Muntinlupa City Jail,
Bureau of Jail Management and Penology : Member;
- q. Supt. Bernard T. Rosete,
Fire Marshall, Muntinlupa City Station,
Bureau of Fire Protection : Member;
- r. Col. Florocito E. Ragudo (Ret.),
Drug Abuse Prevention and Control Office,
Public Order and Safety Office : Member;
- s. Danidon M. Nolasco,
Muntinlupa Traffic Management Bureau : Member;
- t. Analyn A. Mercado, RSW,
Social Services Department : Member;
- u. Maria Teresa R. Tuliao, MD,
City Health Office : Member;
- v. Noel A. Cadorna,
City Planning and Development Office : Member;
- w. Marylilibeth P. Deloso,
Department of Agriculture, Extension Services Office : Member;
- x. Lorna B. Misa,
Environmental Protection and Natural Resources Office,
Environmental Sanitation Center : Member;
- y. Teresita V. Navarro,
Public Information Office : Member;
- z. Erwin O. Alfonso,
Disaster Risk Reduction and Management Office : Member;
- aa. Lualhati S. Morales,
City Budget and Management Department : Member;
- bb. Melania M. Casanova,
City Accounting Office : Member;
- cc. Engr. Dynadelle N. Aranda,
City Engineering Department : Member;

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dd.	Janalodin T. Guiling, Muslim Affairs Office	:	Member;
ee.	Herminio A. de la Cruz, Lake Management Office	:	Member;
ff.	Bernadette G. Ferino, DILG Muntinlupa Local Operations Office	:	Member;
gg.	Aileen Marie S. Gutierrez, Office of the City Prosecutor	:	Member;
hh.	Dominico C. Idanan, Ed. D., Superintendent, Schools Division Office, Department of Education	:	Member;
ii.	Efren A. Villanueva, City Security Office	:	Member;
jj.	Atty. Karen B. Baldonasa, City Legal Office	:	Member;
kk.	Rosemarie I. Geli, Community Affairs and Development Office	:	Member;
ll.	Elvie Sanchez-Quiazon, Philippine Chamber of Commerce and Industry, Muntinlupa City Chapter	:	Member;
mm.	Rosario de los Santos, Muntinlupa Development Foundation, Civil Society Organization Representative	:	Member;
nn.	Maria Edna Villapando, I-Help Corporation, Civil Society Organization Representative	:	Member;
oo.	Noel Tacorda, Kiwanis Club Mabuhay, Civil Service Organization Representative	:	Member;
pp.	Capt. Vargas A. Vargas, PAF, Armed Forces of the Philippines Representative	:	Member.

Membership in the POCCM is a function of the office which the member occupies. In the event of resignation, removal, transfer, termination, grave illness, incapacity, death, or any other similarly-situated circumstance, the successor thereof shall assume membership thereto, subject to provisions on issuance of resolution contained in the succeeding paragraph, without need for the issuance of another order. Moreover, for members from the private

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sector, their replacement shall be subject to the decision of the City Mayor, after consultation with relevant parties, and, again, subject to provisions on issuance of a resolution contained in the succeeding paragraph.

Section 2. Functions of the POCCM.

The POCCM shall perform the following functions, namely:

- a. Convene, meet and discuss important issues every quarter, or as often as the need arises;
- b. Adopt the following resolutions, to wit:
 - i. A resolution or any similar issuance on the composition of the POCCM immediately after the assumption of the new Chairperson, and in the event that there is any change in the composition thereof;
 - ii. A resolution or any similar issuance on the creation of Special Action Committees;
 - iii. An annual resolution on the schedule of quarterly meetings;
 - iv. A resolution or any similar issuance on the composition of the CPOCCM Secretariat;
 - v. A resolution on the approval of the CPOCCM POPS Plan; and
 - vi. Such other resolutions, as may be necessary.
- c. Invite other concerned agencies which are not included in Executive Order No. 773, Series of 2009 (e.g. intelligence communities or agencies) to join or participate in POCC meetings, discussions, activities, among others, as may be necessary;
- d. Formulate a three-year Local Peace and Order and Public Safety plan (POPS) Plan, that shall be incorporated and shall be made consistent with the Comprehensive Development Plan (CDP);
- e. Create a Special Action Committee (SAC) on Anti-Insurgency and Anti-Criminality, Crisis Management, and other SACs, to prevent or address the issues or incidents on peace and order and public safety;
- f. Create a Technical Working Group (TWG) for the purpose of POPS Planning, following the guidelines prescribed by DILG Memorandum Circular No. 2019-143 dated August

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27, 2019, entitled Omnibus Guidelines for Peace and Order Councils (POCs) and other DILG issuances on the tools and processes on POPS Planning;

- g. Provide a forum for inter-disciplinary dialogue and deliberation of major issues and concerns affecting peace and order and public safety within its area of jurisdiction;
- h. Recommend strategic actions or activities aimed at promoting, improving or enhancing peace and order and public safety measures, including anti-insurgency measures within its area of jurisdiction;
- i. Recommend measures to converge and orchestrate internal security operations efforts of civil authorities and agencies, military, and police;
- j. Formulate and adopt an effective mechanism for coordination, cooperation, and consultation, involving the local executives, the citizenry, and law enforcement agencies under Republic Act No. 6975, as amended, in the adoption of the Community and Service-Oriented Policing (CSOP) System;
- k. Apply moral suasion to and/or recommend sanctions against local chief executives who are giving material and political support to the insurgents, if applicable;
- l. Monitor the provision of livelihood and infrastructure development programs and projects in the remote rural and indigenous population areas to isolate them from the insurgents' ideological, political and organizational works;
- m. Participate in the conduct of the annual Peace and Order Council performance audit;
- n. Serve as mechanism to support the Enhanced Comprehensive Local Integration Program (E-CLIP) Committee in its implementation;
- o. Support the implementation of ELCAC (End Local Communist Armed Conflict) initiatives;
- p. Provide regular staff and financial assistance from the Office of the CPOC Chairperson to support the CPOC Secretariat; and

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- q. Perform such other functions as may be directed by law or higher authorities.

Section 3. Secretariat.

Pursuant to Section 4, Executive Order No. 773, *supra*, the Secretariat of the POCCM shall be headed by the most senior officer of the Department of the Interior and Local Government (DILG) Muntinlupa Local Operations Office. The Head Secretariat shall be assisted by Roger John P. Smith, Chief Administrative Officer, Office of the City Administrator.

The Secretariat shall be composed of the following officers and staff members from the DILG Muntinlupa Field Office and support from the concerned local offices, namely:

- | | | | |
|----|--------------------------|---|---|
| a. | Atty. Nemei S. Santiago | : | Research Analyst / Support Staff from the Office of the CPOC Chair; |
| b. | Nancy B. Torero | : | Management Information System; |
| c. | Jerico R. Bunyi | : | Administrative Aide IV; |
| b. | Cecilia A. Argana | : | Administrative Aide V; and |
| c. | Jose Salvador S. Parawan | : | Administrative Aide V. |

Section 4. Functions of the Secretariat.

The Secretariat shall perform the following functions, namely:

- a. The Secretariat Head shall cause the reorganization of the POCCM, upon assumption into office of the City Mayor, the Chairperson, after the May 2019 Mid-Term Elections, through the following:
 - i. Convene the prospective members of the POCCM;
 - ii. Call for Civil Society Organizations' nominations for POCCM representation;
 - iii. Review profiles of Civil Society Organizations; and
 - iv. Endorse and recommend nominees of Civil Society Organizations to the Chairperson;
- b. Assist the Chairperson and Vice Chairperson in the conduct of the POCCM meetings;
- c. Provide technical and administrative assistance to the POCCM;
- d. Propose PPAs contributing to the furtherance of peace and order and public safety situations consistent to national thrusts;

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- e. Recommend POCCM agenda and prepare resolutions, minutes of the meeting and other documents;
- f. Submit the following status reports to the RPOC Secretariat:
 - i. Conduct of the annual POC performance audit;
 - ii. Formulation and development of LGU POPS Plan;
 - iii. Encoding in the POPS PCMS;
- g. Prepare and submit the following accomplishment reports through the POPS-PCMS, based on the timeline provided:
 - i. Reporting Forms 1 (semestral) and 2 (annual);
 - ii. POC Secretariat semestral accomplishment report;
- h. Provide technical support or assistance to the activities related to the Enhanced Comprehensive Local Integration Program (E-CLIP), ELCAC Task Force and other peace and order and public safety related programs;
- i. Perform such other tasks as may be directed by law, the RPOC Chairperson or the NPOC Chairperson.

Section 4. Special Action Committees (SACs) of the POCCM.

1. SAC on Anti-Criminality.

A. Composition.

This shall be composed of the following individuals, namely:

- i. P/SSupt. Gerardo L. Umayao,
Chief of Office, Philippine National Police : Chairperson;
- ii. Francis Ian P. Bagatsing
Chairperson,
Committee on Public Order, Security and Safety,
Sangguniang Panlungsod : Member;
- iii. Walter A. Arcilla,
President, Liga ng mga Barangay : Member;

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| iv. | Engr. Allan A. Cachuela,
City Administrator | : | Member; |
| v. | Atty. Karen Baldonasa,
City Legal Office | : | Member; |
| vi. | Aileen Marie S. Gutierrez,
Office of the City Prosecutor | : | Member; |
| vii. | Col. Florocito E. Ragudo (Ret.),
Drug Abuse Prevention and Control Office | : | Member; |
| viii. | Bernadette G. Ferino,
DILG Muntinlupa Local Operations Office | : | Member. |

B. Functions.

The SAC on Criminality shall perform the following functions, namely:

- i. Identity specific Policies, Programs, Projects, Services and Activities (PPPSA) that will prevent and counter criminality;
- ii. Identify the point persons or agencies who will take the lead for every anti-criminality activity;
- iii. Propose cost of implementation, anticipated timeline, and other factors pertaining to the activities;
- iv. Frame each activity as part of a comprehensive approach;
- v. Submit identified anti-criminality activities to the POPS Plan TWG for inclusion in the POPS Plan;
- vi. Implement and monitor the POPS Plan funded PPPSAs;
- vii. Closely coordinate with POC Secretariat relative to the implementation of the identified activities;
- viii. Submit the following reports:
 - a. Semestral Accomplishment Report, submit not later than the 15th of August for the First Semester and the 15th day of March for the Second Semester;
 - b. Annual Report, not later than the 15th day of March; and
- ix. Perform such other tasks as may be directed by the Council.

2. SAC on Public Safety.

A. Composition.

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| i. | Supt. Bernard T. Rosete,
Fire Marshall, Bureau of Fire, Muntinlupa City Station | : | Chairperson; |
| ii. | JCI Patrick C. Rubio,
Jail Warden, Bureau of Jail Management and Penology | : | Member; |
| iii. | Bernadette G. Ferino,
DILG Muntinlupa Local Operations Office | : | Member; |
| iv. | Danidon M. Nolasco,
Muntinlupa Traffic Management Office | : | Member; |
| v. | Col. Florocito E. Ragudo (Ret.),
Public Order and Safety Office | : | Member; |
| vi. | Lorna B. Misa,
Environmental Protection and Natural Resources Office | : | Member; |
| vii. | Maria Teresa R. Tuliao, MD,
City Health Office | : | Member; |
| viii. | Analyn A. Mercado, RSW,
Social Services Department | : | Member; |
| ix. | Efren A. Villanueva,
City Security Office | : | Member. |

B. Functions.

The SAC on Public Safety shall perform the following functions, namely:

- i. Identify specific Public Safety Programs (PSPs) and other related activities;
- ii. Identify the point persons or agencies who will take the lead for every PSP identified;
- iii. Propose cost of implementation, anticipated timeline, and other factors pertaining to the activities;
- iv. Frame each activity as part of a comprehensive approach;
- v. Submit identified PSPs to the POPS Plan TWG for inclusion in the POPS Plan;
- vi. Implement and monitor PSPs funded in the POPS Plan;
- vii. Closely coordinate with POC Secretariat relative to the implementation of identified activities;
- viii. Submit the following reports:
 - a. Semestral Accomplishment Report, submit not later than the 15th day of August for the First Semester and the 15th day of March for the Second Semester;
 - b. Annual Report, not later than 15th day of March;

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- ix. Perform such other tasks as may be directed by the council.
3. SAC on Anti-Insurgency.
- A. Composition.
- i. Capt. Vargas A. Vargas, PAF,
Armed Forces of the Philippines Representative : Chairperson;
 - ii. Francis Ian P. Bagatsing,
Chairperson,
Committee on Public Order, Security and Safety,
Sangguniang Panlungsod : Member;
 - iii. Bernadette G. Ferino,
DILG Muntinlupa Local Operations Office : Member;
 - iv. Analyn A. Mercado, RSW,
Social Services Department : Member;
 - v. P/SSupt. Gerardo L. Umayao,
Chief of Police, Muntinlupa City Station,
Philippine National Police : Member.
- B. Functions.

The SAC on Anti-Insurgency shall perform the following functions, namely:

- i. Identify specific PPPSAs that will prevent and counter insurgency;
- ii. Identify the point persons who or agencies that will take the lead in every anti-insurgency PPPSA duly specified;
- iii. Propose the costs of implementation, anticipated timeline, and other factors pertaining to each activity;
- iv. Initiate and implement all ELCAC initiatives and all related activities thereto;
- v. Frame each activity as part of a comprehensive approach;
- vi. Submit identified anti-insurgency and ELCAC activities to the POPS Plan TWG for inclusion in the POPS Plan;
- vii. Implement and monitor the POPS Plan-funded PPPSAs;
- viii. Closely coordinate with POC Secretariat relative to the implementation of identified activities;

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- ix. Submit the following reports:
- a. Semestral accomplishment report, submit not later than the 15th day of August for the First Semester and the 15th day of March for the Second Semester;
 - b. Annual Report, submit not later than the 15th day of March;
- x. Perform such other functions as may be directed by the POCCM.
4. SAC on Anti-Illegal Drugs.
- A. Composition.
- i. Col. Florocito E. Ragudo (Ret.),
Drug Abuse and Prevention Control Office : Chairperson;
 - ii. P/SSupt. Gerado L. Umayao,
Chief of Police, Muntinlupa City Station,
Philippine National Police : Member;
 - iii. Walter A. Arcilla,
President, Liga ng mga Barangay : Member;
 - iv. Engr. Allan A. Cachuela,
City Administrator : Member;
 - v. Bernadette G. Ferino,
DILG Muntinlupa Local Operations Office : Member;
 - vi. Maria Teresa R. Tuliao, MD,
City Health Office : Member;
 - vii. Analyn A. Mercado,
Social Services Department : Member.
- B. Functions.

The SAC on Public Safety shall perform the following functions, namely:

- i. Identify specific Anti-Illegal Drugs Programs and other related activities;
- ii. Identify the point persons who or agencies that will take the lead for every program specified;
- iii. Propose the costs of implementation, anticipated timeline, and other factors pertaining to the activities;
- iv. Frame each activity as part of a comprehensive approach;

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- v. Submit identified anti-illegal drug PPAs to the POPS Plan TWG for inclusion in the POPS Plan;
 - vi. Implement and monitor anti-illegal drug PPAs funded in the POPS Plan;
 - vii. Closely coordinate with POCCM Secretariat relative to the implementation of identified activities;
 - viii. Submit the following reports:
 - a. Semestral Accomplishment Report, submit not later than the 15th day of August for the First Semester and the 15th day of March for the Second Semester;
 - b. Annual Report, submit not later than the 15th day of March;
 - viii. Perform such other functions as may be directed by the POCCM.
5. Crisis Management Committee.
- A. Composition.
- i. Jaime R. Fresnedi,
City Mayor : Chairperson;
 - ii. Maria Teresa R. Tuliao, MD
Point Person for Medical Concerns : Member;
 - iii. Atty. Karen B. Baldonasa,
Point Person for Legal Concerns : Member;
 - iv. Erwin O. Alfonso,
Point Person for Logistics : Member;
 - v. Rosemarie I. Geli,
Point Person for Community Relations : Member;
 - vi. Fire Marshall Supt. Bernard T. Rosete,
Point Person for Public Safety : Member;
 - vii. Analyn A. Mercado, RSW,
Point Person for Social Services : Member.
- B. Functions.

The Crisis Management Committee shall perform the following functions, namely:

- i. Provide and mobilize available resources through an established inter-agency resource sharing protocol;

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- ii. Coordinate inter-agency crisis management effort;
- iii. Ensure that operational demands during crisis are met and all actions are coordinated and complementary;
- iv. Establish as accessible communication lines so that reliable and timely information are received and disseminated to appropriate levels;
- v. Accomplish the tasks under the Predict, Prevent, Prepare, Perform and Post-Action and Assessment pursuant to Section 1.1 of the National Crisis Management Core Manual of 2012;
- vi. Designate a specific office to undertake or monitor crisis management efforts; and
- vii. Perform such other tasks as may be directed by the Council.

Section 5. POCCM POPS Plan Technical Working Group (TWG).

A. Composition.

The POCCM POPS Plan TWG shall be composed of the following, namely:

- i. EnP. Noel A. Cadorna,
City Planning and Development Office : Chairperson;
- ii. Walter A. Arcilla,
President, Liga ng mga Barangay : Member;
- iii. Lualhati S. Morales,
City Budget and Management Department : Member;
- iv. Melania M. Casanova,
City Accounting Office : Member;
- v. Bernadette G. Ferino,
DILG Muntinlupa Local Operations Office : Member;
- vi. Analyn A. Mercado, RSW,
Social Services Department : Member;
- vii. Lorna B. Misa,
Environmental Protection and Natural Resources Office : Member;
- viii. Erwin O. Alfonso,
Disaster Risk Reduction and Management Office : Member;
- xi. Roger John P. Smith,
Office of the City Administrator : Member;

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| x. | Rosario de los Santos,
Muntinlupa Development Foundation | : | Member; |
| xi. | DILG Muntinlupa Cluster Head | : | Member; |
| xii. | James Christopher F. Fadrilan,
Local Government Operations Officer V, DILG | : | Member; |
| xiii. | Ana Carmela M. Ilagan,
Planning Officer III | : | Member; |
| xiv. | Vilma E. Garon,
Senior Administrative Assistant II | : | Member; |
| xv. | Pamela A. Asuncion,
Supervising Administrative Officer | : | Member. |

B. Functions.

The POCCM POPS Plan TWG shall perform the following functions, namely:

- i. Lead in the formulation of POPS Plan;
- ii. Prepare documents that could serve as reference for the profiling of the strategic direction and peace and order and public safety issues in the locality;
- iii. Conduct data gathering and stakeholder consultations as needed and analyze data gathered;
- iv. Coordinate with communities or barangays for data gathering and action planning for the implementation of POPS Plan;
- v. Coordinate with POC Sub-Committee Heads relative to the recommended PPPSAs for inclusion in the POPS Plan;
- vi. In coordination with the POC Chair and Secretariat Head, convene the POC and present the POPS Plan for discussion, approval and appropriate action;
- vii. Present data to the POC for prioritization of issues and development of strategies;
- viii. Draft and finalize the POPS Plan;
- ix. In coordination with the City Mayor, convene the POC and present the POPS Plan for discussion, approval and appropriate action;
- x. Take part in the submission and Sangguniang Panlungsod (SP) adoption of the POPS Plan;
- xi. Encode the approved POPS Plan in the POPS-PCMS;
- xii. Coordinate with internal and external stakeholders for effective communication and monitoring, as laid out in the POPS Plan;

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- xiii. Ensure inclusion of key programs or strategies (DILG-MC No. 2015-128, Annex 3) Community and Service-Oriented Policing (CSOP) and conflict-sensitivity, if deemed appropriate, in the POPS Plan; and
- xiv. Submit the following reports:
 - a. Semestral accomplishment report, submit not later than the 15th day of August for First Semester and the 15th day of March for the Second Semester.
 - b. Annual Report, not later than 15th day of March; and
- xv. Perform such other functions as may be directed by the POCCM.

Section 6. Meeting and Allowance.

Each member of the POCCM and the POPS Plan TWG shall receive the amount of Two Thousand Five Hundred (Php 2,500.00) Pesos per month. The members of the Secretariat, on the other hand, shall receive the amount of One Thousand Five Hundred (Php 1,500.00) Pesos per month. The POCCM's Regular Meeting shall be conducted once every quarter, every last Thursday of the month, or as the need for it arises. No individual shall receive double the said amount even if he or she is a member of both the POCCM and the TWG, or any other special committee or sub-group.

Section 7. Repealing Clause.

All orders and directives issued in the past inconsistent with any provision found herein are deemed revoked, rescinded, or amended accordingly.

Section 8. Separability Clause.

All executive orders, regulations, memoranda and other instruments inconsistent with any provision herein are hereby revoked, rescinded, or amended accordingly.

Section 9. Effectivity Clause.

This Executive Order shall take effect immediately, and it shall remain in full force and effect until subsequently revoked, rescinded, or amended accordingly.

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DONE AND EXECUTED this 29th day of October 2019 in the City of Muntinlupa.


JAIME R. FRESNEDI
City Mayor 

YAN ANG TAMA YAN ANG MUNTINLUPA!