*Hon. Cielo Krisel Lagman*
City Mayor

# EXECUTIVE ORDER NO. 046 SERIES OF 2023

## AN EXECUTIVE ORDER REORGANIZING THE CITY NUTRITION COUNCIL OF TABACO CITY (COMPLEMENTARY TO THE LOCAL NUTRITION CLUSTER FOR EMERGENCIES AND DISASTERS)

**WHEREAS,** Article XV, Section 3, (2) of the 1987 Philippine Constitution states that the state shall defend the right of children to assistance, including proper care and nutrition;

**WHEREAS,** Executive Order No. 234, s. 1987, entitled, "Reorganizing the National Nutrition Council (NNC)" formulated the structure of the National Nutrition Council as well as its functions aimed at strengthening national programs and activities on nutrition;

**WHEREAS,** Section 17, (b), (2), (iv) of Republic Act No. 7160, otherwise known as the Local Government Code of 1991, mandates local government units to effectively provide social services including the promotion of nutrition;

**WHEREAS,** pursuant to the National Nutrition Council Board Resolution No. 1, series of 2009 entitled, "Adopting the National Policy on Nutrition Management in Emerging Disasters," the Nutrition Committee of each Local Government Unit shall function as the Local Nutrition Cluster in the context of emergency management and shall be considered as a Sub-structure of the Local Disaster Coordinating Council;

**WHEREAS,** the Department of Interior and Local Government (DILG) Memorandum Circular No. 2018-42 provided guidelines on the roles and responsibilities of Local Government Units in the implementation of the Philippine Plan of Action for Nutrition (PPAN);

**WHEREAS,** the reorganization of the City Nutrition Committee is deemed necessary to update its members for a more comprehensive composition and to formally state that the same composition shall complement the Local Nutrition Cluster for emergencies and disasters.

**NOW THEREFORE,** I, **CIELO KRISEL LAGMAN,** City Mayor of Tabaco City, by virtue of the power vested in me by Republic Act No. 7160, otherwise known as the Local Government Code of 1991 and other pertinent laws, do hereby **reorganize the City Nutrition Council of Tabaco City** and order the following:

**SECTION 1. COMPOSITION.** The City Nutrition Council shall be composed of the following:

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|---|---|
| Chairperson: | **CIELO KRISEL LAGMAN,** City Mayor |
| Vice Chairperson: | **HON. PRECIOCISIMA TANGGO,** SP Committee Chairperson on Health |
| Members: | **HON. EDDIE S. PEROL,** LnB President |
| | **DR. AUDWIN C. AZADA,** City Health Officer |
| | **EFLEDA B. BOBOYO,** City Nutrition Officer |
| | **ENGR. MYLA B. BRONCANO, EnP,** OIC-CPDO |
| | **RUTH FAY B. BELARMINO,** CGLOO VI |

**JOCELYN GUSTE,** Nurse II – Schools Division Office Tabaco
**MA. ANTONIA B. BURABOD,** Economist II – CPDO
**MA. JODELMA M. CANO,** SWO I – CSWDO
**ENGR. MARIA AILEENE C. BOMBON,** OIC-CAO
**BERNADETTE RODRIGUEZ,** Nurse IV – CHU
**RAFAEL C. KALLOS, Ph.D.,** City Treasurer
**SHERRY A. TRILLES,** City Budget Officer
**EVANGELINA S. BORITO, CPA,** City Accountant
**HUGO G. BUEN,** CDRRMO
**MA. ROSSANA R. GAYTANO,** CBMS Focal Person
**MARVIN CLARINA,** LGU Consultant
**KRISTINE B. DE LA CRUZ,** GAD Focal Person
**RONALO B. BARBACENA,** LYDO
**NANCY BENDANIA,** Social Action Representative
**MARIA KRISTINE B. CANDANO,** Children International Bicol, Inc.
**MARILYN BUENSALIDA,** BHW Representative
**PURIFICACION B. BELENZO,** RIC Representative
**KRISTINE JOY BELEN BON,** 4Ps City Link
**RUBEN BUTIAL,** OSCA Consultant
**DR. MARILOU COMPUESTO,** MMG-Albay
**MA. GISELA TIONGSON,** Jollibee Group Foundation

**SECTION 2. DUTIES AND FUNCTIONS.** The City Nutrition Council shall have the following Duties and Functions:

1. Formulation of local food and nutrition policies, strategies, programs, and projects for nutrition improvement;
2. Coordinate in planning, implementation, monitoring, and evaluation of the integrated local food and nutrition programs.
3. Coordinate with other local government officials and other concerned institutions for resource generation; and
4. Tap the Local Government Unit for assistance in the form of personnel, facilities, and/or resources as the need arises.

The specific roles and functions of each committee member are as follows:

**2.1. CNC Chairman**

a. Oversee and lead the entire City Nutrition Committee including all its activities, programs, and concerns;
b. Preside over meetings and deliberations of the committee;
c. Appoint and designate NAO and CPNCs;
d. Lead in the formulation, implementation, supervision, and evaluation of Nutrition Programs;
e. Secure and provide funds for Nutrition Programs; and,
f. Appoint and designate BNS.

**2.1. CNC Vice-Chairperson**

a. Assist the chairperson in the management and supervision of the CNC;
b. Ensure adaptation, approval, and execution of health and nutrition-related laws and policies; and,
c. Provide assistance to the CNC members in program implementation and monitoring.

**2.2. CNC Nutrition Action Officer and City Nutrition Program Coordinators**

a. Organize and lead a planning core group within the CNC;
b. Facilitate and synchronize the implementation of the City Nutrition Action Plan;
c. Prepare and submit reports and pertinent documents;
d. Keep records of the CNC;
e. Initiate regular quarterly CNC meetings;
f. Prepare, keep, and submit records of the minutes of the meeting;
g. Conduct regular visits and monitoring to all barangay and assess the progress of program implementation;
h. Supervise the Nutrition Committee of all barangays and provide sufficient technical assistance; and,
i. Act as a resource person to barangay planning activities and other activities in line with nutrition program implementation.

**2.4. City Health Officer**

a. Lead in the delivery and promotion of nutrition-based health programs and interventions to promote desirable nutrition practices and healthy lifestyles;
b. Rehabilitate the malnourished individuals through proper health and nutrition interventions;
c. Prevent, control, and eliminate micronutrient deficiencies particularly Vitamin A Deficiency Disorder, Iron Deficiency Anemia, and Iodine Deficiency Disorder through micronutrient supplementation;
d. Conduct year-round sustainable activities for good health and nutrition catering to various clientele of different life stages; and,
e. Prepare and submit complete reports of all nutrition-related activities.

**2.5. City Planning and Development Officer**

a. Integrate nutrition in the overall development plan;
b. Conduct studies, research, and training to improve program implementation;
c. Coordinate with the CNAO/CNPCs for implementation of LNAP;
d. Monitor and evaluate with LNAP as part of the development plan;
e. Promote people's participation; and,
f. Organize local nutrition committees.

**2.6. City Government Operations Officer**

a. Issue directives through Memorandum Circulars to barangays/LGUs encouraging them to incorporate nutrition programs and projects in their local development plans, annual investment plans, and nutrition action plans; and,
b. Organize local nutrition committees.

**2.7. Schools Division Superintendent**

a. Conduct nutritional assessment of elementary and secondary school children at the start of every school year and monitor changes in their nutritional status;
b. Undertake school feeding activities to rehabilitate severely and moderately undernourished school children and promote the utilization of indigenous food commodities;
c. Supervise the management of school canteens and cafeterias to ensure the promotion of nutritious food, proper eating, and healthy practices; and,
d. Prepare and submit complete reports of all nutrition-related activities conducted.

**2.8. City Social Welfare and Development Officer**

a. Integrate nutrition objectives in its policies, plans, and programs that address the total welfare and development of the individual, family, and community;
b. Allocate funds for supplemental feeding of preschool children,

c. Supervise supplemental feeding and conduct regular monitoring of the nutritional status of preschool children,
d. Integrate nutrition education and information design of non-formal training program for parents with preschoolers and undernourished children and for groups of disadvantaged women, out-of-school youth, differently-abled persons, and older persons; and,
e. Prepare and submit complete reports of all nutrition-related activities conducted.

**2.9. City Agriculturist**

a. Ensure household food security by integrating nutrition considerations in its policies, plans, and programs aimed at increasing productivity and real incomes of farmers and fisherfolks with nutritionally-at-risk areas as a priority in targeting interventions for agriculture;
b. Provide technical assistance to all barangays implementing home and community food production programs and working closely with volunteers existing in the barangay;
c. Conduct various activities to attain food sustainability and accessibility among households to prevent hunger and malnutrition; and,
d. Prepare and submit complete reports of all nutrition-related activities conducted.

**2.10. City Treasurer**

- Secure and keep funds for the implementation of the Local Nutrition Plan of Action and other monetary resources for the LGU programs including nutrition.

**2.11. City Budget Officer**

- Ensure efficient and effective management of funds for the implementation of the Local Nutrition Action Plan and ensure timely release of funds for LGU programs including the nutrition program.

**2.12. City Accountant**

- Perform financial functions related to the collection, recording, analysis, and presentation of the LGU's financial operations including the nutrition program.

**2.13. City Disaster Risk Reduction and Management Officer**

a. Incorporate nutrition and health activities of LGUs response and intervention to affected individuals during emergencies and disasters; and,
b. Coordinate in planning and implementation of the City Nutrition in Emergency Plan.

**2.14. Community-based Monitoring System Researcher**

a. Organize and manage a technology-based system of collecting, processing, and validating, necessary disaggregated data that may be used for planning, program implementation, and impact monitoring at the local level; and,
b. Provide LGU/CNC with updated statistics and data for efficient target identification.

**2.15. Development Management Officer**

a. Conduct monitoring, evaluation, and analysis of the implementation of health services, programs, and projects in the LGU including the nutrition program;
b. Ensure that all the programs implemented by the LGU, particularly those related to health and nutrition are at par with the standards of the Department of Health; and,
c. Propose solutions and recommendations based on the data findings and follow-up implementation.

**2.16. Additional Members**

a. Provide technical, financial, manpower, and other forms of assistance based on their field of expertise and organization;
b. Join in the activities of the LGU mainly in nutrition program implementation, monitoring, and evaluation; and,
c. Give appropriate and timely suggestions to the CNC in addressing concerns in the nutrition programs.

**2.17. Private Sectors and Civil Society Organizations**

a. Undertake nutrition projects, researchers, and evaluate studies;
b. Test new approaches and strategies;
c. Promote interlinkages in nutrition;
d. Participate in local nutrition programs planning, implementation, monitoring, and evaluation; and,
e. Assist in the efficient promotion of nutrition.

**SECTION 3. REPEALING CLAUSE.** All local orders, directives, and issuances or parts thereof that are inconsistent with this executive order are hereby repealed and modified accordingly.

**SECTION 4. SEPARABILITY CLAUSE.** If for any reason any section or provision of this order is declared invalid. The remaining portions not affected shall continue to be in full force and effect.

**SECTION 5. EFFECTIVITY.** This Executive Order shall take effect immediately upon approval.

**ISSUED** this 5th day of August 2023 in Tabaco City, Albay.

**CIELO KRISEL LAGMAN**
City Mayor