



Republic of the Philippines  
Province of Oriental Mindoro  
**MUNICIPALITY OF BANSUD**

**OFFICE OF THE MUNICIPAL MAYOR**

**EXECUTIVE ORDER NO. 01 - A** § 2021

**CREATING AND MOBILIZING THE MUNICIPAL PLANNING TEAM (MPT) FOR THE PREPARATION OF THE COMPREHENSIVE DEVELOPMENT PLAN (CDP) OF BANSUD, DESIGNATING ITS COMPOSITION, ROLES AND RESPONSIBILITIES AND FOR OTHER PURPOSES**

**WHEREAS**, RA 7160 better known as the Local Government Code of 1991 mandates local government units to prepare a Comprehensive Development Plan that outlines the key goals and objectives, challenges and concerns facing LGUs and a set of programs, projects and policies to attain its vision and mission towards a sustained socio-economic development;

**WHEREAS**, RA 7160 further provides that the Local Development Council (LDC) is the body mandated to prepare multi-sectoral Comprehensive Development Plan (CDP) of a local government unit (LGU) thus it is critical to ensure that the Local Development Council as well as its functional and sectoral committees are organized as providers of technical support and assistance are constituted and activated including the technical working group for that purpose;

**WHEREAS**, the Municipal Government of Bansud is formulating the Comprehensive Development Plan that is compliant to the requirements of the Department of the Interior and Local Government and other national government agencies;

**NOW THEREFORE**, I, **RONALDO M. MORADA**, Municipal Mayor of Bansud, Oriental Mindoro, by virtue of powers vested in me by law, do hereby create and mobilize the Municipal Planning Team (MPT), to wit:

**Section 1. COMPOSITION:**

The Municipal Planning Team shall be divided into the following planning groups:

**1.1 Planning Core Group**

- |                                       |   |                            |
|---------------------------------------|---|----------------------------|
| 1. MPDC                               | : | Mr. Manuel I. Regencia     |
| 2. Planning Officer II                | : | EnP. Mediatrix T. Lusterio |
| 3. Draftsman II                       | : | Mr. Allan M. Castañarez    |
| 4. MLGOO                              | : | EnP. John L. Garing        |
| 5. Project Evaluation Officer II      | : | Engr. Mary Shaira L. Fonte |
| 6. General Services Officer-Designate | : | Ms. Michelle J. Ramos      |
| 7. Information Officer-Designate      | : | Mr. Jovy M. Abalos         |
| 8. Tourism Officer-Designate          | : | Mr. Cliffren M. Fonte      |
| 9. Nurse II                           | : | Ms. Myla B. Mamador        |
| 10. HRMO II                           | : | Ms. Janeth F. Espeleta     |
| 11. Social Welfare Officer I          | : | Ms. Camille R. Sadicon     |
| 12. Budget Officer I                  | : | Ms. Mary Grace S. Malapit  |

13. LDRRMO I	:	Mr. Dexter Amiel D. Carcosia
14. Local Assessment Officer I	:	Mr. Adrian Anson S. Calinao
15. Agricultural Technologist	:	Ms. Charlene S. Morilla
16. Executive Assistant	:	Mr. Leo M. Capapas
17. Accounting Clerk III	:	Ms. Marianie M. Lope
18. Administrative Aide VI	:	Ruffa Jane M. Cunanan
19. Assessment Clerk II	:	Ms. Iren T. Carcosia
20. Rural Sanitary Inspector I	:	Ms. Melody S. Ibañez
21. Administrative Aide II	:	Ms. Geobelyn C. Magadia
22. Administrative Aide I	:	Ms. Kathleen Kay M. Manato

### 1.2 **Planning Support Group**

✓ 1. Municipal Administrator	:	Mr. Jimmy R. Rivera
✓ 2. Secretary to the Sangguniang Bayan	:	Atty. Larry M. Quinton
3. Mun. Planning & Development Coordinator	:	Mr. Manuel I. Regencia
4. Municipal Budget Officer	:	Ms. Susan R. Gutierrez
✓ 5. Municipal Treasurer	:	Ms. Elena H. Uy
✓ 6. Municipal Accountant	:	Mr. Criseldo A. Nuestro
7. Municipal Engineer	:	Engr. Nonilon Q. Matira
✓ 8. Mun. Social Welfare & Development Officer:	:	Ms. Violeta A. Nazareno
✓ 9. Municipal Civil Registrar	:	Ms. Veneracion M. Regencia
✓ 10. Municipal Assessor	:	Ms. Wennie S. Mudanza
11. Municipal Health Officer	:	Dr. Mario O. Sales
✓ 12. Mun. Human Resource Management Officer:	:	Ms. Pilar R. Vitto
✓ 13. Municipal Agriculturist/MENRO-Designate	:	Engr. Sonny Boy M. Manato
14. Mun. Disaster Risk Reduction Management Officer	:	Mr. Donato A. Sanchez
✓ 15. Public Employment Service Office Manager	:	Ms. Marydel M. Rodriguez
✓ 16. General Services Officer-Designate	:	Ms. Michelle J. Ramos
✓ 17. Tourism Officer-Designate	:	Mr. Cliffren M. Fonte
✓ 18. Information Officer-Designate	:	Mr. Jovy M. Abalos
✓ 19. Security Officer	:	Mr. Eriberto M. Madia
20. Liga ng Barangay President	:	Hon. Alex M. Medrano
21. SK Federation President	:	Hon. Porchia Mae L. Magadia
22. DepEd District Supervisor	:	Dr. Genalin M. Alinio
✓ 23. PNP – Chief of Police	:	PMAJ Freddie F. Seño
✓ 24. BFP – Officer-in-Charge	:	SFO3 Emmanuel F. Olivar
✓ 25. BJMP – District Warden	:	J/Insp Efren S. Olivar <i>David Jambalec</i>
26. MCTC Presiding Judge	:	Hon. Emery Joy Ma-Jabal
✓ 27. Revenue Collection Officer	:	Ms. Jerezah M. Fajutnao
28. MARPO	:	Ms. Ester C. Cawagdan
29. COMELEC – Election Officer III	:	Mr. Ronnie M. Manuel

### 1.3 **Technical Working Group (per sector)**

#### a. Social Sector

1. Municipal Social Welfare and Development Officer	:	Ms. Violeta A. Nazareno – Chairperson
2. Municipal Health Officer	:	Dr. Mario O. Sales
3. DepEd District Supervisor	:	Dr. Genalin M. Alinio
4. PUP Director	:	Dir. Ricardo F. Ramiscal
5. Principal I – BNHS-RSHS	:	Dr. Marites P. Perez
6. Principal – Bansud Institute	:	Mr. Simplicio F. Solito



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|------|---|---|---|
| 7.   | School Directress – BKK                     | : | Ms. Beulah H. Castillo                  |
| 8.   | Principal – Metamorphosis CDCCI             | : | Ms. Ma. Numeriana B. Aquino             |
| 9.   | Principal – CCLCI                           | : | Ms. Maria Fatima Lascano                |
| 10.  | Principal – MAES                            | : | Ms. Miriam M. De Torres                 |
| 11.  | Principal – JIL Christian School            | : | Ms. Liezel N. Macalalad                 |
| 12.  | Senior Citizen Representative               | : | Ms. Rafaela J. Mampusti                 |
| 13.  | SK Federation President                     | : | Hon. Porchia Mae L. Magadia             |
| 14.  | PNP – Chief of Police                       | : | PMAJ Freddie F. Seño                    |
| 15.  | BFP – Officer-in-Charge                     | : | SFO3 Emmanuel F. Olivar                 |
| 16.  | BJMP – District Warden                      | : | J/Insp Efren S. Olivar                  |
| 17.  | MCTC Presiding Judge                        | : | Hon. Emery Joy Ma-Jabal                 |
| <br> |   |   |   |
| b.   | Economic Sector                             |   |   |
| 1.   | Municipal Agriculturist                     | : | Engr. Sonny Boy M. Manato – Chairperson |
| 2.   | PESO Manager                                | : | Ms. Marydel M. Rodriguez                |
| 3.   | Tourism Officer - Designate                 | : | Mr. Cliffren M. Fonte                   |
| 4.   | Trade and Industry Officer                  | : | Ms. Angielyn C. Briñosa                 |
| 5.   | TESDA Representative                        | : | Engr. Israfel L. Mangui                 |
| 6.   | Business Sector Representative              | : | Mr. Antonio G. Calinao                  |
| <br> |   |   |   |
| c.   | Infrastructure Sector                       |   |   |
| 1.   | Municipal Engineer                          | : | Engr. Nonilon Q. Matira – Chairperson   |
| 2.   | ORMECO Representative                       | : | Engr. Jun Medalla                       |
| 3.   | NIA Representative                          | : | Engr. Bienvenido S. Anterola            |
| 4.   | Irrigators Association Rep                  | : | Mr. Adriano G. Primero                  |
| <br> |   |   |   |
| d.   | Physical/Environment Sector                 |   |   |
| 1.   | Municipal Agriculturist/<br>MENRO-Designate | : | Engr. Sonny Boy Manato – Chairperson    |
| 2.   | DENR Representative                         | : | Ms. Emily Aguilon                       |
| 3.   | PPDO Representative                         | : | Ms. Ernanie Decena                      |
| 4.   | Sanitary Inspector                          | : | Ms. Melody F. Ibañez                    |
| <br> |   |   |   |
| e.   | Institutional Sector                        |   |   |
| 1.   | Municipal Administrator                     | : | Mr. Jimmy R. Rivera – Chairperson       |
| 2.   | Secretary to the Sangguniang Bayan          | : | Atty. Larry M. Quinton                  |
| 3.   | Mun. Planning & Dev't. Coordinator          | : | Mr. Manuel I. Regencia                  |
| 4.   | Municipal Budget Officer                    | : | Ms. Susan R. Gutierrez                  |
| 5.   | Municipal Treasurer                         | : | Ms. Elena H. Uy                         |
| 6.   | Municipal Accountant                        | : | Mr. Criseldo A. Nuestro                 |
| 7.   | Municipal Civil Registrar                   | : | Ms. Veneracion M. Regencia              |
| 8.   | Municipal Assessor                          | : | Ms. Wennie S. Mudanza                   |
| 9.   | Mun. Human Resource Management Officer      | : | Ms. Pilar R. Vitto                      |
| 10.  | Administrative Officer IV                   | : | Ms. Michelle J. Ramos                   |
| 11.  | Security Officer                            | : | Mr. Eriberto M. Madia                   |
| 12.  | Information Officer-Designate               | : | Mr. Jovy M. Abalos                      |
| 13.  | Liga ng Barangay President                  | : | Hon. Alex M. Medrano                    |
| 14.  | Executive Assistant                         | : | Mr. Leo M. Capapas                      |

## **Section 2. ROLES AND RESPONSIBILITIES:**

### ***Section 2.1. Municipal Planning Team (MPT)***

The MPT shall be the over-all committee responsible for coordinating all technical and administrative activities in the preparation of the CDP, including stakeholder consultations and meetings; it shall also facilitate the presentation of the draft CDP to the LDC for endorsement to the SB.

### ***Section 2.2. Planning Core Group (PCG)***

The PCG shall coordinate the planning activities, draft and consolidate the contents of the CDP documents.

### ***Section 2.3 Planning Support Group (PSG)***

The PSG shall provide basic information and appropriate administrative and technical support to the Planning Core Group, their department being the main source of data and information and needed resources for profiling and target setting.

### ***Section 2.4 Planning Technical Working Group (PTWG)***

The PTWG on the other hand shall assist the Planning Core Group for their particular sector in the following:

- Conduct of sectoral/inter-sectoral analysis, validation and reports
- Conduct of surveys, consultations/meetings, workshops
- Integration/finalization of studies, research findings, and consultation/survey outputs

## **Section 3. RELATIONSHIP WITH THE MUNICIPAL DEVELOPMENT COUNCIL**

The MPT shall act as the main technical component of the Municipal Development Council and shall work closely thru regular updates and reports with the MDC in crafting the CDP.

## **Section 4. SUPPORT REQUIREMENTS**

The MPT may call upon the assistance of relevant units and/or LGU personnel, through the respective department heads, in the implementation of various activities relative to the formulation of the CDP.

Moreover, everyone is enjoined to participate in the various activities of the Municipal Planning Team when requested.

## **Section 5. EFFECTIVITY**

The Municipal Planning Team shall exercise their duties and functions effective immediately.

Done this 25<sup>th</sup> Day of January 2021.

  
**RONALDO M. MORADA**  
Municipal Mayor