



Republic of the Philippines
Province of Laguna

MUNICIPALITY OF LOS BAÑOS

Special Science and Nature City

OFFICE OF THE MAYOR

Municipal Hall, National Highway, Brgy. Timugan, Los Baños, Laguna 4030 Philippines
Tel Nos. (049) 530 2585 and 530 2589

EXECUTIVE ORDER NO. 070
Series of 2021

**AN ORDER REORGANIZING THE TECHNICAL WORKING GROUP TO
FACILITATE THE INSTITUTIONALIZED LOCAL DISASTER RISK REDUCTION
AND MANAGEMENT PLAN (LDRRMP) OF THE MUNICIPALITY OF LOS
BAÑOS**

WHEREAS, Sec. 4 of Republic Act (RA) 10121 otherwise known as the Philippine Disaster Risk Reduction and Management Act of 2010 states that there is a need to provide for the development of policies and plans and the implementation of actions and measures pertaining to all aspects of disaster risk reduction, including good governance, risk assessment and early warning, knowledge building and awareness raising, reducing underlying risk factors and preparedness for effective response and early recovery;

WHEREAS, Section 11 of the same Act and its IRR state that the Local Disaster Risk Reduction and Management Councils shall approve, monitor and evaluate the implementation of the Local Disaster Risk Reduction and Management Plans and regularly review and test the plan consistent with other national and local planning programs;

NOW, THEREFORE, I, ANTONIO L. KALAW, Municipal Mayor of Los Baños, Laguna, by virtue of the power vested in me, do hereby order the reorganization of the Technical Working Group (TWG) for the review of the formulated LDRRMP, as follows:

Section 1. COMPOSITION. The TWG shall be composed of the following:

Designation	Name	Position	Area
Chairperson	Ms. Michiko R. Escalante	DILG-MLGOO	
Secretariat	Ms. Cynthia N. Quintans	OIC-MDRRMO	
Members	Ms. Cheryll L. Gonzales Engr. Ricky R. Estopace Dr. Alvin A. Isidro Ms. Hanna Erika E. Lavifia Ms. Twila T. Torres Ms. Karen L. Mercado Ms. Genoveva B. Poyaoan Mr. Alexander L. Bejosano Mr. Ronell B. Alcachupas Ms. Lizette C. Cardenas Mr. Martin Q. Imatong Dr. Jose V. Camacho	Municipal Agriculturist Municipal Engineer Municipal Health Officer MSWDO MPDC Designated GAD Officer Municipal Budget Officer Municipal Treasurer Municipal Accountant MENRO Focal Person CCA Focal Person UPLB Chancellor	Agricultural Sector Infrastructure Sector Health Sector CCCM and FNFI CLUP Gender Mainstreaming Financing Environment Sector CCAP Environmental and Ecosystem Service

Section 2. DUTIES AND RESPONSIBILITIES. The TWG shall have the following duties and responsibilities:

- Gather available data and process information relevant to the review of the MDRRMP.

- b) Ensure policy coordination and uniformity in operational directives for disaster risk reduction and management.
- c) Ensure that the processing of information and the corresponding actions are in line with national policies and standards.
- d) Establish and/or maintain linkage and seek substantial inputs from the appropriate national government agencies, civil society organization and private sector group in all stages of the disaster risk reduction and management and development processes, and
- e) Formulate the MDRRMP and initiate community validation and consultation.

The Secretariat shall serve as the main support unit of the TWG and shall have the following functions and responsibilities:

- a) Provide administrative support to the TWG;
- b) Organize and make all necessary arrangements for the TWG meetings;
- c) Prepare minutes of meetings and resolutions of the TWG;
- d) Act as the central channel of communications for the TWG with end-user or implementing unit.

Section 3. QUORUM. A majority of the total TWG composition shall constitute a quorum for the transaction of business.

Section 4. MEETING. The Chairperson shall preside all meetings of the TWG. The decision of the majority of those present at a meeting at which there is a quorum shall be valid and binding as an act of the TWG.

EFFECTIVITY. This Executive Order shall take effect immediately upon signing thereof.

Done this 22nd day of November, 2021 at Los Banos, Laguna.

HON. ANTONIO L. KALAW
Municipal Mayor 