



Republic of the Philippines  
Province of Laguna  
**MUNICIPALITY OF LOS BAÑOS**  
*The Special Science and Nature City*

**OFFICE OF THE MAYOR**

Municipal Building, National Highway, Brgy. Timugan, Los Baños, Laguna  
(049) 530-2589 / 530-2818

**EXECUTIVE ORDER NO. 084**  
**Series of 2022**

**REORGANIZING THE MUNICIPAL PEACE AND ORDER COUNCIL (MPOC),  
MPOC-EXECUTIVE COMMITTEE, SPECIAL ACTION COMMITTEES, POPS PLAN  
TECHNICAL WORKING GROUP AND MPOC SECRETARIAT OF THE  
MUNICIPALITY OF LOS BAÑOS, LAGUNA.**

**WHEREAS**, the Municipal Peace and Order Council (MPOC) was created in compliance to Executive Order No. 309 series of 1987 and Section 116 of Republic Act No. 7160, otherwise known as the Local Government Code of 1991;

**WHEREAS**, Memorandum Circular No. 2015-130 of the Department of the Interior and Local Government (DILG) was issued on November 3, 2015 which provided guidelines on the function of the Peace and Order Councils to strengthen the peace and Order Councils pursuant to the Peace and Development Agenda;

**WHEREAS**, Executive Order No. 773 series of 2009, entitled "Further Reorganizing the Peace and Order Council" states that sub-national council shall identify strategies which will enrich peace and order and public safety within their respective areas of responsibility;

**WHEREAS**, DILG Memorandum Circular No. 2019-143 was issued on August 27, 2019, which aims to harmonize and codify existing policies affecting Peace and Order Councils, 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**, in order to sustain the functionality of said council, there is a need to create applicable special/sub-action committees so that a more focused role is given to the proper Team/Group to readily discuss issues for proper intervention and strategic actions aimed in promoting, improving or enhancing peace and order and public safety measures;

**WHEREAS**, during the Joint MPOC & Municipal Anti-Drug Abuse Council (MADAC) 1<sup>st</sup> quarterly meeting held on February 23, 2022, the Board agreed to include the National Intelligence Coordinating Agency (NICA)-4 representative, Task Force UGNAY, and the designated Public Safety Officer (PSO) as member of the Municipal Peace and Order Council (MPOC). Further, it was also agreed that the designated PSO will replace the Bureau of Fire Protection Fire Marshall as chairperson of the Special Action Committee (SAC) on Public Safety;

**Section 1. ORGANIZATION.** The Municipal Peace and Order Council, Executive Committee, Special Action Committees (SACs), POPS Plan Technical Working Group and MPOC Secretariat are hereby reorganized.

**Section 2. COMPOSITION.** The Municipal Peace and Order Council shall be composed of the following:



Chairperson	Hon. Antonio L. Kalaw	Municipal Mayor
Vice-Chairperson	Hon. Josephine H. Sumangil-Evangelista	Municipal Vice Mayor
Members	Hon. Janos S. Lapiz	Municipal Councilor/ Chair, SB Committee on Peace and Order
	Hon. Arlene P. Delos Santos	Liga ng mga Barangay President
	Dr. Alvin A. Isidoro	Municipal Health Officer
	Ms. Twila T. Torres	MPDC
	Ms. Cheryll L. Gonzales	Municipal Agriculturist
	Ms. Hanna Erika E. Laviña	MSWDO
	Ms. Gliceria A. Trinidad	Designated PESO Manager
	Ms. Cynthia N. Quintans	Designated MDRMO
	Ms. Eva Marie S. Cambe	DepEd District Supervisor
	For. Eriberto B. Sanos	DENR PENRO
	Engr. Joven M. Calabia	DPWH District Engineer
	PLtCol. Louie P. Dionglay	PNP Chief of Police
	JSInsp. Lord Bryce W. Kinao	BJMP Jail Warden
	SInsp. Fernando C. Castillo	BFP Fire Marshall
	Atty. Seralyn G. Mendoza	DOJ Asst. Provincial Prosecutor
	RD Rufino C. Mendoza	Regional Director, NICA-4
	LtCol. Rommel Agpawa	Task Force Ugnay
	Ret. B/Gen. Manuel Delos Reyes	Executive Assistant/ Designated Public Safety Officer

Civil Society Organization (CSO) Representatives:

Mr. Donato P. Catipon	Malinta Railroad Site Neighborhood Association, Inc.
Mr. Gregorio O. Manalo	Police Hotline Movement, Inc.
Mr. Greg A. Briones	Motorcycle Club of Los Baños, Inc.
Mr. Crisologo Angeles	SIPAG Los Baños (Samahan ng Industriya ng Paggugulayan)
Mr. Randolph Franz C. Tolentino	Los Baños Group, Inc.

**Section 3. DUTIES AND FUNCTIONS.** The Municipal Peace and Order Council shall perform the following:

- a. Convene the Peace and Order Council quarterly, or as often as the need arise;
- b. Adopt the following resolutions on the:
  - Composition of the MPOC immediately after the assumption of the new Chairperson, and in the event that there is any change in the composition thereof;
  - Creation of Special Action Committees;
  - Schedule of the quarterly meetings;
  - Composition of the MPOC Secretariat;
  - Approval of MPOC POPS Plan; and
  - Such other resolutions, as may be necessary.
- c. Invite other concerned agencies, not included in E.O. 773, s. 2009, (e.g. intelligence communities or agencies) to join or participate in POC meetings and/or activities;
- d. Formulate a 3-year MPOC Peace and Order and Public Safety (POPS) Plan, to be incorporated in 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 incidence 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 the Omnibus 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 their respective areas 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 their respective areas of jurisdictions;
- 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 the coordination, cooperation, and consultation involving the local executives, citizenry, and law enforcement agencies under R. A. 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;
- 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. Serve as the convergence mechanism to support the Enhance Comprehensive Local Integration Program (E-CLIP) Committee in its implementation, at the Provincial Level;
- n. Support the implementation of End Local Communist Armed Conflict (ELCAC) initiatives;
- o. Participate in the conduct of annual POC performance audit;
- p. Provide regular staff and financial assistance from the Office of the MPOC chairperson to support the MPOC Secretariat; and
- q. Perform such other functions as may be directed by law or higher authorities.

**Section 4. COMPOSITION OF THE MPOC EXECUTIVE COMMITTEE.** The MPOC Executive Committee shall be composed of the following, to wit:

Chairperson	Hon. Antonio L. Kalaw	Municipal Mayor
Members:	Dr. Alvin A. Isidoro	Municipal Health Officer
	Ms. Hanna Erika E. Laviña	MSWDO
	Ms. Cynthia N. Quintans	OIC-MDRMO
	PLtCol. Louie D. Dionglay	PNP Chief of Police
	Sr. Insp. Fernando C. Castillo	BFP Fire Marshall

CSO Representative:

Mr. Donato P. Catipon	Malinta Railroad Site Neighborhood Association, Inc.
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**Section 5. FUNCTIONS OF THE MPOC EXECUTIVE COMMITTEE.** The MPOC Executive Committee shall perform the following:

- a. Serve as governing body to take decisive action to resolve crisis or emergency incidents.
- b. Formulate crisis management policies, integration and orchestration of government and public efforts towards the control of crisis situations.

**Section 6. MPOC SPECIAL ACTION COMMITTEES (SAC).** Pursuant to DILG Memorandum Circular 2019-143 dated August 27, 2019, the following SACs shall be created under the MPOC which shall be composed of the following to perform specific functions, to wit:

**a. SAC on Anti-Insurgency**

**Composition.** The Committee shall be composed of the following:

Chairperson:	LtCol. Rommel Agpawa	Task Force Ugnay
Members:	Hon. Janos S. Lapiz	Municipal Councilor/Chair, SB Committee on Peace and Order
	Ms. Hanna Erika E. Laviña	MSWDO
	PLtCol. Louie D. Dionglay	PNP Chief of Police
	Ret. B/Gen. Manuel P. Delos Reyes	EA/Designated PSO



### **Duties and Responsibilities**

1. Identify specific PPSAs that will prevent and counter insurgency.
2. Identify the point persons or agencies who will take the lead for every anti-insurgency PPSAs identified.
3. Propose cost of implementation, anticipated timeline, and other factors pertaining to the activities.
4. Initiate and implement all ELCAC initiatives and all related activities.
5. Frame each activity as part of a comprehensive approach.
6. Submit identified anti-insurgency and ELCAC activities to the POPS Plan TWG for inclusion in the POPS Plan.
7. Implement and monitor the POPS Plan funded PPSAs.
8. Closely coordinate with POC secretariat relative to the implementation of identified activities.
9. Submit the following reports:
  - a. Semestral Accomplishment Report, submit not later than 15<sup>th</sup> day of August for 1<sup>st</sup> semester and not later than the 15<sup>th</sup> day of March for the 2<sup>nd</sup> semester;
  - b. Annual Report, not later than the 15<sup>th</sup> day of March.
10. Perform such other tasks as may be directed by the Council.

#### **b. SAC on Anti-Criminality**

**Composition.** The Committee shall be composed of the following:

Chairperson:	PLtCol. Louie D. Dionglay	PNP Chief of Police
Members:	LtCol. Rommel Agpawa	Task Force Ugnay
	Ms. Michiko R. Escalante	DILG MLGOO
	Ms. Hanna Erika E. Laviña	MSWDO
	Ret. B/Gen. Manuel P. Delos Reyes	EA/Designated PSO

### **Duties and Responsibilities**

1. Identify specific Programs, Projects, Policies, Services and Activities (PPPSAs) that will prevent and counter criminality.
2. Identify the point persons or agencies who will take the lead for every anti-criminality identified.
3. Propose cost of implementation, anticipated timeline, and other factors pertaining to the activities.
4. Frame each activity as part of a comprehensive approach.
5. Submit identified anti-criminality to the POPS Plan TWG for inclusion in the POPS Plan.
6. Implement and monitor the POPS Plan funded PPSAs.
7. Closely coordinate with POC secretariat relative to the implementation of identified activities.
8. Submit the following reports:
  - a. Semestral Accomplishment Report, submit not later than the 15<sup>th</sup> day of August for 1<sup>st</sup> semester and not later than the 15<sup>th</sup> day of March for the 2<sup>nd</sup> semester;
  - b. Annual Report, not later than the 15<sup>th</sup> day of March.
9. Perform such other tasks as may be directed by the Council.

#### **c. SAC on Public Safety**

**Composition.** The Committee shall be composed of the following:

Chairperson	Ret. B/Gen. Manuel Delos Reyes	EA/Designated PSO
Members:	S/JInsp. Lord Bryce W. Kinao	BJMP Jail Warden
	FSInsp. Fernando C. Castillo	BFP Fire Marshall
	Ms. Michiko R. Escalante	DILG MLGOO
	Dr. Alvin A. Isidoro	Municipal Health Officer
	Engr. Ricky R. Estopace	Municipal Engineer

## Duties and Responsibilities

1. Identify specific public safety programs (PSPs) and other related activities.
2. Identify the point persons or agencies who will take the lead for every PSP identified.
3. Propose cost of implementation, anticipated timeline, and other factors pertaining to the activities.
4. Frame each activity as part of a comprehensive approach.
5. Submit identified PSPs to the POPS Plan TWG for inclusion in the POPS Plan.
6. Implement and monitor the PSPs funded in the POPS Plan.
7. Closely coordinate with POC secretariat relative to the implementation of identified activities.
8. Submit the following reports:
  - a. Semestral accomplishment report, submit not later than the 15<sup>th</sup> day of August for 1<sup>st</sup> semester and not later than the 15<sup>th</sup> day of March for the 2<sup>nd</sup> semester;
  - b. Annual Report, not later than the 15<sup>th</sup> day of March.
9. Perform such other tasks as may be directed by the Council.

### d. Crisis Management Committee

**Composition.** The Committee shall be composed of the following:

Chairperson:	Hon. Antonio L. Kalaw	Municipal Mayor
Point Persons for:		
Medical	Dr. Alvin A. Isidoro	Municipal Health Officer
Legal	Atty. Katrina Galang-Bacani	Municipal Administrator
Logistics	Mr. Alexander L. Bejosano	Municipal Treasure
Public Safety	Ms. Cynthia N. Quintans	OIC-MDRRMO
Social Services	Ms. Hanna Erika E. Laviña	MSWDO
Technical Advisers	PLtCol Louie D. Dionglay	PNP Chief of Police
	LtCol. Rommel Agpawa	Task Force Ugnay
	RD Rufino C. Mendoza	Regional Director, NICA-4

## Duties and Responsibilities

1. Provide and mobilize available resources through an established inter-agency resource sharing protocol.
2. Coordinate inter-agency crisis management efforts
3. Ensure the operational demands during crisis are met and all actions are coordinated and complementary.
4. Establish an accessible communication lines so that reliable and timely information are received and disseminated to appropriate levels.
5. Accomplish the tasks under Predict, Prevent, Prepare, Perform and Post-Action and Assessment pursuant to the Section 1-1 of the National Crisis Management Core Manual of 2012.
6. Designate a specific office to undertake or monitor crisis management efforts.
7. Perform such other tasks as may be directed by the Council.

### Section 7. COMPOSITION OF THE PEACE AND ORDER AND PUBLIC SAFETY (POPS) PLAN TECHNICAL WORKING GROUP (TWG)

Chairperson:	Ms. Twila T. Torres	MPDC
Members:	Hon. Arlene P. Delos Santos	Liga ng mga Barangay President
	Ms. Genoveva B. Poyaoan	Municipal Budget Officer
	PLtCol. Louie D. Dionglay	PNP Chief of Police
	LtCol. Rommel Agpawa	Task Force Ugnay
	Ms. Michiko R. Escalante	DILG MLGOO
	Ms. Hanna Erika E. Laviña	MSWDO
	Ms. Lisette Cardenas	MENRO Focal Person
	Ms. Cynthia N. Quintans	OIC-MDRRMO



CSO Representatives:

Mr. Donato P. Catipon

Mr. Gregorio O. Manalo

Mr. Greg A. Briones

Mr. Crisologo Angeles

Malinta Railroad Site

Neighborhood Association, Inc.

Police Hotline Movement, Inc.

Motorcycle Club of Los Baños

SIPAG Los Baños (Samahan ng

Industriya ng Paggugulayan)

**Section 8. FUNCTIONS OF THE PEACE AND ORDER AND PUBLIC SAFETY (POPS) PLAN TECHNICAL WORKING GROUP (TWG).**

- a. Lead in the formulation of POPS Plan;
- b. 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;
- c. Conduct data gathering and stakeholder consultations as needed and analyze data gathered;
- d. Coordinate with communities or barangays for data gathering and action planning for the implementation of POPS Plan;
- e. Coordinate with POC Sub-Committee Heads relative to the recommended PPSAs for inclusion in the POPS Plan;
- f. In coordination with the POC Chair and Secretariat Head, convene the POC and present the POPS Plan for discussion, approval, and appropriate action;
- g. Present data to the POC for prioritization of issues and development of strategies;
- h. Draft and finalize the POPS Plan;
- i. In coordination with the Mayor, convene the POC and present the POPS Plan for discussion, approval, and appropriate action;
- j. Take part in the submission and Sangguniang Bayan adoption of the POPS Plan;
- k. Encode the approved POPS Plan in the POPS-PCMS;

Coordinate with internal and external stakeholders for effective communication and monitoring as laid out in the POPS Plan;

- l. Ensure inclusion of key programs or strategies (DILG MC No. 2015-128, Annex 3) CSOP, and conflict-sensitivity, if deemed appropriate, in the POPS Plan;
- m. Submit the following reports:
  - Semestral Accomplishment Report, submit not later than the 15<sup>th</sup> day of August for 1<sup>st</sup> semester and not later than the 15<sup>th</sup> day of March for the 2<sup>nd</sup> semester;
  - Annual Report, not later than the 15<sup>th</sup> day of March.
- n. Perform such other tasks as may be directed by the Council.

**Section 9. COMPOSITION OF THE MPOC SECRETARIAT.** The Secretariat of the Municipal Peace and Order shall be headed by the most senior DILG Officer stationed in the municipality and shall be assisted by the identified municipal personnel, to wit:

Head:	Ms. Michiko R. Escalante	DILG MLGOO
Members:	Ms. Shirley D. Andrade	Planning Assistant, MPDO
	Ms. Bernadine Maranan	Clerk II-MPDO
	Mr. Erickson B. Reyes	DILG Admin./IT Staff

**Section 10. DUTIES AND FUNCTIONS OF THE MPOC SECRETARIAT.**

- a. The MPOC Head Secretariat shall cause the reorganization of the MPOC upon assumption of the new POC Chairperson after a national and local election through the following:
  - Convene the prospective members of the MPOC;
  - Call for CSO nomination for MPOC representation;
  - Review CSO profiles; and
  - Endorse and recommend CSO nominees to the MPOC Chair.

- b. Assist the Chairperson and Vice-Chairperson in the conduct of MPOC meetings.
- c. Provide technical and administrative assistance to the MPOC.
- d. Propose PPSAs contributing to the furtherance of peace and order and public safety situation at the provincial level, consistent to national thrusts.
- e. Recommend MPOC agenda, and prepare resolutions, minutes of the meeting, and other documents.
- f. Submit the following status reports to the PPOC Secretariat:
  - Conduct of the annual POC Performance Audit;
  - Formulation and development of LGU POPS Plan;
  - Encoding in the POPSP-PCMS.
- g. Prepare and submit the following accomplishment reports through the POPSP-PCMS, based on the timeline provided in 7.1.4:
  - Reporting Forms 1 (Semestral) and 2 (Annual);
  - MPOC Secretariat Semestral Accomplishment Report
- h. Provide technical support or assistance to activities related to the Enhanced Comprehensive Local Integration Program (E-CLIP), ELCAC Task Force, and other peace and order and public safety related programs in the region; and
- i. Perform such other tasks as may be directed by law, the RPOC Chairperson or the NPOC Chairperson.

**Section 11. MEETINGS AND QUORUM.** The MPOC shall meet once every quarter or as often as may be necessary. A majority of all members shall constitute a quorum.

The Special Action Committees herein created may conduct their own meetings as often as necessary and provide their report to the Chairperson/Council.

**Section 12. BUDGET/FUNDING.** Funding for programs and projects of the MPOC shall be chargeable against existing local funds appropriated for the purpose.

**Section 13. REPEALING CLAUSE.** All prior issuances on the organization and function of the MPOC inconsistent herewith shall be deemed superseded by this Order.

**Section 14. EFFECTIVITY.** This Resolution shall take effect immediately.

Done this 21<sup>st</sup> day of March, 2022 at Los Banos, Laguna.

  
**HON. ANTONIO L. KALAR**  
Municipal Mayor