



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

# OFFICE OF THE MUNICIPAL MAYOR

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## EXECUTIVE ORDER NO. 011-2019

### AN ORDER CONSTITUTING THE DRUG FREE WORKPLACE COMMITTEE OF THE MUNICIPAL GOVERNMENT OF PINAMALAYAN, ORIENTAL MINDORO

**WHEREAS**, pursuant to DILG MC 2018- 213 dated December 21, 2018 and Dangerous Drug Board Resolution No. 13 Series of 2018 which requires the establishment and institutionalization of drug free workplace policies in all government offices including the conduct of authorized drug testing for elective local officials and appointive public officers, the Drug Free Workplace Committee of the Municipal Government of Pinamalayan, Oriental Mindoro is hereby constituted.

**NOW THEREFORE, I, ARISTEO A. BALDOS, JR.**, Municipal Mayor, by virtue of the powers vested in me by law, do hereby order the constitution of Drug Free Workplace Committee of the Municipal Government of Pinamalayan, Oriental Mindoro as follows:

**Section I. COMPOSITION.** The Drug Free Workplace Committee of the Municipal Government of Pinamalayan, Oriental Mindoro shall be composed of the following:

**Chairperson:**

**HON. ARISTEO A. BALDOS, JR.** Municipal Mayor or his representative

**Members:**

<b>HON. ANTONIO VICTOR R. OLYMPIA</b>	ABC President
<b>HON. RIO S. MERCENE</b>	SB Chairperson Peace and Order
<b>MS. ZAIDA D. MICIANO</b>	Municipal Budget Officer
<b>MS. NEMIA B. MONSANTO</b>	Administrative Office V/HRMO III
<b>DRA. NIÑA KRISTINNE L. PUNZALAN</b>	Rural Health Physician
<b>MS. MILA D. LIM</b>	Administrative Officer II
<b>MR. AEVAN HAESAN A. PALUSTRE</b>	Administrative Assistant I
<b>1 Representative of Municipal Anti-Drug Abuse Council</b>	

**Section II. FUNCTIONS.** The Drug Free Workplace Committee of the Municipal Government of Pinamalayan, Oriental Mindoro shall perform the following duties and functions:

1. Oversee the formulation and implementation of drug-free workplace policy in the MGOP;
2. Initiate training and programs in pursuit of the said policy;
3. Initiate continuing employee education and awareness programs on dangerous drugs;
4. Initiate and adopt values formation, family enhancement and such other relevant programs;
5. Recommend internal rules pertaining to restrictions in reporting to work while undergoing treatment or intervention.

**Section III. SECRETARIAT.** The secretariat of HRDC shall provide secretarial and administrative support to the Committee.

**Section IV. EFFECTIVITY.** This Executive Order shall take effect immediately.

Done this 22<sup>nd</sup> day of May 2019 at Pinamalayan, Oriental Mindoro.

**ARISTEO A. BALDOS, JR.**  
Municipal Mayor