



Republic of the Philippines
Province of Oriental Mindoro
MUNICIPALITY OF PINAMALAYAN

OFFICE OF THE MUNICIPAL MAYOR

Madrid Blvd., Zone III, Pinamalayan, Oriental Mindoro 5208
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EXECUTIVE ORDER NO. 019 - 2021

AN ORDER CREATING THE TECHNICAL WORKING GROUP FOR THE FORMULATION OF THE PUBLIC SERVICE CONTINUITY PLAN (PSCP) OF PINAMALAYAN, ORIENTAL MINDORO

WHEREAS, pursuant to the National Disaster Risk Reduction and Management Council (NDRRMC) Memorandum No. 33 s. 2018, all government members agencies of DRRM councils at all levels and other government departments, offices, bureaus, services, units and instrumentalities are enjoined to develop their own Public Service Continuity Plan;

WHEREAS, the Civil Service Commission Memorandum Circular No. 2 series of 2021 mandates all government entities to formulate and submit their respective Public Service Continuity Plan to the Office of the Civil Defense (OCD) - Capacity Building and Training Service (CBTS);

WHEREAS, the formulation of Public Service Continuity Plan is necessary to ensure the continuity of services and functions of the agency in case of emergency, disaster incidents or other forms of disruption.

NOW THEREFORE, I, ARISTEO A. BALDOS, JR., Local Chief Executive of the Municipality of Pinamalayan, Province of Oriental Mindoro, by virtue of the power vested in me by law, do hereby order the creation of Technical Working Group for the formulation of Public Service Continuity Plan of Pinamalayan, Oriental Mindoro, as follows:

Section 1. COMPOSITION. The Technical Working Group shall be composed of the following:

Chairperson:

MR. MARLO C. ROSALES

- LDRRM Officer III

Vice Chairperson:

MR. RICARDO A. LIM

- SCO Focal/ LGU Safety and Health Officer

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Members:

Designated Safety Officer of all Offices

Secretariat:

The Human Resource Management Office (HRMO) shall serve as Secretariat, which shall provide technical assistance and administrative support to the Technical Working Group.

Section 2. DUTIES AND FUNCTIONS. The Technical Working Group shall perform the following duties and functions:

1. Formulate Public Service Continuity Plan in accordance with the guidelines prescribed by the Office of Civil Defense (OCD);
2. Meet regularly to coordinate on study progress, interim findings, and all matters related to the completion of the plan;
3. Ensure the continual improvement of the Public Service Continuity Plan
4. Perform other functions as may be deemed necessary.

Section 3. EFFECTIVITY. This Executive Order shall take effect immediately upon approval hereof.

Done in the Municipality of Pinamalayan, Oriental Mindoro this 14th day of June 2021.

ARISTEO A. BALDOS, JR.
Municipal Mayor