



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

**OFFICE OF THE MUNICIPAL MAYOR**

Madrid Blvd., Zone III, Pinamalayan, Oriental Mindoro 5208

Email: [mayorsoffice@pinamalayan.gov.ph](mailto:mayorsoffice@pinamalayan.gov.ph)

Telephone No.043-284-7145

**EXECUTIVE ORDER NO. 31-2023**

**AN ORDER CREATING THE MUNICIPAL CENSUS COORDINATING BOARD (MCCB) IN THE MUNICIPALITY OF PINAMALAYAN, ORIENTAL MINDORO AND DEFINING ITS FUNCTIONS.**

**WHEREAS**, Section 6 of Republic Act (RA) No. 10625, otherwise known as the Philippine Statistical Act of 2013, mandates the Philippine Statistics Authority (PSA) to prepare and conduct periodic censuses on population, housing, agriculture, fisheries, business, industry and other sectors of the economy;

**WHEREAS**, Executive Order (EO) No. 352, Series of 1996, otherwise known as the Designation of Statistical Activities That Will Generate Critical Data for Decision-Making of the Government and the Private Sector, issued on 01 July 1996, designates the regular conduct of the Census of Agriculture and Fisheries (CAF) every ten years with the objective of providing government planners and policy makers with data on which to base their plans for the country's development;

**WHEREAS**, the Philippine Statistics Authority issued PSA Board Resolution No. 04, series of 2023 stating the composition and Terms of Reference (TOR) of the Provincial, City, and Municipal Census Coordinating Board;

**WHEREAS**, to ensure the cooperation of all government and private entities and smooth flow of census operations at the local level, there is a need to create Municipal Census Coordinating Board (MCCB);

**NOW, THEREFORE, I, ARISTEO A. BALDOS, JR**, Local Chief Executive of Municipality of Pinamalayan, by virtue of the powers vested in me by law, do hereby order the creation of Municipal Census Coordinating Board in the Municipality of Pinamalayan, Oriental Mindoro, as follows:

**Section 1. COMPOSITION.** Municipal Census Coordinating Board (MCCB) shall be composed of the following:

**Chairperson:**

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

**Vice-Chairperson:**

**MR. EFREN C. ARMONIA** - Chief Statistical Specialist,  
PSO Oriental Mindoro

**Members:**

**HON. EDWIN G. HERNANDEZ** - SB Chairperson, Committee on Food  
and Agriculture  
**MR. DANNY S. VILLACRUSIS** - Municipal Agriculturist  
**EnP. ROSENIO A. TORIANO** - MPDC  
**PLTCOL ALDWIN R. SANTOS** - Acting Chief of Police, Pinamalayan MPS  
**MR. ENRIQUE N. MOCLING** - Acting Municipal Civil Registrar  
**MR. CARLITO M. MEJICO** - Municipal Assessor  
**ENGR. ANGELA CAMILLE F. SAMARITA** - Administrative Officer IV/OIC-MENRMD  
**MR. MARLO C. ROSALES** - MGDH I – MDRRMO  
**HON. JOVEN S. VELASCO** - President, SKMF  
**HON. ANTONIO VICTOR R. OLYMPIA** - ABC President





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**Section 2. DUTIES AND FUNCTIONS.** The Municipal Census Coordinating Board (MCCB) shall perform the following duties and functions:

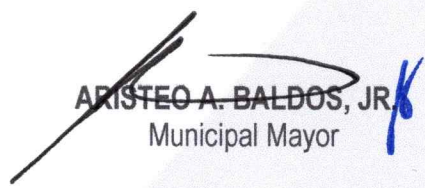
1. Inform the prospective respondents in the forthcoming census;
2. Assist in the census operation to ensure the complete coverage of the municipality;
3. Provide security escort to census personnel, ICT tools, and Information, Education, and Communication (IEC) materials;
4. Provide, when necessary, the services of a personnel, on a temporary detail, to the PSA Provincial Statistical Office (PSO) Focal Person for the duration of the census operations;
5. Provide suitable training, storage, and office spaces for the census supervisors;
6. Provide available training equipment such as speakers, microphones, projectors, laptops, desktops, etc. to be used during census trainings;
7. Enlist the cooperation of barangay officials in the census operations;
8. Ensure that the census returns are transported to the PSA PSO at the earliest possible time;
9. Refer to the Provincial Census Coordinating Board (PCCB) matters which cannot be resolved by the MCCB; and
10. Take up other matters as may be specified by the PCCB or as necessary for the successful conduct of the census.

**Section 3. SECRETARIAT.** The Municipal Civil Registry Office shall serve as the secretariat of the Municipal Census Coordinating Board. The Secretariat shall be responsible in providing technical and administrative support, documentation of the proceedings, preparation of indorsements, letters, contracts and such other services as may be deemed useful in the discharge of its functions.

**Section 4. MEETINGS.** The Municipal Census Coordinating Board shall hold meetings at least once in every quarter.

**Section 5. EFFECTIVITY.** This Executive Order shall take effect immediately.

Done in the Municipality of Pinamalayan, Oriental Mindoro, Philippines this 24<sup>th</sup> day of July 2023.

  
ARISTEO A. BALDOS, JR.  
Municipal Mayor

