



Republic of the Philippines  
**MUNICIPALITY OF BALAOAN**  
Province of La Union

*Office of the Mayor*

**EXECUTIVE ORDER NO. 2022-03-033**  
**Series of 2022**

**RE-ORGANIZATION OF THE MUNICIPAL ANTI-DRUG ABUSE COUNCIL (MADAC) OF  
THE MUNICIPALITY OF BALAOAN, LA UNION**

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**WHEREAS**, the constitution mandates that government shall promote the quality of life of the people. The Local Government Cod of 1991 also provides that local government units shall pursue to enact and implement measures to maintain peace and order, improve public morals and provide basic services and facilities.

**WHEREAS**, DILG Memorandum Circular No. 98-227 enjoins all municipalities to create the Local Anti-Drug Abuse Council to achieve an integrated approach to eliminate the proliferation and use of illegal drugs and thus promote peace and order in the community;

**WHEREAS**, the national government under the new administration has made fight against drugs one of their major priority program;

**WHEREAS**, there is a need to reorganize the Municipal Anti-Drug Abuse Council of the Municipality of Balaoan, La Union to replace members who no longer represent their agency;

**NOW THEREFORE**, I, **ATTY. ALELI U. CONCEPCION**, Municipal Mayor of the Municipality of Balaoan, La Union, by virtue of the powers vested in me by law, do hereby order the reorganization of the Municipal Anti-Drug Abuse Council of the Municipality of Balaoan, La Union.

**Section 1. Composition.** The MADAC shall be composed of the following:

<b>Chairman</b>	:	<b>ATTY. ALELI U. CONCEPCION</b> <i>Municipal Mayor</i>
<b>Vice Chairman</b>	:	<b>PMAJ. LAWRENCE L. GANUELAS</b> <i>Officer-In-Charge-Balaoan PNP</i>
<b>Members</b>	:	<b>HON. ZHOREN ELRICK R. ORDINARIO</b> <i>SKMF President</i> <b>MS. OLIVIA MAE N. DE GUZMAN</b> <i>MLGOO</i>





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**ATTY. JESSE P. CABRILLOS**

*Judge, Municipal Trial Court*

**DR. ALEJO DE SESTO**

*DepEd Representative*

**MS. MARILOU B. MINIANO**

*Municipal Social Welfare & Development Officer*

**DR. MARIA AINA IÑICA D. MARFIL**

*Municipal Health Officer*

**MS. MAE GRACIELLE C. OBLERO**

*Municipal Information Officer Designate*

**MS. CONSTANCIA M. AGOOT**

*Representative, Parole & Probation Office*

**PASTOR JERLYN AURELLANO**

*Religious Sector Representative*

**PB CARMEN S. PERIA**

*CSO Representative-Balaoan Irrigators*

*Association of La Union, Inc.*

**PB TEODORO LOPEZ**

*CSO Representative-Namnama PBLU Tobacco Farmers*

*Association, Inc.*

**SECRETARIAT:**

**Chairman**

**: PCpl JEFFREY G. TABUR**

*Balaoan PNP*

**Members**

**: MS. DIANA E. GARCIA**

*Admin. Assistant I/Sangguniang Bayan Office*

**MS. RHEA C. CRUZ**

*Admin. Aide I/Office of the Mun. Mayor*

**ACTION OFFICER**

**: PMAJ. LAWRENCE L. GANUELAS**

*Officer-In-Charge-Balaoan PNP*

**Section 2. FUNCTIONS, ROLES AND RESPONSIBILITIES.** The MADAC shall perform the following functions, roles and responsibilities:

1. On the part of the MADAC Chairman, attest the certification declaring the "drug-cleared" status of an affected barangay, certified by the Local Chief of Police and validated by the PDEA Regional Director;





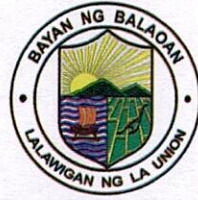
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2. Monitor the BADAC and BAT's names, address and other significant details, copy furnished the DILG Field Office;
  - A. Enjoin all Barangays to submit within ten (10) days from its creation the names, addresses, and other significant details of all members of BADAC and its BADAC Auxiliary Team (BAT);
3. Receive the consolidated information report from BADAC Chair;
4. Review the consolidated reports of cluster leaders for final consolidation and submission of PDEA;
5. Maintain list of endorsement or referral Barangay Duty Officer as to who are drug dependents for screening using the Alcohol, Smoking and Substance Involvement Screening test (ASSIST);
6. Establish one-stop-shop facilities where assessment, interview, counselling, referral, and/or processing of applications for petitions for confinement of drug dependents and PWUD who surrendered for treatment and rehabilitation and other allied processes may be undertaken;
7. Designate a focal person who shall ensure the compliance and enforcement of DDB Regulations on Voluntary Surrender of Drug Users and Dependents and shall coordinate with the appropriate service provider to assure compliance with the prescribed intervention;
8. Ensure that PWUDs who surrendered shall undergo screening in order to determine the level of risk and and/or co-morbidities and refer them to the appropriate intervention;
9. Designate certain personnel as the authorized representatives of the DDB who shall cause the processing and filing of petitions for confinement of drug dependents and PWUD who surrendered for treatment and rehabilitation before the Regional Trial Courts pursuant to Section 54 and 61 of RA 9165;
10. Organize the MADAC Drug Reformation Committee and adopt the Program of Instructions for Drug Reformation Program;
11. Provide for the Community-Based Rehabilitation Program;
  - A. Lead in the formulation of the plan of action for community-based treatment and support services on the promotion and prevention of drug abuse in communities in coordination with other members of the network of LGU.
  - B. Monitor all IEC materials on the campaign, "Sa DROGA Talo Ka, ACHIEVE ang PAGBABAGO1" to be adapted by primary care facilities in advocating for the promotion and prevention of drug abuse in communities, as approved by DOH Health Promotion and Communication Service with DOH DDAPTP and concurred in by DDB.





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- C. Submit the reports of Data on Community-Based Treatment and Rehabilitation and Data on Drug Treatment, Rehabilitation, and aftercare of Drug Dependents thru the Anti-Drug Abuse Council Reporting System (ADAC-RS) as integrated in the Integrated Drug Monitoring and Reporting Information System (IDMRIS) of DDB;
- a. The ADAC-RS focal persons shall:
- i. Encode the necessary information on PWUD who surrendered in accordance with the Community-Based Treatment and Rehabilitation Monitoring Form;
  - ii. Ensure the monthly submission of reports;
  - iii. Ensure the accuracy and confidentiality of data;
  - iv. Ensure that data of all PWUD who surrendered to authorities shall be encoded in the system.
  - v. In case there is no person who surrendered for the month, report the same to the DDB through e-mail;
  - vi. Report problems encountered in the ADAC-RS by filling out the Issue Report Form.
12. Conduct advocacy and/or preventive education seminars, giving emphasis to the role of parents and children in the anti-drug campaign, ill-effects of drugs, and consequences of drug abuse. This includes the conduct of lectures on the proper procedures on rehabilitation of drug dependents and PWUD who surrendered pursuant to RA 9165 and pertinent DDB Regulations counseling program for families with drug dependents and PWUD who surrendered to cope up with the trauma.
13. Designate a MADAC Secretariat, who will collate all reports and maintain periodic statistics on barangay drug-clearing operations for evaluation/analysis and continuing enhancement of processes and procedures ;
- A. The MADAC Secretariat shall submit all quarterly reports to the PADAC not later than the 10<sup>th</sup> day of the ensuing quarter, copy furnished the local Peace and Order Council and DILG Field Office.

<b>For the Period</b>	<b>Deadline of Submission</b>
1 <sup>st</sup> Quarter	Not later than the 10 <sup>th</sup> day of April
2 <sup>nd</sup> Quarter	Not later than the 10 <sup>th</sup> day of July
3 <sup>rd</sup> Quarter	Not later than the 10 <sup>th</sup> day of October





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4 <sup>th</sup> Quarter	Not later than the 10 <sup>th</sup> day of January of ensuing year
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**Section 3. FUNCTIONS OF THE ACTION OFFICER.** The Action Officer shall perform the following functions:

1. Coordinate with the Chairperson in the scheduling of meetings/activities of the council;
2. Prepares training designs and papers pertinent to the activities of the council;
3. Acts as the head secretariat of the council;
4. Provide such other assistance as may be required by the council;

**Section 4. FUNCTIONS OF THE SECRETARIAT.** The Secretariat shall perform the following functions:

1. Provide technical and administrative support to the council;
2. Document proceedings of the council;
3. Prepare minutes of meetings, resolutions, recommendations and communications of the council to concerned individuals, officers, agencies and other entities;
4. Serve and follow-up resolutions, recommendations and communications of the council to concerned individuals, offices, agencies and other entities;
5. Keep the records of the council;
6. Provide such other assistance as may be required by the council.

**Section 5. MEETINGS AND QUORUM.** The Council shall meet as often as necessary, which shall be presided by the Chairperson. In the absence of the Chairperson, the meeting may be presided by the Vice Chairperson. In the absence of the above mentioned persons, the members present constituting a quorum shall elect among themselves who may preside for such meeting only. In any above cases, where the presence of the Chairperson is required by the law or the rules and regulations of the council, the meeting must be presided only by the Chairperson.

The affirmative vote of the majority of the members present in a meeting shall be necessary to approve an action of the council. The Chairperson, Vice Chairperson, or presiding member as the case may be, who is acting as presiding officer, shall not join in the voting except to break the tie.





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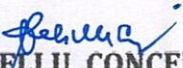
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A quorum shall mean the presence of the majority of the members.

**Section 6. EFFECTIVITY.** This Executive Order shall take effect immediately upon its approval.

Done in the Municipality of Balaoan, La Union, this 1<sup>st</sup> day of March, 2022.

  
**ATTY. ALELI U. CONCEPCION**  
Municipal Mayor