



OFFICE OF THE MUNICIPAL MAYOR

EXECUTIVE ORDER NO. 47

Series of 2023

AN ORDER DESIGNATING A VOLUNTEERISM FOCAL PERSON (VFP) ON THE VOLUNTEER AND CITIZENSHIP PROGRAM AND ESTABLISHING A VOLUNTEER AND CITIZENSHIP DESK IN THE MUNICIPALITY OF BAYAMBANG, PANGASINAN

WHEREAS, Section 12 (c) of Republic Act No. 9418, otherwise known as the Volunteer Act of 2007, provides that “national government agencies and LGUS shall establish volunteer programs in their respective offices to promote and encourage volunteering in government programs and projects, as well as enjoin government employees to render volunteer service in social, economic and humanitarian development undertakings in the community”;

WHEREAS, the DILG issued Memorandum Circular No, 2013-27 dated March 26, 2013, enjoining local government units to establish a Volunteer and Citizenship Desk and designating a Volunteerism Focal Person to man the desk and providing for the policy on the program which aims to provide directions to implementing structures within the DILG and local government units;

WHEREAS, the Philippine National Volunteer Service Coordinating Agency of the National Economic and Development Authority (**NEDA**) issued a letter dated 24 February 2021, calling for the support and active participation in this endeavor of volunteerism by designating a volunteerism focal person (VFP), who shall hold a position not lower than a Department Head;

NOW, THEREFORE, I, MARY CLARE JUDITH PHYLLIS JOSE-QUIAMBAO, Municipal Mayor of Bayambang, Pangasinan, by virtue of the powers vested in me by law, do hereby order for the establishment of a Volunteer and Citizenship Desk under the Office of the Municipal Mayor and designating **GENEVIEVE U. BENEBE**, Head- **Municipal Disaster Risk Reduction and Management Office** to be the **LGU Focal Person on Volunteer and Citizenship Program** in a concurrent capacity without additional remuneration.

SECTION 1. DESIGNATION OF VOLUNTEERISM FOCAL PERSON

The Volunteerism Focal Person (VFP) of the Local Government of Bayambang shall be Genevieve U. Benebe, Head-Municipal Disaster Risk Reduction and Management Office. As such, she shall have the authority to mobilize and assign staff members of the MDRRMO to assist her in discharging the functions of the VFP.

"Baley ko, Pawiben ko, Aroen ko, tan Tubangan ko"



THE LONGEST BARBEQUE
8.016 KILOMETERS
April 4, 2014
Bayambang, Pangasinan, Philippines



THE TALLEST BAMBOO SCULPTURE (Supported)
50.23M
April 5, 2019
St. Vincent Ferrer Prayer Park
Barangay Bani, Bayambang
Pangasinan, Philippines

OFFICE OF THE MAYOR
Municipal Hall, Roxas St. Zone II,
Bayambang, 2423 Pangasinan
(075) 633-1000 Loc. 100

SECTION 2. FUNCTIONS OF THE VOLUNTEERISM FOCAL PERSON

The VFP shall perform the following functions, namely:

- (a) Lead in mainstreaming volunteerism in the policies, plans and programs of the Local Government Unit of Bayambang;
- (b) Assist in the formulation of new policies or enhancement of existing policies to incorporate volunteerism as a tool to implement the programs, projects and activities (PPAs) of the LGU;
- (c) Promote and strengthen the practice of volunteerism across all sectors, gender and culture;
- (d) Lead in monitoring the efficient and effective implementation of volunteer-related policies;
- (e) Prepare/generate and submit volunteer-related reports as required by development planning bodies and/or oversight government offices;
- (f) Coordinate volunteerism efforts of different divisions/offices/units of their organizations and advocate for the integration of volunteerism at the organizational level;
- (g) Strengthen linkages with other agencies or organizations, whether local, national or international, involved in volunteering and volunteer management to harmonize and synchronize volunteer efforts at various levels of governance;
- (h) Establish firm connections with the private sector, whether individuals, homeowners associations, community groups, companies, business establishments, among others, in order to involve them in volunteerism efforts, and, if possible, to harmonize their respective corporate social responsibility (CSR) goals with volunteerism;
- (i) Facilitate the recognition of the local network of volunteers by the appropriate body/authority;
- (j) Propose legislation to the Sangguniang Panlungsod in order to give flesh and substance to the foregoing; and
- (k) Perform such other functions as may be directed by competent authority, and as may be necessary in order to achieve the foregoing.

SECTION 3. SPECIAL DESK SECTION

The Local Government Unit of Bayambang shall place a Special Desk to facilitate the work of the VFP and allied staff members. All inquiries shall be addressed, referred to, endorsed or acted upon, as the case may be with expediency and efficacy.

SECTION 4. FUNDING

The Annual Investment Plan (AIP) of the Local Government Unit of Bayambang shall include for provisions to ensure the functions of the VFP are properly carried out.

SECTION 5. REPEALING CLAUSE

All orders and directives inconsistent with any provision found herein shall be deemed repealed, revoked or amended accordingly.

SECTION 6. SEPARABILITY CLAUSE

In the event that any provision found herein be judicially declared illegal or administratively pronounced infirm, untouched provisions shall remain in full force and effect.

SECTION 7. EFFECTIVITY

This Executive Order shall take effect immediately upon its signing, and shall remain in full effect until repealed, revoked or amended accordingly.

Done in the Municipality of Bayambang, Province of Pangasinan this 12th day of May 2023.

HON. MARY CLARE JUDITH PHYLLIS JOSE-QUIAMBAO
Municipal Mayor

