



EXECUTIVE ORDER NO. 21
Series of 2022

**ESTABLISHMENT OF PROVINCIAL EPIDEMIOLOGY AND SURVEILLANCE UNIT (PESU) AND
DESIGNATION OF PROVINCIAL EPIDEMIOLOGY AND SURVEILLANCE OFFICER AND
EPIDEMIOLOGY ASSISTANT FOR THE PROVINCE OF OCCIDENTAL MINDORO AND FOR OTHER
PURPOSES**

WHEREAS, Republic Act 3573 (Law on Reporting Communicable Diseases) requires all individuals and health facilities to report notifiable diseases to local and national health authorities.

WHEREAS, the World Health Organization under the revised International Health Regulations (IHR) of 2005 requires all member states to strengthen the core capacities for disease surveillance and response to avert occurrences and international spread of disease and other public health threats.

WHEREAS, Republic Act 11332, otherwise known as Mandatory Reporting of Notifiable Diseases and Health Events of Public Health Concern Act mandates the establishment of local epidemiology and surveillance units (ESU) in provinces, cities and municipalities;

WHEREAS, Section 2, paragraphs 3 and 4 of Rule VII of the IRR of RA 11332 provides that "Each ESU shall have at least one (1) disease surveillance officer duly trained on applied/field epidemiology, surveillance, and response, and one (1) epidemiology assistant of an allied health profession. Pending the formal creation or establishment of plantilla positions of ESUs in LGUs, the Local Health Board may temporarily designate personnel capable of performing tasks as stated herein, and be provided with essential resources, to serve as members of the ESU."

NOW THEREFORE, I, **EDUARDO B. GADIANO**, Governor of the Province of Occidental Mindoro, by virtue of the power vested in me by law, do hereby order the following:

SECTION 1. ESTABLISHMENT OF PROVINCIAL EPIDEMIOLOGY AND SURVEILLANCE UNIT (PESU).

A Provincial Epidemiology and Surveillance Unit (PESU) for the province of Occidental Mindoro is hereby established.

SECTION 2. COMPOSITION.

Pending the formal creation of plantilla positions of ESUs in the Provincial Governments as mandated by RA 11332, the following personnel shall compose the Provincial Epidemiology and Surveillance Unit (PESU) and are hereby designated for the following positions:

MS. GLENDA D. TRIA - as Provincial Epidemiology and Surveillance Officer
Sanitary Inspector V

MS. EMELYN JOY B. NARES - as Epidemiology Assistant
Nurse Coordinator



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Section 3. FUNCTIONS OF PESU.

The Provincial Epidemiology and Surveillance Unit (PESU) shall have the following functions:

- a.) Organize data collection and gather epidemiological data from their sentinel sites (Provincial Hospital, District Hospitals, etc.);
- b.) Prepare and periodically update graphs, tables, and charts to describe time, place and person for Notifiable/Reportable diseases and conditions;
- c.) Analyze data and provide feedback to health facilities and provincial leaders;
- d.) Identify and inform city/municipal health officers immediately of any disease or condition in their expected areas that: exceeds and epidemic threshold, occurs in locations where it was previously absent, occurs more often in a population group than previously, and presents unusual trends or patterns;
- e.) Confirm the status of reported events from the municipalities and cities and to support or implement additional control measures if necessary;
- f.) Assess reported events immediately and if found urgent, to report all essential information to public health impact and/or unusual or unexpected nature with high potential for spread;
- g.) Provide on-site assistance (e.g., technical, logistics, laboratory analysis of samples) as required to supplement local investigations at the municipal and city level;
- h.) Establish, operate, and maintain a public health epidemic preparedness and response plan, including the creation of multi-sectoral teams to respond to events that may constitute a public health emergency of local and international concern;
- i.) Notify the DOH central office of all reported urgent events within twenty-four (24) hours as required in the IHR;
- j.) Forward epidemiological data to the next level as identified in the PIDSR manual or disease surveillance guidelines or manual of procedures that may be later developed on a regular basis and in accordance with the national surveillance protocol;
- k.) Use Epidemiological data to plan and implement communicable disease control activities at the provincial level; and
- l.) Support municipal and city surveillance teams in strengthening surveillance and epidemic response.

SECTION 4. FUNCTIONS OF PROVINCIAL EPIDEMIOLOGY AND SURVEILLANCE OFFICER AND EPIDEMIOLOGY ASSISTANT.

The Functions of Provincial Epidemiology and Surveillance Officer are as follows:

As Unit Head:

- Responsible for all management duties within the PESU, including planning, budgeting, performance staff management and management reporting.
- Oversight of all surveillance, reporting and investigation activities and takes a lead on outbreak response.
- Conducts detailed analysis of data and is responsible for critical communications with other agencies, network strengthening and for capacity development of the PESU.

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- Coordinates all surveillance and response activities within the PESU.
- Conducts monitoring and provides technical assistance on capacity development of Disease Reporting Units (DRUs) within the LGU.
- Follow-ups on systemic issues and identified by Disease Surveillance Officers (DSO) through DRU reporting activities.
- Coordinates with concerned national and sub-national laboratories for confirmation of etiology when available.

The Functions of Epidemiology Assistant are as follows:

- Primarily responsible for validation, analysis, reporting and communication of program-specific data at the Provincial level.
- Maintains a close relationship with Regional and LGU program units (e.g. FHSIS, COVID-19, Event-Based Surveillance and Response (ESR). Vaccine Preventable Disease (VPD), Vector Borne Diseases (VBD). Measles-Rubella (MR) and ensure that the programs are receiving the data and analysis they require.
- The Epidemiology Assistant also supports the PESU in investigation and response activities as required.

SECTION 5. SEPARABILITY CLAUSE.

If any provision of this Executive Order is declared invalid for any reason, the parts not affected thereby shall remain valid and in full force and effect.

SECTION 6. REPEALING CLAUSE.

All Executive Orders, Rules and Regulations issued by this province which are inconsistent with any of the provisions of this Executive Order are hereby repealed, superseded or modified accordingly.

SECTION 7. EFFECTIVITY.

This ORDER shall take effect immediately.

DONE at the Provincial Capitol, Mamburao, Occidental Mindoro this 8th day of April 2022.


EDUARDO B. GADIANO
Governor

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