



**EXECUTIVE ORDER NO. 35**  
**Series of 2022**

**"AN ORDER EXPANDING/RECONSTITUTING THE PROVINCIAL HEALTH BOARD AND THE  
CREATION AND STRENGTHENING OF ITS SUPPORT UNITS"**

**WHEREAS**, Section 11, Article XIII of the 1987 Constitution declares that "The State shall adopt an integrated and comprehensive approach to health development which shall endeavor to make essential goods, health, and other social services available to all people at an affordable cost. There shall be a priority for the needs of the underprivileged, sick, elderly, disabled, women, and children. The State shall endeavor to provide free medical care to paupers";

**WHEREAS**, Section 102 of Republic Act (RA) 7160, otherwise known as the Local Government Code (LGC) of 1991, provides that there shall be an established local health board in every province, city, or municipality following the composition and performing the functions provided by law;

**WHEREAS**, Section 76 of the LGC of 1991, further provides that every local government unit shall design and implement its own organizational structure and staffing pattern;

**WHEREAS**, Section 19 of RA 11223, otherwise known as the Universal Health Care (UHC) Act, states that the Provincial Health Board shall oversee and coordinate the integration of health services for Province-Wide Health System (PWHS), and that the municipalities and component cities included in the PWHS shall be entitled to a representative in the Provincial Health Board;

**WHEREAS**, Sections 19.12 [19.15], and 19.18 of the Implementing Rules and Regulations (IRR) of the UHC Act provides for the creation of at least two (2) divisions under the Provincial Health Office, and the Management Support Unit (MSU) to assist the PHB in the integration of the local health systems;

**WHEREAS**, the Provincial Government of Occidental Mindoro has an existing functional local health board following the mandate of RA 7160;

**WHEREAS**, the Provincial Government of Occidental Mindoro acknowledges the need to expand the Provincial Health Board, create its MSU and reorganize the Provincial Health Office in compliance with the mandates of the UHC Act, its IRR and other related national issuances and guidelines;

**NOW, THEREFORE, I, EDUARDO B. GADIANO**, Governor, Province of Occidental Mindoro, by virtue of the powers vested upon me by the Constitution and existing laws, do hereby order and direct the expansion/reconstitution of the Occidental Mindoro Provincial Health Board and the creation/ strengthening of its support units with the following provisions:

**SECTION 1: COMPOSITION OF THE LOCAL HEALTH BOARD**

The Provincial Health Board shall be composed of the following members, as provided in Section 102 of the LGC of 1991 and Section 19 of the UHC Act, to wit:



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**CHAIRPERSON**

**HON. EDUARDO B. GADIANO**  
Provincial Governor

**VICE CHAIRPERSON**

**DR. MARIA TERESA V. TAN**  
Acting PHO II

**Members:**

**CHAIRPERSON OF THE COMMITTEE ON HEALTH OF THE  
SANGGUNIANG PANLALAWIGAN**

**DR. MICHAEL M. ENARBIA**  
Prov'l DOH Officer

**DR. ALMA RUTH RAMOS**  
AMHOP President

**DR. REYNALDO FERATERO**  
COH Representative

**HON. MARIA GLORIA M. CONSTANTINO**  
Mayor, Abra de Ilog

**HON. DANTE ESTEBAN**  
Mayor, Calintaan

**HON. MARLON DELE TORRE**  
Mayor, Looc

**HON. MICHAEL L. ORAYANI**  
Mayor, Lubang

**HON. CESAR M. TRIA JR.**  
Mayor, Magsaysay

**HON. ANGELINA F. TRIA**  
Mayor, Mamburao

**HON. MICHAEL O. DIAZ**  
Mayor, Paluan

**HON. ERNESTO C. PABLO JR.**  
Mayor, Rizal

**HON. WALTER B. MARQUEZ**  
Mayor, Sablayan

**HON. REY C. LADAGA**  
Mayor, San Jose

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**HON. ERNESTO P. TORRELIZA**  
Mayor, Sta. Cruz

**HON. JUANITO LUMAWIG**  
IPMR to SP

**MRS. CLETA MULINGBAYAN**  
OIC, Prov'l Treasurer

**MR. MANUEL T. TRIA JR.**  
Prov'l Budget Officer

**MR. CRISOSTOMO PARAS JR.**  
Prov'l Accountant

**MR. ANTHONY DANTIS**  
PPDO

**MRS. GEMMA PARCIA**  
NGO Representative

**MRS. JESUSA MARASIGAN**  
NGO Representative

## **SECTION 2: FUNCTIONS OF THE PROVINCIAL HEALTH BOARD**

The Provincial Health Board shall have the following functions as provided in Section 102 (b) of the LGC of 1991, and in Section 19.17 of the UHC Act IRR, to wit:

1. Propose to the Sangguniang Panlalawigan, following the standard and criteria set by the DOH, annual budgetary allocation for the operation and maintenance of health facilities and services within the province;
2. Serve as an advisory committee to the Sangguniang Panlalawigan on health matters such as, but not limited to, the necessity for, and application of, local appropriations for public health purposes;
3. Consistent with the technical and administrative standards of the DOH, create committees, which shall advise local health agencies on matters such as, but not limited to, personnel selection and promotion, bids and awards, grievance and complaints, personnel discipline, budget review, operations review, and similar functions;
4. Set the overall health policy directions and strategic thrusts, including the development and implementation of the strategic and investment plans of the Province-wide Health System (PWHS);
5. Oversee and coordinate the integration and delivery of health services across the health care continuum for the PWHS;
6. Manage the Special Health Fund (SHF) and ensure that the SHF is optimally utilized to help achieve the desired health outcomes; and

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7. Exercise administrative and technical supervision over health facilities and health human resources within their respective territorial jurisdiction.

### **SECTION 3: MEETINGS**

The Provincial Health Board shall conduct its meetings in accordance with the following:

1. Shall meet at least once a month or as often as may be necessary;
2. A majority of the members of the board constitutes a quorum for the purpose of conducting ordinary business but the chairperson or vice-chairperson must be present during meetings where the local investment plan for health (LIPH) and budget proposals are being prepared or considered;
3. The affirmative vote of a majority of all members of the board is necessary to approve the health systems plans and budget proposals; and
4. The affirmative vote of a majority of the members present is sufficient to approve matters relating to ordinary business.

### **SECTION 4: GENERAL ASSEMBLY**

A general assembly shall be conducted, at least twice a year, within the PWHS to provide the opportunity for all stakeholders to be informed and to discuss the developments and concerns on health services and management of the health system.

### **SECTION 5: COMPENSATION**

The Chairperson, Vice-chairperson, and members of the board shall perform their duties as such without compensation or remuneration. Members of the board who are not government officials or employees shall be entitled to necessary traveling expenses and allowances chargeable against the funds of the local health board, subject to existing budgeting, accounting and auditing rules and regulations.

### **SECTION 6: CREATION AND STRENGTHENING OF SUPPORT UNITS**

The Provincial Health Board shall create and strengthen its management and technical support units to assist in its operations, including the management of the SHF.

#### **1. Management Support Unit (MSU)**

a. The Management Support Unit (MSU) shall serve as the Board's administrative secretariat to assist in its operations and shall be composed, at the minimum, of the following personnel:

1. Administrative Officer;
2. Accounting Clerk; and
3. Liaison Officer (Note: Depending on the decision of the Board, they may already include the other personnel composition of the MSU)

b. The MSU shall perform the following functions, in close coordination with the Provincial Health Office:

1. Preparation of the Board Resolution on SHF budget;

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2. Ensure that budgetary documents are approved and signed by the Provincial Budget Officer, Treasurer, and/ or Accountant;
3. Preparation, submission, and reporting of financial status and physical accomplishment;
4. Coordination with concerned LGU offices for planning, budgeting, utilization, and liquidation;
5. Documentation of Board meetings and other activities relating to the organization and functionality of the PWHS];
6. Preparation and submission of reports to the Board in close coordination with the Provincial Health Office and other concerned LGU offices;
7. Assist in the conduct of monitoring activities such as management audits and performance evaluation review;
8. Preparation of other technical and administrative documents;
9. Coordinate with the necessary PWHS stakeholders.

**2. Provincial Health Office (PHO)**

a. The PHO shall act as technical secretariat of the PHB in close coordination with the MSU, and shall be responsible for the technical integration and supervision of the PWHS, particularly on health service delivery and support to health systems management.

b. Pursuant to Section 19.12 [19.15] of the UHC Act IRR, the PHO shall be reorganized to have at least two (2) divisions:

1. The Health Service Delivery Division (HSDD) headed by an Assistant PHO shall manage the health service delivery operations of primary care provider networks (PCPNs), hospitals and other health facilities, clinical services, and public health program including health promotion, epidemiology and surveillance, and disaster risk reduction and management for health within the PWHS;
2. The Health Systems Support Division (HSSD) headed by another official of equivalent rank to the Assistant PHO shall manage the health financing, including planning and budgeting, health information system, procurement and supply chain for health products and services, local health regulation, health human resource development, and health resilience, among others, in close coordination with the concerned offices of the Provincial Government; and
3. An administrative unit shall likewise be created to render administrative-related support.

c. Such reorganization, including its updated staffing pattern, shall take in consideration the size, population and geography of the province, subject to the minimum qualification standards and guidelines approved by the Civil Service Commission

**SECTION 7: SEPARABILITY CLAUSE.** If any provisions of this Executive Order shall be declared invalid or unconstitutional, such declaration shall not affect the validity of the remaining provisions of this Order.

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**SECTION 8: REPEALING CLAUSE.** All prior issuances of the Provincial Government inconsistent with this Order are hereby repealed and/or modified accordingly.

**SECTION 9: EFFECTIVITY.** This Executive Order shall take effect immediately and shall remain in effect until revoked.

DONE, this 22<sup>nd</sup> day of June 2022, in the Province of Occidental Mindoro.

  
**EDUARDO B. GADIANO**  
Governor