



EXECUTIVE ORDER NO. 20
Series of 2021

**AN ORDER CREATING THE CONTINUITY CORE TEAM (CCT) OF THE PROVINCIAL
GOVERNMENT OF OCCIDENTAL MINDORO, AND DEFINING ITS ROLES AND
RESPONSIBILITIES IN THE IMPLEMENTATION OF THE PUBLIC SERVICE CONTINUITY
PLAN**

WHEREAS, the conduct of Public Service Continuity Planning is our commitment to the Sendai Framework for Disaster Risk Reduction (SFDRR) 2015-2030. Paragraph 33, Priority 4 of the Framework states that it is important to ensure the continuity of operations and planning, including social and economic recovery, and the provision of basic services in the post disaster phase;

WHEREAS, Republic Act 10121 also known as "Philippine Disaster Risk Reduction and Management Act of 2010" requires a whole-of-government approach in Philippine Disaster Risk Reduction Management System. It also states that the government agencies and public offices must ensure that interrupted and sustainable initiatives, programs and critical services be delivered/provided to the general public amidst disruptions or emergency crisis with timely and orderly recovery;

WHEREAS, the National Disaster Risk Reduction and Management Council issued Memorandum No. 33, s. 2018 stating that all government agencies of the DRRM councils at all levels and other government departments, offices, bureaus, services, units and instrumentalities are enjoined to develop and formulate Public Service Continuity Plan;

WHEREAS, given the health situation brought about by Coronavirus Disease 2019 (COVID 19), NDRRMC Memorandum No. 57, s. 2020 was issued for the updating of PSCPs by incorporating arrangements for health-related risks;

WHEREAS, the Provincial Government of Occidental Mindoro is mandated to establish Continuity Core Team with corresponding duties and responsibilities that will ensure the capability and awareness of all personnel and offices in the execution of the plan;

NOW THEREFORE, I, EDUARDO B. GADIANO, Governor of the Province of Occidental Mindoro, by virtue of the powers vested in me by law, do hereby order the creation of the Continuity Core Team (CCT) of the Provincial Government of Occidental Mindoro, and defining its roles and responsibilities in the implementation of the Public Service Continuity Plan.

Section 1. CREATION AND COMPOSITION. The Continuity Core Team (CCT) of the Provincial Government of Occidental Mindoro is hereby created. It shall be composed of the following:



Republic of the Philippines
MIMAROPA Region
Province of Occidental Mindoro
OFFICE OF THE GOVERNOR

HEAD OF THE AGENCY:

EDUARDO B. GADIANO
Provincial Governor

SENIOR LEADERSHIP:

MURIEL M. REGUINDING
Provincial Administrator

CONTINUITY MANAGER:

JOHN KENETH P. BARONGGO
LDRRMO IV

NOIME R. CANTILLO
Planning Coordinator

RON LOWELL KARL C. DAPROZA
Planning Officer II

MANOLITA Q. DANTIS
Administrative Officer IV

RONAN ROY R. RAGUDO
Administrative Order III

CONTINUITY COORDINATOR:

JOANNA MAE Q. TIUZEN
Project Development Officer I

Engr. VIRGILIO G. SUAREZ, JR.
Engineer IV

EDWIN D. SASANO
Senior Evt'l Mgt. Specialist

PETER JEOFFREY A. JORDAN
Administrative Assistant II

BERNABE D. TADEJA
Administrative Officer V

REBECCA S. SAPA
Assistant Provincial Treasurer

CONTINUITY PLANNING TEAM:

Engr. ARMANDO C. ALCAIDE
Engineer III

MICHAEL D. CAPONPON
Population Program Officer III

JOSE C. CALABIO II
PEPO-Administrative Officer V (Adm. Officer III)

"Ganado sa Serbisyo, Ganado sa Pagbabago!"

Address: Provincial Capitol Compound, Barangay. Payompon, Mamburao, Occidental Mindoro



Republic of the Philippines
MIMAROPA Region
Province of Occidental Mindoro
OFFICE OF THE GOVERNOR

NEMROD Q. CEBUANO

Administrative Officer I

ARLENE P. ADORA

LAOO I

ARNOLD DENNIS M. EUGENIO

Provincial Assessor

Atty. TIRSO AUGUSTUS L. ABELEDA II

Provincial Legal Officer

JOHN HAROLD ALCAIDE

Agriculturist II

FREDERICK S. ALFARO

Agricultural Technician I

ALRIZZA C. ZUBIRI

Senior Agriculturist

CHONA C. ORDENES

Community Affair Officer III-PGO

ANGELO I. TAYO

Contract of Service-PGO

Section 2. ROLES AND RESPONSIBILITIES. The Continuity Core Team (CCT) of the Provincial Government of Occidental Mindoro shall perform the following roles and responsibilities:

1. Head of the Agency
 - a. Responsible for the continuation of essential services during disaster, emergency or any disruptive event;
 - b. Ensures development of strategic continuity vision and overarching policy;
 - c. Responsible in ensuring that continuity programs are appropriately resourced;
 - d. Ensures appointment of key continuity personnel and the development of a program budget for facilities, equipment and relevant trainings;
 - e. Signs off on the final plans and policies developed by the Continuity Planning Team.
2. Senior Leadership
 - a. Approves all required plans and programs;
 - b. Notifies appropriate offices/departments upon execution of continuity plans;
 - c. Supports the work of the manager and coordinator in the implementation of the continuity plan by providing budgetary needs, and other resources.
3. Continuity Manager
 - a. Coordinates the overall activities of the Continuity Planning Team;
 - b. Provides guidance on the implementation of the PSCP.

"Ganado sa Serbisyo. Ganado sa Pagbabago!"

Address: Provincial Capitol Compound, Barangay. Payompon, Mamburao, Occidental Mindoro



Republic of the Philippines
MIMAROPA Region
Province of Occidental Mindoro
OFFICE OF THE GOVERNOR

4. Continuity Coordinator

- a. Provides all continuity coordination for the agency;
- b. Responsible in leading and coordinating the continuity planning activities;
- c. Serves as the focal person for the development and maintenance of the continuity plan;
- d. Develops and administers a continuity program budget submitting funding requirements to the agency lead;
- e. Serves as an advocate for the continuity plan program.

5. Continuity Planning Team


- a. Responsible in developing and updating continuity plan of the agency;
- b. Understands the limits of the continuity resources and support capabilities;
- c. Establishes Continuity Working Group (CWG).

Section 3. 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 4. 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 5. EFFECTIVITY. This Order shall take effect immediately.

DONE at the Provincial Capitol, Mamburao, Occidental Mindoro this 5th day of October 2021.


EDUARDO B. GADIANO
Governor