



Republic of the Philippines  
Province of Cavite  
City of Imus

**OFFICE OF THE CITY MAYOR**

**EXECUTIVE ORDER NO. 020**  
*Series 2024*

**AN ORDER REORGANIZING THE SOCIAL PROTECTION TEAM OF THE  
CITY OF IMUS, CAVITE**

**WHEREAS**, social protection as defined in NEDA-Social Development Committee (SDC) through Resolution No. 1, Series of 2007 Constitutes policies and programs that seek to reduce poverty and vulnerability to risks and enhance the social status and rights of the marginalized by promoting and protecting livelihood and employment, protecting against hazards and sudden loss of income, and improving people's capacity to manage risks;

**WHEREAS**, Chapter 8 of the Philippine Development Plan (PDP) 2011-2016-Social Development considers social protection as one of the strategies to achieve the goal of reducing poverty and promoting inclusive growth and equitable access to quality basic social services, especially by the poor and vulnerable;

**WHEREAS**, by virtue of NEDA-SDC Resolution No. 3, Series of 2012, social protection operational framework and strategy was formulated and adopted;

**WHEREAS**, Joint Memorandum Circular No. 01 of the Department of Interior and Local Government (DILG) and Department of Social Welfare and Development (DSWD) dated 23 January 2015 enjoins all provinces, cities and municipalities to use Social Protection (SP) Handbook for local planning, budgeting, implementing, monitoring and evaluating social protection programs;

**WHEREAS**, the Social Protection (SP) Handbook shall serve as the primary reference of local government unit (LGUs), civil society organizations (CSOs), and government agencies in implementing social protection programs and likewise become a useful tool for providing social protection lens in the regular course of planning, budgeting, implementing, monitoring and evaluating social protection programs at the local level;

**WHEREAS**, LGUs are directed to initiate, implement and monitor responsive and innovative social protection programs, strategies and initiatives that would reduce people's vulnerabilities and get them out of poverty;





Republic of the Philippines  
Province of Cavite  
City of Imus.

**OFFICE OF THE CITY MAYOR**

**WHEREAS,** the changes in the administration necessitates the reorganization/reconstitution of the Social Protection Team of the City of Imus, Cavite;

**NOW, therefore, I, HON. ALEX L. ADVINCULA,** City Mayor of the City of Imus, by virtue of the powers vested in me by law, do hereby order the reorganization of the Social Protection Team of the City of Imus:

**Section 1. Composition-** The Social Protection Team of the City Government of Imus is hereby organized and constituted as follows:

<b>Chairperson</b>	<b>Hon. Alex L. Advincula</b> <i>City Mayor</i>
<b>Vice- Chairperson:</b>	<b>Hon. Homer T. Saquilayan</b> <i>City Vice Mayor</i>
<b>Team Leaders :</b>	<b>Ms. Josephine G. Villanueva, RSW</b> <i>City Social Welfare and Development Officer</i>  <b>Engr. Guiana F. Monzon</b> <i>City Planning and Development Officer/ Zoning Administrator</i>

**Section 2. Clusters-** For social protection purposes, the SPT shall be divided onto four (4) clusters corresponding to the risks and vulnerability categories, composed of the following:

**2.1 Individual Life Cycle Cluster**

<b>Cluster Head :</b>	<b>Dr. Ferdinand P. Mina, MD</b> <i>City Health Officer</i>
<b>Co- Cluster Head :</b>	<b>Mr. Joseph R. Cua</b> <i>Executive Director, Aves Community Based Organization, Inc.</i>





Republic of the Philippines  
Province of Cavite  
City of Imus

**OFFICE OF THE CITY MAYOR**

**Members** : **Dr. Homer N. Mendoza**  
*Assistant Schools Division Superintendent/  
Officer-in-Charge – Office of the Schools  
Division Superintendent*

: **Ms. Cristina A. Balana**  
*Nutritionist Dietitian III*

**2.2 Economic Team Cluster**

**Cluster Head** : **Ms. Marie Jenneth Vilbar- Lungcay**  
*Officer-In-Charge- Local Economic  
Development and Investment Promotion  
Officer*

**Co-Cluster Head** : **Mr. Generoso F. Ramos, Jr.**  
*City of Imus Cooperative and Livelihood  
Entrepreneurial and Development Officer*

: **Ms. Janeth L. Montalban**  
*President, Good Partnership of JIBC OFW  
Association*

**Members** : **Mr. Robert M. Marges**  
*City Agriculturist*

: **Mr. Clarita T. Casing**  
*Head, Public Employment Services Office*

: **Engr. Christian Mervin S. Sarno**  
*City Engineer*





Republic of the Philippines  
Province of Cavite  
City of Imus

**OFFICE OF THE CITY MAYOR**

: **Ms. Anabella R. Jarin**  
*Interim President, Imus City Chamber of  
Commerce Industry, Inc.*

**2.3 Environment and Disaster Cluster**

**Cluster Head** : **Ms. Marisel R. Cayetano**  
*City Disaster Risk Reduction and  
Management Officer*

**Co-Cluster Head** : **Mr. Lito C. Hao**  
*President, Raha Cavite Volunteer Association  
Inc.*

**Members** : **Ms. Dorotea L. Sagenes**  
*City Environment and Natural Resources  
Officer*

: **Capt. Ronaldo SJ. Enrile**  
*Executive Director, Resilience and  
Sustainability for Empowerment Foundation,  
Inc.*

**2.4 Social and Governance Cluster**

**Cluster Head** : **Mr. Joseph Ryan V. Geronimo**  
*Local Government Operations Officer VI,  
CLGOO- Imus City, Department of Interior  
and Local Government*

**Co-Cluster Head** : **Mr. Enrique R. Romeo**  
*President, Angat Imus Homeowners'  
Alliance, Inc. (AIMHAI)*

**Members** : **PLTCOL Jack E. Angog**  
*Chief of Police, PNP Imus*





Republic of the Philippines  
Province of Cavite  
City of Imus

**OFFICE OF THE CITY MAYOR**

: **Hon. Raymundo G. Ramirez**  
*Liga ng mga Barangay President*

**Section 3. Roles and Functions-** The various clusters shall perform the following roles and functions:

- 3.1 Convene all the members of the cluster;
- 3.2 Participate on the City workshop on social protection;
- 3.3 Assist in the conduct of the City/ Municipal/ Barangay workshop on social protection;
- 3.4 Consolidate the social protection assessments and plans with the purview of cluster; and
- 3.5 Prepare and submit reports to the proper agencies and authorities.

**Section 4. Social Protection Risk, Vulnerability and Adaptation Assessment-** The City Development Council (CDC) shall be the body responsible in conducting the Social Protection Risk, Vulnerability and Adoption Assessment (SP-RVAA). It shall likewise perform the following functions:

- 4.1 Convene all the members of the expanded City Development for SP RVAA;
- 4.2 Conduct the City workshop on social protection;
- 4.3 Conduct the city/municipal/ barangay workshop on social protection;
- 4.4 Consolidate the social protection assessment and plans; and
- 4.5 Report the SP to the proper agencies and authorities.





Republic of the Philippines  
Province of Cavite  
City of Imus

**OFFICE OF THE CITY MAYOR**

**Section 5. Secretariat-** The City Social Welfare and Development Office shall act as the leader and secretariat for the activities of the CDC related to SP-RVAA.

**Section 6. Assistant Secretariat-** The City Planning and Development Office shall act as the assistant secretariat for the SP-RVAA concern.

**Section 7. City Social Protection Workshop-** The City Development Council shall be responsible for organizing the conduct of workshop to determine and assess risk and vulnerabilities. The activities to be done are the following:

- 7.1 Review of the city data risk and vulnerabilities from the secondary materials available in the LGU by cluster. These include the:
  - 7.1.1 Social Protection and Development Report;
  - 7.1.2 Socio- Economic Profile;
  - 7.1.3 Comprehensive Land Use Plan;
  - 7.1.4 Community-Based Monitoring System; and
  - 7.1.5 Sectoral Plan such as the City Development Plan for Children, Ancestral Domains Sustainable Development and Protection Plan, Gender and Development (GAD) Plan.
7. 2 Review of the City hazards based on secondary materials and maps;
7. 3 Identification of the risks per category as provided by the SPDR, if available, and enhanced by other data provided by other agencies and CSO members per cluster;
7. 4 Identification of the adaptive strategies for disaster risk reduction. the adoptive strategy for risk reduction of service institutions contributes to the building of resilience among the affected vulnerable groups. These shall be taken by reviewing the programs and other services being done





Republic of the Philippines  
Province of Cavite  
City of Imus

**OFFICE OF THE CITY MAYOR**

- 7.4.1 Review of program documents;
  - 7.4.2 Sharing within the cluster on program and service provided; and
  - 7.4.3 Focus group discussion with the program key players.
- 7.5 Preparation of the consolidated output namely the City Social Protection RVAA based on secondary materials and documents composed of the following sections:
- 7.5.1 An analysis of the hazards, vulnerability and risks per category; and
  - 7.5.2 An inventory of adaptation strategies per risk category.

**Section 8. Repealing Clause-** All executive issuances, orders, rules and regulations or parts thereof of inconsistent with the provision of the Executive Order are hereby repealed or modified accordingly.

**Section 9. Separability Clause-** Should any provision of this Executive Order be declared unconstitutional or invalid, the other section or provisions not affected thereby shall remain in full force and effect.

**Section 10. Effectivity-** This Executive Order shall take effect immediately.

**DONE** and **SIGNED** in the City of Imus, Province of Cavite, this 18<sup>th</sup> day of March 2024.

**ALEX L. ADVINCULA**  
*City Mayor*