



**REPUBLIC OF THE PHILIPPINES  
CITY OF IMUS | PROVINCE OF CAVITE  
OFFICE OF THE CITY MAYOR**

**EXECUTIVE ORDER NO. 22**  
*Series of 2022*

**AN ORDER REORGANIZING THE SPECIAL ACTION COMMITTEES  
UNDER THE PEACE AND ORDER COUNCIL**

**WHEREAS**, Section 4 and 5 of the 1987 Philippine Constitution articulates that "it is the primary duty of the government to serve and protect the people, and that the maintenance of peace and order, the protection of life, liberty, and property, and promotion of the general welfare are essential for the enjoyment by all of the people of the blessings of democracy".

**WHEREAS**, the security environment can be described as increasingly complex and demands a pro-active, diverse, and collaborative approach among government agencies and other stakeholders in preparing for, preventing or mitigating the effects of, and recovering from crises.

**WHEREAS**, DILG Memorandum Circular No. 2019-143 states that Special Action Committees (SACs) shall be created under/thru the Peace and Order Council to address and prevent specific peace and order and public safety issues and concerns.

**NOW, THEREFORE, I, ALEX L. ADVINCULA**, Mayor, City of Imus, Cavite, by virtue of the powers vested in me by law, do hereby order to reorganize the Special Action Committees under the Peace and Order Council, to wit:

**Section 1. Composition-** The Special Action Committees (SACs) are hereby reorganized with the following compositions:

**1.1 SAC ON ANTI-INSURGENCY**

**SAC CHAIR:**

**PLtCol. Jose Junar P. Alamo**

*- Imus City Chief-of-Police*



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**MEMBERS:**

**Hon. David G. Sapitan, Jr.**

- *President, Liga ng mga Barangay  
Chairperson, Committee on Peace  
and Order*

**CLGOO Joseph Ryan V.  
Geronimo**

- *City Local Government Operations  
Officer*

**Ms. Josephine G. Villanueva,  
RSW**

- *City Social Welfare and Development  
Officer*

**1.2 SAC ON ANTI-CRIMINALITY**

**SAC CHAIR:**

**PLtCol. Jose Junar P. Alamo**

- *Imus City Chief-of-Police*

**MEMBERS:**

**CLGOO Joseph Ryan V.  
Geronimo**

- *City Local Government Operations  
Officer*

**Ms. Josephine G. Villanueva,  
RSW**

- *City Social Welfare and Development  
Officer*

**1.3 SAC ON PUBLIC SAFETY**

**SAC CHAIR:**

**Supt. Jackie Lou A. Maslang, JD**

- *Imus City Fire Marshal*

**MEMBERS:**

**JSupt. Reynaldo A. Paguirigan,  
Jr.**

- *Imus City Jail Warden - Male  
Dormitory*

**JInsp. Clariza P. Ebor**

- *Imus City Jail Warden - Female  
Dormitory*

**CLGOO Joseph Ryan V.  
Geronimo**

- *City Local Government Operations  
Officer*

**Dr. Maria Rossini De Ausen**

- *City Health Officer*





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**1.4 CRISIS MANAGEMENT COMMITTEE**

**COMMITTEE CHAIR:**

**Hon. Alex L. Advincula** - *City Mayor*

**POINT PERSONS:**

<b>Dr. Maria Rossini De Ausen</b>	- <i>City Health Officer</i>
<b>Atty. Leonard Martin E. Syjuco</b>	- <i>City Legal Officer</i>
<b>Mr. Larry D. Monzon</b>	- <i>General Services Officer</i>
<b>Mr. Ervin Ace H. Navarette</b>	- <i>City Information Officer</i>
<b>CIInsp. Jackie Lou A. Maslang, JD</b>	- <i>Imus City Fire Marshall</i>
<b>Mr. Rizaldy T. Nato</b>	- <i>City of Imus Traffic Management Officer</i>
<b>Ms. Marisel R. Cayetano</b>	- <i>City Disaster's Risk Reduction and Management Officer</i>
<b>Ms. Josephine Villanueva, RSW</b>	- <i>City Social Welfare and Development Office</i>

**1.5 POPS PLAN TECHNICAL WORKING GROUP (TWG)**

**TWG CHAIR:**

**Engr. Guiana F. Monzon** - *OIC - City Planning and Development Office*

**MEMBERS:**

<b>Ms. Ma. Theresa R. Dominguez</b>	- <i>City Budget Officer</i>
<b>Hon. David G. Sapitan, Jr.</b>	- <i>President, Liga ng mga Barangay</i>
<b>PLtCol. Jose Junar P. Alamo</b>	- <i>Imus City Chief-of-Police</i>
<b>CLGOO Joseph Ryan V. Geronimo</b>	- <i>City Local Government Operations Officer</i>
<b>Ms. Josephine G. Villanueva, RSW</b>	- <i>City Social Welfare and Development Officer</i>
<b>Ms. Dorotea L. Sagenes</b>	- <i>City Environment and Natural Resources Officer</i>





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<b>Ms. Marisel R. Cayetano</b>	- <i>Assistant Department Head, City Disaster Risk Reduction and Management Office</i>
<b>Mr. Ronnell C. Garcia</b>	- <i>Anti-Violence Task Force</i>
<b>Mr. Jose Michael S. Oloris</b>	- <i>Philippine Rescue Volunteers Association</i>
<b>Mr. Adabe Buro</b>	- <i>Anti-Narcotics International Assistance Group</i>
<b>Mr. Hertito V. Monzon</b>	- <i>Focal Person, CPOC</i>
<b>Ms. Rizalyn S. Ochoa</b>	- <i>Supervising Administrative Officer, Office of the City Mayor</i>
<b>Ms. Ziza Anna D. Tan</b>	- <i>Supervising Administrative Officer, Office of the City Mayor</i>
<b>Mr. Paul Nicolas S. Esguerra</b>	- <i>Administrative Officer II, Office of the City Mayor</i>
<b>Ms. Jedelou A. Costelo</b>	- <i>Administrative Officer I, Office of the City Mayor</i>

**Section 2. Duties And Functions-**

**2.1. SAC ON ANTI-INSURGENCY**

- 2.1.1 Identify specific PPSAs that will prevent and counter insurgency;
- 2.1.2 Identify the point persons or agencies who will take the lead for every anti- insurgency PPSAs identified;
- 2.1.3 Propose cost of implementation, anticipated timeline, and other factors pertaining to the activities;
- 2.1.4 Initiate and implement all ELCAC initiatives and all related activities;
- 2.1.5 Frame each activity as part of a comprehensive approach;
- 2.1.6 Submit identified anti-insurgency and ELCAC activities to the POPS Plan TWG for inclusion in the POPS Plan;
- 2.1.7 Implement and monitor the POPS Plan funded PPSAs;
- 2.1.8 Closely coordinate with POC Secretariat relative to the implementation of identified activities;
- 2.1.9 Submit the following reports:
  - a. Semestral accomplishment report, submit not later than 15<sup>th</sup> day of August for the 1st Semester and 15<sup>th</sup> day of March for the 2<sup>nd</sup> Semester;
  - b. Annual Report, not later than 15<sup>th</sup> day of March.





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2.1.10 Perform such other tasks as may be directed by the Council.

**2.2. SAC ON ANTI-CRIMINALITY**

- 2.2.1 Identify specific PPPSAs that will prevent and counter criminality;
- 2.2.2 Identify the point persons or agencies who will take the lead for every anti- criminality activities;
- 2.2.3 Propose cost of implementation, anticipated timeline, and other factors pertaining to the activities;
- 2.2.4 Frame each activity as part of a comprehensive approach;
- 2.2.5 Submit identified anti-criminality activities to the POPS Plan TWG for inclusion in the POPS Plan.;
- 2.2.6 Implement and monitor the POPS Plan funded PPSAs;
- 2.2.7 Closely coordinate with POC Secretariat relative to the implementation of identified activities;
- 2.2.8 Submit the following reports:
  - a. Semestral accomplishment report, submit not later than 15<sup>th</sup> day of August for the 1st Semester and 15<sup>th</sup> day of March for the 2<sup>nd</sup> Semester;
  - b. Annual Report, not later than 15<sup>th</sup> day of March.
- 2.2.9 Perform such other tasks as may be directed by the Council.

**2.3 SAC ON PUBLIC SAFETY**

- 2.3.1 Identify specific Public Safety Programs (PSPs) and other related activities;
- 2.3.2 Identify the point persons or agencies who will take the lead for every PSP identified;
- 2.3.3 Propose cost of implementation, anticipated timeline, and other factors pertaining to the activities;
- 2.3.4 Frame each activity as part of a comprehensive approach;
- 2.3.5 Submit identified PSPs to the POPS Plan TWG for inclusion in the POPS Plan;
- 2.3.6 Implement and monitor the PSPs funded in the POPS Plan;
- 2.3.7 Closely coordinate with POC Secretariat relative to the implementation of identified activities;
- 2.3.8 Submit the following reports:
  - a. Semestral accomplishment report, submit not later than 15<sup>th</sup> day of August for the 1st Semester and 15<sup>th</sup> day of March for the 2<sup>nd</sup> Semester;





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- b. Annual Report, not later than 15<sup>th</sup> day of March.
- 2.3.9 Perform such other tasks as may be directed by the Council.

**2.4 CRISIS MANAGEMENT COMMITTEE**

- 2.4.1 Provide and mobilize available resources through an established inter-agency resource sharing protocol;
- 2.4.2 Coordinate inter-agency crisis management efforts;
- 2.4.3 Ensure that operational demands during crisis are met and all actions are coordinated and complementary;
- 2.4.4 Establish an accessible communication lines so that reliable and timely information are received and disseminated to appropriate levels;
- 2.4.5 Accomplish the tasks under Predict, Prevent, Prepare, Perform and Post-Action and Assessment pursuant to the Section 1-1 of the National Crisis Management Core Manual of 2012;
- 2.4.6 Designate a specific office to undertake or monitor crisis management efforts;
- 2.4.7 Perform such other tasks as may be directed by the Council.

**2.5 POPS PLAN TWG**

- 2.5.1 Lead in the formulation of POPS Plan;
- 2.5.2 Prepare documents that could serve as reference for the profiling of the strategic direction and peace and order and public safety issues in the locality;
- 2.5.3 Conduct data gathering and stakeholder consultations as needed and analyze data gathered;
- 2.5.4 Coordinate with communities or barangays for data-gathering and action planning for the implementation of POPS Plan;
- 2.5.5 Coordinate with POC Sub-Committee Heads relative to the recommended PPSAs for inclusion in the POPS Plan;
- 2.5.6 In coordination with the POC Chair and Secretariat Head, convene the POC and present the POPS Plan for discussion, approval, and appropriate action;
- 2.5.7 Present data to the POC for prioritization of issues and development of strategies;
- 2.5.8 Draft and finalize the POPS Plan;
- 2.5.9 In coordination with the Mayor, convene the POC and present the POPS Plan for discussion, approval, and appropriate action;





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- 2.5.10 Take part in the submission and SP adoption of the POPS Plan;
- 2.5.11 Encode the approved POPS Plan in the POPSP-PCMS;
- 2.5.12 Coordinate with internal and external stakeholders for effective communication and monitoring as laid out in the POPS Plan;
- 2.5.13 Ensure inclusion of key programs or strategies (DILG MC No. 2015-128, Annex 3) CSOP, and conflict-sensitivity, if deemed appropriate, in the POPS Plan; and
- 2.5.14 Submit the following reports:
  - a. Semestral accomplishment report, submit not later than 15<sup>th</sup> day of August for the 1st Semester and 15<sup>th</sup> day of March for the 2<sup>nd</sup> Semester;
  - b. Annual Report, not later than 15<sup>th</sup> day of March.
- 2.5.15 Perform such other tasks as may be directed by the Council.

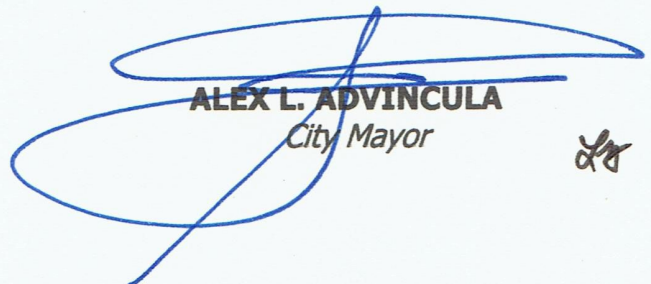
**Section 4. Meetings-** The SACs shall meet at least once every quarter or as may be deemed necessary.

**Section 5. Repealing Clause-** All prior issuances on the organization and functions of SACs inconsistent herewith shall be deemed superseded by this Order.

**Section 6. Effectivity-** This Executive Order shall take effect immediately.

**SO ORDERED.**

**DONE and SIGNED** this 9<sup>th</sup> day of September 2022, City of Imus.

  
**ALEX L. ADVINCULA**  
City Mayor

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