



Republic of the Philippines
Province of Ilocos Sur
Municipality of San Vicente

OFFICE OF THE MUNICIPAL MAYOR



Executive Order No. 21
Series of 2024

**AN ORDER ORGANIZING THE MUNICIPAL CENSUS-CBMS
COORDINATING BOARD FOR THE 2024 CENSUS OF POPULATION AND
COMMUNITY-BASED MONITORING SYSTEM IMPLEMENTATION**

WHEREAS, Republic Act (RA) No. 10625 or "The Philippine Statistical Act of 2013" mandates the Philippine Statistics Authority (PSA) to prepare and conduct periodic censuses on population, housing, and other sectors of the economy;

WHEREAS, Executive Order No. 352, Series of 1996, requires the conduct of census of population and housing every ten years and a mid-year census every ten years with the primary objective of coming up with population figures at the national level down to the barangay level;

WHEREAS, the Mid-Decade Census of Population (POPCEN) shall be a nationwide government undertaking that involves the collection, compilation, evaluation, analysis, publication, and dissemination of data on population count, demographic and socioeconomic characteristics of the population, and other relevant data in each barangay, municipality, city, province, and region in the country;

WHEREAS, the census aims to provide government executives, policymakers and planners with population data on which to base their social and economic development plans, policies, and programs;

WHEREAS, RA 11315 or the "Community-Based Monitoring System (CBMS) Act" declares that the State shall adopt a community-based monitoring system used which generates updated and disaggregated data necessary in targeting beneficiaries, conducting more poverty analysis and needs prioritization, designing appropriate policies and interventions, and monitoring impact over time;

WHEREAS, the CBMS is an organized technology-based system of collecting, processing, and validating necessary disaggregated data that may be used for planning, program implementation, and impact monitoring at the local level while empowering communities to participate in the process;

WHEREAS, Section 4 of RA 11315 provides that each city and municipality is the primary data collection authority within its locality;

WHEREAS, Section 6 of RA 11315 mandates the PSA as the lead agency in the implementation of the CBMS;

WHEREAS, the PSA Board, as the highest policy-making body on statistical matters pursuant to RA 10625, approves Resolution No. 04, Series of 2024, approving the simultaneous conduct of POPCEN and CBMS operations from July to September 2024, with 01 July 2024 as reference date;

WHEREAS, the PSA Board approves Resolution No. 05, series of 2024, approving the designation of the PSA Board as National Census-CBMS Coordinating Board (NCCB) for POPCEN, designation of Regional Statistics Committee (RSC) as Regional CCB, and the creation of the Provincial, and City/Municipal CCBs, and their terms of reference for the 2024 POPCEN-CBMS operations;

WHEREAS, the CBMS Council approves Resolution No. 01, Series of 2022 amending the composition of the Provincial and City/Municipal CBMS Coordinating Boards;

WHEREAS, the CBMS Council approves Resolution No. 02, Series of 2024 regarding the creation of the R/P/C/MCCB and their terms of reference for the 2024 POPCEN-CBMS operations;

NOW THEREFORE, I, **JONAN D. TABANDA**, Municipal Mayor of San Vicente, Ilocos Sur, by virtue of the power vested in me by law, do hereby order the following:

SECTION 1. COMPOSITION OF THE MUNICIPAL CENSUS-CBMS COORDINATING BOARD. The MCCB shall be composed of the following:

- Chairperson** : **JONAN D. TABANDA**
Municipal Mayor
- Co-Chairperson** : **JEANETTE M. MARZAN**
Supervising Statistical Specialist
PSA Provincial Statistics Office (PSO)
- Head Secretariat** : **MARILOU B. RIALUBIN**
LGU POPCEN-CBMS Focal Person
- Members** : **JOE MAR M. CASTILLO**
Municipal Planning and Development Coordinator
- MARIBIEN R. RECLUSADO**
Municipal Social Welfare and Development Officer
- ENGR. JOHN JOSHUA R. RODILLAS**
Municipal Engineer
- GENESIS R. FRONDA**
Municipal Agriculturist/MENRO Designate
- HENRY R. RANCHES**
Municipal Civil Registrar
- EVANGELINE A. RUBIA**
Municipal Assessor
- RYAN DENNIS R. RIDON**
Municipal Budget Officer
- DR. AMADO A. VIESTA**

Municipal Health Officer

DARLENE ZARAH D. ZABALA

Nurse II/Designated Population Officer

REYGEE S. ROCERO

Municipal DRRMO

JANETTE R. RAGANIT

Designated PESO Manager

ANGELICA TRICIA R. CAMBE

Designated Municipal Information Officer

EDNALYN ROSE R. RUALIZO

Designated LEDIPO

REMY R. BANEZ

Designated Cooperative Development Officer

JOHN CARMELO RICANA

Designated Tourism Officer

LEONELIN P. REYNON

Municipal Local Government Operations Office

BEATRIZ R. RIOTOC

DepEd Representative

PCAPT PEDRO R. HALOVER

OIC-Chief of Police

HON. JUANITA R. RAGIL

Sangguniang Bayan Member

HON. MELECIO G. DAQUEP, SR.

Liga ng mga Barangay (LNB) President

JENNIFER C. ROJO

Civil Society Org. & Private Sector Representative

SECTION 2. TERMS OF REFERENCE OF THE MUNICIPAL CENSUS-CBMS COORDINATING BOARD. The MCCB shall perform the following:

Chairperson

1. Oversee the implementation of the 2024 POPCEN-CBMS operations in the province;
2. Lead the MCCB in resolving issues and concerns that may hamper the implementation;
3. Lead the MCCB and oversee the fulfillment of duties and responsibilities of the MCCB members; and

4. Convene the MCCB for effective coordination and reporting whenever necessary.

Co-Chairperson

1. Assist the Chairperson in the fulfillment of the deliverables of the MCCB;
2. Provide recommendations and strategies to the Chairperson on the issues and concerns that need to be resolved; and
3. Assist the Chairperson with important decision-making.

Members. The members are expected to discuss, perform, and deliver the following during the MCCB meeting and POPCEN-CBMS operations as per agency mandate:

1. Issue communications, directives, instructions, and/or circulars to cooperate, mobilize, and provide support/assistance to the 2024 POPCEN-CBMS operations;
2. Determine the needs in the province during data collection, mapping, and processing in terms of facilities (transportation, communications, training, and lodging), security, publicity, and other logistics;
3. Provide transportation facilities, for the distribution/delivery of materials and supplies and transmittal of census returns before, during, and after the operations;
4. Provide facility for communications, wireless internet connection facility, and venues/facilities for use of personnel (e.g., for training);
5. Provide temporary office/room/space that will serve as headquarters of personnel or storage area for materials and supplies for the duration of the operations;
6. Provide facilities for the lodging of personnel assigned in areas outside their official station;
7. Assist the MCCB in the conduct of publicity and information campaign;
8. Assist the PSA in the POPCEN-CBMS operations to ensure complete coverage of the province;
9. Resolve issues and concerns encountered in the conduct in the province;
10. Refer to the PCCB matters which cannot be resolved in the MCCB;
11. Specify other areas of involvement or participation of the agencies within the limits of their resources;
12. Participate actively in coordination meetings and activities;
13. Provide health services to personnel as deemed necessary;
14. Facilitate the approval and timely release of funds or other requirements for areas for MCCB where CBMS is funded by the LGU;
15. Take up other matters as necessary for the successful conduct of the 2024 POPCEN-CBMS.

SECTION 3. REPEALING CAUSE. All Executive Orders or issuances inconsistent with the provisions of this Executive Order are hereby repealed or modified accordingly.

SECTION 4. EFFECTIVITY. This Executive Order shall take effect immediately upon signing hereof.

DONE this 2nd day of **May 2024** at San Vicente, Ilocos Sur.

(Sgd.) JONAN D. TABANDA
Municipal Mayor