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Republic of the Philippines  
**Department of Education**  
REGION X - NORTHERN MINDANAO  
DIVISION OF MALAYBALAY CITY

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DEPED MALAYBALAY CITY  
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BY: [Signature]

Division ADVISORY  
No. 17 series of 2021

TO : Assistant Schools Division Superintendent  
Chief Education Supervisors, CID and SGOD  
Public Elementary and Secondary School Heads  
All Others Concerned

FROM : **VICTORIA V. GAZO, PhD, CESO V**  
Schools Division Superintendent

DATE : September 24, 2021

RE : **DISSEMINATION OF EXECUTIVE ORDER NO. 153, S. 2021: AN ORDER CREATING THE DRUG-FREE WORKPLACE COMMITTEE IN THE CITY GOVERNMENT OF MALAYBALAY**

1. This Office hereby informs the field on **EXECUTIVE ORDER NO. 153, S. 2021: AN ORDER CREATING THE DRUG-FREE WORKPLACE COMMITTEE IN THE CITY GOVERNMENT OF MALAYBALAY.**
2. For Widest dissemination.

Copy Furnished:  
SGOD-School Health Unit  
Records Unit



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Office of the City Mayor

RECEIVED  
MALAYBALAY CITY DIVISION  
http://www.malaybalaycity.gov.ph

EXECUTIVE ORDER NO. 153  
Series of 2021

DATE: SEP 16 2021 TIME: 1:34 p.m.

**AN ORDER CREATING THE DRUG-FREE WORKPLACE COMMITTEE IN THE CITY GOVERNMENT OF MALAYBALAY**

**WHEREAS**, it is the policy of the state to safeguard the well-being of its citizen from the harmful effects of dangerous drugs on their physical and mental well-being by providing effective mechanisms or measure to enhance further the efficacy of the law against dangerous drugs , and ensuring the enforcement or application of the same;

**WHEREAS**, Dangerous Drugs Board Regulation No. 13 Series of 2018, mandates the creation of drug-free workplace policies in all government offices, especially local government units, including the conduct of authorized drug testing, to ensure that all public officers remain drug free and that the general public be assured of effective and efficient service from the government

**WHEREAS**, the same regulation is adopted by City Government of Malaybalay through Ordinance No. 974, known as the "Drug-Free Workplace Policy in the City of Malaybalay", together with Executive Order No. 66 Series of 2018 issued by President Rodrigo Roa Duterte which calls for the institutionalization of the Philippine Anti-Illegal Drug strategy and outlines the balanced efforts of the government to strengthen the campaign against illegal drugs and contribute international efforts to counter the worldwide illegal drug problem.

**WHEREAS**, the said Ordinance mandates the creation of a Drug-Free Workplace Committee in the City Government of Malaybalay to ensure its proper implementation and dissemination;

**NOW, THEREFORE, I, FLORENCIO T. FLORES, JR.**, City Mayor of the City of Malaybalay, by powers vested in me by law, by virtue of the powers vested in me by law, do hereby decree the order the creation of Drug-Free Workplace Committee in the City Government of Malaybalay viz:

**Section 1. Composition**

- Chairman: Hon. Florencio T. Flores, Jr., *City Mayor*
- Members:
  - Magnolia O. Improgo, *CHRMO*
  - Doc. Dennis P. Sangalang, *City Health Officer*
  - Mr. Al Y. Estrada  
*President - City Government of Malaybalay Employees Association*
  - Mr. Herculano S. Ronolo, *City Administrator*

**Section 2. Functions.** The Committee shall perform the following functions:

1. Ensure the proper implementation of the provisions of regulations and ordinances pursuant to the promotion of the drug-free workplace.
2. Create an Assessment Team composed of personnel with educational and training backgrounds on medicine, psychology, social work and human resources administration, who shall assist the committee in implementing the policy and the substance abuse awareness and prevention program with the City Government of Malaybalay.
3. Formulate and assist in the implementation of the Drug-Free Workplace Policy.
4. Ensure that all offices, satellite and sub-offices, any department or office that is part of the City Government of Malaybalay is free from illegal drugs or substance, or other acts promoting the

illegal drugs trade, and ensure that all employees and officials are aware of the administrative and criminal sanctions in relation to drug use and policy violation.

5. Spearhead the conduct of annual and complete mandatory drug testing of all employees and officials by an accredited drug-testing laboratory by the Department of Health.

**Section 3. AUTOMATIC ASSUMPTION** Should any member of the Team cease to hold his/her office by reason of permanent incapacity, removal, resignation or the likes, the person who succeeded or is appointed in that particular office/position shall automatically become a member hereof.

Reassumption of office by incumbent officials of their original office shall also operate as automatic assumption of the membership of the committee.

**Section 4. EFFECTIVITY.** This Executive Order shall take effect immediately.

DONE in the City of Malaybalay, Province of Bukidnon, this 16th day of September, 2021.

**FLORENCIO T. FLORES, JR.**  
City Mayor