



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

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DEPED MALAYBALAY CITY DIVISION
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By: *[Signature]*

Division Advisory

No. 014,s 2023

To: Assistant Schools Division Superintendents
Division Chiefs and Unit Heads
Public Schools District Supervisors
Public Elementary and Secondary School Heads
Teaching and Non-Teaching Personnel
All Others Concerned

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

DATE: February 13, 2023

SUBJECT: **DISSEMINATION OF EXECUTIVE ORDER NO. 05 Series of 2023 (AN ORDER ACTIVATING THE PROVINCIAL COUNCIL ON DISABILITY AFFAIRS (PCDA), EXPANDING THE MEMBERSHIP, SPECIFYING FUNCTIONS OF CHAIRMAN AND VICE CHAIRMAN, ASSIGNING SECRETARIAT AND FOR OTHER PURPOSES)**

1. For the information and guidance of all concerned, enclosed is a copy of Executive Order No. 05 dated January 25, 2023, titled **An Order activating the Provincial Council on Disability Affairs (PCDA), expanding the membership, specifying functions of Chairman and Vice Chairman, assigning Secretariat and for other purposes.**
2. Immediate dissemination of and compliance with this Memorandum are desired.

Copy furnished:
Records file
AO file



Address: Sayre Hi-way, Purok 6, Casisang, Malaybalay City
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OFFICE OF THE PROVINCIAL GOVERNOR
PERSONS WITH DISABILITY AFFAIRS DIVISION

VISION

*Empowered Persons
with Disabilities in the
context of Inclusive and
Sustainable
Development*

February 9, 2023

DR. VICTORIA V. GAZO, Ph.D., CESO VI
Schools Division Superintendent
DEPED – Division of Malaybalay

2023-67967
DEPED MALAYBALAY CITY DIVISION
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By: _____

MISSION

*To formulate and
implement policies,
plans and programs for
the promotion of the
welfare of Persons with
Disabilities*

Dear **Supt. Gazo,**

Furnishing your end, a copy of Executive Order No. 5 Series of 2023 by the office of the Provincial Governor, Hon. Rogelio Neil P. Roque for your perusal.

Thank You !

**ORGANIZATIONAL
OUTCOME**

*Acceleration on the
development, promotion
and monitoring of the
implementation of
policies, plans and
services for Persons with
Disabilities towards
Inclusive Governance
along Health, Education,
Livelihood, Social and
Empowerment*

Very truly yours,

DOMINADOR D. LIBAYAO
PCDA Chief Secretariat

Making the Rights Real for Persons with Disabilities!



OFFICE OF THE PROVINCIAL GOVERNOR

EXECUTIVE ORDER No. 5
Series of 2023

AN ORDER ACTIVATING THE PROVINCIAL COUNCIL ON DISABILITY AFFAIRS (PCDA), EXPANDING THE MEMBERSHIP, SPECIFYING FUNCTIONS OF CHAIRMAN AND VICE CHAIRMAN, ASSIGNING SECRETARIAT AND FOR OTHER PURPOSES

WHEREAS, the Philippine Government is a state party to the United Nations Convention on Persons with Disabilities (UNCRPD) which upholds that all persons with all types of disabilities must enjoy all human rights and fundamental freedoms;

WHEREAS, the Philippine Constitution, in the Declaration of Principles and State Policies, mandates that the State shall promote social justice in all phases of national development;

WHEREAS, Article 13 of 1987 Philippine Constitution includes Persons with Disabilities (PWDs) as one of the priority sectors to be given access to essential goods and services at affordable cost and further provides that the State shall establish a special agency for disabled persons for their rehabilitation, self-development and self-reliance and their integration into the mainstream of the society;

WHEREAS, Republic Act 7277, otherwise known as the Magna Carta for Disabled Persons mandates the National and Local Government to implement programs and services to ensure the full participation in all aspects of community for Disabled Persons;

WHEREAS, Section 16, Article IV of Republic Act 7160, otherwise known as the Local Government Code of 1991 states that Local Government Units, shall ensure and support among other things, the preservation and enrichment of culture, promote health and safety, enhance economic prosperity and social justice, promote full enjoyment among their residents, maintain peace and order and preserve the comfort and convenience of the inhabitants;

WHEREAS, the mandated institutionalization of National Council on Disability Affairs (NCDA) at national level and Regional Council on Disability Affairs (RCDA) at regional level need be complimented with institutionalization of Provincial Council on Disability Affairs (PCDA) in the Province of Bukidnon to establish efficient program synergies, resources mobilization and opportunity linkages for Persons with Disabilities;

WHEREAS, Section 9, sub-section 9.3. of Ordinance No. 2021-058R (26th SP) otherwise known as, An Ordinance Institutionalizing the Local Magna Carta for Persons with Disabilities in the Province of Bukidnon Providing Funds Thereof and for Other Purposes, provides the institutionalization of Provincial Council on Disability Affairs;

WHEREAS, aligned with these International Human Right Instrument, National and Local Policies and other institutional mechanisms, there is a need to activate the Provincial Council on Disability Affairs.

THEREFORE, I, ROGELIO NEIL P. ROQUE, Provincial Governor of the Province of Bukidnon, by power vested upon me by Law do hereby order the activating of the Provincial Council on Disability Affairs (PCDA), expanding the membership, specifying functions of Chairman and Vice Chairman, assigning Secretariat and for other purposes.

SECTION I. ORGANIZATIONAL STRUCTURE. The Provincial Council on Disability Affairs (PCDA) shall be composed of the following:

Chairman : OFFICE OF THE PROVINCIAL GOVERNOR
Vice Chairman : PGO-PERSONS WITH DISABILITY AFFAIRS DIVISION
Members : Provincial Administrator's Office
Bukidnon Disabled Association, Incorporated
Department of the Interior and Local Government
Provincial Planning and Development Office
Provincial Budget Office
Provincial Health Office
Land Transportation Office
Land Transportation and Franchising Regulatory Board
Provincial Engineering Office
Department of Public Works and Highways DEO I, II, III
Department of Trade and Industry
Department of Justice-Provincial Prosecutor's Office
Technical Education and Skills Development Authority
DEPED-Division of Bukidnon, Malaybalay and Valencia
Philippine Information Agency
Parents Mobilization Action Group
Kapisanan ng mga Broadkaster ng Pilipinas, Bukidnon Chapter
Philippine Health Insurance Corporation
Department of Science and Technology
Commission on Election
Philippine Hospitals Association, Bukidnon Chapter
Bukidnon Association of Catholic Schools
Philippine National Police
Bukidnon Press Club
Bukidnon State University, Central Mindanao University
Philippine Association of Private Schools, Colleges and Universities, (Bukidnon Chapter)

SECTION II. GENERAL DUTIES, FUNCTIONS AND RESPONSIBILITY OF THE COUNCIL. The Provincial Council on Disability Affairs (PCDA) shall have the following duties, functions and responsibilities:

1. Formulate and ensure enforcement of local policies on disability prevention and rehabilitation and inclusion of the sector to the Provincial Development Agenda.
2. Formulate and develop policies on education, in relation to adequate access to quality education with an integrated system of special education for Persons with Disabilities and scholarships and/or grants to economically marginalized but deserving students with disabilities pursuing post-secondary or tertiary education.
3. Formulate and integrate, strategic and comprehensive local plans for the welfare of Persons with Disabilities such as:
 - a. Development of instructional materials and technical aids for Persons with Disabilities;
 - b. Development of training materials for vocational rehabilitation and special education instruction;
 - c. Conduct research on special problems, particularly of the visually impaired, speech impaired, orthopedically impaired, mentally retarded, and students with multiple disabilities and others, and the elimination of social barriers and discrimination against persons with disabilities;
 - d. Inclusion of Special Education Course in the curriculum for Persons with Disabilities, and
 - e. Identify target beneficiaries and undertake social preparation activities to generate and mobilize resources for social services.
4. Establish and maintain linkages and networking with local and National Organizations/Foundations, Non-Government Organizations, Peoples' Organizations including organizations of and for Persons with Disabilities.
5. Conduct program evaluation and monitoring, trainings, information drive, capability-building activities, consultative meetings and symposia on issues relevant to persons with disabilities through media, for a dialogue and awareness campaigns with the participation of multi-stakeholders and promote concerned government agencies to implement disability inclusive programs at the LGU, National Government Agencies, Government Owned and Controlled Corporations, Quasi-Public Corporations, State Colleges and Universities and Private companies as mandated by Republic Act 10524.
6. Submit periodic reports to the Secretariat and to the Regional Council on Disability Affairs (RCDA) and National Council on Disability Affairs on the activities of the council.
7. Establish and maintain a data bank and referral system on disability prevention, rehabilitation, full participation and equalization of opportunities.
8. Represent the council on national and regional council on disability affairs.

SECTION III. DUTIES, FUNCTIONS AND RESPONSIBILITIES OF THE CHAIRMAN. The Chairman shall have the following duties, functions and responsibilities:

1. To call and preside over the meeting of the Council.
2. To manage and administer the affairs of the Council.
3. To insure that the decisions and policies of the Council are implemented.
4. To sign and represent the Council.
5. To accept on behalf of the Council, gifts, grants or donations and to administer and disburse the same in accordance with government rules, regulations and policies.
6. To enter into and execute such contracts as may be deemed necessary in the pursuit of the Council's objectives, subject to the approval of the members and in accordance with government rules, regulations and policies.

SECTION IV. DUTIES, FUNCTIONS, AND RESPONSIBILITIES OF THE VICE CHAIRMAN. The Vice Chairman shall have the following duties, functions and responsibilities:

1. To preside over the meeting of the Council in the absence of the Chairman.
2. To provide support to the Chairman in the management and administration of the affairs of the Council.
3. To represent the Council in official public functions and activities in absence of the Chairman with prior written or verbal consent or order of the Chairman.
4. To be responsible for the Social Marketing of the Programs, Projects and Activities of the Council.
5. To perform such other duties and functions as maybe assigned by the Chairman.

SECTION V. SECRETARIAT. The Secretariat of the Provincial Council on Disability Affairs shall be the Programs and Plans Section of Provincial Governor's Office-Persons with Disability Affairs Division.

SECTION VI. DUTIES, FUNCTIONS, AND RESPONSIBILITIES OF THE SECRETARIAT. The following shall be performed by the secretariat:

1. Facilitate the conduct of the regular conference, meetings, consultations and other relevant activities of the council.
2. Coordinate all programs, projects and activities of the council.
3. Consolidate all reports submitted by the members of the council and furnish copy of the same to Local Chief Executive, Regional Council on Disability Affairs and National Council on Disability Affairs.
4. Receives and disseminate all communications to and from the council and to and from local, national and international agencies with the approval of the chairman.

5. Serves as communication channel.
6. Keep master records on all programs, projects and activities conducted by the council.
7. Act on matters which are deemed necessary on its secretariat functions.

SECTION VII. MEETINGS AND QUORUM. Regular quarterly meeting of the council shall be held every Third Thursday of the Second month of every quarter and/or as the need arises. Quorum shall follow the parliamentary rule of fifty-plus-one principle.

In case of non-quorum, the scheduled meeting shall be treated as an Executive Session.

SECTION VIII. EFFECTIVITY. This order shall take effect immediately upon its approval.

Done this 25th day of JANUARY 2023 at the Provincial Capitol, Malaybalay City, Province of Bukidnon, Philippines.


ROGELIO NEIL P. ROQUE
Provincial Governor 

From: PDAO 01-16-2023