

VISION  
A socioeconomically developed town with empowered people who nurture their heritage and sustainably manage their resources through shared and service-oriented governance



Republic of the Philippines  
Province of Bohol  
MUNICIPALITY OF LOON  
Office of the Mayor



MISSION  
To create a socioeconomically developed environment through sustainable management of resources and enhancement of people's capabilities for inclusive growth

EXECUTIVE ORDER NO. 03  
Series of 2024

CONSTITUTING THE THE MUNICIPAL COMMUNITY-BASED MONITORING SYSTEM (CBMS) COORDINATING BOARD

WHEREAS, Republic Act (RA) No. 11315 otherwise known as THE Community-Based Monitoring System Act (CBMS Act) was enacted on 17 April 2019, institutionalizing the conduct of the CBMS in every city and municipality in the country;

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 the Act states that each city and municipality is the primary data-collecting authority within its locality;

WHEREAS, Section 6 of the Act states that the Philippine Statistics Authority (PSA) shall serve as the lead agency in the implementation of the CBMS, and shall monitor the data collection by cities and municipalities to ensure adherence to official concepts, definitions, and standards of poverty statistics;

WHEREAS, Section 14 of the Act provides for the creation of the CBMS Council composed of the PSA, Department of the Interior and Local Government (DILG) and Department of Information and Communications Technology (DICT), to be headed by the PSA, for purposes of achieving secure and efficient data sharing arrangements between and among concerned cities and municipalities and national government agencies to be used for their particular social protection and welfare programs and projects;

WHEREAS, the CBMS Council approves Resolution No. 06, Series of 2021 on the establishment of the Provincial and City/Municipal Coordinating Board that will be responsible in overseeing the CBMS operations in their respective locality, ensuring logistic and other requirements are in place prior and during the CBMS operations, and resolving issues and concerns encountered in the conduct of CBMS in their jurisdiction;

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

NOW THEREFORE, premises considered and by virtue of the authority vested upon me under the Local Government Code and other existing laws, I, Elvi Peter L. Relampagos, mayor of the Municipality of Loon, Bohol, do hereby declare and order the following:

**Section 1. Creation and Composition.** – The Municipal CBMS Coordinating Board is hereby created and shall be composed of the following:

**Chairperson:** Elvi Peter L. Relampagos  
*Municipal Mayor*

**Co-Chairperson:** Nicefora L. Marimon  
*Philippine Statistics Authority - Bohol*

**Secretariat:**

Aristona C. Ladeza  
*Municipal Civil Registrar*

**Members:**

Glenda A. Laude  
*Municipal Local Government Operations Officer*

Councilor Pedro M. Literatus  
*Chairperson, SB Committee on LGU Economic Enterprises*

Councilor Emerson S. Relampagos  
*Chairperson, SB Committee on Peace and Order and Public Safety*

Noel Y. Laniba  
*President, Liga ng mga Barangay*

Engr. Alan L. Relator, EnP  
*Municipal Planning and Development Coordinator*

Jannes D. Cantones  
*Municipal Agriculturist*

Sheila L. Castrojo  
*Municipal Budget Officer*

Maria Victoria D. Lamparas  
*Municipal Health Officer*

Ma. Marnelli L. Maquindang, RSW  
*Municipal Social Welfare and Development Officer*

Engr. Noel S. Castrojo  
*Municipal Engineer*

Engr. Marina M. Loquinte, EnP  
*Municipal Disaster Risk Reduction and Management Officer*

Melquiades E. Maestrado  
*Municipal Human Resource Management Officer*

Roy S. Roferos  
*Municipal ISWM Action Officer*

Sylvio L. Caresosa  
*Manager, Public Employment Service Office*

Adam L. Saligumba  
*Municipal Information Officer - Designate*

Ethel Angelie C. Relampagos  
*Municipal Tourism Action Officer*

William S. Agbon  
*Local Economic Development Investment and Promotions Officer*

Ziselle Ann C. Capiolos  
*Municipal Cooperative Development Coordinator*

Mario L. Garcia  
*Public Schools District Supervisor - Loon North District*

Maricel P. Mero  
*Public Schools District Supervisor - Loon South District*

PMaj. Rey Olar or Representative  
*Philippine National Police - Loon Station*

Julieta C. Cavero  
*Secretary, Cabilao Romblon Weavers Network (PO Representative)*

Mariel L. Juntilla  
*Representative, Youth Sector*

**Section 2. Duties and Responsibilities of the Municipal CBMS Coordinating Board.** - The MCCB shall perform the following duties and responsibilities:

- 2a. Oversee the implementation of the CBMS operations in Loon. Report the status to the Provincial CBMS Coordinating Board.
- 2b. Resolve issues and concerns encountered in the conduct of CBMS. For issues that cannot be resolved at the municipal level, escalate to the Provincial CBMS Coordinating Board.
- 2c. Facilitate the approval and timely release of funds (if any) and/or other requirements for the conduct of CBMS.
- 2d. Issue communications, directives, instructions, and/or circulars to cooperate, mobilize, and provide support/assistance to the CBMS operations in areas but not limited to the conduct/provision of the following:
  - 2d1. Active participation in coordination meetings and activities
  - 2d2. Publicity and information campaign for the conduct of CBMS
  - 2d3. Venue for the training conduct, headquarters for the enumeration personnel, and machine processing
  - 2d4. Transportation facilities for the enumeration personnel, and transport of CBMS forms, supplies, and materials
  - 2d5. Communication and wireless Internet connection facility
  - 2d6. Storage area for tablets, forms, and other materials
  - 2d7. Health and legal services to CBMS personnel
  - 2d8. Facilitation of enumeration in government-owned and private institutions, and other hard-to-reach areas.
- 2e. Take up other matters as necessary for the successful conduct of the CBMS.

**Section 3. Repealing Clause.** - 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.

Issued this 8<sup>th</sup> day of January 2024 in the Municipality of Loon, Bohol.

  
ERVI PETER L. RELAMPAGOS  
Mayor