



Republic of the Philippines
CITY OF IRIGA

OFFICE OF THE CITY MAYOR

EXECUTIVE ORDER NO. 09-04

AN ORDER CREATING THE LOCAL GOVERNMENT UNIT OF IRIGA CITY – COMMITTEE ON DECORUM AND INVESTIGATION OF SEXUAL HARASSMENT CASES.

WHEREAS, pursuant to the provision of CSC Resolution No. 01-0940 otherwise known as the Administrative Disciplinary Rules on Sexual Harassment Cases promulgated on May 21, 2001, the Local Government Unit of Iriga, hereby adopts the herein Rules and Regulations defining the administrative investigation, prosecution and resolution of sexual harassment cases in its jurisdiction.

WHEREAS, in order to implement properly the above guidelines, there is a need to create an LGUIC - PRAISE Committee to take charge of the program.

NOW THEREFORE, I MADELAINE ALFELOR-GAZMEN, by virtue of the power vested in me under Republic Act No. 7160 or the Local Government Code of 1991 hereby order:

SECTION 1. That the Committee on Decorum and Investigation shall be the following composition:

Chairman	:	Atty. Ruben T. Almelor, Jr. City Legal Officer
Vice-Chairman	:	Mrs. Teresita I. Talaguit OIC-City Social Welfare & Development Officer
Members	:	Dr. Nenet B. Beriña, DBM HRMO Mrs. Daniel P. Angeles Local Legislative Staff Officer IV Mrs. Lorena A. Arcega Administrative Aide IV

SECTION 2. That the head or authorized representative shall be responsible in overseeing the system operations and the HRM unit shall serve as the system secretariat.

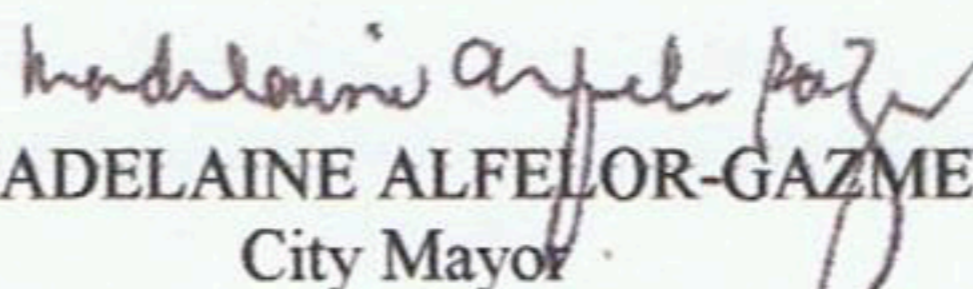
SECTION 3. the CODI shall receive complaints of sexual harassment;

SECTION 4. The CODI shall investigate sexual harassment complaints in accordance with the prescribed procedure.

SECTION 5. CODI shall submit report of its findings with the corresponding recommendations to the disciplining authority for decision;

SECTION 6. the CODI shall lead in the conduct of discussion about sexual harassment within the agency or institution to increase understanding and prevent incidents of sexual harassment.

DONE this 29th of July, 2009 at Iriga City, Philippines.


MADELAINE ALFELOR-GAZMEN
City Mayor