



Republic of the Philippines
Province of Bohol
MUNICIPALITY OF TRINIDAD

OFFICE OF THE MUNICIPAL MAYOR

EXECUTIVE ORDER NO. 13
Series of 2023

"AN ORDER RECONSTITUTING THE COMPOSITION OF MUNICIPAL NUTRITION COUNCIL (MNC), DESIGNATING Ms. MA. CECILIA A. CAJES, RN AS MUNICIPAL NUTRITION ACTION OFFICER AND ITS FUNCTIONS THEREOF."

WHEREAS, the concern on nutrition is one of the targets of the Millennium Development Goals, particularly the eradication of hunger and poverty of which the municipal target is "reducing by 100% the number of underweight children (0-6 years old) and increasing by 50-80% the number of households eating the minimum level of dietary energy";

WHEREAS, the Municipal Nutrition Council (MNC) is the mechanism for planning, implementing, monitoring, evaluation, and coordinating the municipal plan of action for nutrition.

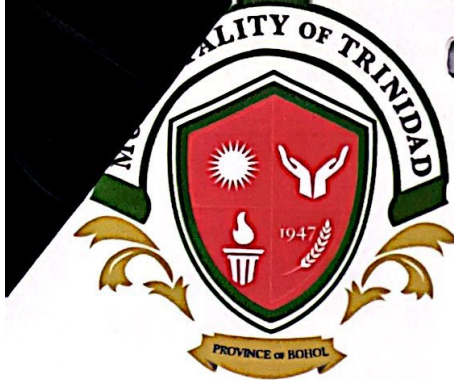
NOW THEREFORE, I, Atty. ROBERTO C. CAJES, Ph.D., Municipal Mayor of the Municipality of Trinidad, Bohol by virtue of the powers vested in me by law do hereby order the reconstitution of the Municipal Nutrition Council.

Section 1. Composition. The Municipal Nutrition Council shall be composed of the following:

Chairperson : Atty. ROBERTO C. CAJES, Ph.D. - Municipal Mayor - *[Signature]* 3-8-23
Vice Chairperson : Hon. FERNANDO B. ERIO - Municipal Vice Mayor - *[Signature]* 3-8-23

Members:

Hon. JOAN ROBIE CAJES-IMBOY - Chair, SB Committee on Health & Nutrition - *[Signature]* 3-8-23
Dr. NOVARIZA A. EVANGELISTA, M.D - Municipal Nutrition Action Officer - *[Signature]* 03-08-23
Engr. MARVIS G. DELLOSA - MPDC - *[Signature]* 03-08-23
Ms. DYAN LOPOZ - MLGOO - *[Signature]* 3-9-2023
Ms. VICKY E. CAJES - MSWDO - *[Signature]* 3-9-2023
Ms. AVELINA C. LOPICEROS - Municipal Agriculturist - *[Signature]* 3/8/23
Dr. AMELITA C. CREDO, Ph.D. - PSDS, District Supervisor Trinidad I
Dr. PERCY TORRES, Ph.D. - PSDS, District Supervisor Trinidad II
Ms. MEDINA B. MACUA - MBO - *[Signature]* 3-8-23
Ms. MARIA EVELYN E. BARADAS - Municipal Treasurer - *[Signature]* 3/8/2023
Hon. REGIE AVENIDO - ABC President - *[Signature]* 3-8-23
Hon. MELVIN HINLAYAGAN - President, Trinidad SK Federated - *[Signature]* 3-8-23
Ms. LOLITA CAGAIS - President, Trinidad Women's Care
Mr. JOSENILO GARA - President, STOLFFA
Ms. FELISA LORETO - Municipal Nutrition Program Coordinator and Secretariat
Mr. CHRISTOPHER CONCON - MPIIO Designate - *[Signature]* 03/08/23
Mr. ALEX MERONTOS - President, TRIUMBA - *[Signature]* 03/08/23
Rev. Fr. JEFFREY CAMARGO - Director, Saint Isidore Academy (private Academe)
Ms. MA. CECILIA A. CAJES - Municipal Nutrition Action Officer Designate - *[Signature]* 3/8/23
Mr. THOMAS GERONIMO, JR. - President, Trinidad Home Owners Association



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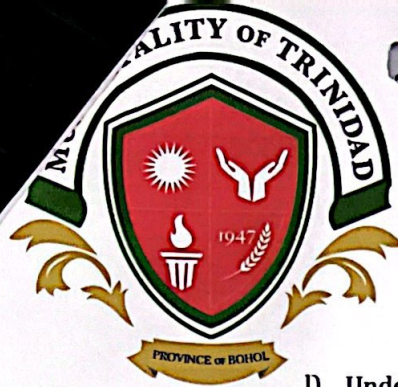
Ms. EULALIA MENDEZ – President, Federated BNS

Section 2. Functions and Duties of the Municipal Nutrition Council. The MNC shall have the following duties and functions:

- a) Formulate municipal nutrition policies, plans, strategies and approaches for nutrition improvement, including strategies on women, infant and young child, and adolescent nutrition;
- b) Oversee and serve as a focal point in the integration of nutrition policies and programs of all member department/offices and instrumentalities charged with the implementation of existing laws, policies, rules and regulations concerning nutrition;
- c) Coordinate, monitor and evaluate nutrition programs and projects of the public and private sectors and ensure the integration of the national policies; and
- d) Coordinate with others department/offices to ensure funds for relevant nutrition programs and projects; to secure the release of funds in accordance with the approved programs and projects; and to monitor implementation of these programs.

Section 3. Functions of the Municipal Nutrition Action Officer

- a) Organizes and leads a planning core group within the Municipal Nutrition Council to formulate the Municipal Nutrition Plan;
- b) Ensures the implementation of the nutrition plans, programs and projects which are attuned to the Municipal Development Plan (MDP) and the targets of the Millennium Development Goals (MDGs);
- c) Coordinates and supervises the implementation and monitoring of the nutrition program in the municipality;
- d) prepares the necessary requirements needed for the regular meetings, assessments and presentations of nutrition concerns;
- e) Coordinates and supervises the convergence of direct nutrition services or other nutrition-related interventions of inter-agencies such as the Municipal Agriculture Office, Municipal Health Office, Municipal Social Welfare and Development Office, Department of Education and others;
- f) Conducts periodic field visits to barangays (which should be prioritized) to assess implementation process of their nutrition plans and provide technical assistance;
- g) Supervises the Barangay Nutrition Coordinator/Scholar and acts as resource person in barangay level planning and formulation;
- h) Trains and supervises the BNC/S in the implementation of barangay nutrition program;
- i) Submits semestral Work Plan based on the Municipal Nutrition Action Plan to the Chairperson of the Municipal Nutrition Council and her direct supervisor;
- j) Prepares the semestral accomplishment report of the Municipal Nutrition Council and submits monthly work accomplishment to the Chairperson;
- k) Keeps minutes of the meetings of the Municipal Nutrition Council and keeps the records of all nutrition-related programs, projects and activities; and



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- l) Undertakes other nutrition-related activities as deemed necessary.

Section 4. Organizational Responsibility. The Municipal Nutrition Action Officer (MNAO) is a fulltime member of the Municipal Nutrition Council and is under the direct supervision of the Office of the Municipal Mayor.

Section 5. Effectivity. This Executive Order shall take effect immediately.

Done this 2nd day of March 2023, Municipality of Trinidad, Bohol, Philippines


Atty. ROBERTO C. CAJÉS, Ph.D.
Municipal Mayor