



EXECUTIVE ORDER NO. 209
Series of 2023

**AN ORDER RECONSTITUTING THE CITY COOPERATIVE DEVELOPMENT COUNCIL (CCDC)
OF THE CITY OF PANABO**

WHEREAS, Section 18 of Republic Act (RA) authorizes local government units to establish an organization that shall be responsible for the efficient and effective implementation of development plans, programs, objectives and priorities;

WHEREAS, Section 4 (cc) of RA No. 11364, otherwise known as the "Cooperative Development Authority Charter of 2019", established the formation and organization of cooperative development councils at the national, regional, provincial, city and municipal levels in order to provide the cooperative movement with a system for policy consultation and program coordination in accordance with the guidelines to be prescribed by the authority;

WHEREAS, Executive Order No. 95 entitled "Designating the Cooperative Development Authority (CDA) as the Lead Government Agency on Cooperative Promotion, Development, Regulation and Calling on All Government Agencies with Cooperative Programs to Coordinate these with the Cooperative Development Authority (CDA) and for other Purposes" directed the creation, organization, operation and functions of the different CDCs at the various levels and shall be in accordance with its intention and purpose;

WHEREAS, Section 5.4 of CDA Memorandum Circular No. 2013-01 or the Revised Guidelines in the organization, structure and operation of the cooperative development councils, provides the composition of representatives forming the City Cooperative Development Council (CCDC);

WHEREAS, Memorandum Circular No. 2022-03 of the Cooperative Development Authority (CDA), issued the Guidelines on the Structure, Organization and Operation of the Cooperative Development Councils (CDCs)";

WHEREAS, in order to provide a system for the policy consultation and coordination of cooperative programs and projects to be established in the City, there is a need to reconstitute the Panabo City Cooperative Development Council to act as a consultative body on cooperative programs and projects at the city level;

WHEREAS, there is a need to reconstitute the City Cooperative Development Council of Panabo City as created under CDA MC 2013-01 through Executive Order No. 39, Series of 2017 to ensure conformance to the CDA MC 2022-03 guidelines;

NOW, THEREFORE, I, JOSE E. RELAMPAGOS, City Mayor of Panabo, by virtue of the powers vested in me by law, do hereby order the following:

SECTION 1. RECONSTITUTION. The Panabo City Cooperative Development Council (CCDC) is hereby reconstituted and shall be composed of the following:

A. National Government Agencies:

Department of Education
DR. JINKY B. FIRMAN, CESO VI
OIC School Division Superintendent

Department of Interior and Local Government
YOLANDA A. BALANA, MPA, DILG-CLGOO



Bureau of Internal Revenue
DOROTHY JANE P. LOVITOS, Revenue Officer I

Landbank of the Philippines
JOSEPH R. AGULLO, Branch Head

Department of Agrarian Reform
BEATRIZ M. ALCONERA, Municipal Agrarian Reform Officer

Department of Trade and Industry (DTI)
MICHAEL D. BUMAYA, Senior Business Counsellor

- B. City Cooperative Development Officer
ELVIE MARIE C. SOLLORANO, Senior CDS
- C. Chairperson of the Committee on Cooperatives at Sangguniang Panlungsod
HON. DIZON P. NAMUAG, SP Member
- D. Chairpersons of Primary Cooperatives in the City
 1. 89ers Credit Cooperative
NORBILLE C. BATULAN
 2. A.O. Floirendo National High School Teachers Multipurpose Cooperative
MANUEL ESPERANZA
 3. Agrarian Reform Beneficiaries Individual Self Manage Multipurpose Cooperative
MIGUEL D. ELIVERA, SR.
 4. Bananeros Multipurpose Cooperative
REY P. GAVINA
 5. Beneficiaries of Agrarian Reform in Checkered MPC (BARC MPC)
ANSELMO R. COLE, JR.
 6. Cacao Multipurpose Cooperative
JETCYREL C. JAYLO
 7. Central TADECO Agrarian Reform Beneficiaries Multipurpose Cooperative
RONALD N. RENDON
 8. Checkered Farms Agrarian Reform Beneficiaries Multipurpose Cooperative
ELUETERIA B. CHACON
 9. Dapco Agrarian Reform Beneficiaries Cooperative (DARBCO)
PAULINA MIRANDA
 10. Dapco Agriculture Cooperative (DAAC)
ROBERTO V. TOMAS JR.
 11. Datu Abdul Dadia Water and Sanitation Cooperative
VIRGILIO L. ENCARNACION
 12. Davao del Norte State College Employees Multipurpose Cooperative
JEAN CENTINA
 13. DAVNITA Credit Cooperative (DCC)
ARNOLD P. CATALAN
 14. Divine Master Credit Cooperative (DIMACCO)
CRESENCIANO ORIAS JR.

15. DSCB Credit Cooperative
ALMARIO A. CERO
16. Doulos Agriculture Cooperative
SERINO M. SARA
17. Evergreen Agrarian Reform Beneficiaries Cooperative (EARBCO)
ERNESTO S. ESTRELLA
18. Evergreen Multipurpose Cooperative
BONIFACIO A. LISBOS
19. Farmer Finest Agriculture Cooperative
JOHN E. DEMAFELIS
20. Green Banana Food Producer Cooperative
RODRIGO C. UZENA
21. Individual Growers Agriculture Cooperative (INGACO)
ELIZABETH O. OGABANG
22. Individual Farmers Employees Credit Cooperative (IFECCO)
LEO A. CRISTAL
23. Integrated Multi Ventures of Barangay Cacao Consumer Cooperative
IMELDA T. RELATABO
24. Katipunan Small Coconut Farmers Multipurpose Cooperative (KSCF MPC)
DELFIN J. DELFIN
25. Kauswagan Agri-Development Multipurpose Cooperative (KADEMPCO)
MERLYN C. GARCIA
26. Kauswagan Water and Sanitation Cooperative (KAWASACO)
ROBERTO T. MANUALES
27. LPNHS Agriculture Cooperative
GLENN A. PATRIARCA
28. Mabunao Women Multipurpose Cooperative
VICENTA R. LIBUNAO
29. Mariphil Farmers Multipurpose Cooperative
ROGELIO S. CABANALAN
30. Milsa Employees Multipurpose Cooperative (MEMPC)
GERALD G. ORTEGA
31. Modified Dapco Scheme Agrarian Reform Cooperative (MDS-ARCO)
DEMETRIO L. PATIÑO
32. Nestfarms Agrarian Reform Beneficiaries Cooperative (NEARBECO)
ZAQUEO D. GOMEZ
33. New Ventures Multi-Purpose Cooperative
LARRY P. GARCIA
34. PAHECO Employees Agrarian Reform Beneficiaries Multipurpose Cooperative
FELIPE C. PAGADUAN, JR.

35. Panabo Business Center Multipurpose Cooperative (PBC MPC)
JOAN T. REAMBONANZA
 36. Panabo City Government Employees Multipurpose Cooperative (PCGEMPC)
LIBERTAD V. REGIS
 37. Panabo City Gawad Kalinga Consumer Cooperative (PCGKCC)
LEO A. BRAGAT
 38. Panabo Multipurpose Cooperative (PMPC)
EFREN M. BRAVO
 39. Panabo Ministers Fellowship Credit Cooperative (PMFCC)
RENANTE C. GALON
 40. Panabo National High School Teachers Multipurpose Cooperative
ELPEDIO M. DELIÑA
 41. Panabo Senior Citizens Consumer Cooperative
ARLINGTON DOMINGO C. PATAC JR.
 42. Panabo Transport Services Cooperative (PATRANSCO)
REYMON G. LLUVIDO
 43. Panabo United Meat Vendors Multipurpose Cooperative (PUMVMPC)
NELSON S. DELA CRUZ
 44. PELODA Transport Cooperative
GIOVANIE M. VIDAD
 45. Rehoboth Agriculture Cooperative (RACO)
EDILBERTO L. REYES JR.
 46. RFTC Employees Cooperative (RFTCEC)
ALBERTO LANUJAN
 47. Stanfilco Employees Agrarian Reform Beneficiaries Multipurpose Cooperative
GODOFREDO D. ESCULTORA
 48. Stanfilco Plastic Plant Consumer Cooperative (SPPCC)
ALEX C. PAMPLONA
 49. Tibungol Agrarian Reform Cooperative
EDGARDO B. ARTUBADO
 50. UM Panabo Employees Multipurpose Cooperative (UMPEMPCO)
LIEZEL V. CHAN
 51. United Land Owners Marketing Cooperative
ROSITA C. PABUA
 52. Uswag Club of Panabo Credit Cooperative
BENJAMIN M. ALMERO
- E. Office of LGU with Cooperative Programs
SAMUEL N. ANAY, City Agriculture Office
- F. Chairperson of the City Development Council
JOSE E. RELAMPAGOS, City Mayor

G. Cooperative Development Authority
ARNOLD L. BORDIOS, CDS II

H. NGOs with Cooperative Programs
EVELYN LISBOS, CLIMBS Representative

Representatives from the Office of the Congressman as special non-voting members of the CCDC may be invited.

All members of the CCDC are hereby directed to name their respective alternate/permanent representative who shall take their place in case of their absence.

SECTION 2. OFFICERS OF THE COUNCILS. The Councils shall have the following Officers:

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|--------------------------|-------------------------------|
| a) Honorary Chairperson: | HON. JOSE E. RELAMPAGOS |
| b) Chairperson: | LIBERTAD V. REGIS (PCGEMPC) |
| c) Vice-Chairperson: | JOVITO GLODO (PMPC) |
| d) Secretary: | JETCYREL C. JAYLO (Cacao MPC) |
| e) Treasurer: | MERLYN GARCIA (KADEMPCO) |
| f) Auditor: | GERALD ORTEGA (MEMPC) |

The officers shall be elected directly by the members constituting the Councils on the 2nd week of April and every other year thereafter. The elected officers shall serve for two (2) years and no officer shall serve for more than two (2) consecutive terms.

SECTION 3. FUNCTIONS. The Council shall perform the following powers and functions:

1. Coordinate and harmonize the implementation of various cooperative plans, programs, and projects of the government;
2. Assist the CDA in the broad-based monitoring and coordination of the implementation of the Philippine Cooperative Development Plan (PCDP), through the collective efforts of all sectors and to develop such mechanism in line with the PCDP; and
3. Propose policies affecting cooperatives for local and national implementation.

SECTION 4. DUTIES AND RESPONSIBILITIES OF OFFICERS. The officers shall have the following duties and responsibilities.

Chairperson

- a. Presides in all the meetings of the Council;
- b. Exercises general supervision and control over the operation and internal administration of the Council;
- c. Signs all papers, agreements and other documents for and on behalf of the Council, subject to its existing policies and guidelines;
- d. Calls special meetings of the Council, when necessary;
- e. Ensures that the Council maintains records of all its proceedings and operations; and
- f. Performs such other duties and responsibilities as may be necessary.

Vice Chairperson

- a. Acts as Chairperson in case of the absence of the Chairperson; and
- b. Performs such other duties and responsibilities as may be delegated to him/her by the Chairperson.

Secretary

- a. Oversees the preparation of the Minutes and Agenda and keeps a record of the attendance and proceedings of all meetings of the Council;
- b. Ensures that Notices of all meetings of the Council are sent to members;
- c. Signs the Minutes of the Meetings prepared by the Secretariat;
- d. Keeps a complete record of the names, addresses and contact details of the members of the Council; and
- e. Performs all the duties incidental to the functions of the Secretariat and those that may be assigned to him/her by the Chairperson.

Treasurer

- a. Have custody, control and accountability of funds and properties of the council;
- b. Disburses all administrative expenditures of the council in accordance with its plans and budget and such expenditures duly approved by the council through a resolution;
- c. Renders financial reports during meetings; and
- d. Performs such other duties as maybe assigned by the Chairperson and/or the Councils.

Auditor

- a. Inspects, examines, and audits all transactions, financial or otherwise, made by the chairperson, other officers; and/or the Council itself and shall submit reports thereof to the Council at least once a year, or as required by the Council.

SECTION 5. SECRETARIAT. The City Cooperative Development Office shall act as Secretariat of the CCDC and Officers of the Council and is tasked to perform the following functions:


1. Oversee the preparation of the Minutes and Agenda and keeps a record of the attendance and proceedings of all meetings of the Council;
2. Ensures that notices of all meetings of the Council are sent to members;
3. Signs the Minutes of the Meetings prepared by the Secretariat
4. Keeps a complete record of the names, addresses and contact details of the members of the Council; and
5. Performs all the duties incidental to the functions of the Secretariat and those that may be assigned by the Chairperson.

SECTION 6. OPERATIONAL EXPENSES AND FUNDING. All costs pertaining to the operations of the Council shall be chargeable against available funds and resources of the City, all subject to the usual government accounting and auditing rules and regulations.

SECTION 7. REPEALING CLAUSE. All prior executive issuances inconsistent with the provisions of this Executive Order shall be deemed repealed.

SECTION 8. EFFECTIVITY. This order shall take effect immediately upon approval hereof.

Done this 16th of June, 2023, at Panabo City, Davao del Norte, Philippines.


JOSE E. RELAMPAGOS
City Mayor