



Republic of the Philippines
Province of Davao de Oro
MUNICIPALITY OF MONKAYO

OFFICE OF THE MUNICIPAL MAYOR

2nd Floor, Unity Building, J. Martin St., Government Center, Poblacion, Monkayo, Davao de Oro

EXECUTIVE ORDER NO. 2022 - 005

**REORGANIZING THE COMMITTEE ON DECORUM AND INVESTIGATION
(CODI) OF THE LOCAL GOVERNMENT OF MONKAYO,
DAVAO DE ORO**

WHEREAS, the Local Government of Monkayo believes and espouses that the working environment should at all times be supportive of the dignity as well as self-esteem of individuals. Further, the high morals of all public servants must at all times be observed in the career service and that the corresponding avenues and channels for investigating wrong doing and errors must be available and shall be established;

WHEREAS, achieving the desired environment greatly depends upon mutual respect, cooperation and understanding among officials and employee's attitudes and behavior that undermine these goals are detrimental to all and should not be tolerated. Corresponding corrective and applicable reform mechanisms must be readily in placed;

WHEREAS, the Local Government of Monkayo is committed to promote a culture of gender responsiveness in the workplace ensuring a quality and equity. It also commits to maintain learning and working environment that is free of sexual harassment and all forms of sexual intimidation and exploitation and that these rules and regulations will form as an internal policy of this office governing the procedures for the investigation of sexual harassment and administrative sanctions therefore;

WHEREAS, the Committee on Decorum and Investigation (CODI) has been institutionalized by this local government under this current leadership through Executive Order No. 2017-033 dated June 16, 2017. With the present developments in the bureaucratic scene and upon recommendation of the newly installed officers of the employees' union, there is a need to change the representation of the union in the composition thereof. As such, this Order;

NOW, THEREFORE, I, **RAMIL L. GENTUGAYA**, Municipal Mayor, Municipality of Monkayo, Davao de Oro, by virtue of the powers vested in me by law, do hereby **ORDER REORGANIZING THE COMMITTEE ON DECORUM AND INVESTIGATION (CODI) OF THE LOCAL GOVERNMENT OF MONKAYO, DAVAO DE ORO**

SECTION I. COMPOSITION

CHAIRPERSON: **RAUL B. BASAÑES**
Municipal Administrator

MEMBERS:

ENGR. SUNSHINE G. PAULIN, Ph.D.
OIC – Human Resource Management Officer

RENANTE P. RUCABO
Vice President
Monkayo Employee's Union (MEU)

SUSANA S. BACARO
Administrative Officer V
(Second Level Representative)

ARTHUR C. ANIB
Administrative Assistant III
(First Level Representative)

SECRETARIAT:

MERCEDITA E. LOBO
LIGAYA B. MANOLONG, MPA
ROSEMARIE ALEJO

Administrative Officer V (MEU Secretary)
Administrative Officer IV (HRMO II)
Clerk

CONSULTANT:

ATTY. ARVIN DEXTER M. LOPOZ
Legal Consultant

SECTION II. FUNCTIONS.

1. Receive complaints of sexual harassment;
2. Investigate sexual harassment complaints in accordance with the prescribed procedure;
3. Submit report of its findings with corresponding recommendation/s to the disciplining authority for decision;
4. Lead in the conduct of discussion about sexual harassment within the agency or institution to increase understanding and prevent incidents of sexual harassment.

SECTION III. REMUNERATION

Committee members shall be entitled for an honorarium of Five Hundred (P 500.00) Pesos for every resolved case chargeable against HRD appropriation subject however to the usual auditing rules, laws and regulations.

SECTION IV. EFFECTIVITY. This Order shall take effect immediately and shall remain in full force unless otherwise amended, modified or repealed accordingly.

DONE this 11th day of February, 2022 at Monkayo, Davao de Oro.


RAMIL L. GENTUGAYA
Municipal Mayor