



Republic of the Philippines
Province of Cavite
OFFICE OF THE SANGGUNIANG PANLALAWIGAN
Trece Martires City



EXCERPTS FROM THE MINUTES OF THE 5th REGULAR SESSION OF THE SANGGUNIANG PANLALAWIGAN OF CAVITE HELD ON AUGUST 05, 2013 AT THE SESSION HALL, LEGISLATIVE BUILDING, TRECE MARTIRES CITY

PRESENT:

Hon. Ramon Jolo B. Revilla III	Vice-Governor/Presiding Officer
Hon. Edralin G. Gawaran	Majority Floor Leader
Hon. Raul Rex D. Mangubat	Pro-Tempore
Hon. Ryan R. Enriquez	Board Member, 1 st District
Hon. Roiando S. Remulla	Board Member, 2 nd District
Hon. Arnel M. Cantimbuhan	Board Member, 3 rd District
Hon. Larry Boy S. Nato	Board Member, 3 rd District
Hon. Teofilo B. Lara	Board Member, 4 th District
Hon. Marcos C. Amutan	Board Member, 5 th District
Hon. Ives Jayne A. Reyes	Board Member, 5 th District
Hon. Hermogenes C. Arayata III	Board Member, 6 th District
Hon. Felix A. Grepó	Board Member, 6 th District
Hon. Eileen R. Beratio	Board Member, 7 th District
Hon. Irene P. Bencito	Board Member, 7 th District
Hon. Fulgencio C. dela Cuesta, Jr.	CCL Interim President
Hon. Gloria C. Fernandez	Liga ng mga Barangay Interim President

ABSENT:

Hon. Dino Carlo R. Chua	Board Member, 1 st District
Hon. Meldon G. de Sagun	SK Provincial Fed. President

PROVINCIAL ORDINANCE NO. 2013-011

AN ORDINANCE CREATING THE PROVINCIAL EPIDEMIOLOGY AND SURVEILLANCE UNIT (PESU) AND DETERMINING ITS POWERS AND FUNCTIONS, AND APPROPRIATING FUNDS NECESSARY FOR THE OPERATIONS THEREOF.

*Sponsored by: Hon. Larry Boy S. Nato
Co-sponsored by: All SP Members*

WHEREAS, the Province of Cavite, is committed to the national mission of providing quality, equitable and accessible health services for all as a fundamental human rights of every person.

WHEREAS, Administrative Order No. 2007-0036 ("Guidelines on the Philippine Integrated Disease Surveillance and Response (PIDSR) Framework"). This administrative Order provides a framework for PIDSR to guide its implementation at all levels of the health care delivery system as well as both the public and private sectors.

WHEREAS, the Provincial Health Office had different tasks on Surveillance in Post Extreme Emergencies and Disasters (SPEED) p.19, SPEED manual and Hazard Prevention and Vulnerability Reduction Plan in Health and Health Hazards of the Health Emergency and Management System (HEMS).



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OFFICE OF THE SANGGUNIANG PANLALAWIGAN
 Tree Martires City



Page 2: EXCERPTS, 5th Regular Session
 August 05, 2013 Prov'l. Ord.#2013-011

WHEREAS, disease surveillance is a critical component of public health systems, providing essential information for the optimal health care delivery and cost effective disease control and prevention strategies.

WHEREAS, timely reporting of vital health information will help the policy makers to formulate strategies for appropriate interventions or actions to address health problem.

WHEREAS, PESU should provide "total quality" epidemiologic services. These include services related to health information systems, outbreak investigation and control, health status assessment, program monitoring and evaluation, and health education/training.

WHEREAS, the Sangguniang Panglalawigan believes that an effective disease control and prevention can be realized with a functional disease and surveillance system.

NOW, THEREFORE, on motion of Hon.Nato, duly seconded by Hon. Gawaran and all the Members present.

BE IT ORDAINED BY THE SANGGUNIANG PANGLALAWIGAN OF CAVITE, in session assembled, that:

Section 1. Title: An ordinance creating the Cavite Provincial Epidemiology and Surveillance Unit (PESU) and determining its powers and functions, and appropriating funds necessary for the operations thereof.

Section 2. Definition of Terms: As used in this ordinance, the following terms shall mean:

- Epidemiology – refers to the study of the distribution and determinants of health-related states or events in specified populations, and the application of this study to the control of the health problems.
- PESU – refers Provincial Epidemiology and Surveillance Unit
- PHO – Provincial Health Office

Section 3. The Health Surveillance Unit- The Health Surveillance Unit of Cavite shall be called Provincial Epidemiology and Surveillance Unit.

Section 4. Composition. The Provincial Epidemiology and Surveillance Unit shall be composed of the following:

- Provincial Epidemiology Surveillance Officer
- Full-time Provincial Epidemiology Nurse
- Full-time Provincial Epidemiology Clerk
- Encoder

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 Province of Cavite
OFFICE OF THE SANGGUNIANG PANLALAWIGAN
 Trece Martires City



Page 3: EXCERPTS, 5th Regular Session
 August 05, 2013 Prov'l. Ord.#2013-011

Section 5. Duties and Responsibilities. The Provincial Epidemiology and Surveillance Unit shall be responsible for collecting, analyzing and disseminating reliable and timely information on the health status, investigate disease outbreaks and other threats to public health

It shall develop and maintain surveillance and other health information system that generates accurate, reliable and timely information for decision making.

It shall establish network with sentinel hospitals, clinics and other municipal surveillance units and shall support the surveillance activities and programs of the provincial, regional and national epidemiological and surveillance units.

The Provincial Epidemiology and Surveillance Unit Officer shall:

Coordinate with hospitals, clinics, and barangay disease coordinators for the systematic and timely reporting of reportable diseases and other relevant health data.

Review pertinent hospital records and laboratory tests, verifying diagnosis based on standard case definition and interview patients for more specific information that is deemed necessary in controlling possible outbreak.

Develop, maintain and evaluate public health surveillance systems in coordination with other LGU's, government and non-government agencies and regional or central health agencies.

Train or educate health personnel in epidemiologic methods including data collection, analysis and presentation.

Collect, process, analyze and disseminate information on vital health statistics and programs.

Develop training materials and information packages on Epidemiology and public health.

Collect, update and maintain reference materials on epidemiology and public health.

The full-time Provincial Epidemiology Nurse shall:

Implement public health surveillance.

Monitor local health personnel conducting disease surveillance.

Conduct and/or assist other health personnel in outbreak investigation.

Page 4: EXCERPTS, 5th Regular Session
August 05, 2013 Prov'l Ord #2013-011

- Assist in the conduct of surveys, program evaluations, and other epidemiologic studies.
- Assist in the conduct of training courses in epidemiology.
- Assist the Provincial Epidemiologist in preparing the annual work and financial plan for the PESU.
- Be responsible for inventory and maintenance of PESU equipments.
- The full-time Provincial Epidemiology Clerk shall:**
 - Process vouchers and other papers.
 - File reports and correspondence.
 - Assist in the conduct of training courses in epidemiology.
 - Assist in conducting disease surveillance, outbreak investigations and surveys.
 - Be responsible for inventory and maintenance of PESU supplies and materials.

The Encoder shall be responsible for data entry and generate computer outputs of all reportable data for easy analysis of the end-users.

Section 7. Manpower. The Provincial Epidemiology Surveillance Officer, full-time nurse, full-time clerk and encoder shall be initially designated by the Provincial Health Officer and will be coming from the regular personnel of the health office. The Provincial Government of Cavite must allocate funds to a dedicated full-time epidemiologist, (1) Medical Specialist III, salary grade 24 (with specialized training in Field Epidemiology/FETP graduate), (2) full-time nurse epidemiologist with training on Basic Epidemiology and Public Health Surveillance, electronic PiDSR, (3) full-time clerk epidemiologist with training on Basic Epidemiology and Public Health Surveillance, ePiDSR, and (4) encoder for the Provincial Epidemiology and Surveillance Unit.

Section 8. PESU shall maintain operations and functions under the umbrella of the Provincial Health Office, and the said office shall also allocate a separate workplace for PESU.

Section 9. Logistics. In order for the PESU staff to function efficiently and effectively, the unit should be provided with the following:

- An office equipped with:
 - computer and printer with access to internet
 - phone and fax machine
 - cellular phone/radio or some mobile communication system
 - refrigerator with freezer for storage of specimen

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 Province of Cavite
OFFICE OF THE SANGGUNIANG PANLALAWIGAN
 Trece Martires City



Page 5: EXCERPTS, 5th Regular Session
August 05, 2013 Prov'l. Ord.#2013-011

With regular access to the following:

- reproduction equipment (e.g. photocopier, mimeo, duplo machine)
- documentation equipment (e.g. digital camera, tape recorders, typewriter)
- presentation equipment (e.g. lap top, LCD projector)
- Office and laboratory supplies and materials.
- Vehicle with driver

Section 10. Appropriation. The Provincial Health Office shall submit a work and financial plan for the PESU. The Provincial Government of Cavite shall appropriate a budget for the effective implementation of the proposed work and financial plan from appropriate funding sources.

Section 11. Separability and Repealing Clause. In the event that any clause, sentence, paragraph or part of this ordinance shall be declared invalid or void, the other provisions shall not be affected thereby. All other ordinances, resolutions and pertinent rules and regulations which are inconsistent with provisions of this ordinance are hereby repealed, amended or modified.

Section 12. Effectivity. This ordinance shall take effect immediately upon approval by the Sangguniang Panglalawigan.

UNANIMOUSLY APPROVED.

I hereby certify that the foregoing ordinance was duly passed by the Sangguniang Panlalawigan of Cavite during its 5th Regular Session on August 05, 2013.

Michelle F. Alcid
MICHELLE F. ALCID
 Provincial Board Secretary

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Republic of the Philippines
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Page 6: EXCERPTS, 5th Regular Session
August 05, 2013 Prov'l. Ord.#2013-011


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Majority Floor Leader


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Provincial Board Member



ROLANDO S. REMULLA
Provincial Board Member



LARRY BOY S. NATO
Provincial Board Member


MARCOS C. AMUTAN
Provincial Board Member


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Provincial Board Member


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Provincial Board Member


FULGENCIO C. DELA CUESTA, JR.
Ccl Interim President


RAUL REX D. MANGUBAT
Pro-Tempore



RYAN R. ENRIQUEZ
Provincial Board Member

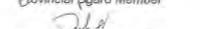

ARNEL M. CANTIMBUHAN
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Provincial Board Member


IRENE P. BENCITO
Provincial Board Member


GLORIA C. FERNANDEZ
Liga ng mga Barangay President

MELDON G. DE SAGUN
SK Provincial Federation President

ATTESTED:


RAMON JOLO B. REVILLA III
Vice-Governor/Presiding Officer
Date Signed: 8/29/13

APPROVED:


X JUANITO VICTOR C. REMULLA, JR.
Provincial Governor