



Republic of the Philippines
Office of the City Mayor
City of Naga, 4400



EXECUTIVE ORDER NO. 2025-015

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**RECONSTITUTING THE NAGA CITY PEACE AND ORDER COUNCIL,
ITS SECRETARIAT, THE POPS-PLAN TWG AND THE SPECIAL
ACTION COMMITTEES**

WHEREAS, Section 116 of Republic Act No. 7160, otherwise known as the Local Government Code of 1991, provides for the establishment of a peace and order council (POC) in every province, city, and municipality to ensure and maintain peace and order in their respective areas of jurisdiction;

WHEREAS, Executive Order No. 773, Series of 2009, mandates for further reorganization of POC in the national, regional, provincial, city and municipal levels, as well as for the identification of strategies to enrich peace and order and public safety within the respective areas of responsibility of these said levels;

WHEREAS, the Department of the Interior and Local Government (DILG) issued Memorandum Circular No. 2019-143, entitled "Omnibus Guidelines for Peace and Order Councils (POCs)", that aims to harmonize and codify existing policies affecting POCs, and provide additional guidelines concerning Peace and Order and Public Safety Plans (POPS), POPSP Policy Compliance Monitoring System (POPSP-PCMS) and POC Performance Audit; including guidelines on the compositions and functions of the POC Secretariat and the Local Peace and Order Council Special Action Committees (SACs);

WHEREAS, in accordance with the abovementioned policies and given the changes in the personnel complement of the City Government of Naga and other concerned agencies, there is a need to reconstitute the NCPOC;

NOW, THEREFORE, I, NELSON S. LEGACION, Mayor of the City of Naga, by virtue of the powers vested in me by law, do hereby order the following:

SECTION 1. COMPOSITION. The Naga City Peace and Order Council is hereby reconstituted with the following members:

Chairperson : **Hon. Nelson S. Legacion**
City Mayor



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Vice Chairperson : Hon. Cecilia Veluz-De Asis
City Vice Mayor

Regular Members per DILG MC No. 2019-143

Hon. Melvin Ramon G. Buenafe
Chairman, SP Committee on Peace & Order

Atty. Hazel O. Deocareza
City Local Government Operations Officer, DILG Naga City
NCPOC Secretariat Head

Hon. Ma. Corazon M. Peñaflor
President, Liga ng mga Barangay

Atty. Ruvi Jane V. Cariño
City Prosecutor, Office of the City Prosecutor

Ernesto E. Asence, III
Acting City Agriculturist

Annabel SJ. Vargas
City Social Welfare & Development Officer

Renne F. Gumba
Executive Director, Public Safety Office

Dr. Ronaldo T. Amoranto
City Health Officer

Engr. Alexander N. Caning
City Engineer & City Environment and Natural Resources Officer

Allen L. Reondanga
City Events, Protocol and Public Information Officer

PCOL Erwin Lanuzga Rebellon
City Director, Naga City Police Office

Imelda D. Dacanay
DOH Representative



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Grace R. Rojas

District Office Head, Land Transportation Office-Naga

Agent Erwin I. Marpuri

Agent-in-Charge, NBI-Naga District Officer

MGEN Noe Alberto Q Peñafiel

AFP – 9th ID Commander

Analiza S. Macatangay

Provincial Head, Philippine Information Agency - Camarines Sur

Jose B. Importante

Executive Director, City Dangerous Drugs Board

Engr. Romeo D. Doloiras

District Engineer, CamSur 3rd DEO

Department of Public Works and Highways

Jay Percival S. Ablan

Representative, Department of Trade and Industry

Sulpicio C. Alferez, III

Representative, Academe Sector/Department of Education

Elmer T. Sto Domingo

Chairperson, Naga City People's Council

Roy B. San Ramon

President, Naga City Hall Press Corps

Maria Belinda Cabral Buenafe

President

Bankers Association of Camarines Sur, Inc.

Additional Members:

Hon. Pablo C. Formaran, III

Executive Judge, Regional Trial Court

Hon. Nonna O. Beltran

Executive Judge, Municipal Trial Court

Room 201, 2nd Floor, Naga City Hall, J. Miranda Avenue,

Concepcion Pequeña, City of Naga

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Hon. Jefson Romeo B. Felix
President, SK Federation

Hon. Joselito SA Del Rosario
City Administrator

Engr. Joel P. Martin
Solid Waste Management Officer

Allen Reondanga
Officer-In-Charge
City Disaster Risk Reduction and Management Officer

Atty. Paul John F. Barrosa
Person with Disability Affairs Officer

JCInsp Atty. Rodolfo L Verzosa Jr
Officer-in-Charge, Naga City District Jail (Male)

JCIns Chona A Seno
District Jail Warder, Naga City District Jail (Female)

FCInsp Marc Allan C Consuegra
City Fire Marshal, City Central Fire Station

PLtCol John Murray Cutaran PNP
Officer Cam Sur
CIDG Provincial Field Unit

Atty. Franco Fermin B Avila
NAPOLCOM Officer for Naga City

IA V Adrian Fajardo
PDEA Naga City

CG CDR Christian F Jazmin
PCG Station Commander
Coast Guard Camarines Sur

Cpt Zander M Bueta (AGS)
PA Coy Commander
91st CMO Coy CMOR PA Naga City



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Gil A. Dela Torre
SP Secretariat Administrative Officer

Norma S. San Jose
Women Sector Representative

Dr. Mario Villanueva
Representative, Business Sector

Rev. Fr. Domingo R. Florida
Representative, Religious Sector

Gilbert Albero
Chairman, NCPO Advisory Group

Observers who may participate but cannot vote or propose resolutions:

Samuel Troy M. Benito, Jr.
Intelligence, Enforcement and Prosecution
CATFORCE

LTC Thomas B Bawayan Jr INF (GSC)
PA Commanding Office
9th Infantry Battalion Camarines Sur

Edgar D. Mira
President, Barangay Tanod Federation

SECTION 2. FUNCTIONS. The Naga City Peace and Order Council shall undertake the following duties as provided for under DILG Memorandum Circular No. 2019-143:

- a. Convene the POC quarterly, or as often as the need arises;
- b. Formulate a 3-year Local Peace and Order and Public Safety (POPS) Plan to be incorporated and consistent with the Comprehensive Development Plan (CDP);
- c. Create a Special Action Committee (SAC) on Anti-Insurgency and Anti-Criminality, Crisis Management, and other SACs, to prevent or address the issues or incident on peace and order and public safety;
- d. Create a Technical Working Group (TWG) for the purpose of POPS Planning, following the guidelines prescribed by the Omnibus Guidelines and other DILG issuances on the tools and processes on POPS Planning;

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- e. Provide a forum for inter-disciplinary dialogue and deliberation of major issues and concerns affecting peace and order and public safety within the area of jurisdiction of Naga City;
- f. Recommend strategic actions or activities aimed at promoting, improving, or enhancing peace and order and public safety measures, including anti-insurgency measures within the area of jurisdiction of Naga City;
- g. Recommend measures to converge and orchestrate internal security operations efforts of civil authorities and agencies, military and police;
- h. Formulate and adopt an effective mechanism for the coordination, cooperation and consultation involving the local executive, citizenry and law enforcement agencies under RA 6975, as amended, in the adoption of the Community and Service-Oriented Policing (CSOP) System;
- i. Apply moral suasion to and/or recommend sanctions against those who are giving material and political support to the insurgents;
- j. Monitor the provision of livelihood and infrastructure development programs and projects in the remote rural and indigenous population areas to isolate them from the insurgents' ideological, political, and organizational works;
- k. Serve as the convergence mechanism to support the Enhanced Comprehensive Local Integration Program (E-CLIP) Committee in its implementation, at the Provincial Level;
- l. Support the implementation of ELCAC initiatives;
- m. Participate in the conduct of annual POC performance audit;
- n. Ensure that the available manpower, technical and financial resources are sufficient to support the operations of the Council; and,
- o. Perform such other functions as may be directed by law or higher authorities.

SECTION 3. SECRETARIAT. The POC Secretariat shall assist the Council in administrative and technical matters. It shall be composed of the following:

Secretariat Head : **Atty Hazel O. Deocareza**
City Director of DILG

Members : **Ma. Mercedes A. Deleña**
DILG Focal Person

Samuel Troy M. Benito, Jr.
Research Analyst

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Edilberto San Carlos
Information Technology (IT) Staff

Norman Posugac
Administrative Staff

Johann P. De la Rosa
Support Staff, City Mayor's Office

Armie B. Gunay
Support Staff, City Mayor's Office

Mariedyl Bayrante
Finance and Logistics Division

Rose Colasito Sañano
Administrative Staff

John Paul Marcaida
PSO Technical Staff

SECTION 4. FUNCTIONS OF THE POC SECRETARIAT. The Secretariat shall have the following duties and responsibilities:

- a. Assist the Chairperson and Vice Chairperson in the conduct of the POC meetings;
- b. Provide technical and administrative to the POC;
- c. Propose PPAs contributing to the furtherance of peace and order and public safety situation in the locality, consistent to national thrusts;
- d. Recommend POC agenda, and prepare resolutions, minutes of the meetings, and other documents;
- e. Submit the following status report to the RPOC Secretariat;
 - i. Conduct of the annual POC performance audit;
 - ii. Formulation and development of LGU POPS Plan; and
 - iii. Encoding in the POPSP-PCMS.
- f. Ensure the preparation and submission of the following accomplishment reports through the POPS-PCMS, based on the timeline provided by the DILG MC No. 2019-143:
 - i. Reporting Form 1 (Semestral) and 2 (Annual)
 - ii. POC Secretariat Semestral accomplishment report



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- g. Provide technical support or assistance to activities related to the Enhanced Comprehensive Local Integration Program (E-CLIP), ELCAC Task Force and other peace and order and public safety related programs in the city; and
- h. Perform such other tasks as may be directed by law and by the Council.

SECTION 5. MEETINGS AND QUORUM. The Council shall meet at least once every quarter on a date and time to be determined by its members. If, for any unavoidable circumstance, a member cannot attend a meeting, he/she may send an official representative who can speak in behalf of his/her office or sector. The quorum shall be determined from among the regular members, and the vote of a majority of the members constituting a quorum shall be necessary for the adoption of any rule, resolution, decision or any other act of the Council, except those otherwise provided by law, rules and regulations and other issuances of proper agencies.

SECTION 6. PER DIEM. The members of the POC and the Secretariat shall be entitled to per diem equivalent to One Thousand Pesos (P1,000.00) for their attendance to the POC meetings, whether regular or special.

Authorized representatives or alternates shall be entitled to per diem of Seven Hundred Pesos (P700.00) for every attendance in the regular or special meeting of the council.

The three (3) named observers who may participate but cannot vote or propose resolution, as well as the members of the POC support Staff, are also entitled to receive per diem equivalent to One Thousand Pesos (P1,000.00) for their attendance to the POC meetings, regular or special.

SECTION 7. NAGA CITY PEACE AND ORDER AND PUBLIC SAFETY (POPS) PLAN TECHNICAL WORKING GROUP (TWG). The Naga City POPS PLAN - TWG is hereby constituted, with the following composition:

Chairman: **Mr. Wilfredo B. Prilles**
City Planning and Development Officer

Co-Chairman: **Mr. Renne F. Gumba**
Executive Director, Public Safety Office



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Regular Members per DILG MC No. 2019-143

Mr. Francisco F. Mendoza
City Budget Officer

Hon. Ma. Corazon M. Peñaflor
President, Liga ng mga Barangay

PCOL Erwin Lanuzga Rebellon
City Director, Naga City Police Office

Atty Hazel O. Deocareza
City Director of DILG

Ms. Annabel Vargas
City Social Welfare & Development Officer

Engr. Alexander N. Caning
Acting Head, City Engineers Office &
Department Head, City ENRO

Allen Reodanga
City Risk Reduction Management Officer

Additional members:

Hon. Melvin Ramon G. Buenafe
Chairman, SP Committee on Peace & Order

Mr. Jose B. Importante
Executive Director, Naga City Dangerous Drugs Board

JCIInsp Atty. Rodolfo L Verzosa Jr
Officer-in-Charge, Naga City District Jail (Male)

JCIIns Chona A Seno
District Jail Warder, Naga City District Jail (Female)

FCInsp Marc Allan C Consuegra
City Fire Marshal, City Central Fire Station

Dr. Ronaldo T. Amoranto
City Health Officer



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Engr. Joel P. Martin
Solid Waste Management Officer

Ms. Ruby R. Singson
Acting City Accountant, CAccO

Hon. Nonna Beltran
Executive Judge, Municipal Trial Court

Atty. Ruvi Jane V. Cariño
City Prosecutor, Office of the City Prosecutor

POPS Plan - TWG Secretariat

1. Edilberto A. San Carlos
2. Samuel Troy M. Benito
3. Norman Posugac
4. Mariedyl Bayrante
5. Rose Colasito Sañano
6. John Paul Marcaida

SECTION 8. FUNCTIONS. The Naga City POPS Plan - TWG shall have the following duties:

- a) Lead in the formulation of the Naga City POPS Plan;
- b) Prepare documents which will serve as inputs for the profiling of the status and strategic direction for the peace and order and public safety concerns in the locality;
- c) Conduct data gathering and stakeholder consultations as needed and analyze data gathered;
- d) Coordinate with communities and barangays for data gathering and action planning for the Naga City POPS Plan;
- e) Coordinate with the Naga City Peace and Order Council relative to the recommended programs, projects, services, and activities (PPSAs) for inclusion in the POPS Plan;
- f) In coordination with the POC Chair and POC Secretariat Head, convene the POC and present the POPS Plan for discussion, approval, and appropriate action;
- g) Present data to POC for prioritization of issues and development of strategies;
- h) Draft and finalize the POPS Plan;
- i) Take part in the submission of the POPS Plan to the Sangguniang Panlungsod for adoption;
- j) Encode the approved POPS Plan in the POPSP-PCMS;



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- k) Coordinate with internal and external stakeholders for effective communication and monitoring as laid out in the POPS Plan;
- l) Ensure inclusion of key programs and strategies in the POPS Plan;
- m) Submit the following reports:
 - 1. Semestral Accomplishment Reports
 - i. Not later than the 15th day of August for the 1st semester and
 - ii. Not later than the 15th day of March for the 2nd semester of the previous year
 - 2. Annual Report not later than the 15th day of March;
- n) Perform such other tasks as may be directed by the POC.

SECTION 9. SPECIAL ACTION COMMITTEE (SAC) ON PUBLIC SAFETY. The SAC on Public Safety shall be composed of the following members:

SAC Chairperson	:	FCInsp Marc Allan C Consuegra City Fire Marshal, City Central Fire Station
Members	:	JCInsp Atty. Rodolfo L Verzosa Jr Jail Warder, Naga City District Jail (Male)
		Allen L. Reondanga City Disaster Risk Reduction and Management Officer
		Renne F. Gumba Executive Director, Public Safety Office
		Dr. Ronaldo T. Amoranto City Health Officer
		Atty Hazel O. Deocareza CLGOO - DILG Naga City

SECTION 10. DUTIES AND RESPONSIBILITIES OF THE SPECIAL ACTION COMMITTEE ON PUBLIC SAFETY. The SAC on Public Safety shall have the following duties and responsibilities:

- 1. Identify specific PPSAs that will prevent and counter criminality;



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2. Identify the point persons or agencies who will take the lead for every anti-criminality PPSAs identified;
3. Propose cost of implementation, anticipated timeline, and other factors pertaining to the activities;
4. Initiate and implement all ELCAC initiative and all related activities;
5. Frame each activity as part of comprehensive approach;
6. Submit identified anti-criminality to the POPS Plan TWG for inclusion in the Pops Plan;
7. Implement and monitor the POPS Plan funded PPSAs;
8. Closely coordinated with POC Secretariat related to the implementation of identified activities;
9. Submit the following reports;
 - A. Semestral Accomplishment Report, submit not later than 15th day of August for 1st Semester and 15th day of March for the 2nd Semester
 - B. Annual report, not later than 15th day of March
10. Perform such other tasks as may be directed by the council.

SECTION 11. SPECIAL ACTION COMMITTEE (SAC) ON CRISES MANAGEMENT. The SAC on Crises Management shall be composed of the following members

SAC Chairperson	:	Hon. Nelson S. Legacion City Mayor
Point Person	:	Allen L. Reondanga City Risk Reduction Management Officer (Technical Adviser)
Members	:	Dr. Ronaldo T. Amoranto City Health Officer (Medical)
		Mr. Wilfredo B. Prilles Coordinator, City Planning and Development Office (Logistics)
		Ms. Annabel Vargas City Social Welfare & Development Officer (Social Services)



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Mr. Johann P. Dela Rosa
Head, Community Relations Office
(Community Relations)

Mr. Renne F. Gumba
Executive Director, Public Safety Office
(Public Safety)

Atty. McGyver Gerald Orbina
City Legal (Legal)

N.B. Individuals designated as points of contact by the NCPOC Chairman pursuant to Section 1-1 of the National Crises Management Core Manual 2012. These individuals are responsible for facilitating communication and coordination among various agencies during a crisis. Their role is crucial in ensuring an effective response and maintaining situational awareness throughout the incident.

SECTION 12. DUTIES AND RESPONSIBILITIES OF THE SPECIAL ACTION COMMITTEE ON CRISES MANAGEMENT. The SAC on Crises Management shall have the following duties and responsibilities:

1. Provide and mobilize available resource through an established inter agency resources sharing protocol;
2. Coordinate inter-agency crises management efforts;
3. Ensure that operation demands during crises are met and all actions are coordinated and complementary;
4. Establish and accessible communication lines that are so reliable and timely information are received and disseminated to appropriate levels;
5. Accomplish the task under Predict, Prevent, Prepare, Perform and Post Action and Assessment pursuant to the Section 1-1 of the National Crises Management Core Manual Of 2012;
6. Designate a specific office to undertake or monitor crises management efforts; and
7. Perform such other tasks as may be directed by the council.

N.B. Other sub-committees may be provided as may be necessary

SECTION 13. FUNDING. Funding for the operations of the Peace and Order Council shall be included in the city's annual local expenditure program.

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SECTION 14. EFFECTIVITY. This Executive Order shall take effect immediately.

Issued this 25th day of April, Two Thousand and Twenty-Five, in the City of Naga, Philippines.


NELSON S. LEGACION
City Mayor

Attested by:


Hon. JOSELITO SA DEL ROSARIO
City Administrator