



Republic of the Philippines
Quezon City
OFFICE OF THE MAYOR

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EXECUTIVE ORDER NO. 38
Series of 2022

**RECONSTITUTING THE QUEZON CITY NUTRITION COMMITTEE ON HEALTH
AND NUTRITION PROGRAM, PROJECTS AND ACTIVITIES, DEFINING ITS
FUNCTIONS AND COMPOSITION**

WHEREAS, Section 3, Article XV of the 1987 Philippine Constitution provides that the State shall defend the right of children to assistance, including proper care and nutrition,

WHEREAS, Republic Act No. 7160 otherwise known as the Local Government Code of 1991 provides that every local government unit is tasked to carry out activities to ensure the delivery of basic services and to provide for adequate facilities relative to health and nutrition services;

WHEREAS, Section 2 of Presidential Decree No. 491, otherwise known as the "Nutrition Act of the Philippines provides that nutrition, as a priority project of the government shall be implemented by all branches of government in an integrated fashion;

WHEREAS, Infants and young children, pregnant women and nursing mothers are most vulnerable to malnutrition;

WHEREAS, P.D. 491 designated every month of July as Nutrition Month to focus the public's attention on the importance of nutrition;

WHEREAS, nutrition program, being concerned with human resource development, is a vital and integral part of social reform and economic development;

WHEREAS, Letter of Instruction No. 441, in 1976, instructed various departments of government to address malnutrition including Department of Local Government and Community Development (now the Department of the Interior and Local Government or DILG) to establish functioning nutrition committee in every region, province, city, municipality and barangay;

WHEREAS, the Department of the Interior and Local Government (DILG) issued Memorandum Circular No. 2018-42 dated March 6, 2018 entitled, "*Adoption and Implementation of the Philippine Plan of Action for Nutrition (PPAN) 2017-2022*;

WHEREAS, the City Government recognizes the role of the Barangay Nutrition Scholar (BNS) as a strategic partner for the effective delivery of nutrition programs and related services in the barangays;

WHEREAS, coordination has proven to be of great value in the integrity the food and nutrition effort of various offices/departments of the Quezon City Government;

NOW, THEREFORE, I, MA. JOSEFINA G. BELMONTE, Mayor of Quezon City, by virtue of the power, vested in me by law, do hereby order and direct the reconstitution of the Quezon City Nutrition Committee;

SECTION 1. RECONSTITUTION AND COMPOSITION. The Quezon City Nutrition Committee is hereby reconstituted and shall be composed of the following:

Chairperson
Vice Chairperson and Action Officer
Members:

City Mayor
Head, City Health Department

1. Chairperson, Committee on Health and Sanitation
2. Superintendent, Schools Division Office
3. Hospital Directors of Quezon City General Hospital (QCGH), Novaliches District Hospital (NDH), and Rosario Maclang Bautista General Hospital (RMBGH)
4. Director, Department of Interior and Local Government - QC Field Office
5. Head, City Budget Department
6. Head, Barangay and Community Relations Department
7. Head, Social Services and Development Department
8. Head, City Planning and Development Department (CPDD)
9. Sustainable Development Projects Officer

There is hereby created a Technical Working Group (TWG) to be composed of the heads and official representatives from the following offices:

1. Social Services Development Department (SSDD);
2. Schools Division Office;
3. Barangay and Community Relations Department (BCRD);
4. All District Nutritionists, City Health Department;
5. Office of the City Mayor
6. Committee on Health and Sanitation, Sangguniang Panlungsod
7. Public Employment Service Office (PESO)
8. Public Affairs and Information Services Department (PAISD)
9. Maternal and Neonatal Child Health and Nutrition Coordinator, City Health Department
10. 1 Representative per NGO (HAPAG-ASA, Nutrition Foundation of the Philippines, and academic institution)
11. Joy of Urban Farming
12. Sustainable Development Projects Officer

SECTION 2. CITY NUTRITION ACTION OFFICER - The City Mayor shall appoint a Nutrition Action Officer from among the City Nutrition Committee members who shall have the following duties and responsibilities:

1. Initiate the conduct of City Nutrition Committee (CNC) meetings;
2. Lead the planning group within the City Nutrition Committee (CNC) and initiate nutrition action planning;
3. Coordinate and manage the planning, implementation, monitoring, and evaluation of the City Nutrition program; and
4. Provide technical assistance when necessary

SECTION 3. FUNCTIONS OF THE COMMITTEE. The following are the functions of the City Nutrition Committee:

1. Carry out the mandates of each respective sectors and agencies with a touch of nutrition and in coordination with other sectors/agencies;
2. Ensure that health, nutrition and other activities set in its action plan are implemented and regularly monitored;
3. Hold quarterly meetings to discuss implementation, accomplishment and monitoring of programs formulated in the City Nutrition Action Plan;

SECTION 4. FUNCTIONS OF THE TECHNICAL WORKING GROUP. The following are the functions of the Technical Working Group:

1. Formulate an integrated city action plan on health, nutrition, livelihood etc. based on data reflective of health, nutrition and socio-economic situation of the city;
2. Ensure that programs for nutrition improvement are integrated in the comprehensive development plan and the local development investment plan;
3. Hold meetings as needed to discuss implementation, accomplishment and monitoring of programs formulated in the City Nutrition Action Plan;
4. Conduct inter-agency team monitoring or field visits to nutrition program and program sites;
5. Submit quarterly report of accomplishment to the secretariat;
8. Ensure effective and efficient management of funds for nutrition programs;
9. Conduct Program Implementation Reviews (PIRs) to assess accomplishments and determine if objectives were achieved;
10. Conduct supporting activities such as formulation of policies on nutrition and nutrition-related activities, research, advocacies, nutrition surveillance, trainings that will improve program implementation; and
11. Coordinate between local government offices and other concerned institutions related to nutrition

SECTION 5. SECRETARIAT. The Quezon City Nutrition Section shall act as Committee Secretariat. Designated nutritionists shall perform the following functions:

1. Responsible for the issuance of notices of meetings regular or special;
2. Laying out of the logistical requirements of the meetings;
3. Take down and record minutes of the meeting;
4. Coordinate with member agencies on schedule of team field visits to nutrition programs
5. Consolidate quarterly reports of the City Nutrition Committee (CNC) members;
6. Submit final and approved accomplishment reports to the City Mayor and other concerned government offices when needed.
7. Provide technical assistance to barangays in the formulation of the Barangay Nutrition Action Plan (BNAP) and monitoring of the health and nutrition activities according to plan

SECTION 6. ROLE OF THE BARANGAYS. All Punong Barangays and the Barangay Council Committee on Health, Nutrition Action Officers, Barangay Nutrition Scholars (BNS) and Barangay Health Workers (BHWs), shall be responsible to deliver nutrition services and other related activities in the Barangay Nutrition Action Plan with the integration of existing health programs of the city. Health and nutrition workforce in the barangay shall report directly to the City Health Officer in her capacity as Committee Vice-Chairperson and Action Officer or to her duly designated representative in the City Health Centers.

SECTION 7. MEETING. The Committee shall meet once every quarter or as often as the need arises, subject to the approval of the Chairman or his duly designated representative.

SECTION 8. Repealing Clause - All orders or issuances not consistent herewith are hereby repealed or modified accordingly.

SECTION 9. DISSEMINATION. Pursuant to Section 455 no. (1) Paragraph (xii) of RA 7160 otherwise known as the Local Government Code of 1991, a copy of this Executive Order shall be furnished to the Office of the President and the Metropolitan Manila Development Authority (MMDA) for their information and guidance.

SECTION 10. Effectivity - This Ordinance shall take effect immediately.

DONE, 18 August 2022, Quezon City


MA. JOSEFINA G. BELMONTE
City Mayor