



# Island Garden City of Samal

Province of Davao del Norte, Philippines

## CITY MAYOR'S OFFICE

EXECUTIVE ORDER NO. 274  
Series of 2021

### **“AN ORDER CREATING THE COVID-19 VACCINE TASK FORCE OF THE ISLAND GARDEN CITY OF SAMAL (IGaCoS COVAC TASK FORCE)”**

**WHEREAS**, Coronavirus Disease (COVID-19), a global pandemic declared by World Health Organization on March 12, 2020, continues to be a serious public threat to the health, safety, security, and lives of the Filipino people posing a long-term adverse effects on the means of livelihood and severe disruption of the economic activities;

**WHEREAS**, Section 4 of Republic Act 11469 (Bayanihan to Recover As One Act (BARO) authorizes the President to exercise powers that are necessary and proper to undertake and implement the COVID-19 response and recovery interventions such as implementation of an uninterrupted immunization program against vaccine preventable diseases, especially on children amidst the COVID-19 pandemic, including vaccine for COVID-19;

**WHEREAS**, on 9 November 2020, President Rodrigo R. Duterte approved the Philippine National Vaccine Roadmap for the acquisition, distribution and implementation of the COVID, Vaccines Immunization Program of the National government;

**WHEREAS**, under the National Vaccine Roadmap, distribution and deployment of the vaccine will be implemented nationwide including local government units;

**WHEREAS**, Section 16 of Republic Act No. 7160 mandates that every local government unit shall exercise the powers expressly granted, those necessarily implied therefrom, as well as powers necessary, appropriate, or incidental for its efficient and effective governance, and those which are essential to the promotion of the general welfare;

**WHEREAS**, Republic Act No. 11332, “The Mandatory Reporting of Notifiable Diseases and Health Events of Public Health Concern Act”, provides that Local Governments, as local counterparts of the Department of Health, shall conduct and enforce disease prevention and control measures;

**WHEREAS**, the Island Garden City of Samal, in support to the National Government in the implementation of the immunization program and in upholding the general welfare of all Samaleneos, especially their health and safety, likewise allocated budget for the acquisition of COVID-19 vaccines for its local vaccination program to help combat and prevent further spread of the virus;

**WHEREAS**, in preparation to the implementation of the National Immunization Program and Local Vaccination Program in the city, there is a need to create a COVID-19 VACCINE TASK FORCE OF THE ISLAND GARDEN CITY OF SAMAL to oversee and ensure the expeditious and orderly acquisition, distribution and implementation of the program in the City;

**NOW THEREFORE, I, AL DAVID T. UY**, City Mayor of the Island Garden City of Samal, Province of Davao del Norte, by virtue of the powers vested in me by law, do hereby reconstitute the Local Inter-Agency Committee of the Island Garden City of Samal as follows:

**SECTION 1. CREATION.** The **COVID-19 VACCINE TASK FORCE OF THE ISLAND GARDEN CITY OF SAMAL (IGaCoS COVAC TASK FORCE)** is hereby created with the following composition:

**Chairperson** : City Mayor  
**Vice-Chairperson** : City Vice-Mayor  
**Co-Vice-Chairperson:** City Health Officer (CHO)

- Members** :
- City Administrator (CADO)
  - City Budget Officer (CBO)
  - City Social Welfare and Development Officer (CSWDO)
  - City General Services Officer (CGSO)
  - Chairperson, SP Committee on Health and Sanitation (SP)
  - Chairman, Bids and Awards Committee (BAC)
  - City Information Officer - City Administrator's Office-Public Information Section (CADO-Public Info Section)
  - Division Head, City Administrator's Office – Information Communication Technology Division (CADO-IT)
  - ABC President, Liga ng mga Barangay
  - Rural Health Physicians, Babak/Samal/Kaputian Districts (CHO)
  - Division Head/LDRRMO IV, City Disaster Risk Reduction and Management Division (CADO-CDRRMD)
  - Designated City Disease Surveillance Officer (CHO)
  - City Sanitation Inspectors (CHO)
  - DepED Nurse, DepED-IGaCoS Field Division (DepED)
  - Task Force Samal, (TF Samal)
  - President, Office for Senior Citizens Affairs (OSCA)
  - Two (2) Representatives appointed by the City Mayor, Non-Government Organizations (NGO)/Civil Society Organizations (CSO)
- Secretariat** : City Mayor's Office – Administrative Division (CMO-Admin Division)

**SECTION 2. FUNCTIONS.** The IGaCoS COVAC TASK FORCE shall have the following duties and responsibilities:

- a.) Oversee, spearhead and ensure the expeditious and orderly acquisition, distribution and implementation of the Immunization Programs, National and Local, in the City;
- b.) Conduct periodic meetings to assess, discuss and decide and/or resolve matters, issues and concerns that might arise relative to the implementation of the vaccination programs;
- c.) Formulate policies, guidelines and procedures as to the implementation of the program in the City including the identification of priority sectors, in accordance with the National Guidelines;
- d.) **Profiling.** Profile and identify members of priority sectors for COVID-19 vaccination, in accordance with national guidelines, including health workers, senior citizens, indigent and vulnerable sectors, frontliners, essential workers, soldiers, policemen, uniformed personnel and business essential workers.
- e.) **Procurement/Acquisition.** Select and acquire the COVID-19 vaccine(s) approved and authorized for use in the Philippines in coordination with the national government, based on effectiveness and practical considerations such as the vaccine's storage, handling, equipment and training requirements. The selected vaccines may be acquired through any lawful modality inducting but not limited to securing direct supplies from the national government; procurement under applicable laws; or tripartite agreements among the supplier, the private sector and the City.
- f.) **Administration.** Develop and administer a system for registering beneficiaries, administering and tracking the distribution of doses, including notifying beneficiaries of their eligibility and the vaccination schedule, and monitoring of any adverse events following Immunization (AEFI).
- g.) **Vaccination Centers.** Identify, designate and develop Vaccination Centers in suitable places within the City, including but not limited to the City Health Office, Rural Health Units, hospitals, clinics and possible alternative facilities (e.g., out-patient centers, open areas/spaces, gyms/courts, or schools).
- h.) **Storage.** Ensure availability of suitable cold storage facilities for the vaccine, including mobile cold storage units to the extent feasible.
- i.) **Transport.** Develop and strengthen the supply chain for the vaccine, including transportation and distribution facilities, equipment, vehicles and systems, and other relevant assets.

- j.) **Mobilization.** Ensure the availability of sufficient manpower to distribute and administer the vaccine, including medical and non-medical private sector volunteers, wherever necessary.
- k.) **Funding.** Assist in obtaining any necessary funding for acquisition of the vaccine through any lawful source, including budget allocation or realignment, donations, grants, loans or other forms of financing, whether public or private in nature.
- l.) **Information.** Develop an information campaign to achieve public acceptance of the vaccine and awareness of benefits.
- m.) **Monitoring and Evaluation.** Conduct monitoring and evaluation of the implementation of the immunization programs and submit written reports to the City Mayor for his information and updates; and
- n.) Perform such other duties and functions necessary to carry out the purpose of this order.

**SECTION 3. SECRETARIAT.** The City Mayor's Office – Administrative Division (CMO-Admin) serving as the SECRETARIAT of the IGaCoS COVAC Task Force shall perform the following duties and responsibilities:

1. Assist the Task Force in all its undertakings;
2. Responsible in providing administrative and logistic support, documentation of the meetings, preparation of reports and such other assistance as may be required in the discharge of its functions;
3. Keep and prepare documents relative to the implementation of the vaccination program as well as to the preparation of the communication, minutes and relative correspondence; and
4. Serve as liaison and coordinator of all activities undertaken by the COVAC Task Force and exercise all other duties and function as may be assigned by the Task Force.

**SECTION 4. MEETINGS.** The IGaCoS COVAC Task Force shall convene as often as maybe necessary to act on matters relating to the vaccination program, which shall be called upon by the Chairperson or his authorized pro-tempore presiding officer in case of his absence. Quorum for the meeting shall be simple majority (or Fifty Percent plus One) of the Total Composition of the COVAC Task Force.

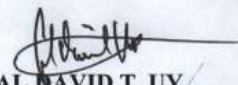
In the event the Chairperson does not designate his pro-tempore presiding officer, the Vice-Chairperson or in his absence, the Co-Vice-Chairperson, shall automatically preside the meeting.

**SECTION 5. FUNDING.** The funding requirements of the IGaCoS COVAC Task Force for their administrative operation shall be taken from the available funds of the City.

**SECTION 6. DISSEMINATION.** A copy of this Executive Order shall be posted at the IGaCoS Official Website and the IATF official social media accounts of the Island Garden City of Samal for widest dissemination and public information.

**SECTION 7. EFFECTIVITY .** This Order shall take effect immediately upon approval thereof and shall remain in force and effect unless revoked or amended by the Local Chief Executive.

Issued this JAN 18 2021 in the Island Garden City of Samal, Province of Davao del Norte, Philippines.

  
**AL DAVID T. UY**  
 City Mayor