



Republic of the Philippines
Province of Pangasinan
MUNICIPALITY OF BAYAMBANG

OFFICE OF THE MUNICIPAL MAYOR

EXECUTIVE ORDER NO. 20

Series of 2025

CREATING THE BAYAMBANG TASK FORCE DISIPLINA (BTFD), PROVIDING FOR ITS COMPOSITION, DUTIES, FUNCTIONS AND RESPONSIBILITIES AND FOR OTHER PURPOSES

WHEREAS, Section 4 and 5, Article II of the 1987 Constitution establishes that the primary duty of the Government is to serve and protect the people, to maintain peace and order, to protect life, liberty and property, and to promote the general welfare of its people which are all essential for the enjoyment of the blessings of democracy;

WHEREAS, Section 16 of R.A. No. 7160, otherwise known as the Local Government Code of 1991, mandates every Local Government Unit (LGU) to exercise powers essential to the promotion of the general welfare within their territorial jurisdiction to ensure safety, maintain peace and order, and for the preservation of comfort and convenience of its inhabitants;

WHEREAS, one among countless milestones of Mayor Mary Clare Judith Phyllis Jose-Quiambao's administration is the LGU Bayambang's certification as an ISO 9001:2015 Standards certified municipality. This inscribed the Quality Policy, in its commitment to address the needs of its constituents, improve its Quality Management System (QMS) through continuous improvement and to comply with all the statutory and regulatory requirements;

WHEREAS, there is timely need to reinforce existing municipal ordinances, executive orders, and all relevant laws which may have an impact on enhancing the discipline of all the citizens in Bayambang but not limited to motorists, business owners, barangay residents, and local government employees themselves;

NOW, THEREFORE, I, MARY CLARE JUDITH PHYLLIS JOSE-QUIAMBAO, Municipal Mayor of the Municipality of Bayambang, by virtue of the powers vested in me by law, do hereby order:

SECTION 1. CREATION AND COMPOSITION. There shall be created a Task Force Disiplina under the direct supervision and authority of the OFFICE OF THE MUNICIPAL MAYOR and the OFFICE OF THE MUNICIPAL ADMINISTRATOR, and shall be composed of the following:

1.1 Chairperson: **HON. MARY CLARE JUDITH PHYLLIS JOSE QUIAMBAO**
Municipal Mayor

1.2 Vice Chairperson: **ATTY. RODELYNN RAJINI SAGARINO VIDAD**
Municipal Administrator

"Baley ko, Pawilen ko, Aroen ko, tan Tulungan ko"



THE LONGEST BARBEQUE
8.016 KILOMETERS
April 4, 2014
Bayambang, Pangasinan, Philippines



THE TALLEST BAMBOO SCULPTURE (Supported)
50.23M
April 5, 2019
St. Vincent Ferrer Prayer Park
Barangay Bani, Bayambang
Pangasinan, Philippines

OFFICE OF THE MAYOR
Municipal Hall, Roxas St. Zone II,
Bayambang, 2423 Pangasinan
(075) 633-1000 Loc. 100
mayoroffice@bayambang.gov.ph



1.3 Action Officer : **COL LEONARDO F. SOLOMON (RET) PA**
Chief BPSO

ENGR. BERNADETTE MANGANDE
Municipal Engineer

1.4 Members : **MR. HIPOLITO PERLAC**
SEE

MR. DARIO MANGANDE
Deputy, BPSO

PCPT. ROY O. ASPURIA
PNP

FO3 MICHAEL JOHN N. CARAGAN
BFP

EDUARDO ANGELES
OIC-ESWMO

DR. PAZ F. VALLO
Municipal Health Officer

NERISA B. ZAFRA
Sanitary inspector

MARY GRACE C. AGAS
BPLO

CHARLEMAGNE PAPIO
Legal Office

EDUARDO ABALOS JR.
Assessor's Office

MA-LENE S. TORIO
MPDO Head

JAYVEE M. BALTAZAR
PIO

The Chairperson, with the approval of the Municipal Mayor or Administrator, may designate additional members as needed.

SECTION 2. GENERAL FUNCTIONS, DUTIES AND RESPONSIBILITIES. The BAYAMBANG Task Force Disiplina shall have the following functions, duties and responsibilities;

- 2.1 Enforce all relevant Bayambang municipal ordinances, rules and regulations, as determined by the Task Force;
- 2.2 Enforce all ordinances, rules and regulations against **motorists/business owners** and **all citizens** which is within the Municipality's jurisdiction;
- 2.3 Monitor and evaluate the Task Force's operations for further improvement;
- 2.4 Coordinate with concerned agencies of the National Government such as LTO, DILG, etc. and all the Barangays in Bayambang in the implementation of the Task Force's enforcement procedures;
- 2.5 Regularly meet and conduct special meetings as necessary; and
- 2.6 Perform all other functions assigned by the Chairperson or suggested by the Vice-Chairperson.

SECTION 3. FUNCTIONS, DEFINED. – The general functions of the Task Force, for their strict implementation and compliance shall be defined and divided into four (4) terminologies enumerated as follows:

- a. Seasonal Function – the Task Force shall strictly execute national laws or municipal ordinances which may apply in instances like national or local elections, *undas*, Christmas, holy week, typhoons or other calamities, yearly business permit registration, etc.
- b. Operational Function – the Task Force shall adhere to its daily operational function as an office and enforce regular routinary inspections that is within the scope of its duty and responsibility.
- c. Coordinated Function – the Task Force shall consult regularly and directly with its counterpart office/agency which may assist him/her in a coordinated fashion to save time, effort and resources and to maximize teamwork that it may benefit from/to.
- d. Ocular Function – each member of the Task Force shall produce or generate monthly reports to the Chairperson which shall be collectively confirmed/validated by the concerned office/agency. It shall be submitted to the Municipal Mayor and Municipal Administrator for assessment and for it to determine the progress of the said committee member's task/proposal/new function, if any. The Task Force shall see to it that the necessary clearances, permits, tax obligations and other compliance are well-met by any whom it is due. Surprise inspections shall be conducted by the Task Force whether in their own capacity or due to a confirmed report received.

SECTION 4. TASK FORCE DISIPLINA'S REINFORCED FUNCTION. This Executive Order shall in no condition contravene or conflict with other EOs or existing ordinances, but rather, it shall be harmonized/correlated with other EOs to achieve their common goals and objectives. The Task Force shall determine commonly observed problems and propose solutions in the following areas of concern and follow the prescribed format as described below:

Figure A (Sample Only)

Date: _____

TASK FORCE DISIPLINA STATUS REPORT			
ORDINANCE / POLICY	CONCERNED OFFICE / AGENCY	PROPOSED SOLUTION	STATUS / PROGRESS
1. Anti-Illegal Parking (indicate Municipal Ordinance No./Series)	BPSO, PNP, Engineering	Paint floorings with solid lines to be designated as parking / non-parking zones. Ticketing for parking fees or ticketing for violators	90% Complete P142,000 total collections for parking fees and penalties
2. Segregation Ordinance	ESWMO	Imposition penalties to violators	44 out of 77 Barangays have complied with the segregation
3. BPLO Business Permit and Licensing ordinance/policy	TREASURY	TBD	N/A
4. Building Permit and Locational Clearance	Engineering, MPDC	Monthly conduct of LZBA Meeting	90% of business owners are compliant
5. Road Clearing Operations	Barangay, BPSO, PNP	Possible confiscation of goods from persistent violators	Ongoing
6. Health Care	RHU, BPLO, DTI	Conduct surprise inspection to business establishments	All employees from registered business establishments have health cards
7. Anti-Rabies ordinance	Agriculture Office, Barangay	Mass Vaccination of Domesticated animals, ensure that animals are inside	Ongoing

		their owner's premises	
8. Illegal Gambling	PNP	Confidential	Confidential
9. Issuance of Fire Safety Permit	BFP	Conduct Information Drive	66 out of 77 Barangays were informed
10. Election Gun/Liquor Ban	PNP, Barangay Officials, CVOs	Roving 24/7	3 barangays have great risk of high liquor consumption

This list can either be maintained, omitted or expanded depending on when the need arises.

SECTION 5. ACTION TEAM. To carry out this order, an Action Team to be headed by the Chairperson is hereby organized and attached to the Task Force Disiplina. He shall be under the direct supervision of the Municipal Mayor or Municipal Administrator. The Chairperson shall be assisted by the Action Officer and shall work hand in hand to achieve the Task Force Disiplina's main objective. Therefore, the Chairperson and the Action Officer shall be the implementing arm of the Task Force.

SECTION 6. TEAM COMPOSITION. – For the efficient execution of its core function to instill discipline within its jurisdiction, the Bayambang Task Force Disiplina (BTFD) shall be composed of two (2) teams to be led by its Action Officer. The Action Officer together with its members must assign at least one (1) member for each team.

- a. BTFD Team Alpha – they shall be assigned within the **urban areas** of the within the municipality and shall have the authority to enforce and execute laws and ordinances in consonance with this Executive Order.
- b. BTFD Team Bravo – they shall be assigned to the **rural areas** within the municipality and shall have the authority to enforce and execute laws and ordinances in consonance with this Executive Order, most especially the most secluded barangay areas.

The BPSO, PNP, and the BFP are indispensable members of each team and shall always be present during inspections and operations when needed.

Other members' attendance during inspection or operations shall be discretionary depending on the issue involved.

SECTION 6. RESOURCE AVAILABILITY. Funds necessary to carry out the functions of the Task Force Disiplina shall be sourced from the available funds of the Office of the Mayor or Municipal Engineering Office.

SECTION 7. SANCTIONS. As referenced to Executive Order No. 76, s. 2022 (Sec. 4) and Executive Order No. 10, s. 2025 (Sec. 5), specifically, persons violating the DILG Memoranda Circulars, or all municipal ordinances in Bayambang and other similar regulations shall be meted with the following sanctions:

1. Business Permits / Tricycle Franchise of business entities / motorists who have committed violations related to this executive order will be revoked/canceled subject to due process; and
2. Municipal and Barangay officials/employees who have committed violations relative to this executive order or have participated in the commission of such violations or have **refrained from exercising their functions** shall be administratively liable. This is without prejudice in instituting a separate criminal/civil action, if necessary.

A grievance mechanism shall be established where affected parties can appeal decisions related to penalties and enforcement actions.

SECTION 8. UTILIZATION OF DESIGNATED MUNICIPAL HOTLINE. – Executive Order No. 76, series of 2022 (Sec. 5) designates #4357 as the Municipal Hotline for citizen's complaints which can be used if there are any complaints regarding the road clearing operations and other matters of concern. This shall also be utilized as the primary emergency hotline number by the Task Force for receiving such complaints, reports or suggestions.

SECTION 9. COMMUNITY ENGAGEMENT. The Task Force shall promote civic responsibility through engagement with the community to guarantee their cooperation. It shall hear their complaints without bias and shall address their needs whenever possible. The Task Force shall promptly address their concerns under the guidance with their Citizen's Charter and respect their rights at all times.

To ensure transparency and accountability in enforcement actions, a Citizen Oversight Committee shall be established to review complaints and reports from the public. The Task Force shall also publish periodic reports on enforcement activities and actions taken.

SECTION 10. SEPARABILITY CLAUSE. If any provision of the Executive Order is declared invalid or unconstitutional, the other provisions not affected thereby shall remain valid and subsisting.

SECTION 11. REPEALING CLAUSE. All other orders, rules, regulations and issuance, or parts thereof, which are inconsistent with this Order, are hereby repealed, amended or modified accordingly;

SECTION 12. EFFECTIVITY CLAUSE. This executive order shall take effect immediately and will continue until amended or revoked.

Let copies of this Order be furnished to the Offices, Departments concerned, the MLGOO and all Barangays for their information and guidance.

Done this 6th day of March 2025 at the Municipality of Bayambang, Pangasinan.

MARY CLARE JUDITH PHYLLIS JOSE-QUIAMBAO
Municipal Mayor

