



Republic of the Philippines
Province of Pangasinan
MUNICIPALITY OF BAYAMBANG
OFFICE OF THE MUNICIPAL MAYOR

EXECUTIVE ORDER NO. 01

Series of 2026

INSTITUTIONALIZING THE DRUG-FREE WORKPLACE POLICY OF THE MUNICIPALITY OF BAYAMBANG AND PRESCRIBING GUIDELINES FOR MANDATORY AND RANDOM DRUG TESTING

WHEREAS, Section 47, Article III of Republic Act No. 9165, otherwise known as the Comprehensive Dangerous Drugs Act of 2002, provides that "all establishments employing more than 10 persons, regardless of category, shall establish its own workplace anti-drug abuse policy program using the tripartite approach;"

WHEREAS, Section 51, Article VII, supra, provides that all local government units are mandated to assist in or enhance the enforcement of the aforesaid Act and to give priority to preventive or educational programs and rehabilitation or treatment of drug dependents;

WHEREAS, DILG Memorandum Circular No. 2018-213, in relation to the DDB Regulation No. 13 series of 2018, entitled: "Establishment and Institutionalization of Drug-Free Workplace Policies in all Government Offices, including the Conduct of Authorized Drug Testing for Elective Local Officials and Appointive Public Officers and for Other Purposes" expressly mandates every Local Government Unit to establish its own Workplace Anti-Drug Abuse Policy Program;

WHEREAS, Rule VIII (a) of aforesaid DDB Regulation, provides that failure to formulate or implement a Drug-Free Workplace Policy within two (2) months after effectivity of the same shall be penalized under Section 32 of R.A. No. 9165;

WHEREAS, CSC Memorandum Circular No. 13, dated April 17, 2017, provides for the "Guidelines in the Mandatory Random Drug Test for Public Officials and Employees and for Other Purposes".

WHEREAS, the Municipality of Bayambang is committed to the "Balon Bayambang" vision of a progressive and safe community, which necessitates a public service free from the influence of illegal drugs;

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

SECTION 1. SCOPE AND COVERAGE

This Executive Order applies to all elective and appointive officials and employees of the Municipal Government of Bayambang, regardless of status of appointment, including:

- Permanent/Plantilla personnel.
- Job Order (JO) and Contract of Service (COS) personnel.
- Elective officials.

SECTION 2. THE DRUG-FREE WORKPLACE COMMITTEE (DFWC)

The DFWC is hereby reconstituted to oversee the implementation of this policy:

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

"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

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Vice-Chairperson	<p>DR. PAZ F. VALLO Municipal Health Officer/ Rural Health Physician, RHU I</p> <p>DR. ADRIENNE A. ESTRADA Rural Health Physician, RHU II</p> <p>DR. ROLAND AGBUYA Rural Health Physician, RHU III</p>
Members	<p>MS. QUENELYN A. DUCUSIN Human Resource Management Officer (HRMO)- Caretaker</p> <p>ATTY. RODELYNN RAJINI SAGARINO-VIDAD Municipal Legal Officer/OIC- Municipal Assessors Office</p> <p>Ret. Col. LEONARDO F. SOLOMON (PA) Head, Bayambang Public Safety Office (BPSO)</p> <p>MR. DENNIS ALDRIN MALICDEM President, Bayambang Employees Association.</p>

SECTION 3. MANDATORY DRUG TESTING PROTOCOLS

1. **Pre-employment:** A negative drug test result from a DOH-accredited laboratory in Pangasinan is a strictly mandatory requirement for entry into service in LGU Bayambang.
2. **Random and surprise drug testing** shall be conducted periodically without prior notice and shall be administered by the Drug-Free Workplace Committee (DFWC) in coordination with the Municipal/Local Anti-Drug Abuse Council (MADAC/LADAC) and the Municipal Health Office.
3. **Refusal to Undergo Testing:** Any official or employee who refuses to undergo the mandatory random drug test shall be charged with Grave Misconduct, which may lead to dismissal from service.
4. **Random Drug Testing**
 - a. **Office- Based Random Selection**
At the start of every testing cycle, two (2) or more LGU departments or offices shall be randomly selected and scheduled first for drug testing. The selection process shall be transparent and documented by the DFWC.
 - b. **Undisclosed Schedule for Remaining Offices**
The remaining LGU departments and offices shall be subjected to drug testing on undisclosed dates and schedules within the same testing cycle to preserve the element of unpredictability and ensure the integrity of the random testing process.
 - c. **Coverage**
All officials and employees present in the selected office during the scheduled testing day, regardless of employment status, shall be required to undergo drug testing.

5. Refusal to Undergo Drug Testing

Any elective official or employee who, without valid and justifiable reason, refuses to undergo mandatory or random drug testing shall be charged with **Grave Misconduct**, which may be a ground for dismissal from the service, without prejudice to the filing of appropriate criminal, civil, or administrative cases as provided by law.

SECTION 4. TREATMENT OF POSITIVE RESULTS

1. **Confirmatory Test:** A positive result from a screening test must be validated by a confirmatory test using the same specimen.
2. **Rehabilitation:** First-time offenders found positive may be referred to a government-accredited rehabilitation center for a minimum of six (6) months, as per RA 9165.
3. **JO/COS Personnel:** Positive confirmatory results for JO or COS personnel shall result in the immediate termination of their contract.

SECTION 5. CONFIDENTIALITY

All drug test results shall be treated with strict confidentiality and shall be handled in accordance with Republic Act No. 9165, the Data Privacy Act of 2012 (RA 10173), and other applicable laws and regulations. Access to results shall be limited to authorized officials only.

SECTION 6. IMPLEMENTING OFFICE

The Human Resource Management Office (HRMO), in coordination with the Local Anti-Drug Abuse Council (LADAC), Municipal/City Health Office, and other concerned offices, is hereby directed to formulate the necessary guidelines, schedule, and procedures for the effective implementation of this Executive Order.

SECTION 7. FUNDING

The Municipal Government of Bayambang shall allocate necessary funds for the conduct of drug testing and advocacy programs through the annual budget of the MADAC and the Human Resource Management Office (HRMO)

SECTION 8. SEPARABILITY AND EFFECTIVITY

This Order shall take effect immediately and supersedes any previous issuances inconsistent herewith.

Done this 12th day of January 2026, at the Municipal Hall, Bayambang, Pangasinan.

MARY CLARE JUDITH PHYLLIS JOSE-QUIAMBAO
Municipal Mayor

