



Republic of the Philippines
OFFICE OF THE CITY MAYOR
City of Davao

EXECUTIVE ORDER NO. 40
SERIES OF 2021

**AN ORDER CREATING THE MANAGEMENT SUPPORT UNIT (MSU) TO ASSIST
THE LOCAL HEALTH BOARD IN THE MANAGEMENT OF
THE SPECIAL HEALTH FUND (SHF)**

WHEREAS, Article II, Section 15 of the 1987 Philippine Constitution declares that the State shall protect and promote the right to health of the people and instill health consciousness among them;

WHEREAS, Article XIII, Section 11 of the 1987 Philippine Constitution further states that the State shall adopt an integrated and comprehensive approach to health development which shall endeavor to make essential goods, health and other social services available to all people at affordable cost;

WHEREAS, Section 16 of R.A. 7160 otherwise known as the Local Government Code of 1991 mandates, among others, that every local government unit shall exercise its powers to promote the health and safety of its inhabitants;

WHEREAS, Section 19 of the Universal Health Care (UHC) Act states that the Department of Health (DOH), the Department of Interior and Local Government (DILG), PhilHealth and the local government units (LGUs) shall endeavor to integrate health systems into province-wide and city-wide health systems;

WHEREAS, Section 19.9 of the Implementing Rules and Regulations (IRR) of the same law provides that LGUs that commit to province-wide and city-wide integration shall ensure managerial and financial integration and provide the needed resources and support mechanisms to make the integration possible and sustainable;

WHEREAS, Section 19.17 of such IRR also states that City Health Board must perform additional functions in addition to their existing functions under the Local Government Code of 1991;

WHEREAS, Sec. 19.18 of the aforementioned legislation provides that the City Health Board shall create its own Management Support Unit to assist its operations including the management of the Special Health Fund (SHF);

WHEREAS, Department of Health Administrative Order No. 2020-0021 entitled Guidelines on Integration of the Local Health Systems into Province-Wide and City-Wide Health Systems (P/CWHS) provides the mechanism by which LGUs can integrate local health systems into P/CWHS particularly the creation of the Management Support Units (MSUs).

NOW, THEREFORE, I, SARA Z. DUTERTE, Mayor of Davao City, by virtue of the powers vested in me by law, do hereby order the following:

SECTION 1. CREATION. There is hereby created a Management Support Unit (MSU) which shall be under the supervision of the City Health Board (CHB) to serve as the Board's administrative secretariat and to assist in its operations.

SECTION 2. COMPOSITION – The MSU shall, at minimum, be composed of the following personnel:

- a. Accountant (Accountant II – SG16);
- b. Administrative Officer (Administrative Officer II – SG 11);
- c. Liaison Officer (Administrative Assistant III – SG 9); and
- d. Other support staff as required.

To ensure proper accountability, the CHB shall either designate or appoint existing plantilla personnel from the City Government as part of the MSU. Further, the CHB may decide to appoint, designate, or hire additional staff, as deemed necessary.

SECTION 3. DUTIES AND FUNCTIONS. The MSU shall have, among other necessary and ancillary duties, the following general functions:

A. Provision of assistance in the management of the SHF:

1. Preparation of the Board resolution on SHF budget;
2. Ensuring that budgetary documents are approved and signed by the City Budget Officer, Treasurer and/or Accountant;
3. Preparation, submission, and reporting of financial status and physical accomplishments; and
4. Coordination with concerned LGU Budget Officer, Treasurer, Accountant and/or Health Officer for the purpose of planning, budgeting, utilization and liquidation.

B. Perform administrative and technical support:

1. Documentation of Board meetings and other activities relating to the organization and functionality of the CWHS;
2. Preparation and submission of reports to the Board, DOH and PhilHealth, among others, in close coordination with the CHO and other concerned LGU offices;
3. Assist in the conduct of monitoring activities such as management audits and performance evaluation reviews; and
4. Preparation of other technical and administrative documents.

SECTION 4. CONTINUING COMPETENCY AND PROCESSES ALIGNMENT – The personnel of the MSU shall undergo regular public financial management and/or procurement-related trainings that shall be provided for by the City and by appropriate government agencies. MSU personnel shall be guided by the planning, budgeting and liquidation processes being followed by agencies/organizations contributing funds to the Special Health Fund, as well as existing policies that have implications on the management of the SHF.

SECTION 5. FUNDING AND OPERATING COSTS. All costs pertaining to the operations of the Committee shall be chargeable against available funds and resources of the local government, subject to the usual accounting and auditing rules.

SECTION 6. SEPARABILITY. In the event that any provision in this Order or any part hereof is declared invalid, illegal or unconstitutional, the provisions not hereby affected shall remain in force and effect.

SECTION 7. REPEAL. All orders, rules and regulations and other issuance or parts thereof that are inconsistent with the provisions of this Order, are hereby repealed or modified accordingly, including but not limited to Executive Order No. 45, Series of 2020.

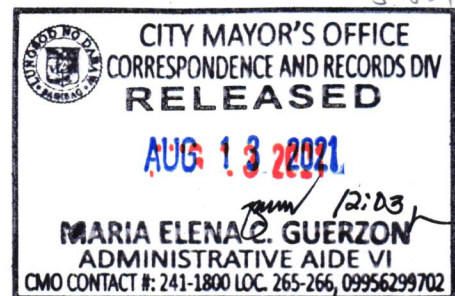
SECTION 8. EFFECTIVITY. This Executive Order shall take effect immediately.

Done this AUG 12 2021 in Davao City, Philippines.


SARA Z. DUTERTE
City Mayor

Attested by:


ATTY. ZULEIKA T. LOPEZ
City Administrator



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