



Republic of the Philippines  
Department of Health  
**CENTER FOR HEALTH DEVELOPMENT  
CORDILLERA ADMINISTRATIVE REGION**

August 19, 2014

**DOH CAR OFFICE PERSONNEL ORDER**

No. 2014- 0297

**SUBJECT: Reconstitution of the Membership of the Technical Working Committee on Magna Carta Benefits Availment**

Pursuant to Department Order No. 2013-0056, the implementing guideline on the payment of Hazard Pay under the DBM and DOH Joint Circular No. 1, series of 2012, a Technical Working Committee on Magna Carta Benefits Availment was previously created. In the exigency of service, and in connection with the implementation of the DOH Rationalization Plan, the said Technical Working Committee is hereby reconstituted with the following composition and functions:

Chairperson: **Dr. AMELITA M. PANGILINAN**  
OIC Director III

Vice Chairperson: **Atty. VERONICA ZANRA L. de JESUS**  
Attorney III

Members: **Dr. ERWIN A. BACLIG** – MO V, Division Chief, RLED  
**Dr. MA. LUISA L. PARAN** – MO IV, Division Chief, LHSD  
**Dr. JANICE Z. BUGTONG** – Chief A.O., Division Chief, MSD  
**Ms. Ma. NARIZA Y. PAGADUT** – Administrative Officer V  
**Ms. ANNA THERESA T. GAWIDAN** - Accountant III  
**Ms. LILIA ROSE A. SAY-AWEN** – Planning Officer III

Secretariat: **Ms. FRANCISCA P. CAYAT** – Administrative Officer V  
Alternate: **Ms. JENNIFER A. RUIZ** – Training Specialist III

Under this Order, the Committee is hereby directed to the following:

1. Prepare a list of names with corresponding job descriptions;
2. Review the list of names in the respective plantilla together with the job descriptions that justify such positions as exposed to high risk or low risk hazard according to the guidelines indicated in the Joint Circular;
3. Establish a procedure for identifying personnel who are exposed to high risk or low risk hazard including the duration of such exposure;
4. Recommend to the Head of Office the personnel who are entitled to hazard pay;
5. Act as a body for appeals for employees' complaints regarding hazard pay; and
6. Adopt its own internal rules, procedures and strategies in carrying out the responsibilities including schedule of meetings and deliberations.

Any allowable expenses incurred in carrying out these functions shall be charged to any available funds of the Office subject to the usual accounting and auditing rules and regulations.

Any previous issuances inconsistent with this are hereby rescinded or revoked. This Order shall take effect immediately.

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**VALERIANO JESUS V. LOPEZ, MD, MPH, MHA, CESO IV**  
**OIC Director IV**