



REPUBLIC OF THE PHILIPPINES  
**OFFICE OF THE CITY MAYOR**  
CITY OF DAVAO

**EXECUTIVE ORDER NO. 08**  
Series of 2024

**AN ORDER RECONSTITUTING THE HEALTHCARE COMMITTEE FOR THE CITY GOVERNMENT OF DAVAO EMPLOYEES' HEALTHCARE PACKAGE, DEFINING ITS DUTIES AND RESPONSIBILITIES, AND FOR OTHER PURPOSES**

**WHEREAS**, it is the policy of the State to keep a healthy workforce and maintain the physical well-being of its employees to ensure the efficiency and effectiveness of public service delivery;

**WHEREAS**, the Civil Service Commission (CSC) issued Memorandum Circular No. 33, Series of 1997 which provides that all government agencies shall provide a health program for their employees to include hospitalization services, and annual mental and medical-physical examinations;

**WHEREAS**, the City Government of Davao reaffirms its support to the health and well-being of its own employees by providing them with a healthcare package for their medical needs and mental wellness, and financial support to the families of deceased employees;

**WHEREAS**, Davao City Executive Order No. 35, Series of 2020 – An Order Constituting the Healthcare Committee for the Establishment of an In-house Medical Package for the City Government Employees, Defining its Duties and Responsibilities, and for Other Purposes was issued on May 29, 2020;

**WHEREAS**, there is a need to reconstitute the Healthcare Committee of the City Government of Davao for the effective implementation and monitoring of the healthcare package program for employees.

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

**SECTION 1. CREATION AND COMPOSITION.** The Health Care Committee of the City Government of Davao is hereby reconstituted and shall be composed of the following:

- |                   |  |
|-------------------|--|
| Chairperson:      | City Mayor or his duly authorized representative   |
| Vice Chairperson: | City Administrator   |
| Members:          | <ul style="list-style-type: none"><li>• City Legal Officer</li><li>• Human Resource and Management Officer</li><li>• City Health Officer</li><li>• City Budget Officer</li><li>• Davao City Hall Employees Association (DACHEA) Representative</li></ul> |

**SECTION 2. DUTIES AND RESPONSIBILITIES.** The Healthcare Committee shall have the following duties and responsibilities:

1. Monitor and evaluate the implementation of the City Government of Davao Healthcare Package Program for the employees' healthcare needs, mental wellness, and burial financial assistance.
2. Recommend plans and programs that will ensure that all employees have access to quality health care goods and services that will protect them from financial risk; recommend projects and activities that promote mental health awareness that will contribute to the betterment of the employees' mental wellness.
3. Evaluate healthcare providers and services to ensure that all employees are covered from health promotion to disease prevention, treatment, rehabilitation, and more at a reasonable cost.
4. Formulate and review policies, guidelines, and procedures to streamline processes and ensure the employees' efficient and effective availment of the healthcare package, the mental health wellness program, and the burial financial assistance.
5. Review the annual report of the expenditures for auditing and reconciliation purposes.

**SECTION 3. SECRETARIAT.** There shall be a designated Technical Staff/Secretariat from the Human Resource Management Office directly responsible for the documentation of the proceedings, preparation of reports, and other secretarial works as may be required.

**SECTION 4. FUNDING.** The funding requirements for the operational and incidental expenses of the Healthcare Committee for the City Government of Davao Employees' Health Care Package shall be included in the city's annual budget.

**SECTION 5. SEPARABILITY CLAUSE.** If any provision of this Executive Order is declared invalid or unconstitutional, the other provisions are not affected and thereby shall remain valid and subsisting.

**SECTION 6. REPEALING CLAUSE.** All other Orders or parts thereof which are inconsistent with the provisions of this Executive Order are hereby repealed or modified accordingly.

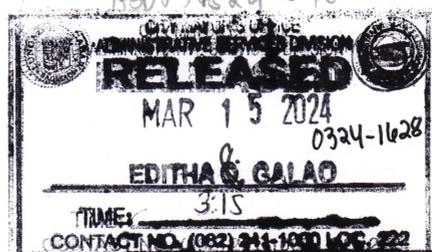
**SECTION 7. EFFECTIVITY.** This Executive Order shall take effect immediately.

Done this MAR 15 2024 in Davao City, Philippines.

  
**SEBASTIAN Z. DUTERTE**  
City Mayor *SL*

Attested by:

  
**ATTY. FRANCIS MARK H. LAYOG**  
Acting City Administrator



Ref. no. ASD031524-18

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