



REPUBLIC OF THE PHILIPPINES  
PROVINCE OF PANGASINAN  
**MUNICIPALITY OF CALASIAO**

**EXECUTIVE ORDER NO. 39**  
*Series of 2024*

**DESIGNATING PRETZEL C. MANUEL AS THE FOCAL PERSON  
FOR THE PERSONS WITH DISABILITY AFFAIRS OF THE  
MUNICIPALITY OF CALASIAO, PANGASINAN**

WHEREAS, Republic Act No. 10070 otherwise known as an Act Establishing an Institutional Mechanism to ensure the implementation of Programs and Services for Persons with Disabilities in every province, City and Municipality. Amending Republic Act No. 7277, otherwise known as the Magna Carta for Disable Persons, as Amended and for Other Purposes, provides for the organization and establishment of Persons with Disability Affairs Office (PDAO) in every province, city and municipality.

WHEREAS, DILG Memorandum Circular 20010-103 dated 23 September 2010, provides the guidelines for the establishment of PDAO and designation of PWD Affairs Officer or Focal Persons.

NOW, THEREFORE, I, KEVIN ROY Q. MACANLALAY, Municipal Mayor of Calasiao, Pangasinan by virtue of the powers vested in me by law, do hereby organize the Persons with Disability Affairs Office (PDAO) of the Municipality of Calasiao, Pangasinan, as follows:

Section 1. PERSONS WITH DISABILITY AFFAIRS OFFICE (PDAO). The Head of the PDAO is hereby assigned to MS. PRETZEL C. MANUEL, Disability Affairs Assistant in Calasiao, Pangasinan.

Section 2. FUNCTIONS. The PDAO shall:

1. Formulate and implement policies, plans and programs for the promotion of the welfare of the PWDs in coordination with concerned national and local government agencies
2. Coordinate the implementation of the provisions of RA 10070, batas Pambansa Blg. 344, otherwise known as the Accessibility Law, and other relevant laws at the local level,
3. Represent PWDs in meetings of the Municipal Development Council and other special bodies;
4. Recommend and enjoin the participation of Civil Society Organizations (eg NGOS, POs, etc) in the implementation of all disability related laws and policies:
5. Gather and compile relevant data on PWDs in the municipality
6. Disseminate information including, but not limited to programs and activities for PWDs, statistics on PWDs including children with disability and training and employment opportunities for PWDs.
7. Submit reports to the office of Local Chief Executive (LCE) on the implementation of program and services for the promotion of the welfare of PWDs in the municipality.
8. Ensure that policies, plans and programs for the promotion of the welfare of PWDs are funded by both national and local government;



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9. Monitor fund raising activities being conducted for the benefits of PWDs and  
10. Seek donations in cash or in kind from local or foreign donors to implement an approved work plan for PWDs in accordance with existing laws and regulations, and performs such other functions as may be necessary for the promotion and protection of the welfare of the PWDs.

Section 3. PDAO FUNDING. Pursuant to Section 4 of RA 10070, the Municipal Government shall ensure that the necessary fund from any available local revenues is allocated for the Implementation of PDAO activities for the benefit of PWDs in the Municipality.

Section 4. SUPERVISION OVER PDAO OR FOCAL PERSON. The assigned PDAO Officer shall be lodged under the Municipal Health Office (MHO). As such, the MHO shall exercise supervision over the PDAO operations and activities.

Section 5. Effectivity. This Executive Order shall take effect immediately.

Done this 6<sup>th</sup> of May 2024 in Calasiao, Pangasinan.

**HON. KEVIN ROY Q. MACANLALAY**  
*Municipal Mayor*