EXECUTIVE ORDER NO. JS2026-85

REORGANIZATION OF THE COMMITTEE ON DECORUM AND INVESTIGATION (CODI) IN THE MUNICIPAL GOVERNMENT OF MARILAO, PROVINCE OF BULACAN

WHEREAS, Section 4 (a) of Republic Act No. 7877, otherwise known as the "Anti-Sexual Harassment Act of 1995", mandates the head of every agency in both the public and private sectors to promulgate rules and regulations prescribing the procedures for the investigation of sexual harassment cases and the administrative sanctions thereof;

WHEREAS, the Civil Service Commission (CSC) issued Resolution No. 01-0940, otherwise known as the "Administrative Disciplinary Rules on Sexual Harassment Cases", which governs the administrative investigation, prosecution, and resolution of sexual harassment cases in the public sector;

WHEREAS, Section 7 of CSC Resolution No. 01-0940 provides for the creation of a Committee on Decorum and Investigation (CODI) in all national or local government agencies, government-owned and/or controlled corporations with original charters, as well as state colleges and universities;

WHEREAS, there is a need to reorganize the Committee on Decorum and Investigation (CODI) in the Municipal Government of Marilao for the present term;

NOW, THEREFORE, I, **ATTY. JEMINA M. SY**, Municipal Mayor of Marilao, Province of Bulacan, by virtue of the powers vested in me by law, do hereby order:

SECTION 1. REORGANIZATION OF CODI.

By virtue of this Order, the Committee on Decorum and Investigation (CODI) in the Municipal Government of Marilao is hereby reorganized, to be composed of the following:

Chairperson:	**ATTY. KATHYRIN FE D. PIOQUINTO** Municipal Administrator
Members:	**ANN MAI C. VILLARICO** Municipal Human Resource Management Office
	KAREN ROSE D. VICENTE Representative, Second-Level Employees
	NORIEL WENCY C. CORREA Representative, First-Level Employees
	ANGELITO G. SANTOS President, Marilao Municipal Government Employees Association
Secretariat:	Municipal Human Resource Management Office

SECTION 2. FUNCTIONS AND RESPONSIBILITIES OF CODI.

The CODI shall perform the following functions and responsibilities:

a. Receive complaints on sexual harassment;

b. Investigate complaints in accordance with prescribed procedures;

c. Submit reports with corresponding recommendations to the Municipal Mayor for appropriate action;

d. Lead the conduct of discussions, seminars, or orientations on sexual harassment within the Municipal Government of Marilao to raise awareness and prevent incidents of sexual harassment; and

e. Perform other duties and responsibilities as may be required by the Civil Service Commission.

SECTION 3. FILLING OF VACANCIES.

Any vacancy in the membership of the CODI shall automatically be filled by the successor designated or appointed by the Municipal Mayor, who shall serve for the unexpired term. The name of the successor shall be deemed included in Section 1 of this Executive Order.

SECTION 4. SEPARABILITY CLAUSE.

If, for any reason, any part or provision of this Executive Order is declared unconstitutional or invalid, the other parts or provisions not affected thereby shall remain in full force and effect.

SECTION 5. REPEALING AND AMENDING CLAUSE.

All other executive orders, policies, rules, regulations, or parts thereof that are inconsistent with this Executive Order are hereby repealed or amended accordingly.

SECTION 6. EFFECTIVITY.

This Executive Order shall take effect immediately.

DONE AND EXECUTED this **1st** day of **July 2026** in the Municipality of Marilao, Province of Bulacan.

ATTY. JEMINA M. SY
Municipal Mayor