

Item No.: 05
Date: 07 2025 OCT



Republic of the Philippines
PROVINCE OF LEYTE
Provincial Capitol
Tacloban City

-oOo-

Province of Leyte
Leyte Office
Time: grw
Date: 9-24-25

Sangguniang Panlalawigan
Province of Leyte
RECEIVED
Date: SEP 29 2025
By: [Signature]

PROVINCIAL LEGAL OFFICE

2nd INDORSEMENT
September 15, 2025

Respectfully returned to the Sangguniang Panlalawigan of Leyte, through SP Secretary, the attached Ordinance No. 2025-016, series of 2025 of the Sangguniang Bayan of Sta Fe, Leyte.

Issues/concerns for review/recommendation/legal opinion is/are as follows:

- Ordinance No. 2025-016 entitled: **“The Philippine Package of Essential Non-Communicable Diseases Interventions on the Integrated Management of hypertension and diabetes Ordinance.”**

REVIEW/RECOMMENDATION/LEGAL OPINION:

This office is of the opinion that the subject Ordinance is generally in accordance to its power under Section 447(a)¹ of the Local Government Code of 1991 (R.A 7160), subject to the availability of funds and to normal and regular accounting and auditing procedures. Hence, we recommend for the declaration of its validity.

We hope to have assisted you with this request. Please note that the opinion rendered by this Office are based on the facts available and may vary or change when additional facts and documents are presented or changed. This opinion is likewise without prejudice to the opinions rendered by higher and competent authorities and/or the courts.

ATTY. JOSE RAYMUND A. ACOL
Provincial Legal Officer 

¹;(a) *The sangguniang bayan, as the legislative body of the municipality, shall enact ordinances, approve resolutions and appropriate funds for the general welfare of the municipality and its inhabitants pursuant to Section 16 of this Code and in the proper exercise of the corporate powers of the municipality as provided for under Section 22 of this Code,*

Republic of the Philippines
PROVINCE OF LEYTE
Palo, Leyte
-o0o-

OFFICE OF THE SANGGUNIANG PANLALAWIGAN

1ST Indorsement
08 September 2025

Legal
3:30
9.8.25

The Provincial Legal Office is respectfully requested to review and submit recommendations on the herein enclosed **Municipal Ordinance No. 2025-016, series of 2025** of the **Municipality of Santa Fe, Leyte**, entitled: **An Ordinance institutionalizing the Philippine Package of Essential Non-Communicable Diseases (NCDs) Intervention (PhilPen) on the integrated management of hypertension and diabetes in primary health care facilities in the Municipality of Santa Fe, Leyte, and providing funds therefore and for other purposes.**

by: 
ANDRE B. SANICO
Provl Govt. Ass't Dept Head



Republic of the Philippines
PROVINCE OF LEYTE
Municipality of Santa Fe

SANGGUNIANG BAYAN SECRETARY

INDORSEMENT

Sangguniang Panlalawigan
Province of Leyte
RECEIVED
Date: SEP 05 2025
By: [Signature]

RESPECTFULLY FORWARDED to the Sangguniang Panlalawigan of the Province of Leyte, Tacloban City, the herein attachment *Municipal Ordinance No. 2025 – 016 (Series of 2025)* of the Sangguniang Bayan, this Municipality entitled “*An Ordinance Institutionalizing the Philippine Package of Essential Non-Communicable Diseases (NCDs) Interventions (PHILPEN) on the Integrated Management of Hypertension and Diabetes in Primary Health Care Facilities in the Municipality of Santa Fe, Leyte, and Providing Funds Therefore and for Other Purposes*”, duly approved by said August Body on *August 11, 2025*, hereby recommending your appropriate favourable action.


JULIUS XERXES M. OBENQUE
Secretary to the Sanggunian

Copy Furnished:

- *The Municipal Mayor*
- *The Municipal Health Office*
- *All in Santa Fe, Leyte*



Republic of the Philippines
 Province of Leyte
 MUNICIPALITY OF SANTA FE
OFFICE OF THE SANGGUNIANG BAYAN

MUNICIPAL ORDINANCE NO. 2025 - 016
 Series of 2025

AN ORDINANCE INSTITUTIONALIZING THE PHILIPPINE PACKAGE OF ESSENTIAL NON-COMMUNICABLE DISEASES (NCDs) INTERVENTIONS (PHILPEN) ON THE INTEGRATED MANAGEMENT OF HYPERTENSION AND DIABETES IN PRIMARY HEALTH CARE FACILITIES IN THE MUNICIPALITY OF SANTA FE, LEYTE, AND PROVIDING FUNDS THEREFORE AND FOR OTHER PURPOSES.”

Sponsor: HON. BELEN C. CHUCA
 Chairperson, Committee on Health and Sanitation
 Co-sponsors:

- HON. RODEL L. AJETO**
- HON. RICARDO D. FAJARDO**
- HON. AMIEL P. ENAGE**
- HON. GENY R. ESMERO**
- HON. LARRY S. ARUTA**
- HON. ALVIN D. PETILLA**
- HON. LEAH T. SALCEDA**
- HON. MARILOU L. MILITANTE**
- HON. JERALD LORENZ NARGA**

HON. EDUARDO N. TOREROS
 Municipal Vice Mayor/Presiding Officer

Sangguniang Panlalawigan
 Province of Leyte
RECEIVED
 Date: SEP 05 2025
 By: [Signature]

Be it ordained by the Sangguniang Bayan of the Municipality of Santa Fe, Leyte, that:

Section 1. Title. This Ordinance shall be known as Philippine Package of Essential Non-Communicable Diseases (NCDs) Interventions (PHILPEN) on the Integrated Management of Hypertension and Diabetes Ordinance”.

Section 2. Declaration of Policy- The prevention and control of chronic lifestyle-related Non-communicable Diseases (NCDs) shall be guided by the following statements.

1. It is hereby declared policy that the State shall protect and promote the right to health of the people and instil health consciousness among them as per Section 15 of the 1987 Philippine Constitution.
2. The LGU shall adopt an integrated, comprehensive, and community-based response for the prevention and control of chronic, lifestyle-related NCDS.

The underlying causes of NCDs are multi-faceted and are deeply rooted in the community and individuals’ socio-economic status, cultural orientations, and personal preferences. Key measures and interventions that help prevent and control NCDs lie beyond the health sector. An integrated, comprehensive, and community-based approach shall be adopted in responding to these issues.

1. Health promotion strategies shall be intensified to effect changes that would lead to a significant reduction in mortality and morbidity due to chronic, lifestyle-related NCDs.

Three major changes need to take place to achieve a significant reduction in the morbidity and mortality due to NCDs. These require (1) changes in the lifestyle of the individual and of the population, (2) changes in the environment supportive of the desired improvement of lifestyle, and (3) changes in the way the overall health care delivery system works. It is believed that these three changes can be realized through health promotion. Health promotion entails five (5) action areas, which include (1) building a healthy public policy, (2) creating supportive environments, (3) strengthening community action, (4) developing personal skills through information and education; and (5) reorienting health care services toward prevention of illness and promotion of health.

[Handwritten signatures and initials on the left margin]

[Handwritten signatures and initials on the right margin]

[Large handwritten signatures at the bottom of the page]



Republic of the Philippines
Province of Leyte
MUNICIPALITY OF SANTA FE
OFFICE OF THE SANGGUNIANG BAYAN

Continuation: Municipal Ordinance No. 2025- 016
Dated: August 11, 2025

2. Complementary accountability of all stakeholders must be ensured and actively pursued in the implementation of an integrated, comprehensive, and community-based response to chronic, lifestyle-related NCDs.

With devolution, the primary mandate of delivering basic health services was transferred to the Local Government Units (LGUs). The DOH shall encourage LGUs to perform adequately in the area of NCD prevention and control.

Also, since new directions in the health sector require maximizing the participation of the private sector and other stakeholders, public-private sector collaboration shall be explored in the area of financing, service delivery, surveillance, capability building, and other areas as may be necessary.

3. PhilPEN risk assessment is one of the parameters in the LGU Health Score Cards and SGLG evaluation.

Section 3. Definition of Terms- When used in this Ordinance, the following terms shall be defined as follows:

- **Action Planning** refers to an activity that will be made by the Health Club to identify programs, projects or activities for the prevention and control of NCDs.
- **Barangay Health Workers** refers to a person who has undergone training programs under any accredited government and non-government organization and who voluntarily renders primarily health care services in the community after having been accredited to function as such by the local health board in accordance with the guidelines promulgated by the Department of Health (DOH) as defined in RA 7883.
- **Barangay Officials** refer to the elected officials in the barangay, which include the Punong Barangay, Sangguniang Barangay, and Sangguniang Kabataan (SK) officials.
- **Diabetes Mellitus** refers to a group of metabolic disorders characterized by high blood sugar levels, i.e., a fasting plasma glucose concentration above 7.0 mmol/L (126 mg/dl) or a postprandial (approximately hours after a main meal) plasma glucose concentration above 11.00 mmol/L (200mg/dl) on two separate occasions.
- **Health Facility or Health Center** refers to the LGU facility that provides screening and management of diseases like hypertension and diabetes that may include, but are not limited to, city health offices, rural health units (RHUs), and barangay health stations.
- **A HYPERTENSION**, also known as high or raised blood pressure, is a condition in which the blood vessels have persistently raised pressure and can increase the risk of heart, brain, kidney, and other diseases. A highly improved two-wheeled single motorcycle usually ridden beyond its passenger capacity. Since it is used as public transportation, especially in areas with narrow roads and steeper, rougher terrain, it could carry up to two passengers.
- **Lifestyle-Related NCDs** refer to chronic NCDs, particularly cardiovascular diseases, cancers, chronic respiratory diseases, and diabetes.
- **Municipal Officials** refer to the elected officials in the LGU, which include the Local Chief Executive, Sangguniang Bayan, Sangguniang Kabataan (SK) Federation President, and Liga ng mga Barangay.



Republic of the Philippines
 Province of Leyte
 MUNICIPALITY OF SANTA FE
OFFICE OF THE SANGGUNIANG BAYAN

Continuation: Municipal Ordinance No. 2025- 016
 Dated: August 11, 2025

- **Non- Non-Communicable Diseases (NCDs)**, also known as chronic diseases such as cardiovascular diseases (heart attacks and stroke), cancers, chronic respiratory diseases and diabetes, tend to be of long duration and are the result of a combination of genetic; physiological, environmental and behavioral factors (WHO, n.d.)
- **NCD Registries** refer to hypertension and diabetes registries of the health facility. This is a registry of patients diagnosed with hypertension and diabetes in the health facility.
- **PhilPEN Protocol** refers to the Philippine Package of Essential Non-Communicable Disease Interventions for low-resource settings adopted from the WHO PEN. This protocol consists of guidelines for the integrated management of hypertension and diabetes through a total risk approach. The individual client/patient is assessed and managed based on the risk prediction chart. The prediction charts can estimate the client/patient risk of having a cardiovascular event (CV risk) in the next ten years. This will be applied to all patients screened for and found to have NCDs.
- **The Protocol on the Integrated Management of Hypertension and Diabetes** refers to the first clinical protocol developed under the WHO PEN, which utilizes a total risk approach using hypertension, diabetes, and tobacco use as entry points. It specifically involves the use of the WHO/ISH risk prediction charts to determine the risk of developing. A cardiovascular event, i.e., heart attack or stroke, over ten years, and management guidelines for risk reduction, appropriate referral, regular follow-up, core set of technologies, and essential medicines.
- **Risk Assessment** is the key process of evaluating individuals for the presence or absence of common risk factors that increase their likelihood of developing NCDs.
- **Risk Screening** is the presumptive identification of unrecognized disease or the presence of common risk factors that expose them to an increased likelihood of developing NCDs.
- **Risk Stratification** refers to estimating the level of risk of individuals for a fatal or non-fatal cardiovascular event in 10 years.
- **Senior Citizen or Elderly** refers to any resident citizen of the Philippines at least sixty (60) years old as defined in Republic Act 9994.
- **Youth** shall refer to those persons whose ages range from fifteen (15) to thirty (30) years old as defined in Republic Act No. 8044.

Section 4. Creation of Santa Fe Health Club: The Local Chief Executive thru the Municipal Health Office, shall create/organize a Sta. Fe Health Club.

The Santa Fe Health Club is an association of people who would like to take part in activities in the Santa Fe Rural Health Unit or any health center owned and managed by the Local Government Unit (LGU).

The Health Club shall elect its own officers every year. Officers of the Health Club may involve the President, Vice-President, Secretary, Treasurer, and P.I.O. as may be deemed necessary by the members during the meeting for such purpose.

A Public Health Nurse from the Municipality Health Office shall serve as the Adviser of the Health Club, providing guidance and technical support in the planning and implementation of health-related activities.

Handwritten notes:
 @mm
 pph
 fmm

Handwritten notes:
 Kanda
 J
 ADD

Signatures:
 [Signature 1]
 [Signature 2]
 [Signature 3]



Republic of the Philippines
Province of Leyte
MUNICIPALITY OF SANTA FE
OFFICE OF THE SANGGUNIANG BAYAN

Continuation: *Municipal Ordinance No. 2025- 016*
Dated: *August 11, 2025*

Section 5. Coverage. This Ordinance covers the following population residing in the Municipality of Santa Fe who are at risk of NCDs:

- **High-risk groups:** The Population with hypertension and diabetes.
- **Moderate risk groups:** Working population involved in prolonged physical, environmental, and psychological hazards, such as those in public transport, fishing, farming, etc.
- **At-risk groups:** All population aging 20 years old and above may involve government employees, young professionals, LGBT+, the education sector, and health and fitness groups.

All the above-mentioned groups of people who are bona fide residents of the Municipality of Santa Fe can become members of the Health Club. A bona fide resident is someone who has been recognized/certified by the Punong Barangay to be a resident of the LGU.

Section 6. Promotion of a Healthy Lifestyle. In order to prevent lifestyle-associated illnesses such as Diabetes Mellitus, Hypertension, etc., the promotion of a healthy lifestyle to its residents shall be established.

In line with this advocacy, the serving and distribution of sugar-sweetened beverages such as soft drinks, artificial fruit juices, and other sugary drinks shall be discouraged and restricted during public events or gatherings organized or supported by the Municipal and Barangay Local Government Unit, including but not limited to meetings, seminars; and municipal or barangay assemblies; etc. Healthier beverage options, such as water, fresh fruit juices without added sugar, are encouraged.

Section 7. Sayaw- Galaw Exercises. A regular Workout Program shall be implemented by the Local Government Unit of Santa Fe at the Municipal and Barangay Level.

- a) Sayaw-Galaw day shall be done every 4 o'clock in the afternoon of Friday, with a minimum length of at least 30 minutes per Sayaw-Galaw session.
- b) At the Municipal level, 1 Municipal Office/Department shall take the lead during scheduled Sayaw-Galaw days. It shall be participated in by all Municipal employees and job hired laborers to instill the importance of a healthy lifestyle.
- c) At the barangay level, Sayaw-Galaw shall be led by the Barangay Council and the Sangguniang Kabataan (SK) Federation, ensuring maximum community participation and sustainability of the program's focus.
- d) Sayaw-Galaw exercises shall also focus on creating not only camaraderie and closer relationships among public service providers but also ensure a physically fit and healthy human resource, which is essential in the delivery of basic services to our people.

Section 8. Activities that would prevent, control, and rehabilitate lifestyle-related diseases, which will be spearheaded by Santa Fe Health Club. Activities of the Health Club may include.

1. Attend annual risk assessment, screening, and recruitment for HC membership.
2. Periodic measurement of Blood Pressure (BP), Blood Chemistry, and Electrocardiogram (ECG) as deemed necessary, including reminders when these must be repeated, e.g., through mobile phones.
3. Lifestyle improvement activities such as changes of diet, increased physical activities, cessation of smoking, reduction of alcohol intake, and encourage the community to change their lifestyle;
4. Health education, advocacy, and social marketing/EC campaign activities, especially on the prevention of common infections and proper use of medications, among others
5. Replenishment of free medications.



Republic of the Philippines
 Province of Leyte
 MUNICIPALITY OF SANTA FE
OFFICE OF THE SANGGUNIANG BAYAN

Continuation: Municipal Ordinance No. 2025-016
 Dated: August 11, 2025

6. "Istoryahanay" or peer group engagement in health education.
7. Fundraising activities, networking, and lobbying for medical check-ups.
8. Registration in the Securities and Exchange Commission to raise funds for Club project and activities.
9. Meetings shall be conducted at least once every quarter or as deemed necessary. The members shall agree on what time, day, and month the meeting will be conducted.
 Meetings may be called by the Club President through a notice duly received by the members at least 24 hours before the meeting. A simple majority will determine the quorum of the Health Club to transact its business.
10. Other activities as may be deemed necessary and agreed upon by the members during their action planning.

Section 9. Provisions of Essential Medical Equipment and Laboratory Facilities. To enhance the capacity for the prevention, management, and treatment of Non-Communicable Diseases (NCDS), the Local Government Unit (LGU) of Santa Fe shall ensure the provision of adequate laboratory facilities in 3 Barangay Health Stations (BHS), Catchments, and Rural Health Units (RHUs).

- a. Stethoscope
- b. Blood Pressure Apparatus
- c. Height Board
- d. Weighing scale
- e. Measuring Tape
- f. Glucometer with sufficient test strips
- g. Solutions or test strips for checking urine ketones and protein.

b. Main Health Center Laboratory Capabilities

The main health center of the Municipality shall be provided with complete laboratory assay facilities capable of conducting the following tests:

- a. Lipi Profile
- b. Fasting Blood Sugar (FBS)
- c. Blood Uric Acid (BUA)
- d. Serum Glutamic Pyruvic Transaminase (SGPT)
- e. Creatine, and
- f. Other essential blood chemistry tests

Section 10. Organization and Maintenance of the Non-Communicable Disease.

10.1 Stage 1 Pre - Organization Phase: Accelerated case finding among the highest risk group

B. Identifying patients with hypertension and diabetes.

1. Case Finding shall be done during community campaigns, program orientations, or home visits and consultation by a Physician, Nurse, Midwife, and BHWs.
- 2: Case Finding shall be done through:
 - a) Blood pressure (BP) measurement of all persons 20 years old and above measured twice, 15-30 minutes apart, with a third reading as necessary, by a Barangay Health Worker (BHW):
 - b) Risk assessment of clients 20 years old and above who visit the health center for other clinical complaints; based on PhilPEN:

Handwritten notes:
 1. Lipi Profile
 2. Fasting Blood Sugar (FBS)
 3. Blood Uric Acid (BUA)
 4. Serum Glutamic Pyruvic Transaminase (SGPT)
 5. Creatine, and
 6. Other essential blood chemistry tests

Handwritten signature: Amala

Handwritten signature: J

Handwritten signature: [Signature]



Republic of the Philippines
Province of Leyte
MUNICIPALITY OF SANTA FE
OFFICE OF THE SANGGUNIANG BAYAN

Continuation: Municipal Ordinance No. 2025- 016
Dated: August 11, 2025

c) Any activities conducted by the LGU/RHU.

3. Those found to have $BP \geq 140/90$ shall be referred to the local health center for evaluation.

4. All those verified to have elevated $BP \geq 140/90$ by the health center midwife or nurse shall be:

- a. Referred to the Municipal Health Officer (MHO) or Medical Officer to confirm the diagnosis of hypertension. Using PhilPEN, risk prediction can be done to estimate the cardiovascular risk of the patient.
- b. Started on the antihypertensive medicine depending on the physician's jurisdiction;
- c. Registered in the health center's Hypertensive Patient Registry;
- d. Strongly encouraged to enroll in the Health Club; and,
- e. Assessed for possible referral to a hospital for further evaluation.
- f. Other protocols issued by the World Health Organization or the Department of Health.

5. All other persons without hypertension but have a family history of diabetes, are obese, and with signs and symptoms of possible diabetes shall also have their FBS/glucose tested.

6. All patients found to have high random capillary blood sugar (≥ 11.0 mmol/l or 200 mg/dl) or patients suspected to be diabetic, regardless of random blood sugar shall have their FBS tested in a qualified laboratory and shall be:

- a. Referred to the MHO to confirm diagnosis of diabetes and examined for any sign or symptom of target organ damage. Using PhilPEN, risk prediction can be done to estimate the cardiovascular risk of the patient;
- b. Started on a treatment (Nutritional vs. Pharmacological) depending on the physician's jurisdiction.
- c. Registered in the health center's Hypertensive Patient Registry;
- d. Strongly encourage to enroll in the Health Club; and,
- e. Assessed for signs and symptoms of target organ damage and then referred to a hospital for further evaluation.

B. Enrollment in the LGU NCD Registries:

1. Newly diagnosed patients shall be registered in the specific Chronic Disease Registry of the health facility.
2. A patient who has both hypertension and diabetes shall be registered in both the Hypertension and Diabetes Registries of the health facility.

B. Health Education

1. All patients registered in the Hypertension and Diabetes Registries shall have their first health education session given by the health facility nurse or midwife.
2. Topics on the first health education session shall be composed of, but not limited to, the following:
 - a) Diet changes needed for their specific condition (e.g., increase intake of fruits and vegetables)
 - b) Increased physical activity (at least 30 minutes brisk walking three times a week)
 - c) Cessation of smoking and reduction of alcohol intake, when relevant,
 - d) Prevention of common infections, and,
 - e) Importance of monitoring and follow-up

[Handwritten signature]

[Handwritten signature]

[Large handwritten signature]

[Handwritten signature]



Republic of the Philippines
Province of Leyte
MUNICIPALITY OF SANTA FE
OFFICE OF THE SANGGUNIANG BAYAN

Continuation: Municipal Ordinance No. 2025- 016
Dated: August 11, 2025

3. Subsequent health education sessions to reinforce the health messages may be given by the midwife or a BHW specially trained for this task.

B. Follow-up

1. All patients with hypertension shall have their BP taken by the BHW at least once a week to verify that their BP is under control. Follow-up of these patients with the physician shall be monthly BP control and 3-6 months thereafter. Those found to have BP \geq 140/90 shall still be referred back to the physician, who may decide to:

- Increase the dose of the current medication, OR
- Shift medication to the second line drug if not contraindicated (Losartan 50 mg daily), OR
- Add Losartan on top of Amlodipine
- Tailor the medication depending on the patient's needs
- Laboratory examination may be requested

2. All patients with diabetes shall have repeat capillary FBS testing every three (3) months, depending on the physician's jurisdiction. Those found to still have FBS \geq 7.0 mmol/l or 126 mg/d shall be re-evaluated by the health center physician or any physician who may decide to;

- Increase the dose of the current medication, OR
- Shift the medication to another antidiabetic medication and/or combine with another antidiabetic medication, OR
- Refer the patient to a hospital for further evaluation.

3. Patient booklet shall be given to the patient and shall be used to monitor the dispensing of medications and health promotion activities. The booklet shall contain all the essential clinical information that should be assessed and monitored on a regular basis.

4. Asymptomatic Clients who are 40 years old and above but are known smokers, have a family history of diabetes, and/or are obese should continue to be followed up at least every 3 to 6 months since they are still considered low to moderate risk or with \geq 20% CV risk.

5. Summary of above-listed procedures (Annex A)

10.2 Stage 2: The Organization and Maintenance of Health Clubs

A. Enrollment

- All patients with Chronic Lifestyle Related NCDs shall be encouraged to enrol in the Health Club.
- Patients who agree to enrol in the Health Club shall fill out the application form (Annex B) and will be issued an ID and patient booklet.
- The Health Club member shall be informed of activities from which incentives can be provided if attended (e.g., 1 activity. 1 raffle ticket; total of 3 raffle tickets can be equivalent to a discount voucher for diagnostics/gift items.)
- There shall be only one Health Club for hypertensive and diabetic patients since many diabetics are also hypertensive and the activities to promote lifestyle changes are the same for both types of patients.



Republic of the Philippines
Province of Leyte
MUNICIPALITY OF SANTA FE
OFFICE OF THE SANGGUNIANG BAYAN

Continuation: Municipal Ordinance No. 2025- 016
Dated: August 11, 2025

B. Membership Number. Each club member shall be given a unique Chronological Club membership number in the following format:

1. DOH Health Facility Code (FC) of the National Health Facility Registry System. Year of enrolment in the Club, particular health club, and chronological number of patients.

C. ID

1. Each patient shall receive a unique identification (ID) card color-coded according to their clinical classifications as follows:

- **YELLOW:** (< 20% risk score) the patient has hypertension OR diabetes only (no signs or symptoms of target organ damage)
- **ORANGE:** (20-30% risk score) the patient has hypertension and diabetes without any sign or symptom of target organ damage.
- **RED:** (> 30% risk score) the patient has hypertension and/or diabetes and signs of target organ damage.

When the clinical condition of the patient improves or deteriorates, he/she shall be given an adjusted color ID.

2. Red-coded patients shall also be enrolled in hospital-based health clubs, but they will retain their unique facility-based Club membership number. They can be active in either club but shall claim their free medications only from their respective RHUs.

D. Medications

1. Newly diagnosed hypertensive and diabetic patients shall:

- a) Receive a prescription from the local health physician/ Municipal Health Officer, Medical Officer, or Rural Health Physician; and,
- b) Receive maintenance medications on a monthly basis or tailored-fit in the Santa Fe Rural Health Unit.

2. Previously diagnosed hypertensive and/or diabetic patients who come to the health facility to ask for free medications shall be.

- a) Thoroughly evaluated: measure BP and BP monitoring, test capillary FBS (glucometer), assess clinical signs and symptoms for target organ damage and underlying cause (e.g., renal disease for hypertensive patients) based on PhilPEN;
- b) Registered in the appropriate Chronic Disease Registry in the health facility.
- c) Strongly encouraged to enroll in the Hypertension Diabetes Health Club;
- d) Given health education reiterating the lifestyle messages mentioned in First Health Education; and,
- e) Maintained on their current medications until the next follow-up.

3. Cleaning of maintenance medications:

- a) Patients shall personally claim their medicines in their respective health center. Alternatively, other people may claim for them as long as with authorization letter and a patient booklet with BP monitoring record.



Republic of the Philippines
Province of Leyte
MUNICIPALITY OF SANTA FE
OFFICE OF THE SANGGUNIANG BAYAN

Continuation: Municipal Ordinance No. 2025- 016
Dated: August 11, 2025

- b) Patients with uncontrolled blood pressure who did not claim the medications personally are still given maintenance medications provided a specific set of instructions are given.

10.3. Monitoring and Evaluation

- A. The Local Cheil Executive shall create a committee who will be responsible for monitoring and evaluating the implementation of this issuance.
- B. The Municipal Health Office, through the NCD Focal Person, shall oversee the procurement, distribution, and utilization of the medicine, medical equipment and laboratory facilities. Regular inventory and functionality checks shall be conducted to ensure sustainability and efficiency.
- C. The Health Club may be evaluated using the following indicators as a guide:
 - a) Performance indicators to measure attainment of targets in terms of patients identified and treated, functionality, and NCD drug utilization; and, Indicators of the effectiveness of health clubs in preventing adverse health outcomes.

Section 11. Responsibilities of the Parties.

- **Barangay Officials**
 - a) Ensure the efficient and effective provision of health services in the barangay;
 - b) Provide the necessary assistance, such as; but not limited to, annual budgetary allocation to support the creation and operation of the HC;
 - c) Encourage the community to join the HC;
 - d) Support health promotion and education campaign of the LGU;
 - e) Formulates policy to promote and ensure the health and well-being of the community;
 - f) Ensure an inclusive and equitable implementation of this Ordinance.
- **BHW Federation**
 - a) Conduct community profiling and relay information to local stakeholders to inform programs and policies;
 - b) Assist the barangay officials in recruiting vulnerable/at risk populations for Health Club membership;
 - c) Serve liaison between hypertensive and diabetic patients and health care providers;
 - d) Provide support to the Health Club which may include, but not limited to, the following: blood pressure monitoring, distribution of commodities to HC members, motivating patients to adopt healthy lifestyle; following up patients for medications refills; and recording of data;
 - e) Provide culturally appropriate health education, promotion and advocacy to the community; and
 - f) Gather community feedback for the review of this Ordinance.
- **Health Office**
 - a) Spearhead the organizing of the facility-based Health Club using the Ordinance as guidelines.
 - b) Assign a focal person within the facility who will oversee the activities of the club.
 - c) Be responsible for the assessment of HC members, referral of patients, distribution of medications, and the setting of protocols/standards based on the DOH guidelines for the management and care of patients.
 - d) Provide Health education, advocacy, and other health services to the HC members, as maybe necessary;

BHW Federation

Kanda

Handwritten signature

Handwritten signature

Large handwritten signature

Handwritten signature



Republic of the Philippines
Province of Leyte
MUNICIPALITY OF SANTA FE
OFFICE OF THE SANGGUNIANG BAYAN

Continuation: Municipal Ordinance No. 2025- 016
Dated: August 11, 2025

- e) Ensure sustainability of the HC through the regular follow-up of patients and registry;
- f) Prepare monitoring and evaluation report of the functionality of HC; and ensure close coordination with concerned stakeholders for NCD Program implementation in the LGU.
- Local Law Enforcers
 - a) Enforcer local ordinances;
 - b) Provide assistance to the Health Club by: (1) ensuring public safety during HC activities and monitoring; and (2) assisting in following-up,
 - c) Endeavor to become role models in pursuing a healthy lifestyle;
- Municipal Officials
 - a) Support organization and institutionalizing of the HC main health facility within LGU
 - b) Provide support to the operation and effective functioning of the HC which include, but not limited to, the following: annual budget allocation, manpower, registration and accreditation, facilities and equipment, incentives, awards, and other logistics needed by the Club:
 - c) Promote an inclusive and equitable implementation of this Ordinance; and,
 - d) Ensure the implementation; monitoring and review of this Ordinance;
- Senior Citizen
 - a) Provide support to the HC by: (1) serving as volunteers to assist in active case findings and /or recruitment and referrals among the elderly; (2) serving as resource speakers to share experiences to promote healthy lifestyle; (3) promoting membership into the health club among the elderly and in their respective families;
 - b) Participate in health advocacy, planning, social mobilization, monitoring, and evaluation in the community;
 - c) Participate in healthy lifestyle activities including, but not limited to, Zumba and other fitness programs in the community;
 - d) Endeavor to become role models in pursuing a healthy lifestyle;
- Youth
 - a) Provide support to the HC by serving as volunteers to assist in active case finding and referrals.
 - b) Participate in health advocacy, planning, social mobilization, monitoring, and evaluation in the community.
 - c) Participate in healthy lifestyle activities including, but not limited to, sports activities, Zumba and other fitness programs in the community.
 - d) Endeavor to become role models min pursuing a healthy lifestyle.

Section 12. Administrative Provisions. Implementation and supervision of the Health Club shall be made by the Municipal Health Office through the NCD Focal Person. The Committee on Health Chairperson of the Sangguniang concerned shall also serve as co-supervisor.

Section 13. Implementing Rules and Regulations. After sixty (60) days from the effectivity of this Ordinance, the Local Chief Executive shall create a committee who will be responsible for the formulation of the implementing rules and regulations and other guidelines of this Ordinance.

Section 14. Appropriations. An annual appropriation of One Hundred Thousand Pesos (₱ 100, 000.00) shall be allocated from the available funds of the Municipal Government to support the implementation of the Santa Fe Health Club's programs, projects, and activities:

Handwritten signature in blue ink.

Handwritten signature in black ink.

Large handwritten signature in black ink.

Handwritten signature in black ink.

Vertical handwritten notes on the left margin: "pinid" and "Pomer".

Handwritten signature on the right margin.

Handwritten signature on the right margin.

Handwritten signature on the right margin.



Republic of the Philippines
 Province of Leyte
 MUNICIPALITY OF SANTA FE
OFFICE OF THE SANGGUNIANG BAYAN

Continuation: Municipal Ordinance No. 2025- 016
 Dated: August 11, 2025

This allocation shall cover the procurement, maintenance, and replenishment of necessary equipment, laboratory supplies, medications, and office supplies required for the implementation of health-related activities such as PhilPEN Risk Assessments, health education sessions, and the printing/distribution of informational booklets and other materials.

The fund aims to ensure the continuous, adequate, and effective delivery of essential health services to the community.

Section 15. Separability Clause. If any portion of the provisions of this Ordinance is declared as void or unconstitutional, the remaining portions shall not be affected thereby, shall remain in full force and effect.

Section 16. Repealing Clause. All city/municipal ordinances or parts of municipal ordinances or parts of any municipal ordinance inconsistent with the provisions of this ordinance are hereby repealed, revoked, or modified accordingly.

Section 17. Effectivity Clause. This ordinance shall take effect after three (3) consecutive weeks of posting copies at the bulletin board of the municipal building and in at least three (3) conspicuous places within the municipality of Santa Fe, Leyte.

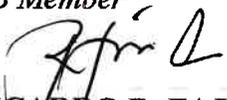
ENACTED, this 11th day of August 2025 during the 6th Regular Session of the Sangguniang Bayan at the Sangguniang Bayan Session Hall, Santa Fe, Leyte.

Let copies of this Ordinance be furnished to the Office of the Municipal Mayor Hon. Amparo H. Monteza; to the Municipal Health Office of this LGU and to all other concerned for their guidance and appropriate action:

This ordinance is approved unanimously.

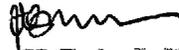

HON. RODEL L. AJETO
 SB Member

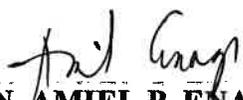

HON. LARRY S. ARUTA
 SB Member


HON. RICARDO D. FAJARDO
 SB Member


HON. ALVIN D. PETILLA
 SB Member


HON. BELEN C. CHUCA
 SB Member


HON. LEAH T. SALCEDA
 SB Member


HON. AMIEL P. ENAGE
 SB Member


HON. MARI LOU L. MILITANTE
 ABC President


HON. GENY R. ESMERO
 SB Member


HON. JERALD LORENZ NARGA
 SK Federation President



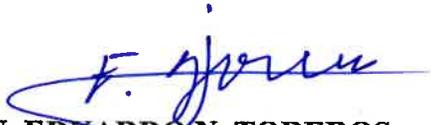
Republic of the Philippines
Province of Leyte
MUNICIPALITY OF SANTA FE
OFFICE OF THE SANGGUNIANG BAYAN

*Continuation: Municipal Ordinance No. 2025-016
Dated: August 11, 2025*

I HEREBY CERTIFY to the correctness of the foregoing Ordinance.


JULIUS XERXES M. OBENQUE
Secretary to the Sanggunian

ATTESTED BY:


HON. EDUARDO N. TOREROS
Municipal Vice Mayor
Presiding Officer

APPROVED:


HON. AMPARO H. MONTEZA
Municipal Mayor
Date: 08-19-2025



Republic of the Philippines
PROVINCE OF LEYTE
Municipality of Santa Fe

SANGGUNIANG BAYAN SECRETARY

CERTIFICATION OF POSTING

TO WHOM IT MAY CONCERN:

This is to certify that copies of Municipal Ordinance of the herein attached **“Municipal Ordinance No. 2025 – 016 (Series of 2025)** of the Sangguniang Bayan, this Municipality, entitled ***“An Ordinance Institutionalizing the Philippine Package of Essential Non-Communicable Diseases (NCDs) Interventions (PHILPEN) on the Integrated Management of Hypertension and Diabetes in Primary Health Care Facilities in the Municipality of Santa Fe, Leyte, and Providing Funds Therefore and for Other Purposes,”*** duly approved and/or enacted by said August Body on **August 11, 2025**, has been posted in at least three (3) conspicuous places in the municipality. One copy was posted at the bulletin board at the lobby of the municipal hall, one at the HRMO and one at the Municipal Gymnasium.

ISSUED this 22nd day of **August 2025** at Santa Fe, Leyte.


JULIUS XERXES M. OBENQUE
Secretary to the Sanggunian