



Republic of the Philippines
PROVINCE OF ISABELA
City of Ilagan

Office of the Governor

EXECUTIVE ORDER NO. 36

Series of 2024

RE-ESTABLISHING THE BARANGAY HEALTH WORKERS' REGISTRATION & ACCREDITATION COMMITTEE (BHW- RAC) AND ESTABLISHING THE GUIDELINES FOR THE BHW REGISTRATION AND ACCREDITATION IN THE PROVINCE OF ISABELA

WHEREAS, it is the policy of the state to protect and promote the right to health of the people and instill health consciousness among them;

WHEREAS, the Implementing Rules and Regulations of R.A. No. 7883, otherwise known as the "Barangay Health Workers Benefits and Incentives Act of 1995" provides for the creation of the BHW-RAC to facilitate registration and accreditation of Barangay Health Workers and for specific guidance and measures in support of BHWs to enable them to effectively participate in health care and the development of the nation;

WHEREAS, under the law, the total number of registered Barangay Health Workers shall not exceed one percent (1 %) of the total population of a province and the state shall protect and promote the right to health of the people and to provide conditions of health empowerment, where each individual has access to information and services that will bring about health and well-being based on Primary Health Care using participatory approaches and strategies;

WHEREAS, the Provincial Government of Isabela recognizes the importance and depth of the functions and responsibilities of Barangay Health Workers (BHW) and the assistance they extend to people in the community;

WHEREAS, for the BHWs to effectively carry out their functions as front-liners in the delivery of key health messages, efficiently contribute to the overall health and well-being of all Isabeleños in the province, as well as preserve the integrity of the BHWs as healthcare contributors, there is a need to re-establish the committee for the registration and accreditation of BHWs;

NOW THEREFORE, I, **RODOLFO T. ALBANO III**, Governor of the Province of Isabela, by virtue of the powers vested in me by law, do hereby order and direct the following:

ARTICLE I

BARANGAY HEALTH WORKER (BHW) REGISTRATION AND ACCREDITATION COMMITTEE (BHW-RAC)

SECTION 1. RE-ESTABLISHMENT. The Barangay Health worker (BHW) Registration and Accreditation Committee (BHW-RAC) is hereby re-established.

SECTION 2. COMPOSITION. The Provincial Barangay Health worker (BHW) Registration and Accreditation Committee (BHW-RAC) shall be constituted as follows:

Chairman: **Hon. Rodolfo T. Albano III**
Governor

Vice Chairman: **Dr. Nelson O. Paguirigan**
Provincial Health Officer II

Nagkaisa para sa Isabela

- Members:
- Hon. Emmanuel Joselito B. Añes**
Committee on Health-Sangguniang Panlalawigan
 - Hon. Maria Katrina Jessica G. Dy**
President, Liga ng mga Barangay
 - Dr. Arlene M. Lazaro**
Provincial Health Officer I
Field Health Services
 - Dr. Elsie A. Pintucan**
DOH-RO II Development Management Officer V
 - President**
Assn. of Municipal Health Officers – Isabela Chapter
 - Regional BHW Coordinator**
 - Provincial BHW Coordinator**
 - President**
Provincial Federation of Barangay Health Workers (IPFBHW)
- Secretariat: ***To be assigned by the Vice-Chairman***

SECTION 3. FUNCTIONS. The BHW-RAC shall have the following functions:

- a. Recommend to the Local Health Board (LHB) of the concerned municipality the application for registration and/or accreditation of BHWs for appropriate action;
- b. Assist City/Municipal Health Officers within their jurisdiction and provide technical guidance related to the delivery of primary health care services and conduct of training programs every three years (3) among Barangay Health Workers;
- c. Ensure active participation of BHWs in health-related activities initiated by the Provincial Government;
- d. Act as a member of the Provincial/Local Health Board (LHB) on matters concerning the registration and accreditation of BHWs;
- e. Prepare and update the Provincial BHW Registry every three years and submit to DOH-Regional Office, to be forwarded to the DOH-Central Office and Security and Exchange Commission;
- f. Perform all other functions and duties as may be necessary in, and consistent with, the implementation of this Order.

SECTION 4. PROTECTION AGAINST UNDUE TERMINATION. The services of the Registered and Accredited Barangay Health Workers shall not be terminated without due process and only for authorized cause/s provided for by law. A copy of the termination paper shall be provided to the municipal LHB-RAC stating therein clearly the reasons for such termination. Any termination by the Barangay Captain or Barangay Council that is not in accordance with law shall not bind the municipal/city government or the provincial government.

SECTION 5. GROUNDS/AUTHORIZED CAUSES OF TERMINATION. A registered and accredited Barangay Health Worker may be terminated from service, after due notice on any of the following causes:

- A. Serious misconduct or willful disobedience by the BHW of the lawful orders of the Barangay Council, Municipal BHW-RAC and Provincial BHW-RAC in connection with his/her work;
- B. Gross and habitual neglect of duties;
- C. Commission of a crime or an offense involving moral turpitude or an offense punishable by at least "prison correctional" which is from six (6) months and one (1) day to six (6) years of imprisonment;
- D. Engagement or participation in political exercise especially during elections;
- E. Falsification of submitted reports/health data to the Municipal Health Office or to any concerned office;
- F. When a BHW reaches the age of sixty-five (65) years old;
- G. Failure to pass in 2 consecutive Performance-Based Evaluation System duly noted by the Municipal BHW-RAC Vice Chairperson and approved by Provincial BHW-RAC Vice Chairperson;
- H. When no longer fit to render services as certified by competent medical practitioner due to health reasons;

ARTICLE II REGISTRATION OF BHWs

SECTION 6. LIMITATIONS ON REGISTRATION. The LHB shall see to it that the total number of registered BHWs shall not exceed 1% of the total population of the Province. However, should the total number exceed one percent, a "priority system" shall be established for the registration.

SECTION 7. QUALIFICATIONS FOR REGISTRATION. To qualify for registration, a BHW applicant must:

- a. Have completed Basic Training Course for BHWs conducted by Department of Health/ Provincial Health office/ City/ Municipal Health Office;
- b. Be at least 18 years of age and not older than 60 years old as of the date of the filing of the application for registration;
- c. Not hold any other position in the barangay at the time of his/her application as volunteer BHW;
- d. Have rendered voluntary primary health care services for at least two (2) years immediately preceding the date of the filing of application for registration in his/her barangay as certified by the Rural Health Midwife (RHM) assigned to his/her barangay, or by a duly authorized representative of an NGO operating in the barangay who has personal knowledge about the BHW's performance and by the head of his/her Barangay Health Workers Association (BHW), and;
- e. Be physically and mentally fit.

SECTION 8. PROCEDURE FOR REGISTRATION.

- (a) Filing of Application. The BHW applicant shall submit to the LHB or to the BHW-RAC the following documents:
 - (i) A duly accomplished registration form;
 - (ii) Birth certificate or any official documents in support of declared age;

- (iii) A certificate of completion of the BHW Basic Training Course; (However, for registration in the first year of implementation of these rules, any BHW training course completed prior to August 1995 shall be considered as satisfying the requirements of this section.)
 - (iv) A certificate from the Rural Health Midwife or from a duly authorized representative of an NGO and the head of the BHW about the applicant BHW's service record stating that he/she has personal knowledge about the BHW having rendered voluntary primary health care service in his/her barangay for at least one year immediately preceding the date of the filing or the application for registration;
 - (v) A medical certificate duly signed by a government physician; and
 - (vi) A barangay chairman certificate attesting to the BHW's residence in the barangay being served.
- (b) Evaluation and Application. Upon submission to the LHB all of the required, the board on its own or through its BHW-RAC shall:
- (i) Evaluate the application and its supporting documents, and
 - (ii) Interview the application of the BHW when deemed necessary.
- (c) Board Decision on the Application For Registration. The LHB shall deliberate and decide on the application and its supporting documents within 30 calendar days from receipt thereof.
- (d) Posting of Board Decisions. The board action on the application for registration shall be posted, within 30 calendar days from the date decision, in a conspicuous place at the provincial building designated by the LHB.
- (e) Issuance of Certificate of Registration. Within ten (10) calendar days after the approval of the application, the LHB shall issue to the BHW the corresponding Certificate of Registration signed by the chairperson or his/her duly designated representative.
- (f) Notice of Disapproval. A notice of disapproval stating the reasons for the decision shall be issued by the Board to the BHW concerned.

SECTION 9. ANNUAL REGISTRATION. The BHW must register annually with the BHW-RAC. For the renewal of registration, the following documents must be submitted;

- (a) A duly accomplished form for renewal of registration, and
- (b) A certificate of service record for the year prior to the renewal of registration as certified by the RHM or NGO representative and head of BHW A.

SECTION 10. PORTABILITY OF REGISTRATION. A *Certificate of Registration* issued by a LHB shall be recognized and considered valid in any municipality, city or province of the country for 1 year from the date of issue.

SECTION 11. NOTICE OF TRANSFER OF RESIDENCE. In case of transfer of residence, a registered BHW shall notify his/her RHM Barangay Chairman and the BHW-RAC of both the old and the new residences. This is mandatory for purposes of updating the master list and subsequent renewal of registration.

ARTICLE III ACCREDITATION

SECTION 12. QUALIFICATIONS FOR ACCREDITATION. In order to qualify for accreditation, the BHW must;

- (a) Be registered in accordance with the immediately preceding article; and
- (b) Have actively rendered voluntary health care services in his/her locality for at least Two (2) years immediately prior to the filing of application for accreditation.

SECTION 13. PROCEDURE FOR APPLICATION.

(a) Filling of Application

- (i) A duly accomplished application for accreditation;
- (ii) A certificate of registration for the year of application for accreditation; and
- (iii) An accomplishment report for the past 2 years as certified by the RHM assigned to the community where the BHW rendered voluntary primary health care services or by a duly authorized representative of an NGO operating in the community, and by the Head of the BHW Association.

(b) Evaluation of Application. The LHB on its own, or through its duly constituted BHW-RAC, shall verify the authenticity of the records presented. When the Board deems it necessary, it shall interview the BHW applicant and/or other parties who may be able to provide information relevant to the accreditation.

(c) Board of Decisions of the Application. The LHB shall decide on the application for accreditation within sixty (60) calendar days upon receipt of the complete requirements for the accreditations.

(d) Issuance of Certificate of Accreditation. A *Certificate of Accreditation* shall be issued to the qualified BHW by the LHB, provided, however, that no such accreditation shall be done within forty-five (45) days immediately preceding or following national or local elections. Certificates issued during the prohibited dates shall be considered null and void.

(e) Notice of Disapproval. A notice of disapproval stating the reasons for the decision shall be issued by the Board to the BHW concerned.

SECTION 14. NON-PORTABILITY OF ACCREDITATION. The Certificate of Accreditation shall not be considered valid for the purpose of granting allowances in any place other than within the province.

ARTICLE IV CONTESTABILITY OF DISAPPROVAL OF APPLICATION FOR REGISTRATION AND ACCREDITATION

SECTION 15. PROCEDURE FOR RECONSIDERATION.

- (A) FILLING OF REQUEST FOR RECONSIDERATION. A BHW whose application for registration of accreditation has been disapproved, may file with the LHB concerned a Letter of Reconsideration accompanied by supporting documents that dispute the reasons for disapproval.
- (B) EVALUATION OF THE REQUEST FOR RECONSIDERATION. The LHB shall evaluate the request for reconsideration and its supporting documents to determine whether sufficient grounds exist to warrant the approval of the application of the subject BHW.
- (C) NOTICE OF THE ACTION ON THE REQUEST FOR RECONSIDERATION. The LHB shall inform in writing, the BHW of its decision on the request for reconsideration. In case reconsideration is granted, the decision shall be posted in a conspicuous place in the province as in the posting of board decision on application for registration. The LHB shall furnish the Provincial Health Office (PHO) copies of the request for reconsideration and the decision of the Board on said request.

ARTICLE V BHW REGISTRY

SECTION 16. PROVINCIAL REGISTRY. The LHB shall submit to the Provincial BHW-RAC Chairman thru the PHO and DOH Regional Office respectively a list of all registered and accredited BHWs per barangay on or before March 31 every year.

SECTION 17. DATA AND INFORMATION REQUIRED. The Registry shall contain the following information:

- a. Name of Barangay, Municipality, Province;
- b. Complete Name of BHW;
- c. Age;
- d. Sex;
- e. Civil status;
- f. Educational Attainment;
- g. Occupation/Employment if any;
- h. Blood Type;
- i. Name of children; if any, and their corresponding birth dates;
- j. Date of period of continuous service in the barangay(s) where BHW is registered and/or accredited;
- k. Current Station or Place of Assignment;
- l. Name and Position of Technical Supervisor;
- m. Title and Date of Training(s) attended;
- n. Number of households covered by the BHW;
- o. Registration Number;
- p. Date of Registration;
- q. Place of Registration;
- r. Accreditation Number;
- s. Date of Accreditation;
- t. Place of Accreditation; and
- u. Remarks (for other information required by the LHB and the DOH)

**ARTICLE VI
FINAL PROVISIONS**

SECTION 18. BUDGETARY REQUIREMENTS. The funding requirements for the operations of the Provincial BHW-RAC shall be sourced from the funds of the Provincial Government subject to the usual budget, accounting and auditing rules and regulations.

SECTION 19. REPEALING CLAUSE. All executive orders, issuances, rules and regulations which are inconsistent herewith are hereby repealed, amended or modified accordingly.

SECTION 20. SEPARABILITY CLAUSE. If any provision or section of this Executive Order or the application thereof to any person or circumstances is held invalid, the other provisions or sections, and the application of such provision or section to other persons or circumstance shall not be affected thereby.

SECTION 21. EFFECTIVITY. This order shall take effect immediately upon approval.

Issued this 19th day of June 2024 in the City of Ilagan, Province of Isabela.


RODOLFO T. ALBANO III
Governor 