



Republic of the Philippines
PROVINCE OF NEGROS OCCIDENTAL
 Old Capitol Building, Bacolod City
 Tel. No. 707-8075 (Admin) * 435-7698 (Board Member) * 709-0121 (Legislative Division)
OFFICE OF THE SANGGUNIANG PANLALAWIGAN

EXCERPT FROM THE MINUTES OF THE REGULAR SESSION OF THE SANGGUNIANG PANLALAWIGAN OF THE PROVINCE OF NEGROS OCCIDENTAL HELD IN THE CITY OF BACOLOD ON THE 8TH DAY OF NOVEMBER 2022

PRESENT:

Hon. Manuel Frederick O. Ko	Acting Vice Governor/ Presiding Officer Pro Tempore
Hon. Rommel T. Debulgado	Member - 1 st District
Hon. Araceli T. Somosa	Member - 1 st District
Hon. Sixto Teofilo Roxas V. Guanzon, Jr.	Member - 2 nd District
Hon. Samson C. Mirhan	Member - 2 nd District
Hon. Andrew Gerard L. Montelibano	Member - 3 rd District
Hon. Andrew Martin Y. Torres	Member - 4 th District
Hon. Rita Angela S. Gatuslao	Member - 5 th District
Hon. Anthony Dennis J. Occeño	Member - 5 th District
Hon. Jeffrey T. Tubola	Member - 6 th District
Hon. Julius Martin D. Asistio	Member – PCL Rep.
Hon. Pocholo C. Yuvienco	Member – SKF Rep.

ON ACTING CAPACITY AS GOVERNOR:

Hon. Jeffrey P. Ferrer	Vice Governor/Presiding Officer
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ON OFFICIAL BUSINESS:

Hon. Jose Benito A. Alonso	Member - 4 th District
Hon. Valentino Miguel J. Alonso	Member - 6 th District
Hon. Juvy A. Pepello	Member – ABC Rep.

ORDINANCE NO. 2022-018
 Series of 2022

AN ORDINANCE INSTITUTIONALIZING A DRUG-FREE WORKPLACE IN THE PROVINCE OF NEGROS OCCIDENTAL AND APPROPRIATING FUNDS FOR THE IMPLEMENTATION THEREOF

WHEREAS, Executive Order No. 66, Series of 2018, issued by President Rodrigo Roa Duterte, calls for the institutionalization of the Philippine Anti – Illegal Drugs Strategy, which outlines the balanced efforts of the government to strengthen the campaign against illegal drugs and contribute to international efforts to counter the worldwide illegal drug problem;

WHEREAS, Section 4 of the Executive Order provides that all local government units shall adopt their respective Drug – Free Workplace Programs and conduct authorized drug testing among their respective officials and personnel in accordance with the provisions of Republic Act No. 9165 or the Comprehensive Dangerous Drugs Act of 2002, as amended;

WHEREAS, Regulation No. 13, Series of 2018 issued by the Dangerous Drugs Board mandates the creation of Drug – Free Workplace policies in all government offices, especially local government units, including the conduct of authorized drug testing to ensure that all public officers remain drug-free and that the general public be assured of effective and efficient service from the government;

NOW THEREFORE, BE IT ORDAINED by the SangguniangPanlalawigan of the Province of Negros Occidental, in its regular session assembled that:

Section 1. SHORT TITLE – This Ordinance shall be known as the “Drug – Free Workplace Policy in the Province of Negros Occidental”.



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Section 2. OBJECTIVE – This Ordinance aims to ensure that all public officers and personnel of the province, both elective and appointive, remain drug free in order to continuously provide effective and efficient service to the people.

Section 3. SCOPE – This Ordinance covers all elective and appointive public officers and personnel of the Province of Negros Occidental. Contract of Service and Job Order workers are also covered by the provisions of this Ordinance. The Local Chief Executive shall ensure that this Ordinance shall be properly disseminated to all offices of the local government unit.

Section 4. DEFINITION OF TERMS – The following terms are defined:

- a. **Authorized Drug Testing** – the testing done by any government forensic laboratory or a drug testing laboratory accredited by the Department of Health. It shall employ, among others, two (2) testing methods, the screening test, which will determine the positive test result as well as the type of drug used, and the confirmatory test, which shall confirm a positive screening test.
- b. **Challenge Test** – a drug test conducted as a result of a challenge filed by a public officer who tested positive for drug use in a confirmatory test in an authorized drug testing activity.
- c. **Confirmatory Test** – an analytical test using a device, tool or equipment with a different chemical or physical principle that is more specific which will validate and confirm the result of the screening test.
- d. **Dangerous Drugs** – include those listed in the Schedules annexed to the 1961 Single Convention on Narcotic Drugs, as amended by the 1972 Protocol, and in the Schedules annexed to the 1971 Single Convention on Psychotropic Substances as enumerated in the attached annex which is an integral part of Republic Act No. 9165 or the Comprehensive Dangerous Drugs Act of 2002, as amended (the "Act").
- e. **Drug Dependency Examination** – refers to the examination conducted by a physician accredited by the DOH to evaluate the extent of drug use of a person and to determine whether he/she is a drug dependent or not, which includes history taking, intake interview, determination of criteria for drug dependency, mental and physical status, and the detection of dangerous drugs in body specimens through laboratory procedures.
- f. **Employee Assistance Program** – a program that offers assistance to government officials or employees who have alcohol or drug-related issues and problems that may affect work performance. It shall be jointly implemented by the agency, the employees, and employees' union.
- g. **Mandatory Drug Testing** – compulsory submission of a public officer or prospective employee to drug testing as mandated by this Ordinance.
- h. **Random Drug Testing** – drug testing where the selection process results in equal probability that any employee from a group of employees will be tested, and without any prior notice of the date and venue.
- i. **Screening Test** – a rapid drug test performed to establish potential or presumptive positive result. It refers to the immunoassay test to eliminate a "negative" specimen, i.e. one without the presence of dangerous drugs, from further consideration and to identify the presumptively positive specimen that requires confirmatory test.

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Section 5. ESTABLISHMENT OF THE DRUG – FREE WORKPLACE COMMITTEE – There shall be a Drug – Free Workplace Committee which shall ensure the proper implementation and dissemination of this Ordinance. The Committee shall be composed of the following:

- a. The Provincial Governor
- b. The Provincial Human Resource Management Officer or his/her Duly Authorized Representative;
- c. The Provincial Health Officer or his/her Duly Authorized Representative;
- d. Head of the Employees Union or his/her Duly Authorized Representative; and
- e. The Action Officer of the Provincial Anti – Drug Abuse Council.

Section 6. ESTABLISHMENT OF AN ASSESSMENT TEAM – There shall be an Assessment Team to be created by the Honorable Governor which shall assist in the conduct of substance abuse awareness and prevention programs and implement the Employee Assistance Program for personnel who wish to undergo drug use intervention. It shall be composed of personnel with educational and training background on medicine, psychology, social work, and human resources administration.

Section 7. ASPECTS OF THE DRUG – FREE WORKPLACE POLICY.

- a. **Pre – Employment Drug Testing** – Mandatory drug testing shall remain an essential requirement for entry into government service. Any applicant found positive for drug use shall be denied entry to government service.
- b. **Substance Abuse Awareness and Prevention Programs**– The Assessment Team shall initiate and implement these programs to ensure that personnel are properly informed on the evils of drug use, including its physical, mental, social, and legal implications.
- c. **Authorized Drug Testing**–The Drug Free Workplace Committee and / or the Assessment Team shall implement a random selection procedure in order to determine personnel who shall undergo drug testing.
- d. **Employee Assistance Program** – Any personnel, *prior to the conduct of Authorized Drug Testing*, may seek intervention through the Employee Assistance Program, which shall provide referrals and additional services to the personnel concerned. A drug dependency examination shall be conducted in order to determine the level of Substance Use Disorder and the applicable intervention. This Program shall not apply to personnel who are found to be positive for drug use *after* the conduct of confirmatory drug test in an Authorized Drug Testing activity.

Section 8. GUIDELINES IN THE CONDUCT OF AUTHORIZED DRUG TESTING.

- a. The Honorable Governor, in consultation with the Drug Free Workplace Committee, shall determine the frequency and dates for the conduct of an authorized drug testing activity. Information relating to frequency and dates relating to drug testing shall be treated with utmost confidentiality.
- b. Personnel selected to undergo drug testing shall immediately report to the Governor, the Drug Free Workplace Committee, and the Assessment Team. Personnel who, without any justifiable reason, fail to report for drug testing shall be sanctioned.
- c. Authorized Drug Testing shall be conducted only by a drug testing laboratory accredited by the Department of Health (DOH).
- d. In case of negative drug test result, no further action is needed.

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- e. Upon discovery that a urine sample tested positive for use of dangerous drugs after confirmatory testing, the result shall immediately be made known to the Governor, who shall notify the public officer concerned. The public officer shall have fifteen (15) days from receipt of notice to challenge the result of the confirmatory test. Using the same specimen, a challenge test shall be conducted by a drug testing laboratory accredited by the DOH. All expenses incurred in the conduct of the challenge test shall be borne by the concerned public officer.
- f. A positive drug test result from the challenge test is deemed final and the public officer shall be subjected to administrative proceedings. Failure to file a challenge within the prescribed period shall make the positive drug test result from the confirmatory drug test final. The Agency shall then take the appropriate action.
- g. All drug test results and records shall be strictly confidential, and shall be attached to the 201 File of all officials and employees of the Province of Negros Occidental.

Section 9. ADMINISTRATIVE SANCTIONS

- a. An appointive public officer who refuses, without any valid reason, to submit himself/herself to authorized drug testing, or is found positive for drug use after the conduct of a confirmatory test in an authorized drug testing activity shall be charged with the administrative offense of Grave Misconduct.
- b. Any elective public officer who refuses, without any valid reason, to submit himself/herself to authorized drug testing, or is found positive for drug use after the conduct of a confirmatory test in an authorized drug testing activity shall be subject to disciplinary action for misconduct in office pursuant to Section 60 of the Local Government Code and Article 124 (3) of the Implementing Rules and Regulations of the Local Government Code.
- c. Any public officer found to have tampered the result of a drug test, interfered with the conduct of the drug test or in the release of drug test results, or violated rules of confidentiality of records shall be charged with the administrative offense of Grave Misconduct without prejudice to the filing of a case for violation of Section 32, Article II of the Act.
- d. Any public officer who violated the provisions of Article II of the Dangerous Drugs Act shall be charged with the administrative offense of Grave Misconduct or face disciplinary sanction under Section 60 of the Local Government Code, as the case may be, without prejudice to the filing of criminal charges under the Act and other relevant laws.

Section 10. FUNDING – Funds allocated for the implementation of this Ordinance shall be chargeable against the General Fund of the Province of Negros Occidental.

Section 11. REPORTING – The Governor shall ensure that a copy of this Ordinance shall be communicated to the Dangerous Drugs Board and the Department of the Interior and Local Government for information. Thereafter, the Governor shall also report to said agencies the conduct of authorized drug testing and provide data as to the number of persons who were subjected to drug testing, the number of persons found positive for drug use, and the action undertaken by the Local Chief Executive on persons found positive for drug use.

Section 12. SEPARABILITY CLAUSE – If any part or provision of this Ordinance is held invalid or unconstitutional, other provisions not affected thereby shall remain in force and effect.

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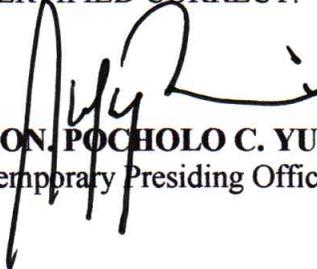
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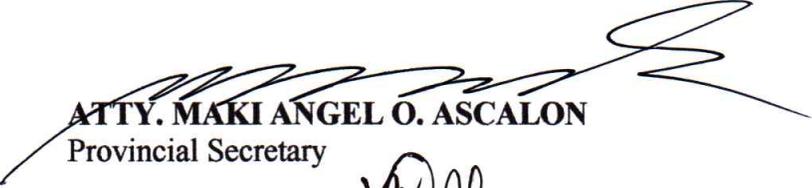
Section 13. EFFECTIVITY CLAUSE. This Ordinance shall take effect immediately upon approval hereof.

ADOPTED UNANIMOUSLY. November 8, 2022

CERTIFIED CORRECT:


HON. POCHOLO C. YUVIENCO
Temporary Presiding Officer

ATTESTED:


ATTY. MAKI ANGEL O. ASCALON
Provincial Secretary

APPROVED:


HON. JEFFREY P. FERRER
Acting Governor

Date: NOV 21 2022 

Note: The Presiding Officer Pro Tempore, Hon. Manuel Frederick O. Ko, relinquished his chair in favor of Hon. Pocholo C. Yuvienco to be the Temporary Presiding Officer.