



Republika ng Pilipinas
NATIONAL COUNCIL ON DISABILITY AFFAIRS

**BOARD RESOLUTION NO. 5
SERIES OF 2024**

**APPROVAL OF THE RECOMMENDED TOP APPLICANT FOR THE POSITION OF
INFORMATION OFFICER V**

WHEREAS, Section 7, Rule III of the 2017 Omnibus Rules on Appointments and Other Human Resources Actions (2017 ORAOHRA), titled Procedures in the Preparation of Appointments states that “Vacant positions to be filled shall be published and posted in at least three (3) conspicuous places for a period of at least the (10) calendar days for national government agencies (NGAs), state universities and colleges (SUCs) , and government-owned or controlled corporations (GOCCs) with original charters in accordance with RA No. 7041 and its implementing guidelines, and not less than fifteen (15) calendar days for local government units pursuant to Section 80 (a), Title Three, Book I, RA No. 7160, and Rule VII hereof.”

WHEREAS, Section 7 of Executive Order No. 709 provides that the Board shall have a Secretariat which will provide the machinery to coordinate functions, organize services, monitor policies and plans and evaluate the implementation of programs and services for persons with disabilities as may be required by the Board in the exercise of its functions. It shall be headed by an Executive Director, who shall be appointed by the Chairperson upon the favorable recommendation of the Board. The Chairperson shall also appoint the other officers and staff of the Secretariat upon the favorable recommendation of the Board

WHEREAS, the thirteen (13) out of the sixty-one (61) plantilla positions or twenty-one percent (21%) is currently vacant, emphasizing the need to fill the said positions.

WHEREAS, after thorough search for the most qualified applicants for Information Officer V, the Secretariat is endorsing the lone qualified applicant in consideration of his qualifications to the position applied for namely:

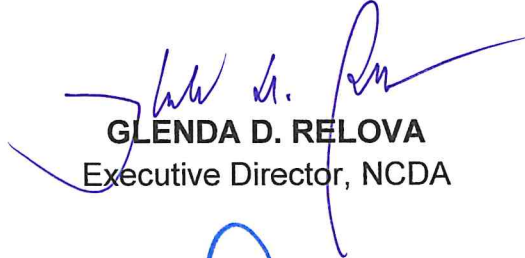
Information Officer V

1. Mark Anthony B. Inocencio

NOW THEREFORE, RESOLVED, as it is hereby resolved, that in view of the favorable recommendation of NCDA Governing Board, the NCDA Secretariat through its HRMPSB endorses the top applicant for the position Information Officer V, of the National Council on Disability Affairs.

RESOLVED FURTHER, that the NCDA Chairperson and the NCDA Executive Director shall be duly authorized to sign this Resolution for and on behalf of the NCDA Governing Board.

APPROVED held this _____ day of _____ 2024 via *ad referendum*.



GLEND A. RELOVA
Executive Director, NCDA



REX GATCHALIAN,
DSWD Secretary & Chairperson, NCDA
12 NOV 2024



CERTIFICATION

This is to certify that:

1. The National Council on Disability Affairs (NCDA) is composed of the Governing Board and a Secretariat Office;
2. The NCDA Secretariat holds office at the NCDA Building Isidora St. Brgy. Holy Spirit, Quezon City;
3. I am presently the Board Secretary of the NCDA Secretariat Office;
4. I am the custodian of the records of the NCDA Governing Board, including the Minutes of Meetings and Resolutions;
5. NCDA Board Resolution No. 5 Series of 2024 entitled "Approval of The Recommended Top Applicant For The Position Of Information Officer V " was unanimously approved and adopted;
6. The foregoing resolution has been signed by NCDA Executive Director Glenda D. Relova and NCDA Chairperson and DSWD Secretary Rex Gatchalian upon authority of the NCDA Governing Board Members;
7. The aforesaid resolution has not been altered, modified nor revoked and the same is now in full force and effect;
8. I am executing this Certification for whatever legitimate purpose this may serve.

IN WITNESS WHEREOF, I have hereunto affixed my signature this ____ day of _____
2024, Quezon City.


PRECIOUS KEITCH P. HORVIDALLA
Board Secretary III
NCDA Secretariat Office