

1. The CADAC Secretariat shall submit all quarterly reports to the PADAC not later than the 10th day of the ensuing quarter; copy furnished the Local Peace and Order Council and DILG Field Office.

For the Period	Deadline of Submission
1 st Quarter	Not later than the 10 th day of April
2 nd Quarter	Not later than the 10 th day of July
3 rd Quarter	Not later than the 10 th day of October
4 th Quarter	Not later than the 10 th day of January of the ensuing year

Section 3. Performance Indicators. The performance of the BCADAC shall be measured based on the effectiveness and efficiency indicators, to wit:

a. Functionality Indicators

Indicators	Mode of Verification	Points
Creation/ Reorganization of ADAC	Executive Order	10
Allocation of substantial amount as indicated in the ADAC Plan	Approved LADPA as included in the POPS Plan	15
Implementation of plans and programs	Submission of quarterly accomplishment reports to higher ADAC, copy furnished to POC & DILG	40
Support to ADAC's in component LGUs	Executive Order containing support for component ADACs POPS Plan (LADPA)	20
Conduct of quarterly meetings	Minutes of the meetings	10
Innovations (e.g. Establishment of one-stop shop facilities)	Reports/certifications	5

b. Level of Functionality

Level of functionality	Rating
High	85-100 points
Moderate	51-84 points
Low	50 points and below

Section 4. Monitoring. In monitoring the performance of Local Anti-Drug Abuse Councils in the Barangay, the BCADAC shall adopt the Integrated Drug Monitoring Reporting Information System or IDMRIS, a tool and database which can deliver the following proficiencies:

a. Functions:

1. Collect, manage and analyze data and information on drug abuse prevention;
2. Monitor the implementation of anti-drug policies and programs of different national agencies, local government units and partner groups and organizations;
3. Serve as venue for reporting drug abuse prevention and control programs for program implementers; and
4. Provide integrated, accurate, and sufficient data and information that will help for evaluation of drug prevention and control efforts.
5. Ensure functionality of Barangay LADACs (BADAC), the KK2DAT program of the youth sector, and the implementation of all anti-illegal drug-related programs, activities and operations in the barangay level.

Section 5. Barangay Anti-Drug Abuse Councils or LADAC's. Every Barangay in the City shall establish its own Local Anti-Drug Abuse Councils. The BADAC's perform the following tasks:

1. Activate, strengthen, and ensure the functionality of the BADAC;
2. Approve a Comprehensive Local Anti-Drug Plan of Action (LADPA) to eliminate drug affectation with corresponding targets per quarter, as included in the Local POPS Plan such as, but not limited to:
 - a. Capacity development programs for all stakeholders through prevention education, drug clearing operations, rehabilitation programs, reformation program;
 - b. Advocacy programs on the effects and legal consequences of illegal drugs, role of family and the youth in the fight against illegal drugs, among others.
3. Appropriate a substantial amount of funds for anti-illegal drug-related programs, activities, and operations;

Section 6. Oversight Functions. The BCADAC shall exercise oversight function over the implementation of all drug-related ordinances and issuances. It shall also exercise direct supervision and coordination over the establishment, creation, operation and implementation of anti-drug abuse programs and activities of the ninety-two (92) barangays to ensure that the appropriate anti-drug abuse programs and plans are implemented at the community level.

Section 7. Information Dissemination. The BCADAC shall closely coordinate with the Baybay City Information Office, the Sangguniang Kabataan of the city and the Department of Education in the conduct of all information and educational campaigns against illegal drugs.

ARTICLE V DRUG TREATMENT, REHABILITATION AND CONFINEMENT

Section 1. Treatment and Rehabilitation. Treatment and rehabilitation of drug dependents on compulsory basis shall be done at the BAHAY SILANGAN, while those on voluntary basis are treated at the Day-Time Therapeutic Center.

Section 2. Objectives and Responsibilities. The primary aim of Bahay Silangan and the Day-time Therapeutic Center, being the crucial arms of the city in the treatment and rehabilitation of drug users, is to act as a change agent in influencing drug dependents back to the folds of the law and to become responsible and productive members of the community. Specifically, both Bahay Silangan and the Day-Time Therapeutic Center aim to:

1. To help drug dependents via the therapeutic community-based approach as the mode of treatment;
2. To equip their patients with the basic education and skills necessary for them to become productive members of the community;
3. To educate and empower families in co-dependency practices so that they can become a powerful tool in mitigating the drug problem in the community; and
4. To provide continuing personnel development program to the centers' rehabilitation practitioners to make them more effective in their jobs.

Section 3. Budget. The funds to finance the operation of Bahay Silangan and the Day-Time Therapeutic Center shall be made part of the annual budget of the city and its management and disbursement must be approved by the chairman of the BCADAC.

Section 4. Reporting System. The heads/administrators of both Bahay Silangan and the Day-Time Therapeutic Center shall prepare and submit a regular quarterly report to the BCADAC on the status of its operations, state of health and the progress of their clientele, including financial reports. In addition, where it is practicable, both centers may submit an annual report to BCADAC, as an aid in the policy of policy making functions.

Section 5. Voluntary Confinement. A drug dependent may by himself or herself or through his/her family to within the 4th degree of consanguinity or affinity apply to the Day-Time Therapeutic Center (D-TTC) for treatment and rehabilitation for a period of not less than six (6) months. The D-TTC head shall make available to the BCADAC periodic status reports on the drug dependents under their care and may recommend for their discharge or extension of treatment.

Section 6. Compulsory Confinement of Drug Dependents. A person charged in court for drug dependency shall submit himself/herself to compulsory treatment and rehabilitation to the Bahay Silangan facility that is managed and administered by the PDEA upon the lawful order of the court where his/her case is being heard. The management/administration of Bahay Silangan is required to submit a written report of the progress of the patients under treatment and rehabilitation to the court every four (4) months, copy furnished the BCADAC. If the patient is deemed to have been rehabilitated, as certified to by Bahay Silangan, he/she shall be returned to the court which ordered the commitment for the patient's discharge.

Thereafter, the patient's prosecution for any offense by law shall continue or be instituted, as the case maybe. In case of conviction, the judgement may indicate that the patient maybe given full credit for the period he/she is confined at the facility, if the treatment center certifies to the patient's good behavior.

Section 7. Requisites for Confinement and Rehabilitation. To qualify for confinement at either of the drug treatment centers of the city, the following certified and verified documents are necessary:

1. Sworn statement of drug dependency and signed waiver for voluntary treatment at the D-TTC;
2. Those caught in flagrante or are charged in court for violation of drug dependency laws shall be subjected to compulsory confinement and treatment at the Bahay Silangan;
3. Certification from the Punong Barangay that the person is a resident;
4. Any of these identification cards for proper verification:
 - a. Office/school/postal ID
 - b. Driver's license
 - c. Passport
 - d. Voter's ID
 - e. NSO copy of birth certificate

Section 8. Plea Bargain Framework. In cases where plea bargaining is allowed, Bahay Silangan shall provide for the drug dependency test and drug testing to all accused who are residents of Baybay City who avail of this framework provided that the regional trial court issues such an order to Bahay Silangan. For the drug dependency and mental status examination, the Baybay City BJMP shall bring those accused, upon order of the RTC, to any accredited examination centers in the province of Leyte.

Section 9. Confidentiality of Records. The records of a drug dependent undergoing treatment and rehabilitation and discharged from the treatment centers of the city shall be kept confidential and may not be used against them for any purpose.

ARTICLE VI DRUG TESTING LABORATORY

Section 1. Drug Testing Laboratory. The drug testing laboratory tasked to process the drug test requirements of the City shall be the Baybay City Medical and Diagnostic Center (BCMDC). Other drug testing laboratories may also be allowed to operate after complying with existing laws, rules and regulations.

Section 2. Accreditation. The administration of the BCMDC is tasked to make sure of the accreditation of this laboratory with the Department of Health. All other drug testing laboratories are required to have its accreditation.

ARTICLE VII DRUG FREE WORKPLACES, SCHOOLS AND COMMUNITY

A. CITY GOVERNMENT OF BAYBAY

Section 1. Coverage. All officials and employees of the of the local government unit (LGU) of the City of Baybay and the ninety-two (92) barangays without distinction as to rank and employment status are covered under this code.

Section 2. Mandatory Drug Testing. Drug testing shall be mandatory on all the officers and employees of the LGU under the following cases:

1. Pre-employment
2. History of drug abuse
3. Detention by the police and the filing of charges in court for drug related cases
4. Promotion
5. Employees reporting for work after undergoing treatment and rehabilitation

Section 3. Random Drug Testing. Random drug tests shall also be done at any time on any or all employees of the LGU without prior notice. The BCADAC shall formulate a system or selection process for this purpose.

Section 4. Random Drug Test Procedures. In conducting the random drug tests, the following procedures shall apply:

1. The BCADAC shall notify the selected employees or officials to report to the city health office (CHO), an officer of which, shall accompany them to where the test shall be conducted;
2. Immediately, the selected employees or officials must report to the CHO; and
3. The tests shall be conducted by any drug testing laboratories accredited by either the city of DOH. The screening test shall be done in the following manner:
 - i. The selected employee shall fill-up and sign the consent and chain of custody form issued to them.
 - ii. The urine specimen bottles must be properly labelled as to the name, ID number, employment data, position and date and the time when sample was taken.
 - iii. The taking of the urine sample must be done in a secure area where manipulation is not possible.
 - iv. Urine samples tested positive for the screening tests shall properly labelled and kept separate from those tested negatives.
 - v. Urine samples tested positive must be submitted for confirmatory testing to a laboratory having that confirmatory capability, after which the urine sample shall be kept secure in case challenges questioning the result are raised.