



Republic of the Philippines  
**DEPARTMENT OF FINANCE**

Roxas Boulevard Corner Pablo Ocampo, Sr. Street  
Manila 1004

DEPARTMENT ORDER NO. 071 .2019

Pursuant to Republic Act 7877 (otherwise known as the Anti-Sexual Harassment Act of 1995), the DOF Committee on Decorum and Investigation of Sexual Harassment Cases is hereby constituted as follows:

**Chairperson** : **Director Emee I. Macabales**  
Revenue Office  
(*Representative from the management*)

**Members** : **Melquiades D.C. Castillo**  
President, DOFPEA  
(*Representative from the accredited union*)

**Venida M. Valdez**  
Revenue Integrity Protection Service  
(*Representative from the second-level employees*)

**Aileen Marie C. Mutiangpili**  
Central Management Information Office  
(*Representative from the first-level employees*)

The DOF Committee on Decorum and Investigation (CODI) shall perform the following functions:

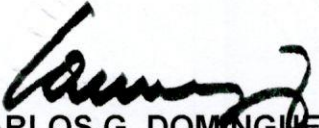
- a. Receive complaints of sexual harassment;
- b. Investigate sexual harassment complaints in accordance with the prescribed procedure;
- c. Submit a report of its findings with the corresponding recommendation to the disciplining authority for decision; and
- d. Lead in the conduct of discussions about sexual harassment within the agency or institution to increase understanding and prevent incidents of sexual harassment.

The members of the DOF Committee on Decorum and Investigation (CODI) shall have a tenure of two years and shall formulate such rules and other matters pertaining to the functions of the CODI not otherwise provided in the DOF Administrative Disciplinary Rules on Sexual Harassment Cases.

The Human Resource Management and Development Division shall act as the Secretariat of the Committee.

This Order shall take effect immediately and all concerned shall be guided accordingly.



  
CARLOS G. DOMINGUEZ  
Secretary  
SEP 24 2019