

[EXECUTIVE ORDER NO. 34, July 27, 1966]

PROVIDING FOR THE IMPLEMENTING DETAILS FOR REPUBLIC ACT NO. 3814, CREATING THE BUREAU OF DENTAL HEALTH SERVICES

Pursuant to the powers vested in me by Republic Act No. 3814, and upon recommendation of the Secretary of health, I, FERDINAND E. MARCOS, President of the Philippines, do hereby promulgate the following implementing details to govern the organization, powers, duties and functions of the Bureau of Dental Health Services:

Section 1. The organization, functions and operation of the Bureau of Dental Health Services shall be in accordance with the provisions of Republic Act No. 3814 and these implementing details.

Section 2. The Bureau of Dental health Services shall consist of the following offices and divisions:

- (a) Office of the Director
- (b) Administrative Division
- (c) Research, Standards and Statistics Division
- (d) Rural Dental Health division
- (e) Industrial Dental health Division
- (f) Hospital, Puericulture, Charity Health Center Dental Health Division
- (g) Such other Divisions as may be deemed necessary in the interest of the public dental health.

Section 3. The functions of the Director of Dental Health Services shall, among other things, consist of the following:

- a. Develop, direct, coordinate and evaluate ail dental public health progress in the Philippines except those mentioned in Section 2 (a) of Republic Act No. 3814.
- b. Formulate and execute policies, standards, regulations and schedules for the operation of the Bureau.
- c. Coordinate and maintain liaison with other government, private, civic and professional agencies to insure adequate standard of dental services.
- d. Prepare and recommend to the Secretary of Health the annual budget proposal for the Bureau of Dental Health Services.

- e. Submit annual report on dental health program and activities of the Secretary of Health.
- f. Assist in the administration of a continuous career development program for all personnel of the Bureau.

Section 4. The functions of the Administrative Division of the Bureau of Dental Health Services shall, among other things, consist of the following:

- a. Plan, supervise and coordinate general clerical functions, personnel administration, budget preparation and control, and general services activities.
- b. Implement administrative policies and decisions on routine employee relations, problems and conflicts.
- c. Issue office orders, circulars and memorandum for the guidance of employees on office practice, procedures and regulations.
- d. Institute administrative investigations against erring employees and make appropriate recommendations for disciplinary action against them.

Section 5. The functions of the Research, Standard and Statistics Division of the Bureau of Dental Health Services shall, among other things, consist of the following:

- a. Formulate policies and plans pertaining to all types of dental research activities and studies on the prevention and control of dental diseases; setting up of professional standards; and the collection and analysis of dental statistical information.
- b. Plan, develop, recommend and/or implement dental research studies; professional standards pertaining to type and quality of staff, facilities, equipment and supplies requirements; a systematic procedure for the collection, analysis and reporting of required dental statistical information; evaluation procedures; and technical training programs.
- c. Make available results of research activities and dental statistical data.
- d. Maintain liaison with other pertinent units and agencies relating to research, standard and statistics.

Section 6. The functions of the Rural Dental Health Division of the Bureau of Dental Health Services shall, among other things, consist of the following:

- a. In coordination with allied health agencies, to plan, direct, supervise and evaluate the rural dental health program.