



Republic of the Philippines  
PROVINCE OF NUEVA ECIA  
Municipality of Gabaldon  
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OFFICE OF THE MUNICIPAL MAYOR  
gabnecija\_50@yahoo.com

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## EXECUTIVE ORDER NO. 06s. 2013

### DESIGNATION OF MR. CRUSITO DL. DELA CRUZ, MUNICIPAL ADMINISTRATOR, AS A FOCAL PERSON FOR VOLUNTEER AND CITIZENSHIP PROGRAM OF GABALDON, NUEVA ECIA

**WHEREAS**, the Hon. Mar Roxas, Secretary, Department of the Interior and Local Government, issued Memorandum Circular 2013-27 regarding the framework of Volunteer and Citizenship Program that needed to follow by all concerned government agencies;

**WHEREAS**, the designation of focal person for Volunteer and Citizenship Program is imperative for this municipality to strengthen people's participation and volunteerism on various programs and services of this Local Government Unit and other agencies for the benefit of our constituents, foreign and local visitors/tourists;

**WHEREAS**, volunteerism is a noble act that could enhance if this LGU designates focal person that has a direct participation on volunteerism, acclimated to different government agencies, POs, NGOs, Religious Sectors and skillful on doing supplemental assignments;

**NOW THEREFORE, I, ROLANDO S. BUE**, Municipal Mayor of Gabaldon, Province of Nueva Ecija, by virtue of the powers vested in me by existing and applicable laws do hereby order the following;

**SECTION I.** Designating Mr. Crusito Dl. Dela Cruz, Municipal Administrator, as a focal person for Volunteer and Citizenship Program of this municipality.

#### **SECTION II. ROLES AND RESPONSIBILITIES**

1. Designate a focal person on VCP;
2. Conduct IEC campaign on the VCP at the local level;
3. Implement matching of volunteers with the existing demands or gaps at the local governments based on the capacity development agenda;
4. Maintain a profile and database of locally available volunteers;
5. Provide office space and equipment for the VCP desk person to implement VCP programs and activities;
6. Send participants to the orientation and capacity building programs of the LGA and DILG-LGRRCs on the VCP;
7. Provide available resources to implement VCP programs and activities;
8. Encourage local companies to set up volunteer program as part of their corporate social responsibility (CSR);
9. Provide standard criteria on the selection of individual volunteer or group;
10. Provide allowances and incentives, as far as practicable, to volunteer/s assigned in this locality.
11. Monitor and asses volunteer/s performance.

**SECTION III. EFFECTIVITY.** This EO shall take effect immediately.

Done this 25<sup>th</sup> day of April 2013 here at LGU Gabaldon, Nueva Ecija.

**ROLANDO S. BUE**  
Municipal Mayor