



Republic of the Philippines  
PROVINCE OF NUEVA ECIA  
Municipality of Gabaldon  
-00000-  
OFFICE OF THE MUNICIPAL MAYOR  
gabnecija\_50@yahoo.com

**EXECUTIVE ORDER NO. 10 s.2016**  
**REORGANIZING LOCAL GOVERNANCE TRANSITION TEAM**  
**OF THE MUNICIPALITY OF GABALDON NUEVA ECIA**

**WHEREAS**, the Hon. Mar Roxas, Former Secretary, Department of the Interior and Local Government, issued Memorandum Circular 2013-33 enjoining the Local Chief Executive to create Local Governance Transition Team:

**WHEREAS**, the reorganization of the Local Governance Transition Team is significant and necessary for the continuity of local governance and it will ensure the effective turnover to the newly elected or re-elected local government officials on June 30, 2016;

**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.** Reorganizing the **LOCAL GOVERNANCE TRANSITION TEAM**. The LGTT shall be composed of the following:

**HON. ROLANDO S. BUE**

Municipal Mayor  
Chairman

**MR. CELESTINO G. MANGULABNAN**

MPDC  
Vice Chairman

**MEMBERS**

Mr. Crusito DL. Dela Cruz	Municipal Administrator
Mr. Alex M. Arimbuyutan	Municipal Treasurer
Mr. Henry M. Marron	Municipal Assessor
Mr. Ferdinand G. Cunanan, Sr.	OIC-Municipal Budget Officer
Mrs. Farrah Olive S. Alvaran	Municipal Accountant
Mrs. Fe I. Joaquin	Municipal Civil Registrar Officer
Mrs. Miraflor L. Santos	Mun. Social Welfare and Dev't. Officer
Mr. Rogelio V. Figuracion	Municipal Agriculture Officer
Engr. Manuel M. Cabungcal Jr.	Municipal Engineer
Dr. Jose R. Magno Jr.	Municipal Health Officer
Mr. Wenifredo A. Songco	Mun. Environment and Natural Resources Officer
Mrs. Rosalie D. Lulunan	MLGOO-V
Mr. Hormelo Patoc	Municipal Agrarian Reform Officer, OIC
Mrs. Alicia DG. Corpuz	SB Secretary
Mr. Alfredo I. Miguel	Municipal Nutrition Action Officer
Mr. Ferdinand G. Cunanan	Human Resource and Management Officer
Ms. Amipola O. Manal	State Auditor III
Mr. Jose M. Martinez	Chairman, Gabaldon Van Transport Cooperative (PO Representative)

**SECTION II. RESPONSIBILITIES OF THE LOCAL GOVERNANCE TRANSITION TEAM.**

- a. Conduct an inventory of
  - (1.) All real or immovable properties of this Local Government Unit such as land, buildings, infrastructure facilities and improvements and machineries; and
  - (2.) All movable properties of the LGU such as vehicles, office equipment, furniture, fixtures and supply stocks.
- b. Assemble all documents or records such as, but not limited to the following:
  - (1) CY 2015/January-June2016 State of Local Governance Performance Report.
  - (2) CY 2015/January-June2016 State of Local Development Report.
  - (3) CY 2015/January-June2016 Financial Performance Report.
  - (4) CY 2015 COA Report.
  - (5) Contracts and Loan agreements, if any.
  - (6) Comprehensive Development Plan.
  - (7) Local Development Investment Plan.
  - (8) CY 2016 Annual Investment Plan.
  - (9) Comprehensive Land Use or Physical Framework Plan.
  - (10)Capability Development Agenda.
  - (11)Executive-Legislative Agenda.
  - (12)Organizational Structure.
  - (13)Inventory of Personnel by Nature of Appointment.
  - (14)Executive Orders and;
  - (15)Full Disclosure Policy
    - 15.1 CY 2016 Annual Budget, and Supplemental Budget.
    - 15.2 CY 2015 Statement of Debt Service.
    - 15.3 CY 2015 Statement of Receipts and Expenditures.
    - 15.4 CY 2016 Annual Procurement Plan or Procurement List.
    - 15.5 CY 2015 Annual GAD Accomplishment Report.
    - 15.6 Quarterly Statement of Cash Flow (1<sup>st</sup> Quarter).
    - 15.7 Items to BID (1<sup>st</sup> Quarter).
    - 15.8 BID Results on Civil Works, Goods and Services and Consulting Services (1<sup>st</sup> Quarter).
    - 15.9 Abstract of BIDS as Calculated (1<sup>st</sup> Quarter).
    - 15.10 CY 2016 Special Education Fund Income and Expenditure Estimates.
    - 15.11 Report of SEF Utilization (1<sup>st</sup> Quarter).
    - 15.12 Trust Fund (PDAF) Utilization (1<sup>st</sup> Quarter).
    - 15.13 20% Component of IRA Utilization (1<sup>st</sup> Quarter) and;
    - 15.14 Report of Local Disaster Risk Reduction and Management Fund Utilization (1<sup>st</sup> Quarter).
- c. Turn-over of accountabilities using prescribed forms.
- d. Organize a turn-over ceremony, to include a briefing on the State of Performance, State of Development, Financial Performance and key challenges to the incoming set of elected local officials.
- e. Ensure the accomplishment and submission of Elective Local Official Personal Data Sheet (ELOPDS) and submit the same not later than July 8, 2016 to Human Resource Management Office, Office of the Sanggunian Bayan and DILG Field Office.

**SECTION III. LOCAL GOVERNANCE TRANSITION TEAM MEETING.**

The meeting and the conduct of work assignment shall be scheduled by the chairman.

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

Done this 7<sup>th</sup> day of April 2016 here at LGU Gabaldon, Nueva Ecija.

**ROLANDO S. BUE**  
Municipal Mayor