



Republic of the Philippines  
PROVINCE OF NUEVA ECIA  
Municipality of Gabaldon  
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**OFFICE OF THE MUNICIPAL MAYOR**  
[gabnecija\\_50@yahoo.com](mailto:gabnecija_50@yahoo.com)

**EXECUTIVE ORDER NO. 2018-06**  
**COMPOSITION OF MUNICIPAL AUDIT AND TRANSITION TEAM (MATT)**

**WHEREAS**, pursuant to basic assumption embodied in DILG Memorandum Circular No. 2018-12, dated February 01, 2018 pertaining to the Conduct of Inventory and Turnover of all Barangay Properties, Financial Records, Documents (BPFRD's) and Money Accountabilities by all incumbent Barangay Officials in the municipality, the following personnel are hereby directed to be members of the Municipal Audit and Transition Team (MATT) to wit:

Chairperson	-	<b>MRS. FARRAH OLIVE SA. ALVARAN</b> Municipal Accountant
Members	-	<b>MRS. ROSALIE LULUNAN</b> MLGOO <b>HON. ANDY D. MERADIOS</b> ABC President <b>MRS. ADELAIDA G. GARCIA</b> Bookbinder-II <b>MRS. NIDA D. PONTIGON</b> Bookkeeper-II <b>REV. FR. JOEY ALTO, JR.</b> Parish Priest Saint Paul the Apostle Parish

As such, the Team shall do the following Duties and Functions

- Supervise the Barangay Inventory Team (BIT) in the conduct on inventory and turnover of BPFRD's and money accountabilities;
- Conduct audit, verification and checking of the actual physical count of BPFRD's as against the accomplished Inventory and Turnover Forms prepared and submitted by BIT not later than June 15, 2018;
- Ensure that BPFRD's and money accountabilities assigned or entrusted to by the concerned accountable barangay officials are completely listed and turned over before the conduct of Turnover Ceremony;
- Submit to the Municipal Mayor, Office of the Ombudsman, Commission on Audit and Department of Interior and Local Government the list containing the names of accountable barangay officials, who failed to turnover BPFRD's and money accountabilities, if any, and;
- Assist the Municipal Mayor in ensuring a smooth and orderly transition and the successful conduct of turnover ceremony to the newly elected/re-elected barangay officials.

This Executive Order is issued to ensure the systematic transition from the outgoing Barangay Officials to the incoming Newly Elected or Re-elected Barangay Officials come June 30, 2018.

Decreed this 19<sup>th</sup> day of February 2018 here at LGU Gabaldon, Nueva Ecija.

**ROLANDO S. BUE**  
Municipal Mayor