OFFICIAL RELEASED
SIGNATURE:
DATE: 2/20/23
TIME:

EXECUTIVE ORDER NO. 003 – 2023

AN ORDER CREATING THE SEAL OF GOOD LOCAL GOVERNANCE INCENTIVE FUND (SGLGIF) PROJECT IMPLEMENTATION TEAM AND ITS TECHNICAL WORKING GROUP (TWG) OF THE MUNICIPALITY OF SANTA MARIA, BULACAN.

WHEREAS, The Seal of Good Local Governance Incentive Fund (SGLG Incentive Fund), a Performance Challenge Fund, was institutionalized by virtue of Republic Act No. 11292 otherwise known as the Seal of Good Local Governance Act of 2019, and is a Local Government Development Program managed by the Seal of Good Local Governance Council (hereinafter as the Council), composed of various National Government Agencies (NGAs).

WHEREAS, the SGLG Incentive Fund is a progressive incentive system given to an eligible LGU in the form of a counterpart fund to finance high-impact local development projects prioritized by the LGU, and to further influence and encourage the LGU to deliver public service more effectively;

WHEREAS, through the SGLG Incentive Fund, the LGU is encouraged to promote effective and honest governance through an intensive campaign on full disclosure policy, as the Seal of Good Local Governance is one of the criteria in order for the LGU to be eligible for the SGLG Incentive Fund;

WHEREAS, one of the requirements in availing of the SGLG Incentive Fund is the creation of a Project Implementation Team to facilitate and monitor the implementation of the projects prioritized by the LGU.

NOW THEREFORE, I, BARTOLOME R. RAMOS of the Municipality of Santa Maria by virtue of power vested in me by law and the Constitution do hereby create the SGLGIF Project Implementation Team (SGLGIF-PIT) and its Technical Working Group (TWG) in the Municipality of Santa Maria, Bulacan.

Section 1. CREATION. There shall be created a SGLG Incentive Fund Project Implementing Team to the Municipality of Santa Maria, Bulacan

Section 2. COMPOSITION. The SGLG Incentive Fund Project Implementing Team of the Municipality of Santa Maria, Bulacan shall be composed of the following members:

Chairman	BARTOLOME R. RAMOS
Co-Chairman	PABLO L. JUAN
Members	ENGR. RODELIO A. BERNARDO
	ENGR. CARMELITA G. GUEVARRA
	MANUELA DEL ROSARIO
	ELIZABETH B. MENDOZA
	ELMER B. CLEMENTE
	JAYFIE P. NASARRO

Section 3. FUNCTION, DUTIES AND RESPONSIBILITIES. The SGLG Incentive Fund Project Implementation Team (SGLGIF-PIT) shall have the following function, duties and responsibilities:

1. Ensure that the project implementation abides the provisions on the DILG MC 2023-019 dated January 31, 2023:
2. Facilitate the preparation and submission of all documentary requirements for the release of the SGLG Incentive Fund Subsidy;
3. Assist in the preparation of the project proposal to be submitted to the Chairman of the SGLGIF-PIT for review and approval;
4. Assist in the preparation of the Program of Works, Detailed Cost Estimate and Detailed Engineering Design in case of Infrastructure project;
5. Prepare the project action plan and budget, subject to the approval of the LCE;
6. Determine and approve propose project to be funded by the SGLG Incentive Fund;
7. Monitor the progress and oversee the implementation of the SGLG Incentive fund project;
8. Facilitate the preparation and submission to the DILG Regional Office progress reports of the following:
   a. Monthly Submission of the Statement of Work Accomplished (SWA) every 5th day of the ensuing month
   b. Submission of Statement of Report and Disbursement (SORD, as deemed necessary, when the contractor/administrator issues a progress billing
   c. Reports on projects involving procurement of goods and services.
9. Submit Project Completion Report once project is completed supported with pictorials accompanied by the following:
   a. Certification of Completion
   b. Certificate of Turnover and Acceptance (if project is by contract)
   c. 12 months warranty certificate signed by the Contractor
   d. Final Report of Disbursements duly received and verified by the Local COA;
10. Performs such other functions related to the SGLG Incentive Fund Implementation and management as may be prescribed by competent authorities.

Section 4. MEETINGS. The SGLGIF-PIT shall have its meeting as it may deemed necessary, to discuss, assess, review, and evaluate any matters relative to its function as mentioned hereof.

Section 5. REPEALING CLAUSE. Previous issuance or any portion thereof, which are inconsistent with the provision of this Act are hereby amended, modified, suspended or repealed accordingly.

Section. 6. SEPARABILITY CLAUSE. If any section or provision of this Implementing Rules and Regulation is declared void, ineffective or invalid by a court of competent jurisdiction, the holding of such section or provision to be void or invalid for any cause whatsoever shall in no way affect the validity of the remaining sections and provisions, which shall remain in full force and effect.

Section 7. EFFECTIVITY CLAUSE. This Implementing Rules and Regulation shall take effect immediately upon the date hereof and shall remain in effect until rescinded, repealed or amended.

SO ORDERED.

Done this 20th day of February 2023 at the Municipality of Santa Maria, Bulacan, Philippines.

BARTOLOME R. RAMOS
Municipal Mayor