



Republic of the Philippines
Province of Ilocos Sur
Municipality of San Vicente



OFFICE OF THE MUNICIPAL MAYOR

BAGONG PILIPINAS

Executive Order No. 08
Series of 2024

**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 SAN
VICENTE, ILOCOS SUR**

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

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

WHEREAS, through the SGLG Incentive Fund, LGUs are 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, the Municipality of San Vicente has been conferred with Seal of Good Local Governance (SGLG) FY 2023, and thus, eligible to avail of the SGLG Incentive Fund 20223 subsidy in the amount of One Million Eight Hundred Thousand Pesos (P1,800,000.00);

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, JONAN D. TABANDA, Municipal Mayor of San Vicente, Ilocos Sur, 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 San Vicente, Ilocos Sur.

Section 1. CREATION. There shall be created a SGLG Incentive Fund Project Implementing Team to the Municipality of San Vicente, Ilocos Sur.

Section 2. COMPOSITION. The SGLG Incentive Fund Project Implementing Team of the Municipality of San Vicente shall be composed of the following members:

Chairman : **JONAN D. TABANDA**
Municipal Mayor

Co-Chairman : **ATTY. JOSE C. TABANDA III**
Municipal Vice Mayor

Members : **JOE MAR M. CASTILLO**
Municipal Planning & Development Coordinator

ENGR. JOHN JOSHUA R. RODILLAS
Municipal Engineer

RYAN DENNIS R. RIDON
Budget Officer

ATTY. FATIMA CLARISSE C. ROCERO
Municipal Accountant

MARIUS CLIFFORD R. BILLEDO
Sangguniang Bayan Secretary

LEONELIN P. REYNON
Municipal Local Government Operations Officer

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 2024-006 dated January 18, 2024;
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 progress billing
 - c. Reports on projects involving procurement of goods and services.
9. Submit Project Completion Report once the project is completed supported with pictorials accompanied by the following:
 - a. Certification of Completion
 - b. Certificate of Turnover and Acceptance (if the 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 meetings as it may deem necessary to discuss, assess, review, and evaluate any matters relative to its function as mentioned hereof.

Section 5. REPEALING CLAUSE. Previous issuances or any portion thereof that are inconsistent with the provisions of this Order are hereby amended, modified, suspended or repealed accordingly.

Section. 6. SEPARABILITY CLAUSE. If any section or provision of this Order 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 **22nd** day of **January 2024** in the Municipality of **San Vicente, Ilocos Sur**, Philippines.

JONAN D. TABANDA
Municipal Mayor