



EXECUTIVE ORDER NO. 19
Series of 2024

**AN ORDER AMENDING THE COMPOSITION OF THE UNIFORM COMMITTEE
IN THE CITY OF PANABO**

WHEREAS, the Code of Conduct and Ethical Standards for Public Officials and Employees (R.A. 6713) mandates that public officials and employees shall perform and discharge their duties with professionalism;

WHEREAS, CSC MC No. 19, Series of 2000 prescribes the Revised Dress Code for all Government Officials and Employees in the Workplace;

WHEREAS, the uniform or clothing allowance is granted to all qualified government employees each fiscal year to defray expenses for uniforms, which are the prescribed appropriate attire of employees in the regular performance of their work;

WHEREAS, there shall be official attire or uniform for all officials and employees in the City Government of Panabo, which shall be worn following its assigned schedule;

WHEREAS, there shall be a committee that will set guidelines and facilitate the selection of uniforms for officials and employees of the City Government of Panabo;

WHEREAS, in view of personnel movements, there is a need to amend the composition of the uniform committee as reconstituted under Executive Order No. 39, Series of 2019;

NOW, THEREFORE, I, JOSE E. RELAMPAGOS, City Mayor of Panabo, by virtue of the powers vested in me by law, do hereby order the amendment of the Uniform Committee as reconstituted under Executive Order No. 39, Series of 2019 and further order the following:

SECTION I. COMPOSITION. The composition of the Uniform Committee shall be amended as follows:

Chairperson : JOSIE MARY G. RELAMPAGOS
Executive Assistant IV, CMO

Co-Chairperson : PEDRITO A. MISOLES
City Administrator

Members : JO-ANNE R. CAPUYAN
Executive Assistant III, CMO

JAN MARI G. CAFE
CGDH I, CHRMO

DR. ERANIE PANGILINAN
CGADH I/Acting City Health Officer, CHO

JOVEN M. SEPE
CGDH I, CBO

MYLENE M. HERMOSORA
CGDH I, CAO



LIBERTAD V. REGIS
CGDH I, CCRO

MICHAEL ANGELO A. RESUEÑO
Info. Officer III, CIO-CMO

ALLAN ROY H. GENCIANOS
OIC Tourism Officer

EDWARD A. ALILIN
AO V / PCHGEA President

Secretariat : ANALYN F. ENCARNACION
Private Secretary I, CMO

ELOISA L. LAGROSA
AA, CMO

JERLIE PEREZ
AA, CMO

SECTION 2. FUNCTIONS AND RESPONSIBILITIES. The Uniform Committee shall perform the following functions:

1. Choose the fabric, color and style of office uniform for Panabo City Hall officials and employees in conformity with CSC MC 19, Series of 2000;
2. Canvass and verify the supplier's capacity and experience to produce and supply the required office uniforms to Panabo City Hall employees;
3. Prepare the guidelines for the selection of the uniform designs and materials that will be most appropriate and suitable for the City employees;
4. Discuss all issues and concerns regarding office uniform and/or clothing allowance; and
5. Monitor the implementation of the wearing of the prescribed selected uniforms and resolve issues, which may arise thereafter.

SECTION 3. OPERATIONAL EXPENSES AND FUNDING. All costs pertaining to the operations of the committee shall be taken from available funds of the city, all subject to the usual government accounting and auditing rules and regulations.

SECTION 4. EFFECTIVITY. This order shall take effect immediately upon signing hereof.

Done this 19th day of February 2024 at Panabo City, Davao del Norte, Philippines.


JOSE E. RELAMPAGOS
City Mayor