



**EXECUTIVE ORDER NO. 206
Series of 2023**

**AN ORDER RECONSTITUTING THE CITY REVENUE APPLICATION SYSTEM
MANAGEMENT COMMITTEE**

WHEREAS, Section 3 (b) of the Republic Act No. 7160, otherwise known as the Local Government Code of 1991, provides that a local government shall have an accountable, efficient, and dynamic operating mechanisms that will meet the priority needs and service requirements of the constituents;

WHEREAS, Republic Act No. 9485, otherwise known as the Anti-Red Tape Act, provides that all government instrumentalities and local government units are mandated to provide efficient delivery of services to the public by reducing bureaucratic red tape and preventing graft and corruption;

WHEREAS, Joint DILG-DTI Administrative Order no. 10-07 states that LGUs shall ensure that all components of the BPLS reforms, namely, process re-engineering, BPLS computerization and BPLS institutionalization are undertaken as part of streamlining of BPLS, consistent with the spirit of ARTA;

WHEREAS, one of the components of the project is capacity building to enhance the City capacity on local revenue generation in support of effective service delivery;

WHEREAS, to attain this reform objective, there is a need to improve local fees and tax collections through the installation of the Enhanced Tax Revenue Assessment and Collection System (ETRACS) application;

WHEREAS, there is a need for a coordinating and implementing team that will be at the forefront in the implementation of the application system in the City Government of Panabo;

WHEREAS, the City Revenue Application System Management Committee (CRASMAC) and its Project Management Team (PMT) needs to be reorganized in order to give it a new mandate in carrying out its duties and responsibilities, taking into account the new term of office of the Local Chief Executive and the need to expand its composition as reconstituted under Executive Order No. 44, Series 2019;

NOW, THEREFORE, premises considered, I, **JOSE E. RELAMPAGOS**, City Mayor of Panabo City, by the virtue of the power vested in me by law do hereby order.

SECTION I. RECONSTITUTION. The City Revenue Application System Management Committee (CRASMAC) in the City Government of Panabo shall be reconstituted and composition of which is as follows:

Chairperson: **JOSE E. RELAMPAGOS**, City Mayor

Vice Chairperson: **KIRK B. SAMILLANO**, City Treasurer



Members:

PEDRITO A. MISOLES, City Administrator

ATTY. CHERVIN C. PACULANANG, City Legal Officer

NANCY R. LLANA, City Assessor

JOVEN M. SEPE, City Budget Officer

MYLENE M. HERMOSORA, City Accountant

NEMESIO L. RASGO, JR., CEEMDO

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

SECTION II. DESIGNATION OF PROJECT MANAGEMENT TEAM (PMT). The following will compose the Team:

Project Manager : KIRK B. SAMILLANO, City Treasurer

Asst. Project Manager : CHERRIELOU A. LADIAO, CGADH I, CTO

Quality Assurance : JOANNA CHERYLL S. SILAGAN, AO V (MAA III), CADO

Technical Infrastructure and Systems Development : RAJED M. BAUTISTA, (CMT I), CADO-IT
IKENN LOUIE M. PALMA, Computer Programmer I

CTO Representatives : ALAN A. NACARIO, Admin Asst. I
GLEN E. LABAYAN, Computer Programmer I

CASSO Representatives : MARY ANN D. VALENCIA, CGADH I
LOREN V. RESCALAR, Assessment Clerk I
ALVIN P. DE JUAN, Computer Programmer I

BPLS Representatives : JULIET S. NACARIO, Licensing Officer III
YVONNE S. BRIGOLI, Admin Aide VI

CEEMDO Representatives : DULCE E. RELOPEZ, CGADH I
LIBERTINE M. DE PAZ, Admin. Aide VI

SECTION III. FUNCTIONS. The City Revenue Application System Management Committee (CRASMAC) and Project Management Team (PMT) shall perform the following functions:

CRASMAC

1. Provide policies and set the over-all direction of the project;
2. Ensure funds, workforce, and other logistics for the project;
3. Legitimize partnership, joint undertaking and other collaborative efforts;
4. Oversee the implementation, monitoring and evaluation of the project;
5. Review the performance and outputs of the Project Management Team (PMT); and
6. Undertake all actions necessary for the success of the project.

PMT

1. Actively participate in capacity development activities including onsite implementation and other follow-through activities;

2. Conduct monitoring and evaluation in the implementation of the revenue application system;
3. Prepare and submit a report to the Revenue System Management Committee on its progress including issues and concern during its implementation;
4. Provide technical assistance during the implementation of the revenue system.

SECTION IV. SECRETARIAT. Representatives from the City Treasurer's Office shall be designated as Secretariat of the Committee and shall perform the following functions:

1. Coordinate and monitor, under the direction of the Committee the implementation of the policies and guidelines promulgated by the Committee;
2. Provide proper recording and safekeeping of all the data of the Committee;
3. Prepare and facilitate the venue of the scheduled meetings and conferences of the Committee; and
4. Perform such other functions as may be directed by the Committee.

SECTION V. FUNDING. To implement the purpose of this act, funds shall be taken from the General Fund under the Office of the City Treasurer and shall be subject to the usual accounting and auditing rules and regulations of the Commission on Audit (COA).

SECTION VI. EFFECTIVITY. This Executive Order shall take effect immediately upon signing hereof.

Done this 5th day of June 2023 at Panabo City, Davao del Norte.


JOSE E. RELAMPAGOS
City Mayor