



**EXECUTIVE ORDER NO. 33
Series of 2024**

AN ORDER RECONSTITUTING THE SCREENING COMMITTEE FOR THE SEARCH FOR FIVE MOST OUTSTANDING HIGH SCHOOL GRADUATING STUDENTS IN PANABO CITY

WHEREAS, City Ordinance No. 02-13, otherwise known as the Administrative Code of 2012 of Panabo City, covers all administrative ordinances of the City from 1949 to 2012 which then tasks specific bodies and committees in the implementation and enforcement of these administrative laws;

WHEREAS, Article 37 of the said ordinance, provides the guidelines in the conduct of the Search for Five (5) Most Outstanding High School Graduating Students of Panabo City;

WHEREAS, Section 274 of Article 37 provides the criteria for the search and the selected five (5) most outstanding high school graduating students will be given incentives for their extraordinary effort in their respective schools and community;

WHEREAS, a screening process is important to review/ determine the qualifications, requirements and criteria passed by selected students, thus, a committee shall be created to conduct rating, voting, and render decisions in the screening and selection process;

WHEREAS, Section 277 of City Ordinance No. 02-13 provided the composition of the Screening Committee; moreover, to update the committee's composition and create a Technical Working Group (TWG) to support the committee in its duties, the previously issued Executive Order No. 3, Series of 2020 must be reconstituted;

NOW THEREFORE, I, JOSE E. RELAMPAGOS, City Mayor, by virtue of the powers vested in me by law, do hereby order the following:

SECTION 1. COMPOSITION. The Screening Committee for the Search for Five (5) Most Outstanding High School Students of Panabo City is hereby reconstituted and shall be composed of the following:

- Chairperson : **PEDRITO A. MISOLES**
City Administrator
- Members : **HON. CHRISTIAN LEANDER M. DUJALI**
SP Members, Committee on Education, Culture and Scouting
- DR. JINKY B. FIRMAN, CESO VI**
Schools Division Superintendent, DepEd Panabo
- HON. JULIENNE ANGEL V. CAPUYAN**
President, SK Federation
- LESTER JOHN B. BULFANGO**
AA IV, OIC City Youth Development Office
- President**, Davao del Norte State College Employees Multipurpose Cooperative / NGO
- Technical Working Group : **MICHAEL ANGELO A. RESUEÑO**
Information Officer III, CMO



ELDECRI B. CALZADORA
Education Prog. Supervisor, DepEd

JOANNA CHERYLL S. SILAGAN
AO V, CADO

LORVENA O. GARCIA
AO II, CHRMO

JANICA LEE D. BALAGOT
YDO I, CMO

ELAINE SOLDIA
AA I, SPO

Secretariat : **EAJEAN JOY PRINCESS N. CEPADA**
AO IV, CMO

QUEENIE JANE VEGA
Admin. Aide I, CMO

SECTION 2. FUNCTION AND RESPONSIBILITIES. The Screening Committee shall assume the functions and responsibilities laid out in Article 37 of City Ordinance No. 02-13 and evaluate all nominees based on the criteria set under the ordinance. It may also adopt its own internal rules and procedures to expedite the screening process.

In case a member of the screening committee is related or affiliated by consanguinity or affinity up to the fourth degree to any of the nominees, he/she shall inhibit the conduct of the search. The Committee shall choose a replacement.

SECTION 3. SCREENING PROCEDURE. The following procedure shall be observed in the screening of nominees:

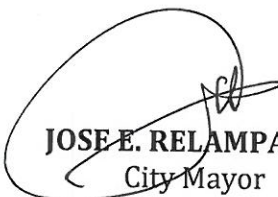
- a. The members of the screening committee shall rate the nominee in accordance with the criteria set in Section 276 of City Ordinance No. 02-13.
- b. In case of a tie, the members of the screening committee shall vote to break the tie.
- c. The decisions of the Screening Committee shall be final and executory, and no appeals regarding the decision shall be entertained.
- d. The members of the Screening Committee and the Secretariat shall keep the result confidential until it is announced in the Awarding Ceremony at an appropriate time and venue.

SECTION 4. MEETINGS. The screening committee may meet as often as necessary in order to discharge its duties and responsibilities.

SECTION 5. OPERATIONAL EXPENSES AND FUNDING. All costs pertaining to the operations and activities of the Committee shall be taken from the available funds and resources of the City, subject to the usual government accounting procedures and auditing regulations.

SECTION 6. EFFECTIVITY. This Executive Order shall take effect immediately upon signing hereof.

Done this 1st day of April 2024, at Panabo City, Davao del Norte.


JOSE E. RELAMPAGOS
City Mayor