



**EXECUTIVE ORDER NO. 42  
SERIES OF 2024**

**AN ORDER AMENDING THE COMPOSITION OF THE SEAL OF GOOD LOCAL GOVERNANCE (SGLG) COMMITTEE FOR THE SGLG ASSESSMENT OF THE CITY GOVERNMENT OF PANABO**

**WHEREAS**, it is hereby declared the policy of the State to recognize the good performance of local government units (LGUs) in transparency and accountability in the use of public funds, preparedness for challenges posed by disasters, sensitivity to the needs of vulnerable and marginalized sectors of society, implementation of health programs, investment and employment promotion, protection of constituency from threats to life and damage to property, and safeguarding the integrity of the environment;

**WHEREAS**, the Department of the Interior and Local Government (DILG) in 2010 introduced the Seal of Good Housekeeping (SGH), an incentive system that promoted transparency and accountability in local governance which primarily focused on full disclosure of the financial aspect of the LGUs;

**WHEREAS**, the DILG then developed the Local Governance Performance Management System (LGPMS) and integrating thereto the Seal of Good Local Governance (SGLG), an upgraded version of the SGH, which introduced mechanisms for LGUs in providing services and be responsive to other various needs of their constituents;

**WHEREAS**, Republic Act No. 11292 or the Seal of Good Local Governance Act of 2019 has institutionalized the Seal of Good Local Governance as an annual award and incentive program in hopes of further boosting the drive of LGUs to constantly progress and/or sustain their notable performance across various governance areas;

**WHEREAS**, the DILG issued Memorandum Circular No. 2024-064 dated May 3, 2024 re "2024 Seal of Good Local Governance: *Pagkilala sa Katapatan at Kahusayan ng Pamahalaang Lokal*" setting the assessment guidelines for the current year;

**WHEREAS**, as provided under RA 11292, LGUs shall now be evaluated based on ten (10) assessment criteria of governance areas, viz: a) Financial Administration and Sustainability, b) Disaster Preparedness, c) Social Protection and Sensitivity, d) Health Compliance and Responsiveness, e) Sustainable Education, f) Business-Friendliness and Competitiveness, g) Safety, Peace and Order, h) Environmental Management, i) Tourism, Heritage Development, Culture and Arts and j) Youth Development;

**WHEREAS**, to ensure effective coordination of offices concerned in the SGLG assessment criteria, there is a need to amend the committee for the City's SGLG as created under Executive Order No. 117, Series of 2022;

**NOW THEREFORE, I, JOSE E. RELAMPAGOS**, by virtue of the powers vested in me as the City Mayor of Panabo, do hereby decree the following:

**SECTION 1. COMPOSITION.** The SGLG Committee is hereby amended as follows:

**Executive Committee**

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

Co-Chairperson: **GREGORIO U. DUJALI III, MPA, MDMG**  
City Vice Mayor



Members:

**PEDRITO A. MISOLES, MAEd, DST**  
City Administrator/SGLG Focal Person

**JO-ANNE R. CAPUYAN**  
Executive Assistant III

**ATTY. CHERVIN C. PACULANANG**  
City Legal Officer

**JAN MARI G. CAFE, MBA**  
City Human Resource Management Officer

**KIRK B. SAMILLANO**  
City Treasurer

**JOVEN M. SEPE, CPA, MBA**  
City Budget Officer

**MYLENE M. HERMOSORA, CPA**  
City Accountant

**ENGR. BERNARDO C. RABANOZ, JR.**  
City Engineer

**CHAREINA JOY G. LACUIN, RSW, MSSW**  
City Social Welfare and Development Officer

**ENGR. FELIX JONASES P. SENAJON, EnP, MeP-ENVI**  
Acting City Planning and Development Coordinator

**AR. JOSEPH RAYMUND A. SUMABAL, EnP, DDA**  
Acting City Environment and Natural Resources Officer

**LIBERTAD V. REGIS, MPA**  
City Civil Registrar/GAD Focal Person

**ERANIE L. PANGILINAN, RN, MD**  
Acting City Health Officer

**PROSPER D. DAJALOS, JR., LLb**  
LDDRMO IV, CMO-CDRRMO

**CHERELLE B. ESPINOSA, MBA**  
Senior Labor and Employment Officer, CADO-PESO

**JULIET S. NACARIO**  
Licensing Officer III, CMO-BPLS

**BRIAN G. DELUSA**  
Project Development Officer III, CADO-LEDIPO

**DR. JINKY B. FIRMAN, CESO VI**  
Schools Division Superintendent, DepEd Panabo City Division

**YOLANDA A. BALANA, MPA**  
City Local Government Operations Officer VII, DILG Panabo

**PLTCOL JUN A BAUTISTA**  
Chief of Police, PNP

**Technical Working Group:**

- Head : **ENGR. LOVENA A. ADLAWAN, EnP**  
CGADH I, CPDO/Alternate SGLG Focal Person
- Members per Governance Area
- Financial Administration and Sustainability* : **RAHMA R. AKMAD, CPA**  
CGADH I, CAO
- ENGR. JOANNE L. MAZO**  
CGADH I, City Engineering Office
- MELANIE O. SIOSON, MLG**  
CGADH I, CBO
- ALAN A. NACARIO**  
LTOO I, CTO
- Disaster Preparedness* : **NOVAHLEEN PALICTE, RN**  
LDDRMO III, CMO-CDRRMO
- LENNY GARDE, RN**  
Nurse I, CMO-CDRRMO
- Social Protection and Sensitivity* : **ENGR. JOANNE L. MAZO**  
CGADH I, City Engineering Office
- RHEA MAE PARCIA, RSW**  
Social Worker Officer II, CSWDO
- MITCH D. RAMOS**  
Manpower Development Officer I, CADO-PESO
- GERMAN Y. SOLATORIO III**  
AO V, Sangguniang Panlungsod
- Health Compliance and Responsiveness* : **LORELIE R. ORIOL**  
Population Program Officer III, CHO
- Sustainable Education* : **ERNA E. LUMANDONG**  
Education Program Specialist II, DepEd
- RHEA MAE PARCIA, RSW**  
Social Worker Officer II, CSWDO
- MITCH D. RAMOS**  
Manpower Development Officer I, CADO-PESO
- Business-Friendliness and Competitiveness* : **ANGELICA E. MONTOYA**  
Licensing Officer I, CMO-BPLS
- REENA O. GALAURA**  
TOA, Investment Promotion Section-CADO
- Safety, Peace and Order* : **ROQUEOS L. CIMA FRANCA**  
AO V, Public Order and Safety Section - CMO
- Environmental Management* : **GERALDIN P. CABANG, MPA**  
Environmental Management Specialist II, CENRO



**RECSON B. ENGALGADO**

Environmental Management Specialist II, CENRO

*Tourism, Heritage  
Development, Culture & Arts*

: **ALLAN ROY H. GENCIANOS**  
Executive Assistant II, OIC Tourism Section

*Youth Development*

: **LESTER JOHN BULFANGO**  
OIC – City Youth Development Section

**SECTION 2. FUNCTIONS.** The Executive Committee and Technical Working Group shall perform the following functions:

**Executive Committee:**

- a. Act as the overall advisory and coordinating body, providing policy and program directions for all endeavours in the City relative to the Seal of Good Local Governance;
- b. Develop and promulgate standards for evaluating the LGU's compliance and/or satisfaction of each of the criteria set by the DILG in the annual SGLG;
- c. Review and/or revise targets, outcomes, performance indicators and/or standards consistent with the long-term development plans of the local government and in accordance with SGLG criteria;
- d. Conduct pre-assessment of LGU's performance in all SGLG criteria/governance areas;
- e. Ensure that observations of the DILG assessment team are well taken and considered as valuable inputs to address the areas for improvement;
- f. Institute an effective feedback mechanism where the concerns of other stakeholders on the implementation of the SGLG are appropriately considered;
- g. Undertake an advocacy program to promote the concept of good local governance to ensure awareness and support of the various sectors of the community;
- h. Perform such other functions as may be necessary in furtherance of the purpose of this order.

**Technical Working Group:**

- a. Attend and provide necessary information/data in the conduct of SGLG assessment and validation of the DILG assessment team;
- b. Act as focal persons and facilitators for offices which have functions that are directly or incidentally related to the criteria set by the SGLG;
- c. Collect, process, validate, harmonize and/or visualize pertinent office data;
- d. Document activities at the office level relative to the City's SGLG initiatives;
- e. Prepare reports and presentations regarding their offices' performance for purposes of policy formulation/development, as requested by the Committee;
- f. Act as focal persons and facilitators for special events and national awarding contests related to the SGLG; and
- g. Perform other functions as may be assigned and/or requested by the Committee.

**SECTION 3. SGLG FOCAL PERSON AND ACTION OFFICER.** The City Administrator shall be designated as the SGLG Focal Person/Action Officer. The SGLG Focal Person/Action Officer shall supervise the TWG and the Secretariat for proper coordination of activities and shall ensure the organization of reports and documents for the consideration of the City's SGLG Executive Committee.

**SECTION 4. SECRETARIAT.** The Secretariat shall be comprised of the following personnel:

City Mayor's Office

: **MICHAEL ANGELO A. RESUEÑO, MPA-PP**  
Information Officer III

**EAJEAN JOY PRINCESS N. CEPADA**  
Admin. Officer IV

**DIANE L. LAMINTAC**  
Planning Officer I

City Administrator's Office: **JOANNA CHERYLL S. SILAGAN, CPA**  
Admin. Officer V (Mgt and Audit Analyst III)

City Planning and Development Office : **MONETTE D. NIEZ**  
Planning Officer I

**RICHELLE ALBERCA**  
Planning Officer I

DILG : **JAKO C. GONZALEZ**  
Administrative Aide I

The Secretariat shall have the following responsibilities:

- a. Assist the committee in the performance of its functions.
- b. Record and document all the proceedings of the meetings;
- c. Drafting and delivery of official correspondence, logistics affairs;
- d. Undertake liaison and coordination with the concerned offices; and
- e. Perform such and other relevant tasks as may be assigned by the Committee from time to time.

**SECTION 5. MEETINGS.** The Committee shall conduct meetings at the instance of the Chairperson. In the absence of the Chairperson and/or his duly authorized representative, the Co-Chairperson or SGLG Focal Person shall preside over the proceedings.

Furthermore, if a committee member cannot make it to a meeting, the authorized representative shall be the **next-in-rank officer**. Random and irregular assignments of personnel to attend the meetings shall not be allowed.

**SECTION 6. FUND SOURCE.** All costs pertaining to the operations of the committee shall be taken from the available funds and resources of the City, all subject to the usual government accounting and auditing rules and regulations.

**SECTION 7. SEPARABILITY CLAUSE.** If any provision of this Executive Order is declared invalid or unconstitutional, the other provisions not affected thereby shall remain valid and subsisting.

**SECTION 8. REPEALING CLAUSE.** All other issuances, orders, and directives which are inconsistent with this Order are hereby repealed and/or modified accordingly.

**SECTION 9. EFFECTIVITY.** This order shall take effect immediately upon signing thereof.

Done this 17<sup>th</sup> day of May 2024 at Panabo City, Davao del Norte, Philippines.

  
**JOSE E. RELAMPAGOS**  
City Mayor