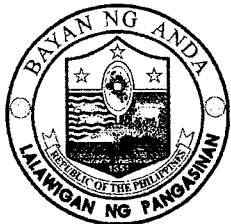


**Annex M: Project Implementing Unit**



REPUBLIC OF THE PHILIPPINES  
PROVINCE OF PANGASINAN  
**MUNICIPALITY OF ANDA**  
OFFICE OF THE MUNICIPAL MAYOR

**EXECUTIVE ORDER NO. 02**  
**Series of 2020**

**“CREATING THE PERFORMANCE CHALLENGE FUND (PCF) PROJECT IMPLEMENTATION TEAM OF THE MUNICIPALITY OF ANDA, PANGASINAN”**

**WHEREAS**, the PCF is a progressive incentive system given to an eligible LGU in the form of a counterpart fund to finance high impact local development projects prioritized by the LGU, and to further influence and encourage the LGU to deliver public service more effectively;

**WHEREAS**, through the PCF, the LGU is encourage to promote effective and honest through 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 PCF;

**WHEREAS**, the Municipality of Anda, Pangasinan received a Notice of Eligibility dated November 06, 2019 from James F. Fadrilam, CESO III, DILG Region I informing that this office passed the Seal of Good Local Governance (SGLG) FY 2019, and eligible to avail the Performance Challenge Fund (PCF) 2019 subsidy in the amount of P2,300,000.00.

**WHEREAS**, as one of the requirements in availing the PCF is the creation of Project Implementation Team to facilitate and monitor the implementation of the projects prioritized by the LGU;

**NOW THEREFORE, I, JOGANIE C. RARANG**, of the Municipality of Anda, Pangasinan by virtue of the powers vested in me by law and the Constitution do hereby create the PCF Project Implementation Team (PCF-PIT) in the Municipality of Anda, Pangasinan.

**Section 1. Creation.** There shall be created a PCF Project Implementation Team to the Municipality of Anda, Pangasinan.

**Section 2. Composition.** The PCF Project Implementing Team of the Municipality of Anda, Pangasinan shall be composed of the following:

CHAIRMAN : **JOGANIE C. RARANG**, Municipal Mayor

CO – CHAIRMAN : **ARTEMIO B. CAROLINO**, Municipal Vice Mayor

MEMBERS : **ENGR. SUNY C. OLERMO**, Municipal Planning and  
Development Coordinator  
**ENGR. ELMO C. CARIÑO**, Municipal Engineer  
**JIMMY C. CACHO**, Municipal Budget Officer  
**EULA V. CASAÑA**, Municipal Accountant  
**RODOLFO C. DE CASTRO**, Executive Assistant II  
**HOPE E. ORDOÑO**, Municipal Local Government  
Operations Officer  
**ENGR. RUDOLFO A. CABALQUINTO**, Engineering  
Assistant  
**CARLITO SALAZAR**, Municipal Capataz

## **Annex M: Project Implementing Unit**



REPUBLIC OF THE PHILIPPINES  
PROVINCE OF PANGASINAN  
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OFFICE OF THE MUNICIPAL MAYOR

**Section 3. Functions, Duties and Responsibilities.** The PCF Project Implementation Team (PCF-PIT) shall have the following functions, duties, and responsibilities:

1. Ensure that the project implementation abides the provisions on the DILG MC 2019-202 dated November 22, 2019;
2. Facilitate the preparation of the project and submission of all documentary requirements for the release of the PCF subsidy;
3. Assist in the preparation of the project proposal to be submitted to the Chairman of the PCF-PIT for review and approval;
4. Assist in the preparation of the Program of Works, Detailed Cost Estimates 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 PCF;
7. Monitor the progress and oversee the implementation of the PCF-funded 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 5<sup>th</sup> day of the ensuing month;
  - b. Submission of Statement of Report and Disbursements (SORD), as deemed necessary, when the contractor/administration issues a progress billing;
  - c. Reports on projects involving procurement of goods and services;
9. Submit Projects Completion Report once project is completed supported with pictorials accompanied by the following:
  - a. Certificate of Completion
  - b. Certificate of Turnover and Acceptance (if project is by contract)
  - c. Final Report of Disbursements duly received and verified by the Local COA;
10. Performs such other functions related to the PCF Implementation and management as may be prescribed by competent authorities.

**Section 4. Meetings.** The PCF-PIT shall have its meeting as it may be deemed necessary, to discuss, assess, review and evaluate any matters relative to its function as mentioned hereof.

**Section 5. Repealing Clause.** Previous issuance or any portion thereof, which are inconsistent with the provision of this Executive Order are hereby amended, modified, superseded or repealed accordingly.

**Section 6. Separability Clause.** If any section or provision of this Executive 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 Executive Order shall take effect immediately upon the date hereof and shall remain in effect until rescinded, repealed or amended.

Done this 6<sup>th</sup> day of January 2020 at the Office of the Municipality of Anda, Pangasinan.

  
**JOGANIE C. RARANG**  
Municipal Mayor