

Republic of the Philippines

Office of the City Mayor

City of Naga, 4400



EXECUTIVE ORDER NO. 2022-052

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**AMENDING EXECUTIVE ORDER NO. 2022-032 ALSO KNOWN AS  
RECONSTITUTING THE NAGA CITY PROJECT MONITORING COMMITTEE,  
ITS TECHNICAL WORKING GROUP AND SECRETARIAT**

**WHEREAS**, Executive Order No. 376, series of 1989, as amended, has mandated that a City Project Monitoring Committee must be constituted to monitor foreign and nationally-funded projects, as well as those projects funded from locally-generated resources;

**WHEREAS**, in view of current changes in the personnel of the city government, there is a need to update the composition of the Project Monitoring Committee;

**NOW THEREFORE, I, NELSON S. LEGACION**, Mayor of the City of Naga, by virtue of the powers vested in me by law, do hereby order the following:

**SECTION 1. RECONSTITUTION.** The Naga City Project Monitoring Committee is hereby reconstituted with the following composition:

Chairperson: **CITY ADMINISTRATOR**  
City Government of Naga

Co-Chairperson: **CHAIRPERSON**  
Naga City People's Council

Members: **CITY LOCAL GOVERNMENT OPERATIONS OFFICER**  
**DILG Naga**

**TWO (2) REPRESENTATIVES**  
**LIGA NG MGA BARANGAY**

**ONE (1) REPRESENTATIVE  
NAGA CITY PEOPLE'S COUNCIL**

**PRESIDENT**  
Philippine Institute of Civil Engineers – Naga City



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**NAGA**  
The Pilgrim City

**SECTION 2. SECRETARIAT AND TECHNICAL WORKING GROUP.** The Secretariat and Technical Working Group of the Naga City Project Monitoring Committee are hereby reconstituted as follows:

**Secretariat Head:** **WILFREDO B. PRILLES, JR.**  
City Planning and Development Coordinator

**Secretariat Member:**

- Trisha-Marie O. Albeus
- James Nathaniel Refugio

**TWG Members:**

- Engr. Odilio G. Nate
- Engr. Herlyn L. Delos Reyes
- Mr. Edgardo DC. Sales

**SECTION 3. TENURE.** The term of the NGO/PO member to the PMC shall be one year, without prejudice to reappointment. The appointment may be terminated at any time by the joint signatures of the CDC Chairman and Co-Chairman.

**SECTION 4. FUNCTIONS.** The PMC shall have the following functions:

- Provide to NGOs involved in project monitoring the list and schedule of all projects to be monitored;
- Collect and process reports of implementers and NGO monitors on the status of project implementation for the information of the CDC, the City Mayor, and the Regional Project Monitoring Committee (RPMC);
- Determine problems related to the implementation of programs and projects and verify information to be submitted for analysis and action of the CDC, copy furnished the City Mayor;
- Provide feedback on the remedial actions of the CDC and follow up implementation;
- Prepare and disseminate periodic project monitoring report on the status of project implementation to the City Mayor and the RPMS; and
- Elevate to higher level bodies issues and problems which are not resolved locally.

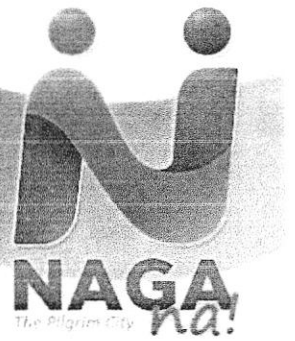
In the performance of its functions, the PMC shall further be guided by the latest Regional Project Monitoring and Evaluation System Operational Guidelines of the Regional Development Council.



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**SECTION 5. FUNCTIONS OF THE SECRETARIAT.** The Secretariat shall have the following functions:

- a. Prepare, for approval of the PMC, the Monitoring and Evaluation (M&E) Work Program to be undertaken by the PMC during any given fiscal year which will include the list of programs and projects and schedule of implementation as submitted by departments and offices of the city government and implementing agencies of the national government;
- b. Provide the City Mayor with a copy of the approved M&E Work Program;
- c. Facilitate inter-agency, intergovernmental, and field headquarters coordination, if necessary;
- d. Upon direction of the chairperson, prepare the agenda and issue and distribute notices of meetings; and,
- e. Record and prepare the minutes of meetings, maintain the records of the PMC, and perform such other secretariat functions as may be appropriate.

**SECTION 6. SCOPE OF MONITORING AND EVALUATION.** All programs and projects implemented in Naga City, whether funded locally or nationally, are subject to the M&E functions of the PMC and the NGOs so assigned for the purpose. "Programs and projects" shall not be restrictively interpreted to mean "infrastructure projects" but shall mean all programs and projects of the city and national governments as implemented by city departments and offices and national government agencies. Agencies, departments and offices, whether of the city or the national government, shall provide program or project information, implementation status, funding status, and other details as may be requested by the PMC to assist it in performing its M&E functions.

**SECTION 7. PRIORITIZATION OF PROGRAMS AND PROJECTS FOR M&E.** Given the magnitude of M&E work if all programs and projects of the city and national governments will be monitored, the PMC shall prioritize monitoring work as follows:

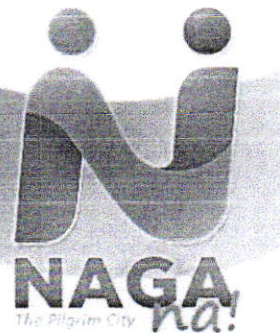
- a. Programs and projects in the current Executive-Legislative Agenda which directly contribute to poverty alleviation and employment generation,
- b. Programs and projects aligned with the current Bicol Regional Development Plan, and,
- c. Key programs and projects funded with mandatory appropriations as per city ordinances or national issuances.

**SECTION 8. COMPLIANCE REPORTING.** The PMC and its Secretariat shall ensure timely compliance with the reportorial requirements of the Regional Project





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Monitoring and Evaluation System established under Executive Order No. 93 s. 1993.


**SECTION 9. PER DIEM.** The NGO/PO and private sector members of the PMC shall be entitled to honorarium of P1,000.00 per month to cover the cost of attendance to meetings and M&E activities of the PMC, to be taken from and charged against the Local Development Fund. Failure to attend such meetings or M&E activities shall result in the proportionate reduction in the amount of honorarium. Absence of PMC meeting or activity in a given month shall cancel entitlement to the honorarium for that month.

**SECTION 10. FUNDING.** The amount presently appropriated in the Annual Budget for the Project Monitoring Committee shall be the budget of the PMC as herein reconstituted. The reconstituted PMC shall review the existing budgetary allocation and may re-align the same to better support its M&E functions. Funding for succeeding years shall be determined in accordance with the usual budgeting process of the city government.

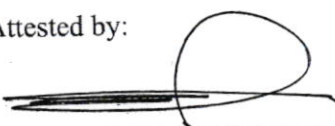
**SECTION 11. REPEALING CLAUSE.** All executive issuances inconsistent with this Executive Order are herein repealed or modified accordingly.

**SECTION 12. EFFECTIVITY.** Notwithstanding the transition period, all sections of this Executive Order not pertaining to membership shall be effective immediately.

Issued this 28th of November, Two Thousand and Twenty Two in the City of Naga, Philippines.

  
**NELSON S. LEGACION**  
City Mayor

Attested by:

  
**ELMER S. BALDEMORO**  
City Administrator