



EXECUTIVE ORDER NO. 018
Series of 2025

**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, MARIA LEONOR G. ROBREDO, Mayor of Naga City, 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	ATTY. DOMNINA RANCES Member, Transition Committee
Co-Chairperson	ELMER T. STO DOMINGO Chairperson, Naga City People's Council
Members	CITY COUNCILOR, CHAIRMAN ON INFRASTRUCTURE Sangguniang Panlungsod CITY LOCAL GOVERNMENT OPERATIONS OFFICER DILG Naga



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TWO (2) REPRESENTATIVES

Liga ng mga Barangay

ONE (1) REPRESENTATIVE

Naga City People's Council

PRESIDENT

Philippine Institute of Civil Engineers - Naga City

PRESIDENT

United Architects of the Philippines - Naga 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:

- James Nathaniel Refugio, Planning Officer IV, CPDO
- Trisha-Marie O. Albeus, Project Development Officer II, CPDO
- Engr. Arthur Victor T. Badiola, Project Development Officer I, CPDO

TWG Members:

- Engr. Herlyn L. Delos Reyes, Planning Officer II, CPDO
- Engr. Odilio G. Nate, Local Assessment Officer II, CASSO
- Engr. Mario Christopher G. Gumba, Engineer I, CPDO
- Mr. Edgardo D.C. Sales, Administrative Aide III, CPDO



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SECTION 3. FUNCTIONS. The PMC shall have the following functions:

- A. Provide to NGOs involved in project monitoring the list and schedule of all projects to be monitored;
- B. 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);
- C. 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;
- D. Provide feedback on the remedial actions of the CDC and follow up implementation;
- E. Prepare and disseminate periodic project monitoring report on the status of project implementation to the City Mayor and the RPMS; and
- F. 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.

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,



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

SECTION 9. AMENDMENTS AND INTERPRETATION. This Order may be amended or supplemented as may be deemed necessary, and shall be interpreted to



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give full force and effect to the attainment of the declared policy and the operationalization of the principles of good governance.

SECTION 10. REPEALING CLAUSE. All issuances and orders inconsistent with this Order are hereby repealed, amended, or modified accordingly.

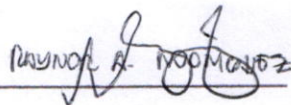
SECTION 11. SEPARABILITY CLAUSE. If any provision of this Order is declared unconstitutional or invalid, the other provisions not affected thereby shall remain in full force and effect.

SECTION 12. EFFECTIVITY. This Order shall take effect immediately and shall remain in effect unless otherwise revoked or amended, or until superseded by an ordinance.

DONE in the City of Naga, this 12th day of July, 2025.


MARIA LEONOR GERONA ROBREDO
City Mayor

Attested by: _____


Attestation Officer