



Republic of the Philippines  
**OFFICE OF THE CITY MAYOR**  
City of Naga, 4400



**EXECUTIVE ORDER NO. 004**

Series of 2025

**CREATING A TRANSITION COMMITTEE TO OVERSEE PRIORITY  
OPERATIONAL CONCERNS DURING THE TRANSITION PERIOD,  
DEFINING ITS COMPOSITION AND FUNCTIONS, AND ESTABLISHING ITS  
DIRECT ACCOUNTABILITY TO THE CITY MAYOR**

**WHEREAS**, the City Government of Naga is undergoing a critical transition that demands a unified, collaborative, and well-orchestrated approach to ensure continuity of governance, alignment of priorities, and effective delivery of public services;

**WHEREAS**, a series of consultations with department heads, key personnel, and institutional partners has surfaced urgent and interconnected concerns, including internal systems review, resource planning, policy formulation, and organizational development, that require cross-functional leadership and shared accountability;

**WHEREAS**, a more agile and participatory management structure is necessary to provide direction across these simultaneous streams of work and to support departments and offices in executing their mandates effectively;

**WHEREAS**, in view of the foregoing, and in the interim period prior to the appointment of a City Administrator, there is a need to constitute a Transition Committee that will provide operational leadership, policy coordination, and administrative oversight;

**WHEREAS**, this interim arrangement reflects the City Government's commitment to collaborative governance, professionalism, and institutional resilience throughout the transition period;

**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:



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**SECTION 1. CREATION OF THE TRANSITION COMMITTEE.** A Transition Committee is hereby created to serve as the central body tasked with addressing immediate operational, administrative, and programmatic concerns of the City Government during the transition period.

**SECTION 2. REPORTING LINES.** The Transition Committee shall report directly to the City Mayor. All major recommendations, policy proposals, and institutional actions requiring executive decision shall be submitted to the Mayor for review and approval.

**SECTION 3. FUNCTIONS.** The Transition Committee shall perform the following functions:

- A. Address urgent operational and administrative issues across departments;
- B. Recommend interim measures to ensure continuity of services and efficient resource utilization;
- C. Oversee alignment of work planning, performance monitoring, and budgeting systems;
- D. Advise the City Mayor on institutional reforms, strategic priorities, and emerging concerns;
- E. Facilitate inclusive leadership and collaboration across sectors; and
- F. Submit regular updates to the City Mayor on progress, gaps, and recommended actions.

**SECTION 4. COMPOSITION.** The Transition Committee shall be composed of the following individuals, each providing technical and strategic leadership in their designated domains:

**A. Mr. Ray-An Cydrick Rentoy – Operations Management**

Responsible for ensuring the continuity and efficiency of day-to-day city operations, including frontline service delivery, administrative functions, and operational systems. Serves concurrently as Officer-in-Charge of Lingkod Barangay Office.





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**B. Mr. Raynor Rodriguez – *Internal Systems and Compliance***

Oversees institutional processes, internal controls, and compliance mechanisms to enhance transparency, consistency, and accountability across departments. Responsible for responding to concerns raised by various clusters and offices, ensuring seamless coordination, timely data sharing, and effective resolution of immediate operational issues across the city government.

**C. Ms. Sieglinde Borromeo – *Human Resources and Organizational Development***

Leads personnel development, organizational design, and performance management initiatives to build a responsive and values-driven civil service, and reviews the organizational structure and staffing patterns to ensure efficiency in service delivery, aligned with applicable laws and regulations.

**D. Atty. Domnina Rances – *Executive Issuances and Local Policy Development***

Leads the drafting, review, and coordination of executive issuances and local policies, ensuring legal integrity and alignment with the Mayor's governance agenda.

**E. Mr. Kenneth Isaiah Ibasco Abante – *Outcomes-Based Budgeting and Barangay Bottom-Up Budgeting***

Supervises the design and implementation of performance-informed budgeting and participatory development planning anchored on barangay needs and local priorities.



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**F. Ms. Maria Elizabeth Lavadia – Agriculture, Nutrition, and Circular Economy**

Guides programs on sustainable food systems, nutrition, urban and rural agriculture, and zero-waste initiatives that promote environmental resilience and community well-being.

**G. Mr. David Bercasio – Institutional Strategy and Governance Audit**

Oversees the grounding and internalization of the City's 2028 Finish Lines agenda and leads organizational audits and institutional diagnostics to support evidence-based governance. Serves concurrently as Interim Executive Director of the Jesse M. Robredo Center for Good Governance.

**H. Mr. Raphael Martin Magno – Public-Private Partnerships and External Engagement**

Responsible for advancing institutional partnerships and public-private sector engagement, including the establishment of the City's PPP Center and the strengthening of linkages with civil society and local and international development partners. Serves concurrently as Interim Executive Director of the Metro Naga Development Council (MNDC).

**SECTION 5. AMENDMENTS AND INTERPRETATION.** This Order may be amended or supplemented as may be deemed necessary, and shall be interpreted to give full force and effect to the attainment of the declared policy and the operationalization of the principles of good governance.

**SECTION 6. REPEALING CLAUSE.** All issuances and orders inconsistent with this Order are hereby repealed, amended, or modified accordingly.

**SECTION 7. 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.



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**SECTION 8. 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 30th day of June, 2025.

  
**MARIA LEONOR G. ROBREDO**  
City Mayor

Attested by: \_\_\_\_\_

