



**EXECUTIVE ORDER NO. 026**  
Series of 2025

**CREATING A TECHNICAL WORKING GROUP (TWG) ON THE GRANT OF  
MEDICAL ALLOWANCE FOR THE CITY GOVERNMENT OF NAGA  
EMPLOYEES**

**WHEREAS**, Presidential Executive Order No. 64, Series of 2024, Section 7, authorizes the grant of subsidy for the availment of medical allowance of up to Seven Thousand Pesos (P7,000) annually for qualified government civilian personnel;

**WHEREAS**, this Order specifies that the subsidy shall be provided beginning Fiscal Year 2025;

**WHEREAS**, the Department of Budget and Management's Budget Circular No. 2024-6 provides the comprehensive guidelines, rules, and regulations for granting this subsidy;

**WHEREAS**, to effectively prepare the City Government for the seamless implementation of this Order, it is necessary to organize a Technical Working Group;

**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. CREATION OF A TECHNICAL WORKING GROUP (TWG).** A Technical Working Group (TWG) is hereby created to to prepare the City Government for the effective and seamless implementation of Presidential Executive Order No. 64.

**SECTION 2. COMPOSITION.** The TWG shall be composed of the following:

**Chairperson** : **RAY-AN CYDRICK G. RENTOY**  
Member, Transition Committee

**Vice-Chairperson** : **ENGR. ERWIN NIERVA**  
President, NACILGUEA



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



**Members:** :

**HON. ELMER S. BALDEMORO**  
Chairperson, SP Committee on Appropriations

**MARIA SOCORRO R. GAYANILO**  
City Treasurer

**JESUS DEL VILLAR**  
Acting City Budget Officer

**RUBY SINGSON**  
City Accountant

**ANSELMO B. MAÑO**  
Acting City Human Resource Management Officer

**DR. RONALDO T. AMORANTO**  
Head, City Health Office I

**DR. ERLIE ARVIN CABRAL**  
Head, City Health Office II

**DR. JOSEPH SANCHEZ**  
Head, Naga City General Hospital

**SECTION 3. MANDATE AND DELIVERABLES.** The TWG shall have the following responsibilities:

1. Draft internal guidelines and implementing rules for the grant of the subsidy, in compliance with the DBM Circular;
2. Conduct eligibility screening of LGU personnel;
3. Coordinate with accredited HMO providers, employees' associations, and concerned offices;
4. Propose fund sourcing and budget allocation in compliance with the PS cap and budget processes;



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



5. Prepare necessary documentation for submission to the Sangguniang Panlungsod and other oversight bodies;
6. Oversee the disbursement and reporting of the subsidy in accordance with auditing rules.

**SECTION 4. TIMELY IMPLEMENTATION.** The TWG is directed to convene immediately to ensure timely implementation of the subsidy for FY 2025.

**SECTION 5. ADMINISTRATIVE SUPPORT.** All departments, offices and units of the City Government are hereby directed to provide full support and cooperation to the TWG.

**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.

**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 5th day of August, 2025.

**MARIA LEONOR GERONA ROBREDO**  
City Mayor

Attested by: **RAYNOR RODRIGUEZ**