



EXECUTIVE ORDER NO. 043
Series of 2025

CREATING THE 2024 SEAL OF GOOD LOCAL GOVERNANCE INCENTIVE FUND (SGLGIF) PROJECT IMPLEMENTATION TEAM (PIT) OF THE CITY GOVERNMENT OF NAGA

WHEREAS, the Seal of Good Local Governance Incentive Fund (SGLG Incentive Fund), a Performance Challenge Fund, was institutionalized by virtue of Republic Act No. 11292 otherwise known as the Seal of Good Local Governance Act of 2019, and is a Local Government Development Program managed by the Seal of Good Local Governance Council (hereinafter as the Council), composed of various National Government Agencies (NGAs);

WHEREAS, the SGLG Incentive Fund 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 SGLG Incentive Fund, the LGU is encouraged to promote effective and honest governance through an 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 SGLG Incentive Fund;

WHEREAS, the City Government of Naga received a Notice of Eligibility dated December 11, 2024 from Atty. Arnaldo E. Escobar Jr., CESO III, Regional Director, DILG Region V, informing that this office passed the Seal of Good Local Governance (SGLG) FY 2024, and is eligible to avail the SGLG Incentive Fund 2024 subsidy in the amount of Two Million Pesos;

WHEREAS, one of the requirements in availing of the SGLG Incentive Fund is the creation of a Project Implementation Team to facilitate and monitor the implementation of the projects prioritized by the LGU;

NOW THEREFORE, I, MARIA LEONOR G. ROBREDO, Mayor of Naga City, by virtue of the powers vested in me by law, do hereby create the SGLGIF Project Implementation Team (SGLGIF-PIT) in the City of Naga;



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SECTION 1. COMPOSITION. There shall be created the SGLG Incentive Fund Project Implementing Team in the City Government of Naga composed of the following:

Chairperson	MARIA LEONOR G. ROBREDO City Mayor
Co-Chairperson	GABRIEL H. BORDADO, JR. City Vice-Mayor
Members	DAVE R. BERCASIO Executive Director, <i>ad interim</i> Jesse M. Robredo Good Governance Center
	WILFREDO B. PRILLES, JR. City Planning and Development Officer
	ELMER T. ALBO Acting City Engineer
	JESUS S. DEL VILLAR Assistant City Budget Officer
	RUBY R. SINGSON City Accountant
	ARMIE B. GUNAY i-Governance Program Officer
	ELMER M. VILLANUEVA CLGOO, DILG-Naga City

SECTION 2. FUNCTION, DUTIES AND RESPONSIBILITIES. The SGLG Incentive Fund Project Implementation Team (SGLGIF-PIT) shall have the following function, duties and responsibilities:



1. Ensure that the project implementation abides the provisions on the DILG MC 2025-014 dated February 27, 2025;
2. Monitor the progress and oversee the implementation of the SGLG Incentive fund project;
3. 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 5th day of the ensuing month
 - b. Submission of Statement of Report and Disbursement (SOR, as deemed necessary, when the contractor/administrator issues a progress billing
 - c. Reports on projects involving procurement of goods and services.
4. Submit Project Completion Report once project is completed supported with pictorials accompanied by the following:
 - a. Certification of Completion
 - b. Certificate of Turnover and Acceptance (if project is by contract)
 - c. 12 months warranty certificate signed by the Contractor
 - d. Final Report of Disbursements duly received and verified by the Local COA
5. Performs such other functions related to the SGLG Incentive Fund Implementation and management as may be prescribed by competent authorities.

SECTION 3. MEETINGS. The SGLGIF-PIT shall have its meeting as it may deemed necessary, to discuss, assess, review, and evaluate any matters relative to its function as mentioned hereof.

SECTION 4. 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.



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SECTION 5. REPEALING CLAUSE. All issuances and orders inconsistent with this Order are hereby repealed, amended, or modified accordingly.

SECTION 6. 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 7. 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 1st day of September, 2025.

MARIA LEONOR GERONA ROBREDO
City Mayor

Attested by: **RAYNOR RODRIGUEZ**