



Republic of the Philippines
Quezon City
OFFICE OF THE MAYOR

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Quezon City Hall Compound
Diliman, Quezon City
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EXECUTIVE ORDER NO. 10
Series of 2023

**AN ORDER CREATING THE SEAL OF GOOD LOCAL GOVERNANCE INCENTIVE
FUND (SGLF-IF) PROJECT IMPLEMENTATION TEAM AND ITS TECHNICAL
WORKING GROUP (TWG) OF QUEZON CITY**

WHEREAS, the Seal of Good Local Governance Incentive Fund (SGLGIF), a Performance Challenge Fund, was institutionalized by virtue of Republic Act. No 11292 otherwise known as the Seal of Good Local Governance Council (hereinafter as the Council), composed of various National Government Agencies (NGAs).

WHEREAS, the SGLG Incentive Fund (SGLGIF) is a progressive incentive system 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 (SGLGIF), the LGU is encouraged to promote effective and honest governance through intensive campaign of full disclosure policy as the Seal of Good Governance is one of the criteria in order for the LGU to be eligible for the SGLG. Incentive Fund (SGLGIF);

WHEREAS, the local government of Quezon City received a Notice of Eligibility dated 14 November 2022 from Regional Director Maria Lourdes L. Agustin, CESO III, DILG National Capital Region (NCR), informing that this office passed the Seal of Good Local Governance (SGLG) FY 2021, and is eligible to avail the Seal of Good Local Governance Incentive Fund (SGLGIF) 2022 subsidy in the amount of Seven Million Pesos (PhP 7,000,000.00);

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

NOW, THEREFORE, I, MA. JOSEFINA G. BELMONTE, Mayor of Quezon City, by virtue of the powers vested in me by law and the Constitution; do hereby create the SGLGIF Project Implementation Team (SGLGIF-PIT) and its Technical Working Group (TWG) in the local government of Quezon City.

SECTION 1. CREATION. There shall be created the SGLG Incentive Fund Project Implementation Team to the local government of Quezon City.

SECTION 2. COMPOSITION. SGLG Incentive Fund Project Implementing Team of the local government of Quezon City shall be composed of the following members:

CHAIRPERSON: **Ma. Josefina G. Belmonte**
City Mayor

CO-CHAIRPERSON: Michael Victor N. Alimurung
City Administrator

MEMBERS: Arch. Pedro P. Rodriguez, Jr.
City Planning and Development Officer

Marian C. Orayani
City Budget Officer

Ruby G. Manangu
City Accountant

Dr. Ana Maria V. Cabel
Head, City Veterinary Department

Emmanuel D. Borromeo
City Director, Department of the Interior and Local
Government-Quezon City

Other members that the Chairperson or Co-Chairperson may include.

SECTION 3. FUNCTION, DUTIES AND RESPONSIBILITIES. The SGLG-IF Project Implementation Team (SGLGIF-PIT) shall have the following functions, duties and responsibilities:

1. Ensure that the project implementation abides the provisions on the DILG MC 2023-019 dated January 21, 2023.
2. Facilitate the preparation and submission of all documentary requirements for the release of the SGLG Incentive Fund subsidy;
3. Assist in the preparation of the project proposal to be submitted to the Chairman of the SGLGIF-PIT for review and approval;
4. Assist in the preparation of the Program of Works, Detailed Cost Estimates and Detailed Engineering Design in case of infrastructure projects;
5. Prepare the action plan and budget, subject to the approval of the City Mayor;
6. Determine and approve proposed project to be funded by the SGLG Incentive Fund;
7. Monitor the progress and oversee the implementation of the SGLG Incentive Fund project;
8. 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 (SORD), as deemed necessary, when the contractor/ administration issues a progress billing;
 - c) Reports on projects involving procurement of goods and services.

9. Submit Project Completion Report once project is completed supported with pictorials accompanied by the following:

- a) Certificate of Completion;
- b) Certificate of Turnover and Acceptance (if project is by contract);
- c) Final Report of Disbursement duly received and verified by the local COA.

10. Performs such other functions related to the SGLG Incentive Fund implementation and management as may be prescribed by the competent authorities.


SECTION 4. MEETINGS. The SGLGIF-PIT shall have its meeting as it may be deemed necessary to discuss, assess, review and evaluate any matters relative to its functions as mentioned hereof.

SECTION 5. REPEALING CLAUSE. Previous issuance or any portion thereof, which are inconsistent with the provision of the Executive Order are hereby amended, modified, superseded or repeated accordingly.

SECTION 6. SEPARABILITY CLAUSE. If any section or provision of this Executive Order is declared void, ineffective or invalid by a court of competent jurisdiction, the holding of such section or provision to be void or invalid for any cause whatsoever shall in no way affect the validity of the remaining sections and provisions, which shall remain in full force and effect.

SECTION 7. EFFECTIVITY CLAUSE. This Implementing Rules and Regulation shall take effect immediately and shall remain in effect until rescinded, repealed or amended.

DONE, 6 March 2023, Quezon City.


MA. JOSEFINA G. BELMONTE
City Mayor