



Republic of the Philippines
PROVINCE OF ISABELA
City of Ilagan

Office of the Governor

EXECUTIVE ORDER NO. 03-A

CREATING THE ISABELA LOCAL GOVERNANCE TRANSITION TEAM

WHEREAS, the Department of the Interior and Local Government (DILG) in Memorandum Circular No. 2016-21 stressed the importance of continuity in local governance and the preparation in Local Government Units (LGUs) for the effective turnover and smooth transition to newly-elected or re-elected officials after the May 2022 Elections;

WHEREAS, in accordance with the national policy to ensure orderly transition in local governance, there is a need for the Provincial Government of Isabela to create a local governance transition team to be in-charge of documents procedures, resources, and other important matters of concern to the incoming set of LGU officials after the 09 May 2022 elections;

WHEREAS, a local governance transition team will ensure that the incoming set of LGU officials will be provided with a full and transparent account of all plans, projects, accountabilities, and LGU affairs as well as documents and other matters pertinent to local governance;

NOW THEREFORE, I, Rodolfo T. Albano III, Governor of the province of Isabela, by virtue of the powers vested in me, hereby decree the following:

Section 1. Creation. THE ISABELA LOCAL GOVERNANCE TRANSITION TEAM (ILGTT) is hereby created.

Section 2. Composition. The ILGTT shall be composed, to wit:

Chairperson: Rodolfo T. Albano III

Vice Chairperson: (to be appointed from among the members)

Members: The Provincial Administrator
ALL PGI Department/Office/Unit Head
DILG Provincial Director
NGO or People's Organization Representative

Section 3 Functions and Responsibilities. The ILGTT shall perform the following functions:

1. Conduct an inventory of the following LGU Properties:
 - i. Immovable properties such as land, permanent structures such as buildings, infrastructure facilities and its improvements, and machineries made immovable; and
 - ii. Movable properties such as vehicles, office equipment, furniture, fixtures and office supply, stocks, among others.
2. Gather, secure, and preserve all official documents and/or records of LGU official transactions, as applicable to the LGU, such as, but not limited to, the following documents:
 - i. Governance Assessment Report (2022);
 - ii. COA Report (CY2022);
 - iii. Contracts and Loan Agreement;
 - iv. Comprehensive Development Plan;
 - v. Provincial/Local development Investment Program;

Nagkaisa para sa Isabela

- vi. Annual Investment Program (CY2022);
 - vii. Comprehensive Land Use Plan;
 - viii. Provincial development and Physical Framework Plan;
 - ix. Capacity Development Agenda or Program;
 - x. Executive-Legislative Agenda;
 - xi. Organizational Structure and Staffing Pattern;
 - xii. Inventory of Personnel by Nature of Appointment;
 - xiii. Executive Orders, Ordinances and Resolutions;
 - xiv. LGU Devolution Transition Plan
 - xv. LGU Result Matrices (for Provinces and NCR LGUs
 - xvi. Reengineering Plan on LGU Systems and Producers;
 - xvii. LGU Citizen's Charter
 - xviii. Public Service Continuity Plan;
 - xix. Gender and Development (Gad) Plan And Budget; and
 - xx. The following Full Disclosure Policy documents;
 - a. Annual Budget (CY 2022);
 - b. Statement of Indebtedness, payments and Balances (CY 2022)
 - c. Statement of Receipts and Expenditures (CY 2022);
 - d. Annual Procurement Plan or Procurement List (CY 2022);
 - e. Annual GAD Accomplishment Report (CY 2022);
 - f. Statement of Cash Flow (CY 2022, 1st Quarter);
 - g. Bid Results on Civil Works, Goods and Services, and Consulting Services (CY 2022, 1st Quarter);
 - h. Report of Special Education Fund Utilization (CY 2022, 1st Quarter)
 - i. Trust Fund Utilization (CY 2022, 1st Quarter)
 - j. Human resource Complement (CY 2022, 1st Quarter);
 - k. Unliquidated Cash Advances (CY 2022, 1st)
 - l. Supplemental Procurement Plan (CY 2022, 1st Quarter)
 - m. 20% Component of the IRA Utilization (CY 2022, 1st Quarter);
 - n. Local Disaster Risk Reduction and management Fund Utilization (CY 2022, 1st Quarter
3. Update list of accountabilities using the prescribed forms;
 4. Ensure the accomplishment of the Elective Local Official Personnel Data Sheet (ELOPDS) by the incoming officials, to be submitted not later than 11 July 2022 to their Human Resource Management office, Office of the Sanggunian, and DILG Field Office.
 5. Perform other functions as may be necessary to accomplish the objectives of this Order

Section 4. Designation of Focal Person. Atty. Elizabeth C. Binag the Provincial Information Officer, is hereby designated FOCAL PERSON of the Isabela Local Governance Transition Team, to oversee the full implementation of this Order.

Section 5. Effectivity. This Executive Order shall take affect immediately.

Done this 04th day of APRIL 2022.


RODOLFO T. ALBANO III
 Governor



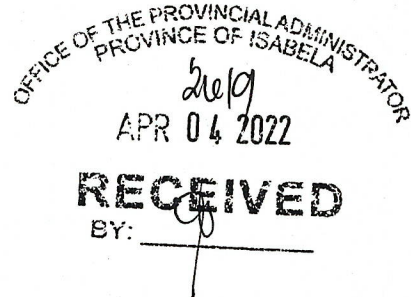


Republic of the Philippines
DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT
PROVINCE OF ISABELA
 DRRM Complex, Capitol Compound, Alibagu, City of Ilagan, Isabela
dilg_isabela@yahoo.com



April 4, 2022

HON. RODOLFO T. ALBANO, III
 Governor
 Province of Isabela
 Provincial Capitol, Alibagu, City of Ilagan, Isabela



THRU: **ATTY. NOEL MANUEL R. LOPEZ, CPA**
 Provincial Administrator

Dear Sir:

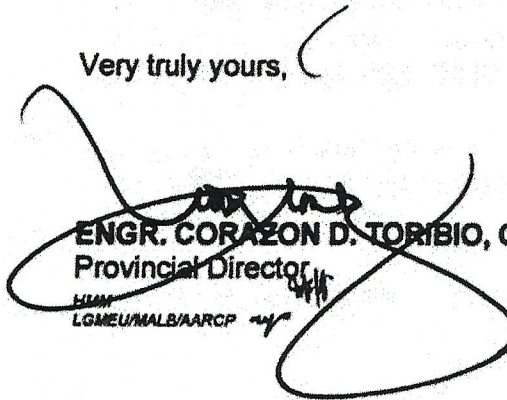
Isabela Kong Mahal!

This has reference to our letter dated March 15, 2022 relative to the creation of a Local Governance Transition Team (LGTT) pursuant to DILG Memorandum Circular No. 2022-029.

Relative to this, we would like to gently remind the submission of a copy of the executive order creating the LGTT of the Province which we appreciate to receive thru e-mail at specialreports.lgmeuisabela@gmail.com on or before April 7, 2022.

Our warmest regards.

Very truly yours,


ENGR. CORAZON D. TORIBIO, CESO V
 Provincial Director
 LGMEU/MALB/AARCP

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TRANSITION





Republic of the Philippines
DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT
PROVINCE OF ISABELA
DRRM Complex, Capitol Compound, Alibagu, City of Ilagan, Isabela
dilg_isabela@yahoo.com

March 15, 2022

HON. RODOLFO T. ALBANO, III
Governor
Province of Isabela
Provincial Capitol, Alibagu, City of Ilagan, Isabela

THRU: **ATTY. NOEL MANUEL R. LOPEZ, CPA**
Provincial Administrator

Dear Sir:

Isabela Kong Mahal!

We respectfully provide you a copy of DILG Memorandum Circular No. 2022-029 dated March 10, 2022 regarding the 2022 Local Governance Transition, for your information and guidance.

In this light, we would like to invite your attention to the item 3 of the issuance which provides for the creation of a Local Governance Transition Team (LGTT) as well as its duties and responsibilities. As stated in the said provision, all Local Chief Executives are required to create the LGTT in their respective areas of responsibility on or before **April 07, 2022**.

As such, we would like to request for a copy of the Executive Order on the creation of the LGTT thru e-mail address: specialreports.lgmeuisabela@gmail.com on or before **April 07, 2022**.

Our warmest regards.

Very truly yours,


ENGR. CORAZON D. TORIBIO, CESO V
Provincial Director

CDT/AMM
LGMEU/MALB

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Note:
 sent to PGI
thru e-mail
03.15.2022; 3:41PM