



EXECUTIVE ORDER NO. 09

Series of 2025

CREATION OF THE SEAL OF GOOD LOCAL GOVERNANCE INCENTIVE FUND PROJECT IMPLEMENTATION TEAM (SGLGIF-PIT) AND TECHNICAL WORKING GROUP OF THE MUNICIPALITY OF CONCEPCION, TARLAC

WHEREAS, the Seal of Good Local Governance Incentive Fund (SGLG Incentive Fund/SGLGIF) is a Performance Challenge Fund which was institutionalized by virtue of Republic Act No. 11292 or 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 which is composed of various National Government Agencies (NGAs);

WHEREAS, the SGLG Incentive Fund is a progressive incentive system given to an eligible Local Government Unit (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 services 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;

WHEREAS, the SGLG Incentive Fund shall be provided to LGUs which passed the Seal of Good Local Governance (SGLG) assessment criteria for the current year;

WHEREAS, the Municipality of Concepcion, Tarlac was informed by the DILG Region III, that it passed the Seal of Good Local Governance (SGLG) FY 2024, and is eligible for the 2024 SGLG Incentive Fund subsidy in the amount of P 1,153,000.00;

WHEREAS, one of the requirements to avail of the SGLG Incentive Fund is the creation of an SGLG Incentive Fund Project Implementation Team (SGLGIF-PIT) which will facilitate and monitor the implementation of the projects prioritized by the LGU;

NOW THEREFORE, I, NOEL L. VILLANUEVA, Municipal Mayor of Concepcion, Tarlac by virtue of the power vested in me by law, do hereby create the SGLG Incentive Fund Project Implementation Team (SGLGIF-PIT) and Technical Working Group (TWG) in the Municipality of Concepcion, Tarlac, to wit:

Section 1. CREATION. There shall be created an SGLG Incentive Fund Project Implementation Team (SGLGIF-PIT) and Technical Working Group (TWG) in the Municipality of Concepcion, Tarlac.

Section 2. COMPOSITION. The SGLG Incentive Fund Project Implementing Team and Technical Working Group of the Municipality of Concepcion, Tarlac shall be composed of the following members:



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Chairperson:

Hon. NOEL L. VILLANUEVA
Municipal Mayor

Co-Chairperson:

Hon. ATTY. MARY KRISSEIN M. GOMEZ
SB Chairperson of the Committee on Good Governance

Members:

MS. MA. SOCORRO S. PADLAN
Municipal Planning and Development Coordinator

ENGR. MARCIANO P. SANTIAGO
Municipal Engineer

MS. GERALDINE S. CUNANAN
Municipal Budget Officer

MR. REGGIE E. BONDOC
Municipal Accountant

MR. ENGELBERTO C. MACALINO
Municipal Treasurer

MR. BIENVENIDO A. ESTRADA
Municipal Administrator

MS. ROWENA S. ANGELES
MLGOO

Section 3. DUTIES AND RESPONSIBILITIES OF THE SGLGIF-PIT & TWG

1. Ensure that the project implementation abides by the provisions of the DILG MC 2025-014 dated February 27, 2025 (Operational Guidelines on the Implementation of the Seal of Good Local Governance Incentive Fund (SGLGIF) FY 2024:
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 Chairperson of the SGLGIF-PIT for review and approval;
4. Assist in the preparation of the Program of Works, Detailed Cost Estimate and Detailed Engineering Design in case of Infrastructure project;
5. Prepare the project action plan and budget, subject to the approval of the LCE;
6. Determine and approve proposed project/s 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/administrator issues a progress billing
 - c. Reports on projects involving procurement of goods and services.



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BAGONG PILIPINAS

9. Submit Project Completion Report once project is completed, supported with photos 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;
10. Performs such other functions related to the SGLG Incentive Fund Implementation and management as may be prescribed by competent authorities.

Section 4. MEETINGS. The SGLGIF-PIT and TWG shall have meetings as deemed necessary, to discuss, assess, review, and evaluate any matters relative to the functions as mentioned hereof.

Section 5. REPEALING CLAUSE. Previous issuance/s or any portion thereof, which are inconsistent with the provision of this Order are hereby amended, modified, suspended or repealed accordingly.

Section 6. EFFECTIVITY CLAUSE. This Order shall take effect immediately.

SO ORDERED.

Done this 28th day of February 2025 at Concepcion, Tarlac.


NOEL L. VILLANUEVA
Municipal Mayor