



Republic of the Philippines  
MUNICIPALITY OF CONCEPCION  
Province of Tarlac



**OFFICE OF THE MUNICIPAL MAYOR**

**EXECUTIVE ORDER NO. 16**  
Series of 2025

**CREATION OF THE ENERGY EFFICIENCY AND  
CONSERVATION OFFICE OF THE  
MUNICIPALITY OF CONCEPCION, TARLAC,  
AND PROVIDING FOR ITS FUNCTIONS**

**WHEREAS**, Republic Act No. (RA) 11285, or the Energy Efficiency and Conservation (EEC) Act, institutionalizes energy efficiency and conservation as a national way of life, enhances the efficient use of energy, and grants incentives to energy efficiency and conservation programs and projects;

**WHEREAS**, to further intensify efficient utilization and conservation efforts, the Office of the President issued Administrative Order No. 15, s. 2024 on 16 January 2024 titled, "*Directing the Accelerated Implementation of the Government Energy Management Program (GEMP)*";

**WHEREAS**, in compliance therewith, all Local Government Units (LGUs) are hereby directed to implement the GEMP and submit reportorial requirements;

**WHEREAS**, LGUs shall establish their respective EECO, which may be part of the planning and development office, using appropriations from their general funds established under the Local Government Code;

**WHEREAS**, Pursuant to Administrative Order No. 15, series of 2024, which calls for the expedited implementation of the Government Energy Management Program (GEMP), the DILG Circular instructs Local Government Units (LGUs) to comply with essential Energy Efficiency and Conservation (EEC) requirements. These include appointing an EEC Officer, developing a Local Energy Efficiency and Conservation Plan (LEECP), and consistently submitting electricity and fuel consumption reports via the GEMP Online System. LGUs are also encouraged to adopt energy-efficient technologies such as LED lighting and inverter-type air-conditioning units (ACUs) and implement practical energy-saving practices in their daily operations.;

**WHEREAS**, Local Chief Executives are urged to incorporate Energy Efficiency and Conservation (EEC) initiatives into their local development agendas and to foster a culture of responsible energy use throughout all government buildings and facilities and motivate local leaders to embrace sustainable energy practices that advance national development objectives, enhance climate resilience, and promote efficient delivery of public services.;

**WHEREAS**, in order to properly plan, execute and ensure the proper observance of energy efficiency and conservation for the Municipal Government of Concepcion, Tarlac, there is a need to constitute an Executive Order establishing the Energy Efficiency and Conservation Office of the Municipality of Concepcion, Tarlac;

**NOW THEREFORE, I, NOEL L. VILLANUEVA**, Municipal Mayor, by virtue of the powers vested in by the law, do hereby order the following, to wit:





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**OFFICE OF THE MUNICIPAL MAYOR**

**SECTION 1. THE ENERGY AND EFFICIENCY AND CONSERVATION OFFICE.**

The Energy Efficiency and Conservation Office is hereby created and shall be integrated to the Municipal Planning and Development Office.

**SECTION 2. THE ENERGY EFFICIENCY AND CONSERVATION OFFICER.**

The Municipal Planning and Development Officer, EnP. SOCORRO PADLAN, shall act as the Energy Efficiency and Conservation Officer. She may call upon or invite select officers and staff personnel of the Municipal Government of Concepcion to form a consultative body in order to implement the provisions of the IRR of Republic Act No. 11285.

**SECTION 3. THE ENERGY EFFICIENCY AND CONSERVATION FOCAL PERSON.**

ENGR. BRYAN JULIUS S. LACSAMANA, ENP. is hereby designated as the lead Energy Efficiency and Conservation Focal Person. He may ask assistance from personnel of the Municipal General Services Office and Municipal Engineering Office for the efficient performance of his functions, and as deemed necessary.

**SECTION 4. ROLES AND RESPONSIBILITIES.**

**SECTION 4.1. THE ENERGY EFFICIENCY AND CONSERVATION OFFICER.**

**The Energy Efficiency and Conservation Officer shall have the following roles and functions:**

- Prepare the Local Energy Efficiency and Conservation Plan, consistent with the GEMP, and incorporate such plan to the local development plan of the municipality;
- Facilitate the implementation, monitoring and evaluation of the Local Energy Efficiency and Conservation Plan of the municipality;
- Propose energy efficiency and conservation programs, projects and policies in coordination with the local development and legislative councils;
- Coordinate with other offices in the adoption of energy-efficient and conservation programs, projects and policies;
- Supervise the submission of energy performance report to the Department of Energy.

**SECTION 4.2. THE ENERGY EFFICIENCY AND CONSERVATION FOCAL PERSON.**

- Prepare the energy performance report and submit the same to the Department of Energy;
- Conduct regular inventory of energy-consuming equipment, units and facilities such as but not limited to: aircon, lighting, generator, vehicles, heavy equipment, etc.
- Monitor the energy consumption of the equipment, units and facilities of the municipality;
- Coordinate with respective offices and personnel in the inventory and consumption of energy consuming equipment and facilities





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**SECTION 5. SUPPORT REQUIREMENTS.**

The EECO may call upon the assistance of relevant units and/or LGU personnel, through the respective department heads, whenever necessary, for proper implementation, monitoring and evaluation of the Local Energy Efficiency and Conservation Plan of the municipality.

Funds necessary for the operation of the EECO shall be sourced out from the general funds of the municipality, and other available funds as provided by law.

**SECTION 6. REPEALING CLAUSE.**

All orders, issuances, rules and regulations or parts thereof, which are inconsistent herewith are hereby repealed, amended or modified accordingly.

**SECTION 7. EFFECTIVITY**

This Executive Order shall take effect immediately.

Let copies hereof be furnished all offices and personnel concerned, for their information and reference.

Done this 30<sup>th</sup> day of May 2025 at Concepcion, Tarlac, Philippines.

  
**NOEL L. VILLANUEVA**  
Municipal Mayor

