



## OFFICE OF THE MUNICIPAL MAYOR

Madrid Blvd., Zone III, Pinamalayan, Oriental Mindoro 5106  
Telephone No. 043-2643146 Email: [info@pinamalayan.gov.ph](mailto:info@pinamalayan.gov.ph)

### EXECUTIVE ORDER NO. 011-2018

#### AN ORDER CREATING THE MUNICIPAL AUDIT AND TRANSITION TEAM OF MUNICIPALITY OF PINAMALAYAN, ORIENTAL MINDORO.

WHEREAS; DILG Memorandum Circular No. 2018-12 dated February 1, 2018 mandates the creation of Municipal Audit and Transition Team;

WHEREAS, Section 2 of Presidential Decree No. 1445, otherwise known as the "Government Auditing Code of the Philippines" states that, it is the declared policy of the State that all resources of the government shall be managed, expended or utilized in accordance with law and regulations, and safeguarded against loss or wastage through illegal or improper disposition to ensure efficiency, economy and effectiveness in the operations of government;

WHEREAS, the creation of Municipal Audit and Transition Team is indispensable to sustain transparent and accountable local governance at the barangay level, and to further ensure that all concerned barangay officials exercise due diligence in use, care, utilization and safekeeping of all government properties, barangay funds, financial records and documents.

NOW, THEREFORE, I, ARISTEO A. BALDOS, JR, Local Chief Executive of the Municipality of Pinamalayan, by virtue of the powers vested in me by law do hereby order the creation of Municipal Audit and Transition Team of the Municipality of Pinamalayan, Oriental Mindoro as follows:

**Section 1. COMPOSITION.** The Municipal Audit and Transition Team shall be composed of the following:

<b>MS. JUDY DG. MORENTE</b>	Municipal Accountant/Chairperson
<b>Members:</b>	
<b>MS. FE B. EVANGELIO</b>	Municipal Local Government Operations Officer
<b>HON. ANJUNE A. ZAMORA</b>	Liga ng mga Barangay President
<b>MS. ESTELITA FIEDALAN</b>	Pinamalayan Alliance of Christian Churches
<b>GEMMA F. CUIPADO</b>	Administrative Aide VI (Accounting Clerk II)
<b>MARIA CORAZON P. DINGLASAN</b>	Administrative Officer II

**Section 2. DUTIES AND FUNCTIONS.** The Municipal Audit and Transition Team shall perform the following duties and functions:

1. Supervise the Barangay Inventory Team (BIT) in the conduct of inventory and turnover of Barangay Properties, Financial Records, Documents (BPFDRDs) and money accountabilities;



Republic of the Philippines  
Province of Oriental Mindoro  
MUNICIPALITY OF PINAMALAYAN

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2. Conduct audit, verification and checking of the actual physical count of BPFDRs as against the accomplished Inventory and Turnover Forms prepared and submitted by BIT not later than June 15, 2018;
3. Ensure that BPFDRs and money accountabilities assigned or entrusted to by the concerned accountable officials are completely listed and turned over before the conduct of Turnover Ceremony;
4. Submit to the Municipal Mayor, Office of the Ombudsman, Commission on Audit (COA), Department of Interior and Local Government (DILG) the list, containing the names of accountable barangay officials, who failed to turnover BPFDRs and money accountabilities, if any, and
5. Assist the Municipal Mayor in ensuring a smooth and orderly transition, and the successful conduct of turnover ceremony to the newly elected/re-elected barangay officials.

**Section 3. EFFECTIVITY.** This Executive Order shall take effect immediately.

Done in the Municipality of Pinamalayan, Oriental Mindoro this 26<sup>th</sup> day of February 2018.

  
ARISTEO A. BALDOS, JR.  
Municipal Mayor