



Republic of the Philippines
Province of Oriental Mindoro
MUNICIPALITY OF PINAMALAYAN

OFFICE OF THE MUNICIPAL MAYOR

Madrid Blvd., Zone III, Pinamalayan, Oriental Mindoro 5208
Telephone No. 043-2843146 Email: mayoroffice@pinamalayan.gov.ph

EXECUTIVE ORDER NO. 08-2021

AN EXECUTIVE ORDER CREATING THE MUNICIPAL TECHNICAL WORKING GROUP (MTWG) FOR THE IMPLEMENTATION OF PROJECTS AND OTHER RELATED ACTIVITIES UNDER THE AUSPICES OF GGGI-PGOM – MLGU PINAMALAYAN PARTNERSHIP, PROVIDING FOR THEIR DUTIES AND FUNCTIONS, AND FOR OTHER PURPOSES

WHEREAS, the Provincial Government of Oriental Mindoro and Municipal Government of Pinamalayan has long been engaged in promoting rural development initiatives and poverty alleviation interventions to local communities that are environmentally sustainable and socially inclusive.

WHEREAS, the Global Green Growth Institute (GGGI) is a treaty-based international, intergovernmental Organization that seeks to promote sustainable development to a green growth model that integrates economic objectives and environmental goals among its member countries which includes the Philippines.

WHEREAS, the Korea International Cooperation Agency (KOICA) has agreed to co-finance the projected titled, "Climate Resilient and Inclusive Green Growth: Accelerating Implementation in the Agriculture Value Chain Project", herein after referred to as "Project", in the Province of Oriental Mindoro in accordance with the Grant Arrangement concluded between KOICA and GGGI on 03 August 2020;

WHEREAS, under the Climate Resilient and Inclusive Green Growth for Poor Rural Communities: Accelerating Implementation in the Agriculture Value Chain Project, the GGGI and PGOM mutually agree to jointly pursue technical and institutional cooperation to support the implementation of the project and the achievement of its target outputs and envisioned outcomes;

WHEREAS, the Project Management Unit (PMU), which is composed of a technical lead from Global Green Growth Institute (GGGI) and individual technical members from climate change Commission, Department of Trade and Industry (DTI), and Municipal Government of Pinamalayan, is constituted to lead and manage the day to day operation of the project including the coordination of its activities with concerned Government and non-government agencies;

WHEREAS, it is necessary to create a Municipal Technical Working Group that will coordinate the implementation of project activities on the ground and facilitate the engagement with stakeholders and target beneficiaries;

NOW, THEREFORE, I, ARISTEO A. BALDOS, JR, Local Chief Executive of Municipality of Pinamalayan, by virtue of the powers vested in my by law, do hereby promulgate this executive order as follows:

SECTION I: Creation. The MTWG is hereby created to serve as the focal unit for onsite Technical and Administrative operation in the Municipality of Pinamalayan to support the implementation of the KOICA Project. It shall be composed by the following personnel:

Chairperson	: MS. MIRASOL J. SANTOS Municipal Administrator
Co-Chairperson	: ENP ROSENIO A. TORIANO Municipal Planning and Development Coordinator
Members	: MR. DANNY S. VILLACRUSIS Municipal Agriculturist
	: ENGR. MANOLITO E. MASCULINO Municipal Engineer
	: MR. RICARDO A. LIM MGADH-I/ LEIPO Designate



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- : **MR. MARLO C. ROSALES**
Municipal Disaster Risk Reduction Management Officer
- : **ENGR. ROY C. LUCBAN**
Municipal Environment and Natural Resources Officer – Designate
- : **FERNANDO T. RODIL**
CSO, Farmer's Federation President
- : **PEPE R. NEBRIL**
Senior Project Technical Officer, GGGI

SECTION 2. Functions and Duties. Reporting to and under the guidance of the Project Management Unit (PMU), the MTWG will be responsible for leading and coordinating the onsite implementation of project activities and delivery of outputs in cooperation with the concerned stakeholders, as specified in the project proposal. The members of the MTWG shall perform their respective functions and duties, as follows:

- A. The Municipal Administrator shall:
1. Provide policy direction and exercises lead responsibility in the management, coordination and implementation of all project activities and delivery of outputs onsite through technical and administrative inputs.
 2. Prepare and/or review contracts, affidavits and other legal documents pertaining to the project.
- B. The Municipal Planning and Development Coordinator shall:
1. Oversee that the project implementation is consistent with the development direction of the Municipality of Pinamalayan and that support from stakeholders, beneficiaries and concerned institutions are secured and mobilized;
 2. Facilitate the availability of local information on social and economic development, including the provision and collection of data relevant to the project;
 3. Provide guidance and coordinates the implementation of projects activities related to socio-economic development;
 4. Provide technical support and coordinates with project beneficiaries and local stakeholders relative to project activities; and
 5. Provide inputs in the design, implementation, review and completion of project activities and outputs and achievement of outcomes aligned with the overall social and economic development functions.
- C. The Municipal Agriculturist shall:
1. Facilitate the availability of local information on agriculture development, including the provision and collection of data relevant to the project;
 2. Provide guidance and coordinate the implementation of project activities on agriculture and agriculture enterprises development;
 3. Provide technical support and coordinate with project beneficiaries and local stakeholders relative to project activities; and
 4. Provide inputs and design, implementation, review, completion of project activities and outputs, and achievement of outcomes aligned with the directions and programs of the province on agriculture development.
- D. The Municipal Engineer shall:
1. Direct and coordinate all engineering construction and maintenance activities relative to infrastructure projects such as buildings, plants, machineries and access roads;
 2. Prepare detailed plans, specifications and estimates and material survey for infrastructure projects to be performed; and
 3. Perform quality control of materials such as testing, pre-testing and field inspections before and during construction of infrastructure projects.



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- E. The Local Economic Investment and Promotion Officer (LEIPO) shall:
1. Provide technical assistance on enterprise development to the cooperatives and associations involved in the project;
 2. Facilitate the conduct of seminars and trainings in business management, product development, bookkeeping and other capacity development undertakings;
 3. Extend assistance in the formation and registration of unorganized and/or new stakeholders and beneficiaries; and
 4. Provide assistance in laboratory testing, labelling, packaging, promotion and marketing of products.
- F. The Municipal Disaster Risk Reduction and Management Officer shall:
1. Facilitate the availability of local information on disaster risk reduction and management and climate change, including the provision and collection of data, relevant to the project;
 2. Provide guidance and coordinate the implementation of project activities to enhance climate change adaptation;
 3. Provide technical support and coordinate with project beneficiaries and local stakeholders relative to project activities; and
 4. Provide inputs and design, implementation review, completion of project activities and outputs, and achievements of outcomes aligned with the directions and programs of the province on disaster risk reduction and management, and climate change.
- G. The GGGI Senior Project Technical Officer shall:
1. Provide historical and current overview of the project citing best practices and benchmarking approaches in project planning, implementation and monitoring;
 2. Provide technical guidance and assistance as to the Proposed Activities and Scope of Work of the Project;
 3. Extend comments and recommendation for the timely and successful implementation of the project;
 4. Serve as Liason Officer of MTWG to GGGI and other project stakeholders.

Section 3. Secretariat. The secretariat shall be composed of **MR. VIRGILIO M. KING**, Project Development Officer III of the Municipal Planning and Development Office and **MR. RODEL L. POMPA**, Senior Agriculturist of the Municipal Agriculture Office. They shall provide the necessary technical, logistical and administrative assistance to MTWG.

Section 4. Modality. The participation and meetings of the Municipal Technical Working Group (MTWG) members, who are based on their respective offices, will mostly be virtual, through electronic mails and periodic coordination meetings conducted every month or as often as may be needed via online platform following the safety protocols required by the pandemic except for special circumstances, at least until the situation of the pandemic is managed.

Section 5. Reports. The Municipal Technical Working Group (MTWG) designated members will report to Project Monitoring Unit (PMU) every month during which it will provide updates of the implementation of project activities onsite, issues and risks that could affect project progress and proposed measures to enhance the quality of project implementation.

Section 6. Budget. Funds needed such as but not limited to administrative and Technical-related expenses of the MTWG and its secretariat shall be made available from the General Fund. Further, the Municipal Budget Officer is advised to allocate resources needed to undertake the duties and functions of the MTWG.

Section 7. Separability Clauses. If any provision of this Executive Order is declared invalid, illegal, or unconstitutional, the parts not affected shall remain valid and in full force.



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Section 8. Repealing Clauses. All Executive Orders, rules and regulations or parts thereof issued by LGU-Pinamalayan which are inconsistent with this Executive Order are hereby amended, repealed and/or modified accordingly.

Section 9. Effectivity Clauses. This Executive Order shall take effect immediately upon its approval.

Done in the Municipality of Pinamalayan, Oriental Mindoro, Philippines this 4th day of March 2021


ARISTEO A. BALDOS, JR.
Municipal Mayor