



Republic of the Philippines
Province of Pangasinan
MUNICIPALITY OF BAYAMBANG

OFFICE OF THE MUNICIPAL MAYOR

EXECUTIVE ORDER NO. 38

Series of 2025

AN ORDER CREATING THE SEAL OF GOOD LOCAL GOVERNANCE INCENTIVE FUND (SGLGIF) PROJECT IMPLEMENTATION TEAM AND ITS TECHNICAL WORKING GROUP (TWG) OF THE LOCAL GOVERNMENT UNIT OF BAYAMBANG

WHEREAS, The Seal of Good Local Governance Incentive Fund (SGLG Incentive Fund), a Performance Challenge Fund, was institutionalized by virtue of Republic Act No. 11292 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 (hereinafter as the Council), composed of various National Government Agencies (NGAs).

WHEREAS, the SGLG Incentive Fund is a progressive incentive system given to an eligible 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 service 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, as the Seal of Good Local Governance is one of the criteria in order for the LGU to be eligible for the SGLG Incentive Fund;

WHEREAS, the Local Government Unit of Bayambang received a DILG Memorandum dated November 20, 2024, from Director Virgilio P. Sison, CESO V, Provincial Director Pangasinan, informing that this office passed the Seal of Good Local Governance (SGLG) FY 2024, and is eligible to avail the SGLG Incentive Fund 2024 subsidy of One Million One Hundred Fifty Three Thousand Pesos (Php1,153,000.00) as per DILG Advisory dated December 4, 2024;

WHEREAS, one of the requirements in availing of the SGLG Incentive Fund is the creation of a Project Implementation Team to facilitate and monitor the implementation of the projects prioritized by the LGU.

NOW THEREFORE, I, MARY CLARE JUDITH PHYLLIS JOSE-QUIAMBAO of Municipal Mayor of Bayambang, Pangasinan by virtue of power vested in me by law and the Constitution, do hereby create the SGLGIF Project Implementation Team (SGLGIF-PIT) and its Technical Working Group (TWG) in the Municipality of Bayambang, Pangasinan.

"Baley ko, Pawilen ko, Aroen ko, tan Tulungan ko"



THE LONGEST BARBEQUE
8.016 KILOMETERS
April 4, 2014
Bayambang, Pangasinan, Philippines



THE TALLEST BAMBOO SCULPTURE (Supported)
50.23M
April 5, 2019
St. Vincent Ferrer Prayer Park
Barangay Bari, Bayambang
Pangasinan, Philippines

OFFICE OF THE MAYOR
Municipal Hall, Roxas St. Zone II,
Bayambang, 2423 Pangasinan
(075) 633-1000 Loc. 100
mayoroffice@bayambang.gov.ph



Section 1. CREATION. There shall be a SGLG Incentive Fund Project Implementing Team created for the Municipality of Bayambang, Pangasinan.

Section 2. COMPOSITION. The SGLG Incentive Fund Project Implementing Team and its Technical Working Group (TWG) of the Municipality of Bayambang, Pangasinan shall be composed of the following members:

Chairman **HON. MARY CLARE JUDITH PHYLLIS JOSE– QUIAMBAO**
Municipal Mayor

Co-Chairman **HON. IAN CAMILLE SABANGAN**
Municipal Vice Mayor

Members **ATTY. RODELYNN RAJINI S. VIDAD**
Municipal Administrator

MA-LENE S. TORIO
OIC-MPDC

ENGR. BERNADETTE MANGANDE
Municipal Engineer

MARIE CHRISTINE BAUTISTA
Municipal Budget Officer

FLEXNER DE VERA
OIC-Municipal Accountant

EDITHA SORIANO
MLGOO

Section 3. FUNCTION, DUTIES, AND RESPONSIBILITIES. The SGLG Incentive Fund Project Implementation Team (SGLGIF-PIT) and its Technical Working Group (TWG) shall have the following function, duties, and responsibilities:

1. Ensure that the project implementation abides the provisions on the DILG MC 2025-014 dated February 27, 2025;
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 Chairman 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 an Infrastructure project;
5. Prepare the project action plan and budget, subject to the approval of the LCE;
6. Determine and approve propose project 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 of 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 the procurement of goods and services.
9. Submit Project Completion Report once the project is completed, supported with pictorials, 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 shall have its meeting as it may deemed necessary, to discuss, assess, review, and evaluate any matters relative to its function as mentioned hereof.

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

Section. 6. SEPARABILITY CLAUSE. If any section or provision of this Implementing Rules and Regulation is declared void, ineffective or invalid by a court of competent jurisdiction, the holding of such section or provision to be void or invalid for any cause whatsoever shall in no way affect the validity of the remaining sections and provisions, which shall remain in full force and effect.

Section 7. EFFECTIVITY CLAUSE. This Implementing Rules and Regulations shall take effect immediately upon the date hereof and shall remain in effect until rescinded, repealed, or amended.

This Executive Order shall be disseminated and implemented accordingly.

Done this 26th day of May 2025 at the Municipality of Bayambang, Pangasinan.

MARY CLARE JUDITH PHYLLIS JOSE-QUIAMBAO
Municipal Mayor

