



OFFICE OF THE PROVINCIAL GOVERNOR
CARLOS JERICHO L. PETILLA

Item No.: **16**

Date: **MAY 09 2023**

Republic of the Philippines
PROVINCE OF LEYTE

EXECUTIVE ORDER NO. 03-2023-01
Series of 2023

RECONSTITUTING THE PROVINCIAL SEAL OF GOOD LOCAL GOVERNANCE (SGLG) TEAM OF THE PROVINCE OF LEYTE.

WHEREAS, taking off from the introduction of the Seal of Good Housekeeping in the year 2010, the SGLG – an award, incentive, honor, and recognition-based program of the Department of the Interior and Local Government (DILG) for performing Local Government Units (LGUs) – is now institutionalized through Republic Act No. 11292 or the SGLG Act;

WHEREAS, the implementation of the SGLG Act, or the Seal, aims to boost LGUs' drive to constantly progress and/or sustain their notable performance across ten (10) priority governance areas;

WHEREAS, to synchronize all actions of different offices/agencies involved in the implementation of the Seal, it is favorably recommended that a Provincial SGLG Team be reconstituted;

NOW, THEREFORE, I, CARLOS JERICHO L. PETILLA, Provincial Governor, of the Province of Leyte, by virtue of the powers vested in me by law, do hereby order the reconstitution of the Provincial SGLG Team of the Province of Leyte.

Section 1. COMPOSITION. The Provincial SGLG Team shall be composed of the following:

a) SGLG Technical Working Group (TWG):

Chairperson : Hon. Carlos Jericho L. Petilla, Governor
Members : All SGLG Working Committee Chairpersons
SGLG Focal Person
SGLG Head Secretariat

b) SGLG Working Committees:

1. Financial Administration and Sustainability

Chairperson : Ms. Gina P. Hipe, PBO
Members : Ms. Ruth Surpia, PTO
: Ms. Doris M. Beloy, PAccO

2. Disaster Preparedness

Chairperson : Engr. Arvin Monge, PDRRMO



Members : Ms. Glorna Vanessa Villasin (PDRRMO)
: Mr. Rafael Vincent Mooney (PDRRMO)

3. Social Protection and Sensitivity

Chairperson : Ms. Vivian Claros, PSWDO
Members : Ms. Melchora E. Cawile, PPO
: Ms. Maricel Encarnado (PSWDO)

4. Health Compliance and Responsiveness

Chairperson : Dr. Ronald Flores, PHO
Members : Engr. Roberto Lughasin, PEO
: Ms. Melinda Mendoza, PGO-Nutrition

5. Sustainable Education

Chairperson : Hon. Carlo P. Loreto, SP Member
Members : Ms. Karen H. Baril (DepEd)
: Ms. Mary Ann C. Nichols (DepEd)
: Ms. Anita Alvero, PGO-SB

6. Business-Friendliness and Competitiveness

Chairperson : Ms. Ruth Surpia, PTO
Members : Mr. Eugene Tan, President, PCCI Leyte
: Ms. Jescyn Kate Ramos, PGO-LTIPC

7. Safety, Peace and Order

Chairperson : Hon. Flaviano Centino Jr., SP
Members : PCol Edwin C Balles, PD PNP
: Atty. Rhea Lina U. Enage (PLO)

8. Environment Management

Chairperson : Hon. Leonardo M. Javier, Jr., Vice-Governor
Members : Mr. Macarthur Flores, PNREO
: Mr. Michael Alvarado (PNREO)
: Mr. Shielan Valles (PNREO)

9. Tourism, Heritage Development, Culture and the Arts

Chairperson : Mrs. Frances Ann Petilla
Members : Ms. Jescyn Kate Ramos, PGO-LTIPC
: Mr. Erwin Dumaguit (PGO-LTIPC)
: Ms. Angelica Solina (PGO-LTIPC)

10. Youth Development

Chairperson : Hon. Jo Vanille Chua-Merilo, SKPF President
Members : Mr. Rodel Catapal, PYDO

5

: Mr. Hilario Tayabas, 4H Club Coordinator (OPA)
: Ms. Asel Malesido, Focal Youth Person (PSWDO)
: Ms. Kirsten Buhay, Training Coordinator, PGO-LTLPDC

c. SGLG Focal Person : Ms. Perlita E. Ripalda, PGO-MIS

Section 2. FUNCTIONS. The Provincial SGLG Team shall perform the duties and functions covering the different activities before, during and after the SGLG assessment such as, but not limited to the following:

1. Monitor LGU compliance pursuant to the different identified laws and policies, as translated into related indicators along the (10) governance areas;
2. Identify strategies to facilitate familiarization with the different indicators and adherence with prescribed processes and timelines;
3. Implement innovations and best practices that would help hasten compliance;
4. Monitor availability of the needed data and documents and their accessibility to the DILG Provincial Office representatives, during the data gathering phase;
5. Gather all the required documents or means of verifications (MOVs) and make them available for initial assessment, and to the Regional Assessment Team (RAT) during the validation phase;
6. Maximize collaboration efforts with the DILG Provincial Office during the documentary review and initial data processing;
7. Collect the necessary basic information for the LGPMS-LGU Profile to be encoded in the LGPMS System;
8. Conduct meetings in plenary, or by the technical working group and the different working Committees on a regular basis, or as the need arises;
9. Conduct other activities as many be necessary relative to the successful implementation of the SGLG assessment and validation.

Section 3. SGLG TEAM SECRETARIAT. The SGLG Secretariat shall be composed of the following:

Head Secretariat : Agnes Rafon, OIC - PPDO
Member : Anna Laurice Montejo (PPDO)
Erikson Leguarda (PPDO)

Section 4. FUNCTIONS OF THE SECRETARIAT. The SGLG Secretariat shall perform the following duties and functions:

1. Prepare the necessary checklist of activities, matrices, forms, templates, etc. for distribution to the SGLG TWG and Working Committees;

2. Assist the SGLG TWG and Working Committees during meetings, and in the preparation of minutes of meetings and other required reports;
3. Prepare the necessary documentation in the preparation of SGLG reports;
4. Provide other administrative support to the SGLG Team, or the TWG and Working Committees, in all their undertakings;
5. Perform other duties and functions as may be required by competent authorities.

Section 5. MEETINGS. The SGLG Team, TWG, and Working Committees shall meet regularly, or as often as may be necessary.

Section 6. FUNDING. The necessary funding for the activities of the SGLG Team shall be taken from any available fund from the Office of the Governor or from the different offices in charge of the related activities.

Section 7. EFFECTIVITY. This Order shall be take effect immediately.

Done this 6th day of March at _____.


CARLOS JERICO L. PETILLA
Provincial Governor 