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Republic of the Philippines
Department of Education
REGION X - NORTHERN MINDANAO
DIVISION OF MALAYBALAY CITY

DM - 2022 - 10 - 582
DEPED MALAYBALAY CITY DIVISION

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By: *Veron*

Division Memorandum

No. 582,s 2022

To: Assistant Schools Division Superintendents
Division Chiefs and Unit Heads
Public Schools District Supervisors
Public Elementary and Secondary School Heads
Teaching and Non-Teaching Personnel
All Others Concerned

FROM: **VICTORIA V. GAZO PhD, CESO V**
Schools Division Superintendent *g*

DATE: October 25, 2022

SUBJECT: **DISSEMINATION OF EXECUTIVE ORDER NO. 234 S. 2022
(RECONSTITUTING THE CITY PROJECT MONITORING
COMMITTEE AND RETAINING THE CITY INSPECTORATE TEAM
OF THE CITY GOVERNMENT OF MALAYBALAY AS ITS
TECHNICAL WORKING GROUP)**

1. For the information and guidance of all concerned, enclosed is a copy of Executive Order No. 233 dated October 18, 2022, titled **Reconstituting the City Project Monitoring Committee and Retaining the City Project Monitoring Committee and Retaining the City Inspectorate Team of the City Government of Malaybalay as its Technical Working Group.**
2. Immediate dissemination of and compliance with this Memorandum are desired.

Copy furnished:
Records file
AO file



Address: Sayre Hi-way, Purok 6, Casisang, Malaybalay City
Telefax No.: 088-314-0094; Telephone No.: 088-813-1246
Email Address: malaybalay.city@deped.gov.ph



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EXECUTIVE ORDER NO. 234

Series of 2022

2022-0571
DEPED MALAYBALAY CITY DIVISION
RECEIVED

DATE: 10/24/2022 Time: 1:25
By: [Signature]



**RECONSTITUTING THE CITY PROJECT MONITORING COMMITTEE
AND RETAINING THE CITY INSPECTORATE TEAM OF THE CITY
GOVERNMENT OF MALAYBALAY AS ITS TECHNICAL WORKING
GROUP**

WHEREAS, the composition of the Project Monitoring Committee (PMC) was previously reconstituted by virtue of Executive Order no. 71, s. of 2022;

WHEREAS, there is a need to reorganize the PMC and amplify the performance of its functions through retaining the designation of the City Inspectorate Team as its Technical Working Group;

NOWHEREFORE, by virtue of the powers vested in me by law as the Mayor of this city, I, **JAY WARREN R. PABILLARAN**, do hereby order the reconstitution of the City Project Monitoring Committee (CPMC) and Retaining the City Inspectorate Team of The City Government of Malaybalay as its Technical Working Group.

Section 1. COMPOSITION

The City Project Monitoring Committee (CMPC) shall be Composed of the following

Chairman: Atty. Mitchel D. Talatala, Executive Assistant IV
Co-Chairman: Mr. Juanito C. Aroa, Bukidnon Press Club, Inc.
Members:

1. Representative from Phil. Institute of Civil Engineers (PICE-BUK)
2. Mrs. Wilhelmina S. Catane, Bukidnon Active Women's Federation
3. PB Rodrigo O. Niere- Highway North Cluster Barangays
4. PB Glorio D. Sajulga- Highway South Cluster Barangays
5. PB Joven L. Salonga- Upper Pulangui Cluster Barangays
6. PB Aries Vincent B. Jurolan- Basakan Cluster Barangays
7. PB Crispin G. Pepito- Poblacion Cluster Barangays
8. Mr. Hubert Quiblat- Philippine Institute of Environmental Planners Northern Mindanao
9. Mr. Leonardo O. Leyros- City Agro-Fisheries Council

Section 2. FUNCTIONS AND RESPONSIBILITIES

- a. Conduct periodic assessments, including field inspections and site visits of all projects implemented by the city;
- b. Evaluate problems, recommend solutions during its regular and special meetings;
- c. Process reports of project implementation and provide the CDC with a consolidated report on status of project implementation;
- d. Prepare/disseminate periodic monitoring reports and provide feedbacks to concerned implementers and concerned agencies;
- e. Elevate to higher level bodies issues and problems which are not resolved at the PMC level; and

- f. Perform other responsibilities as specified under the RPMS Operational Manual.

Section 3. SECRETARIAT

The Office of the City Planning and Development Coordinator (CPDO) shall serve as Secretariat of the PMC.

3.1 Functions of the Secretariat

- a. Prepare work and financial plan to be undertaken by the CPMC to include the list of projects, location, cost, project implementation status;
- b. Coordinate the activities of the PMC with concerned agencies/offices; and
- c. Keep all records of projects, reports and other documents that have to be filed for future use and reference.



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BUREAU OF LOCAL GOVERNMENTS

Section 4. TECHNICAL WORKING GROUP

The City Inspectorate Team created thru Executive Order No. 206, S. 2022 shall serve as the Technical Working Group of the PMC.

4.1. Functions of the Technical Working Group

- a. Conducts field inspection and project site visits in cases where it is not possible for the PMC to convene and do the same;
- b. Recommend remedial measures on problems/issues encountered in project implementation as recommended by the PMC during problem solving activities; and
- c. Request project implementers to submit documents necessary for the monitoring and evaluation of programs and projects.

This order shall take effect immediately.

Issued this 20~~th~~ day of October, 2022 at Malaybalay City, Bukidnon.

JAY WARREN R. PABILLARAN
City Mayor