



**MUNICIPALITY OF LA TRINIDAD**

OFFICE OF THE MUNICIPAL MAYOR

**ADMINISTRATIVE ORDER**

**No. 026-2016**

**AN ADMINISTRATIVE ORDER REORGANIZING THE PUBLIC FINANCIAL MANAGEMENT TEAM (PFMT) OF THE MUNICIPALITY OF LA TRINIDAD, BENGUET.**

**WHEREAS**, the 1987 Constitution and the Local Government Code of 1991 states that it shall be the policy of the state to ensure that the territorial and political subdivisions of the nation enjoy genuine and meaningful local autonomy to enable them to attain their full development as self-reliant communities and to make them more effective partners in the attainment of national goals;

**WHEREAS**, DBM-DOF-DILG-NEDA Joint Memorandum Circular No. 2015-01 mandates the adoption of the LGU Public Financial Management Reform Roadmap and Implementation Strategy to guide the LGUs in designing and implementing their own PFM Improvement Plans which aims to promote good governance and strong public financial management;

**WHEREAS**, said joint memorandum circular also mandates the creation of LGU Public Financial Management Team to implement, design and strategize PFM Improvement Plans of the Local Government Unit;

**WHEREAS**, Executive Order No. 006-2014 was issued in May 5, 2014 which created the Public Financial Management Team (PFMT) of the Municipality of La Trinidad;

**WHEREAS**, there is a need to reorganize the PFMT of the municipality to update its membership as a result of the 2016 May elections and to replace members who no longer represent their agency or office;

**NOW THEREFORE, I, ROMEO K. SALDA**, duly elected Municipal Mayor of La Trinidad, Benguet do hereby reorganize the PUBLIC FINANCIAL MANAGEMENT TEAM (PFMT) of the Municipality of La Trinidad, Benguet, as follows:

**Section 1. Composition.** The Public Financial Management Team (PFMT) shall be composed of the following :

<b>Team Leader</b>	:	ATTY. HENSON B. GOLOCAN, Municipal Accountant
<b>Assistant Team Leader:</b>		MS. IMELDA E. GRUPO, Municipal Budget Officer
<b>Team Members</b>	:	HON. RODERICK C. AWINGAN, SB Member & Chairperson Com. On Finance, Budget, and Appropriations HON. GUILLER A. GALWAN, SB Member & Chairperson Committee on Ways and Means MS. WILMA M. LINTAN, Municipal Treasurer ENGR. VICENTE C. PEREZ, JR., MPDC MR. FRANCIS A. LEE, Executive Assistant II MR. KEVIN V. CABADING, Rep., Bids & Awards Committee

**Technical Working Group/ Secretariat :**

MR. NORMAN ANTERO, Assistant Treasurer, MTO  
MS. LORELIE ANTERO, Accountant II, MAccO



Republic of the Philippines  
Province of Benguet

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MR. GERALD COSTINA, AO II, MBO  
MS. ROBELYN MADAYAG, Statistician I, MPDO  
MS. MELANIE MENZI, AA II, BAC

**Section 2. Function of the Team.** The Public Financial Management Team (PFMT) shall perform the following functions:

1. Take the lead in advocating the rationale for the benefits of conducting regular public financial management assessments;
2. Convene and discuss the contents of the Public Financial Management Tools for LGUs;
3. Orient the Local Chief Executive (LCE) and the Sangguniang Bayan on the Financial Management Assessment Tools (PFMAT);
4. Ensure availability of access to required data and/or information;
5. Distribute the PFMAT to the responsible units and/or offices;
6. Ensure better coordination and sustainability of Public Financial Management reforms in the Municipality of La Trinidad, Benguet; and
7. Do other functions as may be necessary for the proper, effective and efficient accomplishment of their functions.

**Section 3. Functions of the Technical Working Group (TWG)/Secretariat.** The TWG/Secretariat shall :

1. Provide technical support to the Team;
2. Organize and make all necessary arrangements for Team meetings;
3. Attend meetings and prepare the minutes of meeting of the Team;
4. Keep records of the Team and makes them available to the members when needed;
5. Gather necessary data and information, and conduct research;
6. Provide such other assistance that may be required by the Team.

**Section 4. Meetings and Quorum.** The Team shall meet as often as necessary which shall be presided by the Team Leader or Assistant Team Leader. In the absence of the Team Leader or Assistant Team Leader, the members present constituting a quorum shall elect among themselves who may preside for such meeting only. But in case where the presence of the Team Leader is required by law or rules and regulations of the committee, the meeting must only be presided by the Team Leader or Assistant Team Leader. In the presence of the Team Leader and Assistant Team Leader, the former shall preside.

The affirmative vote of the majority of the members present during the meeting shall be necessary to approve an action of the team.

The quorum shall mean the presence of the majority of the members.

**Section 5. Effectivity.** This Administrative Order shall take effect immediately and shall be valid until revoked or amended.

Issued this 11<sup>th</sup> day of July, 2016 at La Trinidad, Benguet.

  
**ROMEO K. SALDA**  
Municipal Mayor

Copy furnished :

- The Provincial Governor, Benguet Province
- The Sangguniang Bayan, LTB
- The DILG through MLGOD
- DBM-CAR
- file

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