Hon. Cielo Krisel Lagman Luistro
City Mayor

EXECUTIVE ORDER NO. 044 SERIES OF 2023

AN EXECUTIVE ORDER REORGANIZING THE CITY ASSESSMENT TRANSITION TEAM (CATT) OF TABACO CITY

WHEREAS, Section 1 of Republic Act No. 10952 also known as, "An Act Postponing the December 2022 Barangay and Sangguniang Kabataan Elections, Amending for the Purpose Republic Act No. 9164, as Amended, Appropriating Funds Thereof, and for Other Purposes" provided that the Barangay and Sangguniang Kabataan Elections shall be held synchronously on the last Monday of October 2023, and every three (3) years thereafter;

WHEREAS, Section 4 of the said act provided that the term of office of the newly elected Barangay and Sangguniang Kabataan officials shall commence at noon of November 30, 2023;

WHEREAS, DILG Memorandum Circular No. 2023-047 entitled, "Conduct of Inventory and Turnover of Barangay/Sangguniang Kabataan Properties, Financial Records, Documents and Money Accountabilities by all incumbent Barangay and SK Officials, and the creation of Barangay and SK Inventory Team and the City/Municipal Assessment and Turnover Team, in view of the October 30, 2023, Barangay and Sangguniang Kabataan Elections" provided guidelines to ensure a proper and effective turnover of barangay and SK properties and money accountabilities;

WHEREAS, the said DILG Memorandum Circular mandates all City/Municipal Mayors to exercise their power of general supervision over component barangays, pursuant to Section 32 of RA 7160 also known as the "Local Government Code of 1991" to create through an executive order the City/Municipal Assessment and Transition Team.

NOW THEREFORE, I, CIELO KRISEL LAGMAN-LUISTRO, City Mayor of T abaco City, by virtue of powers vested upon me by Republic Act No. 7160 also known as the "Local Government Code of 1991" and other pertinent laws, do hereby order the following:

SECTION 1. COMPOSITION. The City Assessment and Transition Team of Tabaco City shall be composed of the following:

Chairperson:	**EVANGELINA S. BORITO, CPA,** City Accountant
Co-chairperson:	**RUTH FAY B. BELARMINO,** CGLOO
Vice-chairperson:	**RAFAEL C. KALLOS, Ph.D.,** Acting City Treasurer
Members:	**SHERRY A. TRILLES,** City Budget Officer
	RONALO BARBACENA, LYDO
	WILFREDO BONAOBRA, JR., LYDC Member
	ANGELICA ELAIZA S. BURCE, LYDC Member
	ELPIDIO B. BONGANAY, Tabaco City Barangay Tanod Association

RHODORA M. JAMANTOC, PALIITAPO-Tricycle Operators and Drivers Association Inc.
MIGUEL BIRON, Tabaco Fresh Fish Retailers and Dealers Association

SECTION 2. DUTIES AND FUNCTIONS. The City Assessment and Transition Team of Tabaco City shall have the following duties and functions:

1. Remind all Punong Barangays, SK Chairpersons, and other accountable BPSKOs to conduct initial and final inventory, prepare and submit the list of the government properties under their custody;
2. Supervise the BIT and SKIT in the conduct of inventory and turnover of their respective B/SK PFRDs and money accountabilities;
3. Plan and schedule the conduct of assessment and checking of B/SK inventory of PFRDs and money accountabilities of the component barangays and SKs;
4. Conduct assessment, verification, and checking of the actual physical counts of PFRDs of the component barangays and SKs as against the accomplished inventory;
5. Ensure completeness of BPFRDs and SKPFRDs and liquidation of all money accountabilities by the concerned accountable barangay officials before the conduct of the turnover ceremony;
6. Submit to the City Mayor a list containing the names of all accountable BPSKOs who failed to turnover B/SKPFRDs and money accountabilities, if any;
7. Assist the City Mayor in ensuring the smooth and orderly transition, and the successful conduct of the turnover ceremony by the outgoing BSKOs to the newly elected/reelected BSKOs.

SECTION 3. REPEALING CLAUSE. All local orders, directives, and issuances or parts thereof that are inconsistent with this executive order are hereby repealed and modified accordingly.

SECTION 4. SEPARABILITY CLAUSE. If for any reason any section or provision of this order is declared invalid. The remaining portions not affected shall continue to be in full force and effect.

SECTION 5. EFFECTIVITY. This Executive Order shall take effect immediately upon approval.

ISSUED this 28th day of July 2023 in Tabaco City, Albay.

CIELO KRISEL LAGMAN-LUISTRO
City Mayor