Hon. Cielo Krisel Lagman-Luistro
City Mayor

EXECUTIVE ORDER NO. 028 SERIES OF 2022

AN EXECUTIVE ORDER MANDATING THE DESIGNATION OF THE CITY COOPERATIVES DEVELOPMENT OFFICER OF TABACO CITY

WHEREAS, Republic Act No. 11535 dated April 09, 2021, otherwise known as "An Act Making the Position of a Cooperatives Development Officer Mandatory in the Municipal, City, and Provincial Levels, amending for the Purpose Republic Act No. 7160, otherwise known as the Local Government Code of 1991" was signed into law last April 09, 2021, thus providing the implementing rules and regulation for the appointment of a full-pledged Cooperatives Development Officer;

WHEREAS, the Department of Interior and Local Government (DILG) issued Memorandum Circular 2021-110 dated September 27, 2021, reiterating the designation of a Cooperatives Development Officer in compliance with R.A. 11535;

NOW THEREFORE, by virtue of the power vested upon me by section 455, b, 1, v of R.A. 7160, otherwise known as the local government code of 1991. **I, CIELO KRISEL LAGMAN-LUISTRO**, City Mayor of Tabaco City, do hereby order the **DESIGNATION** of the **CITY COOPERATIVES DEVELOPMENT OFFICER** of Tabaco City:

NAME	DESIGNATION
ZOSIMO B. BUENCONSEJO	CITY COOPERATIVES DEVELOPMENT OFFICER

SECTION 1. DUTIES AND RESPONSIBILITIES. The above-named individual shall have the following functions and responsibilities:

1. Take charge of the office for the development of cooperatives registered with the Cooperative Development Authority.
2. Formulate measures for the consideration of the Sangguniang Panlungsod, and provide technical assistance and support to the City Mayor, as the case may be, in carrying out measures to ensure the delivery of basic services and provision of facilities through the organizing, promotion, and development of cooperatives, and in providing access to such services and facilities;
3. Develop plans and strategies in consultation with the cooperative sector and upon approval thereof by the City Mayor, as the case may be, implement the same, particularly those which have to do with the integration of cooperatives values, principles, and practices in programs and projects which the City Mayor is empowered to implement and which the Sangguniang Panlungsod is empowered to provide;

4. Take the lead in identifying groups, sectors or communities that can be organized into cooperatives with the objective that the cooperatives to be organized shall be vehicles in poverty reduction, job creation, and socioeconomic development of the municipality, city, or province;
5. In collaboration with the Cooperative Development Authority (CDA), provide assistance to prospective cooperatives in the conduct of the required pre-registration seminar and/or pre-membership education seminar and in the preparation of the required documents for registration;
6. In partnership with the CDA, Department of Trade and Industry, other government agencies, cooperative unions and federations, the academe, and other private organizations, provide technical and other forms of assistance to duly registered cooperatives to enhance their viability as an economic enterprise and social organization including, but not limited to, training and education, business management, finance, and financial management;
7. Assist cooperatives in establishing linkages with government agencies, cooperative unions and federations, the academe, and non-government organizations involved in the promotion and integration of the concept of cooperatives in the livelihood of the people and other community activities;
8. Assist cooperatives in the development and implementation of risk management plans and business continuity plans and management as a response to anticipated or unexpected man-made and natural calamities and disasters, to aid in their survival, and if necessary subsequent rehabilitation;

SECTION 2. EFFECTIVITY. This order shall take effect immediately.

SECTION 3. REPEALING CLAUSE. All orders, directives, and issuances or parts thereof which are inconsistent with the foregoing Executive Order are hereby repealed and modified accordingly.

ISSUED this 30th day of Sept., 2022 at Tabaco City, Albay.

CIELO KRISEL LAGMAN-LUISTRO
City Mayor