



## OFFICE OF THE MUNICIPAL MAYOR

EXECUTIVE ORDER NO. 020  
Series of 2023

### CREATING THE FIVE (5) SECTORAL COMMITTEES AND TECHNICAL WORKING GROUP (TWG) OF THE LOCAL DEVELOPMENT COUNCIL OF THE MUNICIPALITY OF MATNOG, SORSOGON, DESIGNATING THE COMPOSITION OF EACH COMMITTEE AND DEFINING ITS FUNCTIONS

**WHEREAS**, LDC Resolution No. 3 s. 2019 provides for the creation of five (5) sectoral committees and Technical Working Group of the Local Development Council (LDC), namely, social, economic, physical/land/use/infrastructure, institutional and environmental.

**WHEREAS**, DILG MC No. 2007-114 provides for the guidelines in updating the medium-term Comprehensive Development Plan (CDP), contents of the Executive Legislative Agenda (ELA), formulation of the Provincial Development and Physical Framework Plan (PDPFP) and reconstitution of the Local Development Council as the mandated planning structures;

**NOW THEREFORE**, I, **CATTLEYA M. SO**, Municipal Mayor of the Municipality of Matnog, Sorsogon, by virtue of the powers vested in me by law, do hereby designate the composition of the Five (5) Sectoral Committees and Technical Working Group and its functions:

**Section 1. COMPOSITION.** The five (5) Sectoral Committees shall be composed of the following:

#### 1. Social Development

CHADY M. CERBITO	Social Welfare Development Officer (SWDO)
Dr. ROSSANA B. GALERIA	Municipal Health Officer (MHO)
Hon. MERCY GATA	SB Member (Chair. Comm. on Health, Population and Social Services)
NAPOLEON FUNTELAR	President Senior Citizen
Hon. VINCENT GABRIEL ESCANILLA	SK Federation President (Chair. Comm. on Youth and & Sports Development)
ELVIS ROMEO ZUÑIGA	PSDS – Matnog District I
BENITA A. CEILO	Principal – Matnog National High School

#### 2. Economic Development

LENIE CABILI	Municipal Accountant
EDEN B. FRIVALDO	Municipal Treasurer
DIONEBEL A. FIGUEROA	Municipal Budget Officer
Hon. JOSEPH GO	SB Member (Chair. Comm. on Tourism, Trade, Commerce & Industry)

#### 3. Physical/Land Use Infrastructure Development

Engr. CIRDION MANUEL	Municipal Engineer
Arch. JOSELITO S. GARRIDO	MPDC
Hon. LEOPOLDO Y. SABADO JR.	SB Member (Chair. Comm. on Housing and Land Utilization)
RAMIL GAVARRA	AMEDA, Inc.

#### 4. Environmental Management

Engr. DARIUS DE GUZMAN	Municipal Environmental & Natural Resources Officer
Hon. SALVADOR L. FRENCILLO	SB Member (Chair. Comm. on Environmental and Natural Resources, Energy and/or Solid Waste)
AILYN GARBIN	CSO (IP)
BOBBY GIGANTONE	Tourism Officer

**5. Institutional Development**

RAMON GACIS JR.  
RICK G. FRANCISCO  
Hon. RECTO DULAY  
PMAJ VOLTAIRE JUN J. PEDIDO

Municipal Assessor  
MCR  
SB Member (Chair. Comm. on Games and Amusement)  
Chief of Police – Matnog Police Station

**6. Technical Working Group**

KAREN B. ANTUERPIA  
ANNETTE G. GEALONE  
ALMA GAYOLA  
ELIZABETH GARIL  
ROMIDA NAAG

AT – MAO  
SWO - II  
Admin Staff – MSWDO  
Admin Staff – MSWDO  
Record Officer II/Assistant Assessor Designate

**Section 2. FUNCTIONS.**

- a. Assist the LDC in the performance of its functions;
- b. Provide the LDC with data and information essential to the formulation of plans, programs and activities;
- c. Define sectoral or functional objectives, set targets and identify programs, projects and activities;
- d. Collate and analyze data and conduct studies;
- e. Conduct public hearings on sectoral planning, projects and activities;
- f. Monitor and evaluate programs and projects;
- g. Regularly update sectoral database; and
- h. Perform functions assigned by the LDC

**Section 3. SUPPORT REQUIREMENTS.** The Secretariat of the LDC shall call upon the members of the five sectoral committees in the local government unit through their respective department heads for a meeting and assistance of relevant data or information necessary in the formulation of the Comprehensive Development Plan and in the implementation of various activities essential for the completion of the plan.

**Section 4. Effectivity.** The five sectoral Committees and Technical Working Group shall exercise their functions immediately and until the Comprehensive Development Plan has been formulated and adopted by the concerned Sanggunian.

Done in the Municipality of Matnog, Sorsogon this 20th day of MAY, 2023.

  
**CATTLEYA M. SO**  
Municipal Mayor