



# OFFICE OF THE MUNICIPAL MAYOR

EXECUTIVE ORDER NO. 029  
Series of 2023

## AN EXECUTIVE ORDER ORGANIZING THE MUNICIPAL GRIEVANCE REDRESS COMMITTEE IN THE MUNICIPALITY OF MATNOG FOR THE KALAHI-CIDSS-PHILIPPINE MULTI-SECTORAL NUTRITION PROJECT (PMNP)

**WHEREAS**, Section 16 of Republic Act No. 7160, otherwise known as the Local Government Code of 1991 provides that every local government unit shall exercise the powers expressly granted, those necessarily implied there from, as well as powers necessary, appropriate, or incidental for its efficient and effective governance, and those which are essential to the promotion of the general welfare;

**WHEREAS**, the PMNP is a government project to adopt a bold, multisectoral nutrition approach to deliver a coordinated package of nutrition-specific and nutrition-sensitive interventions across the various LGU platforms together with a harmonized social behavior change and communication strategy;

**WHEREAS**, the design of PMNP was guided by the convergence approach espoused in the 2017-2022 PPAN which is anchored upon the complementation of actions across sectors, particularly when mobilizing for nutrition at local levels;

**WHEREAS**, the Grievance Redress System (GRS) is a feature of Philippine Multi-Sectoral Nutrition Project designed to attend to complaints, problems and issues arising out from program implementation with the end of promoting social accountability, anchored on the basic principles of Participation, Transparency and Accountability;

**WHEREAS**, in conformance with the Community-Driven Development Support to COVID-19 Disaster Response, there is an existing **Municipal Grievance Redress Committee (MGRC)** which composed of 18 members from the Municipal Nutrition Committee (MNC) and/or 75 representative/s from the concerned **Barangay Grievance Redress Committee (BGRC)**;

**WHEREAS**, the BGRC will be involved in the resolution of the grievance intake at the municipal level if there are two or more affected barangays.

**NOW THEREFORE**, I, **Hon. Cattleya M. So**, the Local Chief Executive of Matnog, Sorsogon by virtue of the powers vested in me by law, do hereby order the **Creation of the Municipal Grievance Redress Committee in the Municipality of Matnog for the KALAHI-CIDSS- PMNP Implementation.**

### Section 1. Definition of Terms

**Grievance** shall mean non- contentious questions/clarifications relative to the program or sub-projects, issues and concerns arising from non-performance of obligation/s of any of the concerned parties as well as those which may pertain to non-conformance with KC-NCDDP - PMNP government procurement and finance guidelines such as misuse of funds, allegations of corruption and falsification of public documents, among others.

**PINCOS** stands for Problems, Issues, Needs, Concerns and Observations which may be raised by the project staff





## OFFICE OF THE MUNICIPAL MAYOR

EXECUTIVE ORDER NO. 029  
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#### Section 2. Creation and Composition of Municipal Grievance Redress Committee





# OFFICE OF THE MUNICIPAL MAYOR

**HON. CATTLEYA M. SO**, Municipal Mayor - Chairperson

## MEMBERS

NAME	DESIGNATION
HON. EMILIO G. UBALDO III	Municipal Vice Mayor
HON. MERCY GATA	SB Member, Chairman Committee on Health, Population and Social Services
NEIL ALVIN DIOQUINO	MLGOO
DR. ROSSANA B. GALERIA	Municipal Health Officer
MARIVIC G. ESCANILLA	MNAO
CHADY M. CERBITO	MSWDO
LENIE CABILI	Municipal Accountant
EMMANUEL DE GUZMAN	Municipal Agriculturist
	Municipal Engineer
DIONEDEL FIGUEROA	Municipal Budget Officer
ARCH. JOSELITO GARRIDO	Municipal Planning and Development Officer
KAREN ANTUERPIA	MA - Nutrition Coordinator
EDEN FRIVALDO	ICO - Municipal Treasurer
JAY GALLANO	MDRRMO
SPFO3 RONNIE ANONUEVO	OIC - BFP
	Matnog Chief of Police
ELVIS ZUNIGA	DepEd Representative Public School District
BENITA CIELO	MNHS Principal Supervisor, Matnog District
SILVERTRE FRANDO	LIGA President
AILYN GARBIN	IPs Chieftain
KENNY DULAY	President CUCACAPA
SILVESTRE FRANDO	LIGA President
	CNSPMC Chairperson
	CNSPMC Chairperson
	CNSPMC Chairperson

**Grievance Monitor/Intake Officer : MEDILINE B. PEDRAGOSA, AC**

## Section 2. Roles and Responsibilities

### Municipal Grievance Redress Committee

- a. The MGRC shall act as the fact-finding body who, after intake of the grievance or PINCOS by the Area Coordinator, may immediately conduct fact-finding or verification process, as may be



## OFFICE OF THE MUNICIPAL MAYOR

- b. The MGRC should as much as possible link up with the Lupon Tagapamayapa or other existing grievance machineries in the locality and endeavor to harmonize the extant systems in resolving grievances.
- c. The MGRC shall ensure that copies of all means of verification such as but not limited to Feedback Report, Intake Form, attendance sheets, minutes form and photo documentation are secured and turned over to the Area Coordinator or his authorized representative for safekeeping and encoding/updating in the Program Information Management System (PIMS) of KC-PMNP.
- d. The MGRC shall ensure the speedy disposition of all grievances, in accordance with the established principles of the GRS.

### **Municipal Nutrition Committee**

Depending on the nature and the gravity of the grievance or those which may not be resolved by mutually agreeable terms through amicable settlement between and/or among parties, the MNC shall be considered as the decision making body for municipal-level grievances where actions and resolution shall be decided by majority vote of all the attendees.

### **Section 3. Repealing Clause**

If any part of this Executive Order is declared invalid for any reason, the parts not affected thereby shall remain in full force and effect.

### **Section 4. Effectivity**

This Order shall take effect immediately.

Done this 13<sup>th</sup> day of September, 2023 in the Municipality of Matnog, Sorsogon.

  
**HON. CATTLEYA M. SO**  
Municipal Mayor