



Republic of the Philippines
Province of Cavite
City of Imus

OFFICE OF THE CITY MAYOR

EXECUTIVE ORDER NO. 29

Series of 2023

AN ORDER CREATING THE CITY ASSESSMENT AND TRANSITION TEAM IN CONNECTION WITH THE OCTOBER 30, 2023 SYNCHRONIZED BARANGAY AND SANGGUNIANG KABATAAN ELECTIONS IN THE CITY OF IMUS

WHEREAS, Republic Act No. 11935, 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 Therefor, and for Other Purposes;

WHEREAS, Section 1 of the said Act provides that the Synchronized Barangay and Sangguniang Kabataan Elections shall be held on the last Monday of October 2023;

WHEREAS, the Department of Interior and Local Government (DILG) issued Memorandum Circular No. 2023-047 dated March 21, 2023, on the Conduct of Inventory and Turnover of all Barangay and Sangguniang Kabataan (SK) Properties, Financial Records, Documents (PFRDs) and Money Accountabilities by all Incumbent Barangay and SK Officials;

WHEREAS, item 4.1.4.1.3 of the said Memorandum Circular provides that the City Mayor shall create through an Executive Order, the City Assessment and Transition Team (CATT), not later than September 30, 2023.

WHEREAS, Section 32 of R.A. No. 7160 provides that the City Mayor is enjoined to ensure the smooth and orderly turnover of responsibilities for the proper use and care of government funds and properties by the Barangays and SKs.

NOW, therefore, **I, ALEX L. ADVINCULA**, Mayor of the City of Imus, by virtue of the powers vested in me by law, do hereby order the creation of the CITY ASSESSMENT AND TRANSITION TEAM (CATT) with the following provisions:

Section 1. COMPOSITION- The CATT shall be composed of the following:



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Chairperson	Ms. Roselie A. Pangilinan <i>City Accountant</i>
Co-Chairperson	Mr. Joseph Ryan V. Geronimo <i>Head, Department of Interior and Local Government</i>
Vice Chairperson	Mr. Manuel Reynold W. Dela Fuente <i>City Treasurer</i>
Members	Ms. Arlene DG Duminding <i>City Budget Officer</i> Mr. Jericho F. Reyes <i>Head, Youth Affairs</i> Mr. John D. Jacob <i>President, AIMHAI</i> Mr. Paolo R. Gasilan <i>President, CGIEA</i> Mr. Ronelle C. Garcia <i>Anti-violence Task Force</i>

Section 2. DUTIES AND FUNCTIONS- The CATT shall perform the following functions:

- A. Remind all Punong Barangays, SK Chairpersons, and other accountable BSKOs to conduct initial and final inventory, and prepare and submit the list of the government properties under their custody;
- b. Supervise the BIT and SKIT in the conduct of inventory and turnover of their respective B/SK PFRDs and Money Accountabilities;
- c. Plan and schedule the conduct of assessment and checking of B/SK inventory of PFRDs and Money Accountabilities of the component barangays and SKs;



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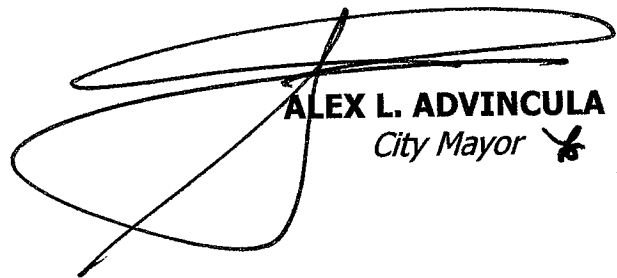
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- d. Conduct assessment, verification, and checking of the actual physical count of PFRDs of the component barangays and SKs as against the accomplished Inventory and Turnover Forms prepared and submitted by BSKOs;
- e. Ensure completeness of BPFRDs/SKPFRDs and liquidation of all money accountabilities by the concerned accountable barangay officials before the conduct of the Turnover Ceremony;
- f. Submit to the City Mayor a list, containing the names of accountable BSKOs who failed to turnover B/SK PFRDs and money accountabilities, if any;
- g. Assist the City Mayor in ensuring the smooth and orderly transition, and successful conduct of the turnover ceremony by the outgoing BSKOs to the newly elected/re-elected BSKOs.

Section 3. EFFECTIVITY- This Executive Order shall take effect immediately.

SO ORDERED.

DONE and **SIGNED** this 16th day of May 2023 at City of Imus, Cavite.


ALEX L. ADVINCULA
City Mayor ✍