



**REPUBLIC OF THE PHILIPPINES
CITY OF IMUS | PROVINCE OF CAVITE
OFFICE OF THE CITY MAYOR**

EXECUTIVE ORDER NO. 3
Series of 2022

AN EXECUTIVE ORDER CREATING AN AD HOC COMMITTEE TO STUDY THE GOOD PRACTICES OF THE CRITICAL DEPARTMENTS OF THE CITY OF IMUS AND TO DRAFT THE CODE OF GOOD GOVERNANCE FOR THE CITY OF IMUS

WHEREAS, Section 3 Book I Title I Chapter I of Republic Act 7160, otherwise known as the Local Government Code of 1991, provides that "there shall be established in every local government unit an accountable, efficient, and dynamic organizational structure and operating mechanism that will meet the priority needs and service requirements of its communities."

WHEREAS, the aforementioned Section of the Local Government Code of 1991 further provides that "effective mechanisms for ensuring the accountability of local government units to their respective constituents shall be strengthened in order to upgrade continually the quality of local leadership."

WHEREAS, in order to improve the quality of service to the people of Imus City, there is a necessity to review and assess the previous and current practices, processes and systems in the critical departments of the City of Imus and publish *The Code of Good Governance for the City of Imus*.

NOW, THEREFORE, I, ALEX L. ADVINCULA, City Mayor of the City of Imus, by virtue of the powers vested in me by law, do hereby order:

Section 1. Creation of an Ad hoc Committee- There is hereby created an Ad hoc Committee ("Committee") to study the good practices of the critical departments of the City of Imus and to draft the *Code of Good Governance For the City of Imus* ("Code of Good Governance").

Section 2. Composition- The composition of the Committee shall be in accordance with the following, to wit:

- a) The Committee shall be composed of at least **FIVE (5)** members, all of which shall be chosen and appointed by the City Mayor.
- b) All Members shall be of good moral character, irreproachable reputation and shall possess unquestionable integrity and competence.
- c) All Members should have occupied or is actually occupying a position equivalent to that of a Department Head, Unit Head, Officer-in-Charge, or any similar position.



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Section 3. Functions-The Committee shall have the following duties and responsibilities:

- a) To revisit, review and examine all documents, communications and correspondences in the critical departments of the City of Imus.
- b) To evaluate the policies and processes employed and followed by critical departments of the City of Imus.
- c) To streamline additional measures and improvements in order to make the abovementioned processes more efficient.
- d) To formulate, prepare and draft the *Code of Good Governance*.

Section 4. Term- The Committee shall be in existence for a period of one (1) year from the issuance of this Order, within which it should have completed and submitted the *Code of Good Governance for the City of Imus*. Should there be a necessity to extend the existence of the Committee, as determined by the City Mayor, the same shall be extended for a period of one (1) year.

Section 5. Meetings and Quorum- The Committee shall meet at least once (1) a week or more frequently if there is a necessity. The quorum for the meeting shall be 50% of the members plus one.

Section 6. Submissions and Output- The Committee shall be required to submit a weekly summary report and minutes of the weekly meeting to the City Mayor. Additionally, the Committee shall present to the City Mayor or his representative, a monthly progress report on the *Code of Good Governance for the City of Imus*.

Section 7. Repealing Clause- All issuances, orders, rules and regulations, or parts thereof, which are inconsistent with any of the provisions of this Executive Order, are hereby repealed or modified accordingly.

Section 8. Effectivity- This Executive Order shall take effect immediately and shall be remain in full effect unless otherwise revoked.

DONE and **SIGNED** this 1st day of July 2022, City of Imus.


ALEX L. ADVINCULA
City Mayor

