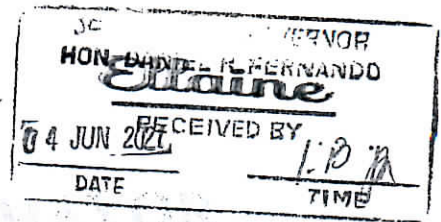


Republic of the Philippines
Province of Bulacan
CITY OF MALOLOS



#425

EXECUTIVE ORDER NO. 18
Series 2021

**AN EXECUTIVE ORDER CREATING THE
LOCAL REORGANIZATION COMMITTEE**

WHEREAS, the Management Study Group created by the Chief Executive pursuant to Executive Order No. 61 Series 2020 dated June 11, 2020 has recommended the reorganization of the present structure and staffing pattern of the City Government of Malolos;

WHEREAS, the Sangguniang Panlungsod has approved the proposed organizational structure and staffing pattern thru City Ordinance No.08-2021 dated May 03, 2021;

NOW THEREFORE, I, Engr. Gilbert T. Gatchalian, City Mayor of Malolos, consistent with the guidelines on Local Government Unit Reorganization and by virtue of the power vested in me by Republic Act 7160, do hereby order the creation of Local Reorganization Committee (LRC) which shall be composed of the following members;

Section I: Composition of the Local Reorganization Committee

- | | | |
|---------------|---|--|
| Chairperson | : | Mr. Luisito Zuñiga
Acting City Administrator
City Mayor Authorized Representative |
| Vice Chairman | : | Atty. Christian Peter Bautista
City Legal Officer |
| Members | : | Atty. Niño Carlo Bautista
Councilor, Sangguniang Panlungsod and
Chairman, Committee on Labor |

Ms. Cristina Gutierrez
Secretary of Sangguniang Panlungsod

Atty. Louie Belle Tagulao-Castro
Chief of Staff

Ms. Leilani Maclang
City Budget Officer

Ms. Maribel Fajardo
Acting HRMO

Engr. Eugene Cruz
City Planning and Development
Coordinator

Technical Staff : Mr. Louie Icasiano
Mr. Jonathan Tolentino
Ms. Monique Riogelon

Secretariat : Ms. Riza Jacqueline De Leon-Sarmiento
Ms. Pascanie Lianne Domingo
Ms. Jonna Almario
Mr. Noelle Rivera

Section II: FUNCTIONS

The committee shall perform the following:

1. Prepares an action plan for implementation to include details and timetable of activities;
2. To gather, analyze and interpret data (structure, function, and personnel/staffing);
3. Conduct the inventory of existing positions and personnel;
4. Choose the appropriate structure with the assistance of national agencies such as DBM and CSC if needed and upon request; and
5. Meets the department/division/section/unit heads to discuss the output of the reorganization.

-C/O CITY LEGAL OFFICE

The technical staff shall perform the following:

1. Performs data gathering, consolidation and presentation of necessary data/inputs needed by the Local Reorganization Committee (LRC) in the performance of their duties and functions;
2. Prepares official documents for proper endorsement, adherence and compliance to Local Government Unit Reorganization Guidelines; and
3. Performs other functions related to reorganization as may be assigned.

The secretariat shall perform the following:

1. Performs administrative requirements in performance of the duties functions and responsibilities of the Local reorganization Committee; and
2. Performs other functions related to reorganization as may be assigned.

SECTION III: FUNDING. All cost that may be required in order to ensure the implementation of this Executive Order shall be sourced from the available funds subject to relevant accounting and auditing rules.

SECTION IV: EFFECTIVITY. This Order shall take effect immediately upon signing thereof.

Done this 03 of June 2021 at City of Malolos, Bulacan.


ENGR. GILBERT Z. GATCHALIAN
City Mayor

*C/O CITY LEGAL OFFICE