



Republic of the Philippines
Province of Bohol
MUNICIPALITY OF LOON
OFFICE OF THE MAYOR

EXECUTIVE ORDER NO. 30
Series of 2023

CREATING THE SUBPROJECT IMPLEMENTATION TEAM (SIT)

WHEREAS, the Indian-Quick Impact Project (I-QIP) seeks to contribute to the economic growth of local government units (LGUs) all over the country through the enhancement of delivery of basic services, generation of jobs, and strengthening of the agriculture and business sectors;

WHEREAS, the I-QIP intends to fund a short-gestation project or "Subproject" that will directly benefit local communities, drive local socioeconomic development, particularly for, but not limited to, the creation or improvement of physical infrastructure such as road, local community centers, and others, and social infrastructure such as in education, health, sanitation, or community development sectors;

WHEREAS, the LGUs, as provided under Section 17 of Republic Act No. 7160 (Local Government Code of 1991), assume the primary responsibility for the provision of basic services and facilities and the improvement of the quality of life of their constituents;

WHEREAS, to ensure the effective and efficient implementation of the Subproject and the judicious utilization of the Indian Grant Assistance, there is a need for the creation of a Subproject Implementing Team (SIT) in the LGU to ensure efficient and effective implementation of thereof;

NOW THEREFORE, premises considered and by virtue of the authority vested upon me under the Local Government Code and other existing laws, I, Elvi Peter L. Relampagos, mayor of the Municipality of Loon, Bohol, do hereby declare and order the following:

Section 1. Creation and Composition. - The Subproject Implementation Team (SIT) is hereby created, to be composed of the following LGU employees, to wit:

Chairperson: Engr. Noel S. Castrojo
 Municipal Engineer

Co-Chairperson: Engr. Alan L. Relator, EnP
 Municipal Planning and Development Coordinator

Members: Sheila L. Castrojo
 Municipal Budget Officer

 Celso R. Orion
 In-Charge, General Services Office

Section 2. Objectives. - The SIT shall have the following objectives:

- 2a. To ensure timely and proper execution of the Subproject;
- 2b. To promote interdepartmental coordination and collaboration for seamless project implementation;
- 2c. To monitor project progress, assess performance, and recommend corrective actions when necessary; and

- 2d. To enhance transparency, accountability, and public trust in the execution of the Subproject.

Section 3. Functions, Duties and Responsibilities. - The SIT shall have the following functions, duties, and responsibilities:

- 3a. Ensure that the project implementation abides by the Subproject Implementation Guidelines and the provisions of the approved agreements on I-QIP;
- 3b. Develop a comprehensive Subproject Implementation Plan for the project, detailing timelines, resources, tasks, and activities;
- 3c. Conduct regular meetings to review project status, identify challenges, and propose solutions;
- 3d. Monitor the allocation and utilization of resources, ensuring efficient and judicious use of funds;
- 3e. Ensure that the quality of the Subproject conforms with established standards;
- 3f. Recommend adjustments or modifications to Subproject plans based on changing circumstances;
- 3g. Prepare and submit regular reports to the Local Chief Executive, copy furnished the DILG, on the progress and performance of Subproject; and
- 3h. Perform such other functions, duties and responsibilities related to the I-QIP implementation and management as may be prescribed by competent authorities.

Section 4. Separability Clause. - Any provision of this Executive Order that is declared illegal shall not nullify the other provisions hereof provided that the remaining provisions can be given force and effect to accomplish the objectives of the same Subproject.

Section 5. Effectivity. - This Executive Order shall take effect immediately.

Issued this 23rd day of October 2023 in the Municipality of Loon, Bohol.


ELVI PETER L. RELAMPAGOS
Mayor