



Republic of the Philippines
Province of Nueva Vizcaya
Municipality of Aritao
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OFFICE OF THE MUNICIPAL MAYOR

EXECUTIVE ORDER NO. 38
Series of 2022

AN ORDER REORGANIZING THE PROGRAM ON AWARDS AND INCENTIVES FOR SERVICE EXCELLENCE (PRAISE) COMMITTEE OF THE LOCAL GOVERNMENT UNIT OF ARITAO.

WHEREAS, in line with the revised Policies on Employees Suggestions and Incentive Awards system (ESIAS) provided under CSC Res. No. 010112 and CSC MC No. 01 s. 2001, the Local Government Unit of Aritao adopted its Program on Awards and Incentives for Service Excellence (PRAISE) which is referred to as agency PRAISE;

WHEREAS, the new administration of the municipal government of Aritao recognizes the importance of the agency PRAISE for it encourages creativity, innovativeness, efficiency, integrity and productivity in the public service.

NOW, THEREFORE, I, REMELINA PEROS-GALAM, M.D., Municipal Mayor of Aritao, Nueva Vizcaya by virtue of the powers vested in me by law, do hereby order the following:

SECTION I. Reorganization of the PRAISE Committee to be constituted as follows:

PRAISE COMMITTEE:

Chairperson:

REMELINA PEROS-GALAM, M.D. – Municipal Mayor or her authorized representative

Members:

ENP ANNIE ROSE F. LLANERA PHD	-	MPDC
JOY B. MIRANDA	-	Mun. Budget Officer
MAURA P. LICTAWA	-	Admin. Officer IV (HRMO III)
EVA SOCORRO M. PEROS	-	Mun. Accountant
JESUSA V. CALICA	-	Municipal Treasurer

Two representatives of the rank-and-file employees:

NOIMELYN MANALIGOD	-	Second Level
ELIZABETH S. JACINTO	-	First Level

SECTION 2. FUNCTIONS:

- a. Establish a system of incentives and awards to recognize and motivate employees for their performance and conduct;
- b. Formulate, adopt and amend internal rules, policies and procedures to govern the conduct of its activities which shall include the guidelines in evaluating the nominees and the mechanisms for recognizing the awardees;
- c. Determine the forms of awards and incentives to be granted;
- d. Monitor implementation of approved suggestions and ideas through feedbacks and reports;
- e. Prepare plans, identify resources and propose budget for the system on annual basis;

RESPONSIVE AND PROGRESSIVE GOVERNANCE

- f. Develop produce, distribute a System policy manual and orient the employees regarding the same;
- g. Document best practices, innovative ideas and success stories which will serve as promotional materials to sustain interest and enthusiasm;
- h. Submit an annual report on the awards and incentives system to the CSC on or before the thirtieth day of January;
- i. Monitor and evaluate the System's implementation every year and make essential improvements to ensure its suitability to the agency; and
- j. Address issues relative to awards and incentives within 15 days from the date of submission.

SECTION 3. SEPARABILITY CLAUSE. If any provision of this Order is declared invalid and unconstitutional, all other provisions not affected shall remain valid and subsisting.

SECTION 4. REPEALING CLAUSE. All executive orders, issuances and other decrees that are not in conformity with this Executive Order are hereby superseded and repealed accordingly.

SECTION 5. EFFECTIVITY. This shall take effect immediately upon its approval.

DONE and ISSUED this 22th day of September 2022 at Aritao, Nueva Vizcaya.

RM-8W

REMELINA PEROS – GALAM, MD
Municipal Mayor