



# MUNICIPAL MAYOR OF BAYAMBANG

EXECUTIVE ORDER No. 28  
Series of 2019

## CREATION AND COMPOSITION OF THE MUNICIPAL PUBLIC MANAGEMENT COMMITTEE AND FOR SUCH OTHER RELATED PURPOSES

WHEREAS, Public Office is a Public Trust. It is a settled principle of law that municipal corporations are agencies of the State for the promotion and maintenance of local self-government and as such are endowed with the police powers in order to effectively accomplish and carry out the declared objects of its creation;

WHEREAS, on 18 November 2011, the Civil Service Commission promulgated the Revised Rules in Administrative Cases in the Civil Service (hereinafter referred to as RRACCS) providing for the rules on procedure to govern the disposition of disciplinary and non-disciplinary administrative cases in the civil service;

WHEREAS, Section 9 of RRACCS provides that the Chief Executive of the Local Government Unit shall have concurrent jurisdiction with the Civil Service Commission over complaints against local officers and employees;

WHEREAS, under Section 86 of LGC, “administrative investigation may be conducted by a person or committee duly authorized by the local chief executive”;

WHEREAS, there is a need to create a committee to be known as the “Disciplinary Board” to be vested with powers and authority to received complaints, initiate motu proprio complaints, conduct fact-finding investigations, conduct hearings on administrative cases brought against appointive officials and employees of the Municipal Government of Bayambang, Pangasinan, and to submit its findings and recommendations to the Municipal Mayor for his consideration;

NOW THEREFORE, I, DR. CEZAR T. QUIAMBAO, by virtue of the powers vested in me by law as the Local Chief Executive, do hereby create the MUNICIPAL GOVERNMENT DISCIPLINARY BOARD:

**SECTION 1. Creating the Municipal Government Disciplinary Board and Providing for its Composition.** A board or tribunal in the Municipal

Government of Bayambang to be known as the “**Municipal Government Disciplinary Board**” is hereby created to be composed of the Chairperson and six (6) Members.

The following are hereby designated as members of the Disciplinary Board:

**Chairperson:**

**ATTY. RAYMUNDO B. BAUTISTA JR.**  
Municipal Administrator and Chief Legal Counsel

**Members:**

**COUNCILOR PHILIP R. DUMALANTA**  
Chairperson, Sangguniang Bayan Committee on Good Government and  
Accountability of Public Officers

**MRS. NORA R. ZAFRA**  
Human Resource Management Officer

**DR. PAZ F. VALLO**  
Municipal Health Officer

**MR. ROMEO QUINTO**  
President, Bayambang Employees Association

**MRS. PRINCESITA R. SABANGAN**  
Budget Officer II

**MR. RICKY PARAYNO**  
Registration Officer I

**SECTION 2. Powers and Functions.** The Municipal Government Disciplinary Board shall exercise powers and authority to:

- a. Receive administrative complaints involving both disciplinary and non-disciplinary cases against all appointive officers and employees of the Municipal Government;
- b. Initiate motu proprio complaints against all appointive officers and employees of the Municipal Government;
- c. Conduct fact-finding investigations on all appointive officers and employees of the Municipal Government;
- d. Conduct hearings, preliminary and/or formal investigations, issue subpoena and swear in witnesses, and require the parties to submit

affidavits and/or present documents and other evidences on administrative cases brought against appointive official and employees of the Municipal Government;

- e. Submit its findings and recommendations to the Municipal Mayor;
- f. Exercise such other inherent, implied and incidental powers and functions as may be necessary to give effect to its main powers and authority.

**SECTION 3. Secretariat.** A Secretariat of the Municipal Disciplinary Board, composed by three (3) staff designated by the Chairperson, is hereby created to assist the Board in the exercise of its functions like the recording of its proceedings, transcribing the records of the proceedings, preparation and furnishing of notices, orders, and other processes to the concerned parties, and performing such other incidental and inherent administrative functions.

**SECTION 4. Compensation and Remuneration.** The chairperson and members of the Board as well as its Secretariat shall perform their duties as such without any additional compensation or remuneration. However, the Municipal Budget Officer is hereby directed to allocate funds for their continuous trainings and seminars to make them adept to their designated functions.


**SECTION 5. Separability Clause.** If any provision of the Executive Order is declared invalid or unconstitutional, the other provisions not affected thereby shall remain valid and subsisting.

**SECTION 6. Repealing Clause.** All other orders, rules, regulations and issuances, or parts thereof, which are inconsistent with this Order, are hereby repealed, amended or modified accordingly.

**SECTION 7. Effectivity Clause.** This Executive Order shall take effect immediately.

Let copies of this Order be furnished to Offices and Departments for their information and guidance.

*DONE this 16<sup>th</sup> day of August, 2019 in the Municipality of Bayambang, Pangasinan, Philippines.*

  
DR. CEZAR T. QUIAMBAO

