



OFFICE OF THE GOVERNOR

EXECUTIVE ORDER NO. 23 Series of 2022

AN EXECUTIVE ORDER REORGANIZING THE EMPLOYEE OF THE MONTH CITATION COMMITTEE, PROVIDING FOR ITS FUNCTIONS, AND FOR OTHER PURPOSES

WHEREAS, the 1987 Philippine Constitution provides that the Civil Service Commission, as the central personnel agency of the Government, shall establish a career service and adopt measures to promote morale, efficiency, integrity, responsiveness, progressiveness, and courtesy in the civil service;

WHEREAS, the Civil Service Commission (CSC) promulgated the Program on Awards and Incentives for Service Excellence (PRAISE) to encourage creativity, innovativeness, efficiency, integrity, and productivity in the public service by recognizing and rewarding officials and employees, individually or in groups for their suggestions, inventions, superior accomplishments, and other personal efforts which contribute to the efficiency, economy, or other improvement in government operations, or for other extra-ordinary acts or services in the public interest;

WHEREAS, the CSC recognizes that the heart of any organization is its human resources and endeavors to strengthen the merit and rewards system and adopted a host of programs, policies, and measures to promote excellence in human resource management in the public service;

WHEREAS, the Provincial Government of Oriental Mindoro (PGOM) recognizes that an effective rewards and recognition program is a key component of a performance culture;

WHEREAS, the PGOM, in its effort to uphold transparency and integrity as essential work values in public service, identified the implementation of an improved recognition and incentive systems as one of the mechanisms which may be adapted;

NOW, THEREFORE, I, HUMERLITO A. DOLOR, MPA, Ph.D., by the virtue of the powers vested in me as Provincial Governor of Oriental Mindoro by Section 465(b) (2) (iii), Article One, Chapter 3, Title 4, Book III of Republic Act 7160, otherwise known as the Local Government Code of 1991, do hereby promulgate this Executive Order as follows:

SECTION 1. Reorganization. The Employee of the Month Citation (EMC) Committee is hereby reorganized to be composed of the following:

- Chairperson** : **GOVERNOR HUMERLITO A. DOLOR, MPA, Ph.D.**
- Co-chairperson** : **DR. HUBBERT CHRISTOPHER A. DOLOR, MPA, MHA, PAR**
Provincial Administrator
- Members** : **MS. ANNA MARIE DC. REYES**
Provincial Government – Department Head
Provincial Human Resource Management Office
- PGOM DEPARTMENT HEAD**
To be designated by the Committee Chairperson
- MS. BLESSELDA GRACE E. CORTES**
Community Development Assistant I, Provincial Government –
Environment and Natural Resources Office
First Level Representative

MR. JOHN VERNON B. RAMIREZ
Draftsman II, Provincial Assessor's Office
Alternate First Level Representative

ENGR. DONNA ANGELINE C. VALDEZ
Project Development Officer III, Provincial Planning and
Development Office
Second Level Representative

MR. ROMEO L. PANER, J.D.
Development Management Officer III
Provincial Cooperatives Development Office
Alternate Second Level Representative

In case there is conflict of interest with the First and Second Level Representatives, they shall be substituted by their respective above-cited alternate representatives.

SECTION 2. Functions. The EMC Committee shall perform the following:

- a. Formulate guidelines which include the criteria for the selection and evaluation of employee's performance;
- b. Determine the non-monetary incentives to be granted;
- c. Monitor and evaluate the implementation of the Employee of the Month Citation;
- d. Address issues relative to the grant of awards and incentives; and
- e. Perform such other functions as may be necessary.

The Chairperson shall oversee all the undertaking and conducts of activities of the EMC Committee. The Chairperson shall preside over the meetings of the Committee and ensure the performance of the Committee's duties and functions. The EMC Committee shall convene at least once a year. The Chairperson may call for a special meeting as he may deem necessary to effectively perform the Committee's function.

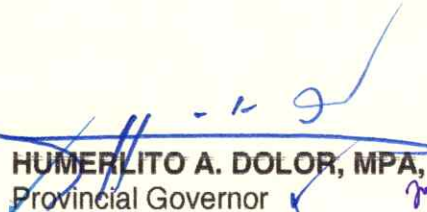
SECTION 3. Secretariat. The Provincial Human Resource Management Office shall be the EMC Committee Secretariat and shall perform the following functions:

- a. Render administrative support to the EMC Committee;
- b. Compile all gathered information, data, and materials such as records of the awardees and their profile which shall be made accessible upon request of any interested party;
- c. Arrange and coordinate meetings of the EMC Committee;
- d. Record all proceedings and discussions that arise from the meetings; and
- e. Perform such other functions as may be necessary.

SECTION 3. Repealing Clause. All executive orders, rules and regulations, and other issuances, or parts thereof inconsistent with this Executive Order are hereby amended, repealed and/or modified accordingly.

SECTION 4. Effectivity. The Executive Order shall take effect immediately upon its approval.

DONE in the City of Calapan, Province of Oriental Mindoro, this 29th day of July, in the year of our Lord, Two Thousand and Twenty-two.


HUMERLITO A. DOLOR, MPA, Ph. D.
Provincial Governor