



## OFFICE OF THE GOVERNOR

### EXECUTIVE ORDER NO. 01 Series of 2024

#### AN EXECUTIVE ORDER ORGANIZING THE PROVINCIAL COMMITTEE ON QUALITY WORKPLACE, PROVIDING FOR ITS FUNCTIONS, AND FOR OTHER PURPOSES

**WHEREAS**, on 23 February 2007, Executive Order (EO) No. 605 was issued to institutionalize the structure, mechanisms and standards for the implementation of the Government Quality Management Program.

**WHEREAS**, EO No. 605 amended Administrative Order No. 161, Series of 2006 which provides for improvements in public governance in recognition of the International Organization for Standardization (ISO) 9000 Series to ensure consistency of products and services through quality processes;

**WHEREAS**, in 2021, the Development Academy of the Philippines (DAP) - Productivity and Development Center (PDC), through the Government Quality Management Program (GQMP), started its implementation of the project, "Development of Quality Workplace Standards for Local Government Units."

**WHEREAS**, there is a need to organize a committee which shall focus in improving quality workplace in the Provincial Government of Oriental Mindoro (PGOM) and ensure its compliance with the Quality Workplace Standards for Local Government Units (QWS-LGU) by Department of Interior and Local Government (DILG), Department of Budget and Management (DBM), Department of Trade and Industry (DTI), Development Academy of the Philippines (DAP), and office of the President of the Philippines.

**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 Three, Title Four, Book III of Republic Act No. 7160, otherwise known as the Local Government Code of 1991, do hereby promulgate this Executive Order, as follows:

**Section 1. Organization.** The Provincial Committee on Quality Workplace is hereby created to be composed of the following;

- Chairperson** : **PA HUBBERT CHRISTOPHER A. DOLOR, MPA, MD, MHA, PA (Res)**  
 Provincial Administrator
- Vice-Chairperson** : **ATTY. JEAN PHEBIE G. DE MESA**  
 Officer-in-Charge, Provincial General Services Office
- Members** : **MS. BEVERLYN N. AGUILA**  
 Administrative Officer V, Provincial Administrator's Office
- MR. RODEL G. BRIONES**  
 Administrative Officer V, Oriental Mindoro Provincial Hospital
- MR. ALVIN G. ABAS**  
 Local Treasury Operations Officer III, Provincial Treasurer's Office
- MR. JORDAN C. GULLON**  
 Administrative Officer IV, Provincial Disaster Risk Reduction & Management Office
- MS. VONA ROSE T. ABAS**  
 Administrative Aide VI, Provincial General Services Office
- MR. JAY L. PAPIO**  
 Statistician I, Provincial Assessor's Office

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**MR. DOMINGO D. MARANAN**

Engineering Assistant, Provincial Engineer's Office

**MS. JANEY V. GALVEZ**

Special Assistant for Quality Management System

**SECTION 2. Functions.** The Provincial Committee on Quality Workplace shall reform the following functions and responsibilities:

- a. Conduct routine inspection of all provincial government owned offices spaces and premises area to asses workplace conditions, promote health and wellness programs, and address any concerns related to workplace safety.
- b. Identify and address quality workplace problems and concerns faced by employees and recommend appropriate and practical solutions to said problems and concerns.
- c. Assist relevant offices in the implementation of the committee's recommended measures for quality workplace issues and concerns.
- d. Contribute to the development and review of PGOM's organizational policies to ensure their compliance to directives regarding quality workplace. This may include policies related to harassment prevention, anti-discrimination, and other key areas related to the improvement of the overall workplace quality.
- e. Establish effective feedback mechanism, such as client surveys, which can help the committee gather insights into client satisfaction and identify areas for improvement.
- f. Submit bi-annual accomplishments, findings, and/or recommendations to the Provincial Governor, and
- g. Perform any other functions deemed necessary for the promotion and maintenance of a quality workplace in the PGOM.

**SECTION 3. Secretariat and Meetings.** The Provincial Committee on Quality Workplace shall meet at least once every six (6) months or as often as may be necessary.

The Provincial Administrator's Office shall serve as the Secretariat and shall provide administrative assistance to the committee.

**SECTION 4. Funding.** Funding for operations and activities of the Provincial Committee on Quality Workplace shall be sourced from the budget of the Provincial Government of Oriental Mindoro.

**SECTION 5. Repealing Clause.** Special Order No. 273 Series of 2018 is hereby amended by this Executive Order. All executive orders, rules, and regulations or parts thereof issued by Provincial Government of Oriental Mindoro which are inconsistent with this Executive Order are hereby amended, repealed, and/or modified accordingly.

**SECTION 6. Separability Clause.** If any provision of this Executive Order is declared invalid for any reason, the parts not affected shall remain valid and in full force.

**SECTION 7. Effectivity.** This Executive Order shall take effect immediately upon its approval.

**DONE IN THE CITY OF CALAPAN, PROVINCE OF ORIENTAL MINDORO,** this 8<sup>th</sup> day of January in the Year of our Lord Two Thousand and Twenty-Four.

  
**HUMERTO A. DOLOR, MPA, Ph.D.**  
Provincial Governor