



REPUBLIC OF THE PHILIPPINES
PROVINCE OF PANGASINAN
MUNICIPALITY OF CALASIAO

EXECUTIVE ORDER NO. 27
Series of 2023

**RE-ORGANIZING THE INVENTORY AND
DISPOSAL COMMITTEE OF THE
MUNICIPALITY OF CALASIAO, PANGASINAN**

WHEREAS, the Implementing Rules and Regulations of the Local Government Code 1991 mandates the Local Government Unit that there shall be a committee on jurisdiction in deciding the nature of bids, questions of awards and disposal of supplies and properties of the municipality;

WHEREAS, a more expeditious disposal procedure of unserviceable properties is necessary in order to check further deterioration;

WHEREAS, the sale disposal of unserviceable property shall be made only through Public Auction, Other modes of disposal maybe resorted to only when public auction failed;

WHEREAS, the Committee shall be responsible for the disposition of all unserviceable properties of the municipality;

NOW THEREFORE, I, MAYOR KEVIN ROY Q. MACANLALAY, Municipal Mayor of Calasiao, Pangasinan, by virtue of the powers vested in me by law, do hereby create **“INVENTORY AND DISPOSAL COMMITTEE”** as follows;

SECTION 1. COMPOSITION

Chairperson: Hon. Kevin Roy Q. Macanlalay
Municipal Mayor

Vice-Chairperson: Ms. Romalyne Q. Macanlalay
Municipal Administrator



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Members:

Mr. Chermel L. Poserio
Municipal Treasurer / OIC-GSO

Engr. Edwin P. Tigno
Municipal Engineer

Mr. Jesse P. Zamoranos
Municipal Accountant

Mr. Francisco C. Paris
Municipal Assessor

SECTION 2. FUNCTION AND DUTIES. The committee shall have the following

1. To inspect the unserviceable properties to verify justification for disposal
2. To set the final appraised values of all disposable properties considering obsolescence, market demand, physical condition and result of previous biddings or similar property.
3. Responsible in the preparation of the inventory and inspection report to be submitted to Commission on Audit to determine final appraise value of the properties to be disposed of.
4. Ensure that the procedures conducted are in accordance with existing laws and regulations.
5. Perform such other task as maybe describe, necessary and analogous to the forgoing functions and duties.

SECTION 3. MODES OF DISPOSAL

1. Sale thru public bidding. Sale shall be published in newspaper and the website of the municipality.
2. Should the sale thru public bidding be unsuccessful, the Committee may dispose these properties at any manner deemed cost advantageous to the government, Including thru barter or negotiated sale not less that the Committee appraised value;
3. Barter with other government agencies and government owned or controlled corporation.



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SECTION 4. DROPPING FROM THE BOOK OF ACCOUNTS OF DISPOSED PROPERTY SHALL BE SUBJECT TO EXISTING ACCOUNTING AND AUDITING RULES AND REGULATIONS.

SECTION 5. COMPOSITION OF TECHNICAL WORKING GROUP

1. Engr. Philbert Mark B. Isabelo, PM for Infrastructure
2. Mr. Alfred A. Ocon, GSO Staff
3. Mr. Joshua Reyes, GSO Staff
4. Mr. Herbert C. Mariano, GSO Staff

SECTION 6. DUTIES AND FUNCTIONS OF TWG;

To handle all the Committee's technical and administrative matters as well as the safekeeping and systematic filing Committee documents and records.

SECTION 7. EFFECTIVITY. This Executive Order shall supersede all previous Executive Order issued to this effect.

This April 27, 2023 in the Municipality of Calasiao, Pangasinan.

HON. KEVIN ROY Q. MACANLALAY
Municipal Mayor