



REPUBLIC OF THE PHILIPPINES
PROVINCE OF PANGASINAN
MUNICIPALITY OF CALASIAO

EXECUTIVE ORDER NO. 65

Series of 2023

**AN ORDER CREATING THE MUNICIPAL ASSESSMENT
AND TRANSITION TEAM (MATT) IN CONNECTION WITH
THE SYNCHRONIZED BARANGAY AND SANGGUNIAN
KABATAAN ELECTIONS**

WHEREAS, Republic Act No. 11935 provides for the postponement of the December 2022 Barangay and Sangguniang Kabataan Elections and amendment of Republic Act No. 9164, as amended;

WHEREAS, Section 1 of the said Act provides that the Synchronized Barangay and Sangguniang Kabataan Elections shall be held on the last Monday of October 2023;

WHEREAS, the Department of the Interior and Local Government (DILG) issued Memorandum Circular No. 2023- 047 dated March 21, 2023, on the Conduct of Inventory and Turnover of all Barangay and Sangguniang Kabataan (SK) Properties, Financial Records, Documents (PFRDs) and Money Accountabilities by all Incumbent Barangay and SK Officials;

WHEREAS, the said Circular mandates all City/Municipal Mayors to create the City/Municipal Assessment and Transition Team (C/MATT) through the issuance of an Executive Order;

WHEREAS, the creation of Municipal Assessment and Transition Team is necessary to ensure the conduct of the initial and final inventory, turnover of all Barangay/SK PFRDs and money accountabilities and an orderly and smooth transition of governance to the newly elected or re-elected incoming Barangay and SK Officials;

NOW, THEREFORE, I, KEVIN ROY Q. MACANLALAY, Municipal Mayor of the Municipality of Calasiao, Province of Pangasinan, by virtue of the powers vested in me by law, do hereby order the creation of the Municipal Assessment and Transition Team, with the following provisions:

SECTION I. COMPOSITION:

The MATT shall be composed of the following:

Chairperson	: JESSE ZAMORANOS	-Municipal Accountant
Co- Chair:	MARILOU B. GESLANI	- MLGOO
Vice Chairperson:	CHERMEL POSSERIO	-Municipal Treasurer



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Members:

LETICIA GARCIA	-Mun. Budget Officer
ARRVI KING GASPAR	-Local Youth Dev't Officer
ROMEO LOPEZ	-CSO Representative
AGNES RANJO	-CSO Representative
BP CLEMENTE G. LAZAGA	-CSO Representative
SK CHAIR JESSA FERRER	-LYDC Member
SK CHAIR JOHNREY R. DE VERA	-LYDC Member

SECTION II. MATT DUTIES AND FUNCTIONS:

Remind all Punong Barangays, SK Chairpersons and other accountable BSKOs to conduct initial and final inventory, prepare and submit the list of the government properties 1 under their custody;

1. Supervise the BIT and SKIT in the conduct of inventory and turnover of their respective Barangay/SK PFRDs and Money Accountabilities;
2. Plan and schedule the conduct of assessment and checking of Barangay/SK inventory of PFRDs and Money Accountabilities of the component barangays and SKs;
3. Conduct assessment, verification and checking of the actual physical count of PFRDs of the component barangays and SKs as against the accomplished Inventory and Turnover Forms prepared and submitted by BSKOs;
4. Ensure completeness of BPFRDs/SKPFRDs and liquidation of all money accountabilities by the concerned, accountable barangay officials before the conduct of the Turnover Ceremony;
5. Submit to the Municipal Mayor a list, containing the names of accountable BSKOs who failed to turnover Barangay/SK PFRDs and money accountabilities, if any;
6. Assist the Municipal Mayor in ensuring the smooth and orderly transition, and the successful conduct of the turnover ceremony by the outgoing Barangay/SK Officials to the newly, elected/re-elected Barangay/SK Officials.

SECTION III. EFFECTIVITY:

This Executive Order shall take effect immediately.

SO ORDERED.

APPROVED, this 2nd day of August, 2023 at Calasiao, Pangasinan.

HON. KEVIN ROY Q. MACANLALAY
Municipal Mayor

OFFICE OF THE MAYOR
2nd Flr., Municipal Hall
Calasiao, Pangasinan 2418