



REPUBLIC OF THE PHILIPPINES
PROVINCE OF PANGASINAN
MUNICIPALITY OF CALASIAO

EXECUTIVE ORDER NO. 78

Series of 2023

**CREATION OF CIVIL SOCIETY ORGANIZATION (CSO) DESK
AND APPOINTMENT OF CSO DESK OFFICER**

WHEREAS, Article 62, Rule XIII of the Local Government Code provides that the Local Government Units shall promote the establishment and operation of non-government organizations, people's organization and private sector to make them active partners in the pursuit of local autonomy, and to directly involve them in planning and implementation of program and projects of the LGUs Article 64, of the same Code, provides for the procedures and guidelines in the accreditation and selection of representatives to the LSBS;

WHEREAS, several policy guidelines from DILG have been issued such as Memorandum Circular No. 2019-72 or the General Guidelines on Accreditation of CSOs and Selection of Representatives to the Local Special Bodies", Memorandum Circular 2018-89 or the "Guidelines on Engagements with CSOs", and Memorandum Circular 2020-135, or the "Mobilization of CSOs in the COVID-Related Response and Recovery Programs of the Government";

WHEREAS, the participation of CSOs in government processes is important for the purposes is important for the purpose of providing check and balance, as well as in exacting accountability",

NOW, THEREFORE, in due consideration of the foregoing premises, I **KEVIN ROY Q. MACANLALAY**, Municipal Mayor, by virtue of the powers vested in me by law do hereby create the CSO Desk and appoint the CSO Desk Officer.;

SECTION 1. Creation of CSO Desk and appointment of CSO Desk Officer. The CSO Desk is hereby created under the Municipal Planning and Development Office and the Municipal Planning and Development Coordinator Engr Evelyn C. Siapno is appointed as the CSO Desk Officer.

SECTION 2. Functions, Duties and Responsibilities of CSO Desk Officer. The CSO Desk Officer shall perform the following duties and responsibilities but not limited to:

2.1 Cause the organization of federation or coalition of sectoral CSO's at the Municipal level including the formation of People's Council;

2.2 Mobilize and ensure participation of accredited and recognized CSOS in the various processes and activities of the local government, particularly in planning, budgeting monitoring and other services delivery areas;

2.3 Coordinate with the established Federation of Local CSO and People's Council, the holding of regular meetings, and other relevant activities of the CSOs;

2.4 Monitor through the People's Council, the CSO participation in the programs, projects and activities,

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2.5 Maintain and update local CSO database;

2.6 Collaborate and submit reports to the concerned DILG field officers on matters relating to the programs, projects and activities of the CSOs; and

2.7 Perform relevant functions as may be required by higher authorities

SECTION 3. Repealing Clause. All issuances inconsistent with the provisions of this Order are hereby repealed or modified accordingly.

SECTION 4. Separability Clause. If, for any reason, any part of provision of this Order is declared invalid or unconstitutional, any part or provision not affected thereby shall remain in full force and effect.

SECTION 5. Effectivity. This Executive Order shall take effect immediately.

Done this 18th of October 2023 at the Municipality of Calasiao.

HON. KEVIN ROY Q. MACANLALAY
Municipal Mayor