



ADMINISTRATIVE ORDER NO. 18
Series of 2022

REORGANIZING THE SPECIAL ACCOUNTS TASK FORCE (SATF) OF THE MUNICIPAL LOCAL GOVERNMENT OF ITOGON.

WHEREAS, the Local Government Code of 1991 empowered local government units to create its sources of revenues and to levy taxes, fees and charges that shall accrue exclusively to them;

WHEREAS, to enable the Municipal Government to attain its developmental goals, sustain the well-being of its inhabitants and to maintain continuous delivery of quality services and facilities, it has to strengthen its fiscal status pursuant to its taxing powers through an efficient and effective system of tax collection and revenue generation;

WHEREAS, the collection of unpaid taxes and revenues due to the municipal government was made possible through the collaborative efforts between its concerned offices and the Special Accounts Task Force;

NOW THEREFORE, by virtue of the powers vested in me as Municipal Mayor of the Municipality of Itogon, I, **BERNARD S. WACLIN** hereby re-organize the Special Accounts Task Force of the Local Government of Itogon as follows:

Section 1. *Composition.* The Special Accounts Task Force (SATF) is hereby reorganized to be composed of the following:

Chairman:	HON. BERNARD S. WACLIN Municipal Mayor
Co-chairperson:	MS. IRENE F. FERNANDO Acting Municipal Treasurer
Members:	MR. ARNEL F. BAHINGAWAN Municipal Administrator HON. DANTE ALAIN XAVIER D. GODIO Mun. Vice Mayor and Chairman, S.B. Committee on Ways and Means MR. GERARD S. CORNEL Representative of the LCE HON. ERNANI S. PIS-OY IPMR/S.B. Member ENGR. CHARLIE M. GAYASCO Municipal Engineer ATTY. FARIDA D. ROMILLO-MATEO Municipal Accountant ENGR. IMELDA F. NUGUID MPDC MS. VERONICA K. COMISING Municipal Budget Officer ENGR. AVELINO S. MEDINA, JR. Municipal Assessor HON. FREDDIE ALTIGA Punong Barangay, Ampucao HON. EDWIN O. ATUMPAG Punong Barangay, Tinongdan

Section 2. *Duties and Functions.* The Special Accounts Task Force shall perform the following duties and functions:

1. Review, update and undertake the implementation of all existing strategic plan for the timely collection of taxes due to the Local Government of Itogon. In the absence of such, the task force shall formulate one and implement the same.
2. Shall closely coordinate with entities, agencies, business firms and corporations for the formulation of bilateral or multilateral agreements for the speedy resolution of tax and other revenue related issues and concerns.
3. Shall perform other related functions as may be directed by the Local Chief Executive or other appropriate authorities.

Section 3. *Repealing Clause.* All administrative orders or parts thereof that are inconsistent herewith or parts hereof are deemed repealed or modified accordingly.

Section 4. *Effectivity.* This Administrative Order shall take effect immediately.

DONE this 7th day of July, 2022 at Itogon, Benguet.


HON. BERNARD S. WACLIN
Municipal Mayor

Copy furnished:

- All concerned
- file