



ADMINISTRATIVE ORDER NO. 22

Series of 2023

DESIGNATING THE MUNICIPAL ACCOUNTANT AS REPRESENTATIVE OF THE MUNICIPAL MAYOR TO THE HUMAN RESOURCE MERIT PROMOTION AND SELECTION BOARD (HRMPSB) OF THE MUNICIPAL GOVERNMENT OF ITOGON IN LIEU OF THE MUNICIPAL ADMINISTRATOR, DELEGATING TO HER THE AUTHORITY TO DISCHARGE THE POWERS, DUTIES AND FUNCTIONS AS CHAIRMAN OF THE BOARD, AMENDING PERTINENT PROVISIONS OF ADMINISTRATIVE ORDER NO. 28 AND 28-B, BOTH SERIES OF 2022.

WHEREAS, the Human Resource Merit Promotion and Selection Board was reorganized by virtue of Administrative Order No. 28, series of 2022 with the Municipal Administrator as the duly authorized representative of the Municipal Mayor to Chair said Board pursuant to Administrative Order No. 28-B;

WHEREAS, section 88, paragraph 6 of CSC Resolution No. 1800692, series of 2018 specifically provides that the HRMPSB shall be chaired by the Local Chief Executive or his *duly authorized representative*;

WHEREAS, the resignation of the Municipal Administrator as Chairman of the HRMPSB necessitates the designation of a new representative of the Municipal Mayor to act as Chairman of the board for vacancies under the Executive Department;

NOW THEREFORE, by virtue of the powers vested in me by law, I, **BERNARD S. WACLIN**, Municipal Mayor of the Municipality of Itogon, Benguet Province, hereby promulgate as follows:

Section 1. Delegation of Authority: Consistent with paragraph 6 of section 88 of the Revised Omnibus Rules on Appointments and Other Human Resource Actions, the authority to discharge the powers, duties and functions of the Chairman of the Human Resource Merit Promotion and Personnel Selection Board is hereby delegated to the Municipal Accountant, Atty. Farida D. Romillo-Mateo. *Provided further*, that such Chairmanship shall apply for both *First and Second Level Positions* and *Executive/Managerial Positions* for vacancies under the Executive Department.

Section 2. Repealing Clause. Section 1 of Administrative Order No. 28-2022 and Section 1 of Administrative Order No. 28-B-2022 are hereby amended respectively as far as the composition of the HRMPSB and the delegation of authority are concerned. All Administrative Orders and executive issuances inconsistent with this ORDER or parts hereof are deemed repealed or modified accordingly.

Section 3. Effectivity. This Order shall take effect immediately.

DONE this 17th day of August, 2023 at Itogon, Benguet.

HON. BERNARD S. WACLIN
Municipal Mayor