



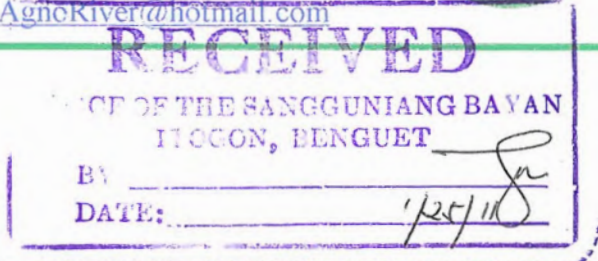
Republic of the Philippines
 Province of Benguet
 Municipality of Itogon
Office of the Municipal Mayor
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ADMINISTRATIVE ORDER NO. 011-2011

Series of 2011



SUBJECT: DESIGNATION OF THE MUNICIPAL ACCOUNTANT TO THE MUNICIPAL BUDGET OFFICE

WHEREAS, the Municipal Budget Officer, Mr. Romeo V. Carantes, retired from government service effective on 23 January 2011;

WHEREAS, no successor has yet been appointed to officially assume the said office resulting to interruption of the continuous and orderly flow of the municipality's budgetary and appropriation processes;

WHEREAS, this hiatus in the said office is severely detrimental to the overall operations of the local government unit of Itogon particularly in the settlement of the municipality's obligations and other financial aspects of the municipal government's projects, programs, and activities;

WHEREAS, it is absolutely necessary to designate another municipal appointive official to assume the duties and functions of the Municipal Budget Officer to remedy the present predicament of the municipality;

WHEREAS, the designation shall be effective until such time that a new and permanent Municipal Budget Officer shall have been appointed but in no case shall it exceed the period of One (1) year except when the person so designated consents to a longer period;

NOW THEREFORE, I, OSCAR M. CAMANTILES, Municipal Mayor of Itogon, by virtue of the powers and authority vested upon me by law, hereby direct and order the designation of **MS. BRIGILDA M. GAYAO, Municipal Accountant of Itogon**, to the **Municipal Budget Office** for her to assume the duties and functions of the subject office in concurrence with her present office as the Municipal Accountant until such time that a new and permanent Municipal Budget Officer shall have been appointed but in no case shall this designation exceed the period of One (1) year.

In addition to her usual duties and functions as the Municipal Accountant, she is to take charge of the municipal budget office in accordance with the provisions of Section 475, par. (b) and (c) of the Local Government Code of 1991, and subject to other issuances.

This Order takes effect immediately.

Done this 25th day of January 2011 at the Municipality of Itogon, Benguet.

OSCAR "OKA" MAINGPES CAMANTILES
 Municipal Mayor

- Cc: - All Concerned
- DILG
- COA
- File

Handwritten notes and signatures:
 MTO - fgs 1/25/11 jgn 1/25/2011 DILG - 2011 1/25/11 IAD - 26 1/25/11
 macw 2 1/25/11 MCR - 125 1/25/11 MASSO - SA 1/25/11 Brgy. Th... 1/25/2011
 Re'cd: g... 01/25/11 MBO 25 1-25-11 MTD - 1/25/11
 MTD - 8 01/25/11 PNP - f... 1-25-11



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Municipal Mayor

Cc: - All Concerned
- DILG
- COA
- DBM/CAR
- Provincial Accountant
- Provincial Finance Committee
- File