



Republic of the Philippines
 Province of Benguet
 Municipality of Itogon
Office of the Municipal Mayor
 Cellular Phone No.: 0908-888-2010



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Administrative Order No. 048
 Series of 2011



RECEIVED
 OFFICE OF THE SANGGUNIANG BAYAN
 ITOGON, BENGUET
 BY: [Signature]
 DATE: 6/8/2011

Subject: SITE CLEARANCE FOR INFRASTRUCTURE PROJECTS

WHEREAS, numerous infrastructure projects have already been programmed and sufficiently funded by the municipal government of Itogon for the development and infrastructural needs of the municipality;

WHEREAS, many of these projects were likewise already bid out to qualified contractors in accordance with the provisions of RA 9184 and its Revised Implementing Rules and Regulations for timely implementation;

WHEREAS, it was found that it has become a common problem of the government contractor in the prosecution of the infrastructure project that issues or opposition as regards the proposed infrastructure site almost always crop up which results to unnecessary delays and inconvenience to the prejudice of the government contractor, the municipal government, and most importantly the end users of the infrastructure;

WHEREAS, this difficult scenario can be readily mitigated if not altogether avoided by adopting a policy of first securing a site clearance for the proposed infrastructure site from all the rightful claimants or reasonably interested/affected parties to be certified by the concerned Punong Barangay before the infrastructure project may even be considered for funding;

NOW THEREFORE, I, OSCAR MAINGPES CAMANTILES, Municipal Mayor of Itogon, Benguet, by virtue of the powers and authority vested in me by law, hereby direct and order that site clearance for all infrastructure projects shall first be secured from the concerned Punong Barangay before such projects may even be considered for funding.

Further, site clearance for infrastructure projects that are already included in the development program and are funded shall be secured before the pre-procurement conference conducted for that particular project.

Furthermore, site clearance for infrastructure projects that are already undergoing the government procurement process of competitive bidding shall be secured before the award of the project be issued to the BAC recommended bidder.

Finally, any and all issues as regards the site or location of infrastructure projects already in the implementation stage shall be referred to the Municipal Government of Itogon through the Office of the Local Chief Executive for appropriate action.

Received by:
 F. WILZEL O. TORIAGON
 June 9, 2011

RECEIVED
 DATE: 06-09-11
 BY: [Signature]
RECEIVED
 OFFICE OF THE BRGY. CAPT.
 TORIAGON, ITOGON

Republic of the Philippines
 Province of Benguet
RECEIVED
 OFFICE OF THE MUN. ENGR.
 By: [Signature] For BAC-INFRA
 Date: 6/9/2011

This Order takes effect immediately.

Issued this 8th day of June 2011 at the Municipality of Itogon, Province of Benguet.



OSCAR MAINGPES CAMANTILES
Municipal Mayor

Cc:

- All Punong Barangay, this Municipality
- Office of the Sangguniang Bayan of Itogon
- MDC
- MEO - 18-6-811
- MPDO
- File



ADMINISTRATIVE ORDER No: 001
Series of 2011

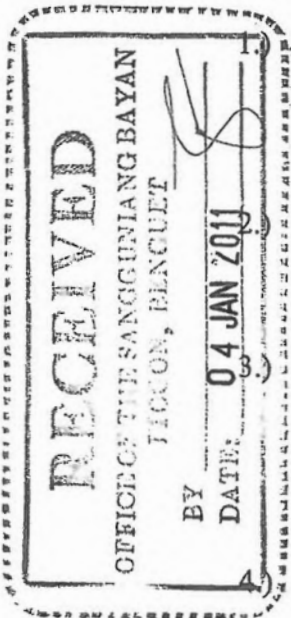
SETTING INTERNAL GUIDELINES IN THE APPROVAL OF PROGRAM OF WORK AND DETAILED ESTIMATE OF INFRASTRUCTURAL PROJECTS, PROGRAMS AND PLANS OF THE LOCAL GOVERNMENT OF ITOGON, BENGUET

WHEREAS, it has been noted that the office of the Local Chief Executive only notes the program of work and detailed estimates of projects, plans and activities which are infrastructural in character, which are prepared by the concerned departments of the local government of Itogon;

WHEREAS, in the case of other projects, programs and activities which are not infrastructural in nature, the local executive gives its imprimatur prior to their actual implementation upon allocation of the necessary funds;

WHEREAS, there is a need to enshrine a consistent policy to ensure check and balance in the system and to ensure compliance with the pertinent provisions of the Local Government Code of 1991 and other relevant laws and issuances;

NOW, WHEREFORE, I, OSCAR MAINGPES CAMANTILES, by virtue of the power and authority vested upon me by law as the Local Chief Executive of the Local Government of Itogon, do hereby set internal guidelines in the approval of program of work and detailed estimate of infrastructural projects, plans and programs, to wit:



It is prescribed as much as feasible that onsite or ocular inspection and validation of the site or location where the project is to be constructed project or plan must first be done before the program of work and detailed estimate thereof be made by a duly authorized staff of the concerned department;

The staff duly authorized by the concerned department head, preparing the program of work and detailed estimates of infrastructural projects must indicate and sign his/her name below the words **"Prepared by:"**;

The concerned department head on the one hand, shall upon the prior conduct of a thorough review of his/her office of the prepared program of work and detailed estimate shall recommend the same to the office of the Local Chief Executive for approval by indicating and signing his/her name below the words: **"Recommending approval"**; and,

The Local Chief Executive shall upon further verification approve the duly endorsed/recommended program of work and detailed estimate by indicating/signing his name below the words **"Approved by:"**;

This Order takes effect immediately

DONE in the Municipality of Itogon, Province of Benguet this 3rd of January 2011.

Republic of the Philippines
Province of Benguet
Municipality of Itogon

OSCAR MAINGPES CAMANTILES
Municipal Mayor

MTD / ITOGON, BENGUET

All concerned
File



BY: _____
DATE: 01/04/11

MUNICIPAL BUDGET OFFICE

RECEIVED OFFICE OF THE
MUNICIPAL ASSESSOR
01-4-11
Cc
1-4-11

