



ADMINISTRATIVE ORDER NO: 12
Series 2016

**FURTHER REORGANIZING THE SPECIAL ACCOUNTS TASK FORCE
(SATF)**

WHEREAS, to ensure the attainment of the goal of the current leadership to strengthen the fiscal status of the Local Government Unit of Itogon, there is a need to reorganize the composition of the Task Force on Special Accounts of this Municipality;

WHEREAS, in order for the Task Force to satisfactorily attain its mandates, funds for this purpose had been allocated and will be equally guaranteed for future budget allocations;

WHEREFORE, by virtue of the powers vested in me, **I, ATTY. VICTORIO T. PALANGDAN**, Municipal Mayor, this municipality, hereby reorganize the Special Accounts Task Force (SATF) to be composed of the following with their identified functions to wit;

A. COMPOSITION

- | | | |
|-------------|---|---|
| Chairman | - | ATTY. VICTORIO T. PALANGDAN
Municipal Mayor |
| Co-chairman | - | MS. ANGELA C. CARIÑO
Municipal Treasurer |
| Members | - | MR. ALOYSIUS G. KATO
Municipal Administrator |
| | | HON. ARNEL F. BAHINGAWAN
SB Member |
| | | HON. GERARD S. CORNEL
SM Member |
| | | ENGR. CHARLIE M. GAYASCO
Municipal Engineer |
| | | MS. FARIDA D. ROMILLO
Municipal Accountant |
| | | ENGR. IMELDA F. NUGUID
MPDC |
| | | MS. VERONICA K. COMISING
Municipal Budget Officer |
| | | MR. EDWIN E. GOLINGAB
Municipal Assessor |
| | | HON. EDDIE P. AMUASEN
Punong Barangay, Ampucao |

B. FUNCTIONS

1. To formulate a strategic plan for the timely collection of taxes due to the Local Government of Itogon.
2. To closely touch base and coordinate with entities, agency, firms and corporations for the formulation of bilateral or multilateral agreements for the speedy resolution of tax and other revenue-related issued and concerns..
3. To perform other duties and function which may be directed upon it by appropriate authorities.

C. EFFECTIVITY

This Administrative Order shall take effect immediately upon approval.

Done this 18th day of July 2016 at Itogon, Benguet.



ATTY. VICTORIO T. PALANGDAN
Municipal Mayor

Cc:

- All concerned
- Sangguniang Bayan Office
- DILG
- File