



ADMINISTRATIVE ORDER NO. 25

Series of 2023

REORGANIZING THE SECRETARIAT OF THE MUNICIPAL SCHOLARSHIP BOARD OF ITOGON.

WHEREAS, pursuant to Section 447, 5 (xi) of the Local Government Code, the Sanguniang Bayan enacted Municipal Ordinance No. 82, series of 2016 repealing Ordinances No. 4, series of 1996 and Municipal Ordinance No. 13, series of 2014 for the establishment of a scholarship program for poor but deserving secondary school students in the municipality of Itogon;

WHEREAS, the Municipal Scholarship Board of Itogon was reorganized by virtue of Administrative Order No. 22, series of 2022 which include the composition, duties and functions of its secretariat provided under section 3 thereof;

WHEREAS, due to the workloads of each member of the secretariat by reason of their respective original job description and their membership to other committees, it is imperative to designate other personnel of the Municipal Government who could render services aside from their regular tasks to ensure functionality and efficiency in the discharge of the duties and functions of the board secretariat;

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. The composition of the Municipal Scholarship Board Secretariat is hereby reorganized as follows:

Head Secretariat:	MS. AMALIA A. IBARRA
Members:	MS. LAURIE F. PANGDA MS. GERTRUDE P. SAB-IT

PROVIDED FURTHER, that the duties and functions of the secretariat shall be in accordance with Section 3 (b) of Administrative Order No. 22, series of 2023.

Section 2. Repealing Clause. Section 3 (a) of Administrative Order No. 22-2022 relating to the composition of the secretariat is hereby amended. All other Administrative Orders and executive issuances inconsistent with this ORDER or parts hereof are deemed modified or repealed accordingly.

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

DONE this 7th day of September, 2023 at Itogon, Benguet.

HON.  **WACLIN**
Municipal Mayor