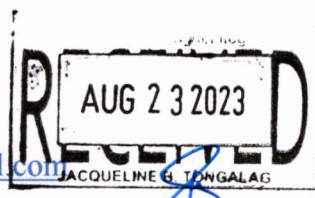




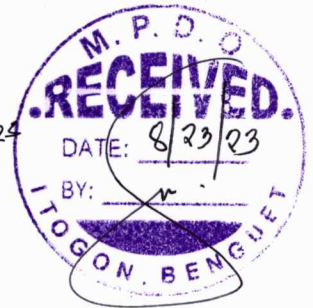
Republic of the Philippines
Province of Benguet
Municipality of Itogon
OFFICE OF THE MUNICIPAL MAYOR

Email Address: mayorsofficeitogon@gmail.com : bernardwaclin08@gmail.com
Mobile No.: 09393268022



SPECIAL ORDER NO. 19
Series of 2023

MUNICIPAL ASSESSOR'S OFFICE
RECEIVED



TO: ATTY. JODEA BRENDA LYN R. ACAY-CAMUYOT
SB Member
This municipality

By: _____ Date: 8/23/2023

SUBJECT: DESIGNATION AS OFFICER-IN-CHARGE OF THE OFFICE OF THE MUNICIPAL MAYOR

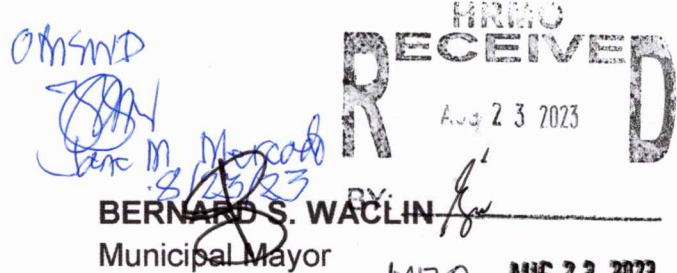
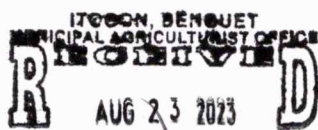
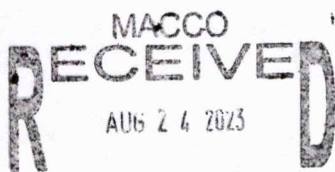
In accordance with section 46c of the Local Government Code, you are hereby designated as Officer-in-Charge of the Office of the Municipal Mayor (OIC Municipal Mayor) effective August 24-26, 2023 due to my official business outside the municipality on the aforementioned dates. As such, you are to discharge the administrative functions of the Local Chief Executive relative to the day-to-day operations of the local government, including but not limited to the following:

1. Sign and approve vouchers for payment of obligations including salaries and wages of municipal employees and personnel, if any;
2. Sign and approve vouchers and requisitions for the purchase of essential supplies;
3. Sign and approve Travel Orders;
4. Act on applications for leaves of municipal employees;
5. Attend meetings, conferences and similar activities in representation of the Office of the Mayor.



The authority hereby granted exclude the power to appoint, suspend or dismiss municipal employees.

Issued this 23rd day of August 2023.

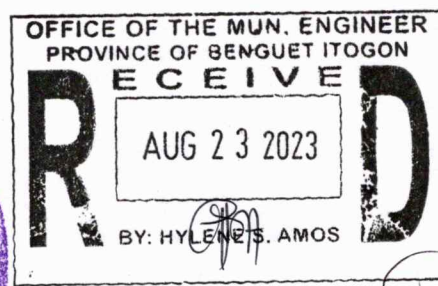
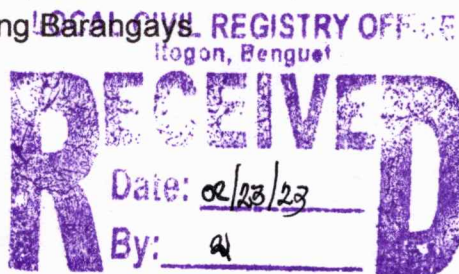


BERNARD S. WACLIN
Municipal Mayor

- Cc:
- Sagguniang Bayan Office
 - All heads of offices
 - PN, BJMP, BFP
 - All Punong Barangays
 - MLGOO
 - File

Brng. Sagguniang Recd by [Signature] 8/23/23

Sumadary: [Signature] 8/23/2023
MTO - [Signature] 8/23/2023



RECEIVED BY: [Signature] AUG. 23. 2023