



OFFICE OF THE MUNICIPAL MAYOR

EXECUTIVE ORDER NO. 11
Series of 2020

AN ORDER RECONSTITUTING THE PROPERTY DISPOSAL COMMITTEE OF THE MUNICIPAL GOVERNMENT OF MACO, DAVAO DE ORO PROVINCE

WHEREAS, this order is issued to reconstitute the Appraisal and Property Disposal Committee of the Municipal Government of Maco, Davao de Oro Province;

WHEREAS, there is a need to expedite the disposal of unserviceable equipment and property of the Municipal Government of Maco and to avoid further deterioration, especially those exposed to the elements;

WHEREAS, pursuant to the provisions of Section 10 of the General Provisions of RA No. 8174, disposal of unserviceable, obsolete and/or excess equipment, supplies and materials is the responsibility of the respective owning;

NOW, THEREFORE, I, ALVERA VERONICA R. RIMANDO, MD FPSMS, RMT, Municipal Mayor of the Municipality of Maco, Davao de Oro Province, by the virtue of the powers vested in me by law, do hereby reconstitute the Appraisal and Property Disposal Committee, including its Secretariat and Technical Staff, for this local government unit with duties and functions as follows;

Section 1. Composition

1.1 Disposal Committee

Chairman	:	NICANOR M. ROSALES, CE, MUN. ENGINEER
Vice Chairman	:	ALAN M. OLAGUER, ME, MENRO
Members	:	ADRIAN VICTOR R. RIMANDO, EA II/MUN.ADMINISTRATOR-DESIGNATE GLENDA L. RIMANDO, MGSO LEONOR M. LINASA, Records Officer II RUBY P. ALIVIADO, Mgt. & Audit Analyst II
Secretariat	:	ROVIROSE P. OMAÑA Clerk IV (MGSO)
Technical Staff :		RUSSEL V. UNDANG Engineering Aide

Section 2. Duties and Functions

- a. To expedite the disposal of unserviceable/obsolete/excess equipment and properties of the Municipal Government of Maco pursuant to existing laws, rules and regulations of the government which are defined as follows:
1. Inspect or authorize the municipal government offices to inspect the unserviceable equipment and property to verify justification for disposal;
 2. Set the final appraised value of all disposable in this local government unit property considering obsolescence, market demand, physical condition and result of previous biddings for similar property;
 3. Recommend to the Local Chief Executive for approval, the manner of disposal;
 4. Conduct public biddings for the sale of disposable property on an "as is, where is" basis and to recommend corresponding award.

Recommendation of the Disposal Committee shall be subject to the final approval of the Local Chief Executive.

- b. Duties and functions of the Secretariat. It is the primary duty and function of the Secretariat to handle the administrative matters of the committee such as taking the minutes of the committee meeting, safekeeping and filing of committee documents and records.
- c. Duties and functions of the Technical Staff. It is the primary duty and function of the Technical Staff to provide technical support in the appraisal of the unserviceable/obsolete/excess equipment and properties due for disposal subject to recent guidelines on appraisal of property of the Commission on Audit (COA).

Section 3. Repealing Clause. All orders issued and/or parts thereof contrary to or inconsistent with the provisions of this order are hereby repealed, modified or amended accordingly.

Section 4. Effectivity Clause. This order shall take effect immediately upon signing hereof and remains effective and binding unless revoked, repealed or modified.

Done this 26th of February, 2020 at the Municipality of Maco, Davao de Oro, Philippines.


ALVERA VERONICA R. RIMANDO, MD, FPSMS, RMT
Municipal Mayor