



EXECUTIVE ORDER NO. 007
Series of 2023

RECONSTITUTING THE DISPOSAL COMMITTEE OF THE LOCAL GOVERNMENT UNIT OF MARCOS, ILOCOS NORTE

WHEREAS, Book II, title VI of the Local Government Code of 1991 mandates proper property and supply management in the local government units, which include the disposal of properties that are unserviceable, serviceable but no longer needed, or to be disposed of as requested by the user in special cases;

WHEREAS, pursuant to Section 10 of the General Provisions of Republic Act No. 8174, disposal of unserviceable, obsolete, and/or excess equipment, supplies and materials are the responsibility of the respective owning department/agency;

WHEREAS, pursuant to COA Rules and Regulations, a Disposal Committee shall be created by the local government unit with specific tasks to undertake the disposal procedure;

WHEREAS, there is a need to expedite the disposal of unserviceable equipment and property of the Municipal Government of Marcos to avoid further deterioration;

WHEREAS, there is a need to reconstitute the Disposal Committee of the LGU-Marcos, Ilocos Norte, to update its membership.

WHEREFORE, premises considered and by virtue of the powers vested in me under the laws of the Republic of the Philippines, **I, ANTONIO V. MARIANO**, Municipal Mayor of the Municipality of Marcos, Ilocos Norte, do hereby reconstitute the Disposal Committee of Marcos, Ilocos Norte, its Secretariat and Technical Working Group.

Section 1. Composition. The Disposal Committee shall be composed of the following:

Chairperson: Iezel Amor Reyes, Local Treasury Operation Officer I, GSO Designate

Members: Mark Christian A. Rasalan, Municipal Accountant
Marielle Menor, Municipal Engineer

Secretariat

Head: Magna R. Macalma, Municipal Budget Officer

Members: Donna Bless A. Isaac, MPDC
Imelda C. Manuel, Municipal Treasurer

Technical Staff

Head: Jose B. Pacorsa, Municipal Assessor, MENRO Designate

Members: Elmer Ababao, Market Inspector II
Jennifer Dela Cruz, Administrative Assistant II

Section 2. Functions. The Disposal Committee, Secretariat and Technical Staff shall have the following functions:

A. The Disposal Committee shall have the following functions:

1. To expedite the disposal of unserviceable/obsolete/excess equipment and properties of the Municipal Government of Marcos pursuant to existing laws, rules and regulations of the government;
2. To inspect the unserviceable equipment and property of the Municipal Government offices to verify justification for disposal;
3. Set the final appraised value of all disposable property considering obsolescence, market demand, physical condition and result of previous biddings for the similar property;





4. Recommend to the Local Chief Executive for the approval of the manner of disposal;
5. Conduct public biddings for the sale of the disposable property on an "as is, where is" basis or by Line-Item Bid basis, whichever is more clearly determined practicable and recommend the corresponding award.

Recommendations of the Disposal Committee in this Local Government Unit shall be subject to the final approval of the Local Chief Executive.

- B. The Secretariat shall be responsible for safeguarding and filing committee documents and records.
- C. The Technical Staff shall provide technical support in the appraisal of the unserviceable/obsolete/excess equipment and properties due for disposal subject to recent guidelines on the assessment of property of the Commission on Audit (COA).

Section 3. Mode of Disposal

1. Sale through public bidding. The sale shall be published on the website of the municipality and in three (3) conspicuous places within the municipality.
2. Should the sale through public bidding be unsuccessful, the committee may dispose of these properties at any manner deemed cost advantageous to the government, including through barter or negotiated sale at not less than the committee appraised value.

Section 4. Dropping from the Book of Accounts of disposed of property shall be subjected to existing accounting and auditing rules and regulations.

Section 5. Repealing Clause. All executive orders, proclamations, rules, regulations, previous issuances or parts thereof inconsistent with the provisions of this Order are hereby repealed, amended and modified accordingly.

Section 6. Effectivity. This Executive Order shall take effect immediately.

DONE in the Municipality of Marcos, Ilocos Norte, this 24th day of January 2023.


HON. ANTONIO V. MARIANO
Municipal Mayor

