



Republic of the Philippines
Province of Iloilo
MUNICIPALITY OF BINGAWAN
Office of the Mayor



EXECUTIVE ORDER NO. 25
Series of 2018

AN ORDER ORGANIZING THE STEERING COMMITTEE FOR THE 2018 PROVINCIAL COOPERATIVE MONTH CELEBRATION.

WHEREAS, by Presidential Proclamation No. 493, Series of 2004, the entire cooperative movement annually celebrates Cooperative Month every month of October;

WHEREAS, the spirit of cooperativism is rekindled through the holding of national and local activities where participation of cooperative members and leaders is discernable during this month;

WHEREAS, the program enjoins the participation of primary cooperatives, local, regional, and national federations and unions of cooperatives, including the cooperative development councils and other government agencies and non-government organizations to observe and celebrate Cooperative Month this year;

WHEREAS, the Municipality of Bingawan will be hosting the 2018 Provincial Cooperative Month Celebration this coming October 2018;

WHEREAS, thousands of members and participants are expected to attend the Culminating Program;

WHEREAS, to ensure the successful conduct of the series of activities for the 2018 Provincial Cooperative Month Celebration, a steering committee is hereby organized as follows:

- Over-all Chairman:** **HON. MARK P. PALABRICA**
Municipal Mayor
- Co-chairman:** **HON. MATT P. PALABRICA, Ph.D.**
Municipal Vice Mayor
- Members:** **ALL SANGGUNIANG BAYAN MEMBERS**
ALL DEPARTMENT HEADS

Committees	Chairman/Co-chairman	Members	Functions
Finance	Hon. Ted Peter Plagata Mrs. Amalia Pamocol	Ms. Leizel M. Neri Mrs. Jemaima B. Billones Engr. Dan P. Plagata	<ul style="list-style-type: none"> Evaluate budget proposals submitted by each committee; Provide assistance in facilitating fast disbursement of fund needed for every activity; Responsible for the preparation of financial papers needed in every activity;
Reception/ Ushering Accommodation	Hon. Joy L. Quimba Ms. Alma P. Castellanes	Ms. Mara Joy Castellanes Ms. Leizel M. Neri Mrs. Chrizalyn Mae Matutina Mrs. Leny Mae Gardose Mrs. Lilian Gulmatico Mrs. Matilde Solanib Ms. Marivic Pastolero Ms. Jerky Pentoque Mrs. Evelyn Pirote Mrs. Rejean dela Cruz	<ul style="list-style-type: none"> Prepares budget proposal to be submitted to the Finance Committee Prepare corsage, leis, ribbons, etc.; Welcome visitors and guests; Ensure readiness of program area and facilitate smooth flow of activity; Coordinate with the LCE/facilitator of the

		<p>Ms. Cheche Dable Ms. Janet Guarin Ms. Amy Eigo Mrs. Merhallene Grace Castroverde Ms. Rezel Montilla Mrs. Wayne Sagotoy Mrs. Jomelyn Diego Mrs. Desiree Faldas</p>	<p>activity/program & invitation committee;</p>
Program	<p>Hon. Matt P. Palabrica, Ph.D. Mrs. Rona Kristie Porras</p>	<p>Mr. Julio Castigador Mr. Ramil Castroverde Ms. Ma. Ivy Caras Mrs. Ma. Chandy Rendaje Mr. Cyril Pamocol Ms. Mara Joy Castillanes Mrs. Lorna Saladar Mrs. Mamerta Pelagio Mr. Joram Gallaza</p>	<ul style="list-style-type: none"> • Prepares budget proposal to be submitted to the Finance Committee • Prepare and provide copies of Program; • Send invitations to guests and visitors; • Coordinate with LCE & officials concerned/facilitator of the activity; • Disseminate information regarding the conduct of the activity;
Invitation/Promotion	<p>Hon. Matt P. Palabrica, Ph.D. Ms. Ma. Ivy Caras</p>	<p>Mr. Arnel Belloga Mrs. Leny Mae Gardose Mr. Marvin Saladar Mrs. Emily Paraonda Mrs. Rona Kristie Porras Mr. Cyril Pamocol Ms. Mara Joy Castillanes Mrs. Rhylyn Mallorca Mrs. Idalyn Camba</p>	<ul style="list-style-type: none"> • Send invitation letters to invited guests; • Promote the event to the different traditional/social media; • Press Release • Media Coverage
Physical Arrangement/Aftermath	<p>Hon. Jofe Celeste Engr. Russel Gardose</p>	<p>Mr. Eleazar Belloga Mr. Julius Cerbo Mr. Seadrock Ceralvo Mr. Camilo Gener Mr. Jowe Gallaza Mr. Marino Panes Mr. James Landero Mr. Rolly Felarca Mr. Al Ephraim Pedroso Mr. Jay-r Faldas Mr. Joel Catorce Mr. German Geromiano Mr. Lumel Almercz Mr. Rudy De Guzman Mr. Rene Lastimoso Mr. Leo Harder Mr. Essie Palmejar Mr. Nolan Pamocol Mr. Jay Gallaza Mr. Vishnu Cayang Mr. Rodolfo Sanz, Jr. Mr. Argie Ceralvo Mr. Elyzander Celeste Mr. Judgie Derecho Mrs. Sheila Mae Anierdes</p>	<ul style="list-style-type: none"> • Prepares budget proposal to be submitted to the Finance Committee; • In-charge of providing chairs, tables, electric fans, etc. to ensure comfort of participants; • Help the table setting/skirting committee in arranging tables and chairs in the venue; • In-charge of safe keeping and returning of chairs, tables, electric fans, and other borrowed items; • Ensure cleanliness of the venue and its surrounding area before and after the activity;

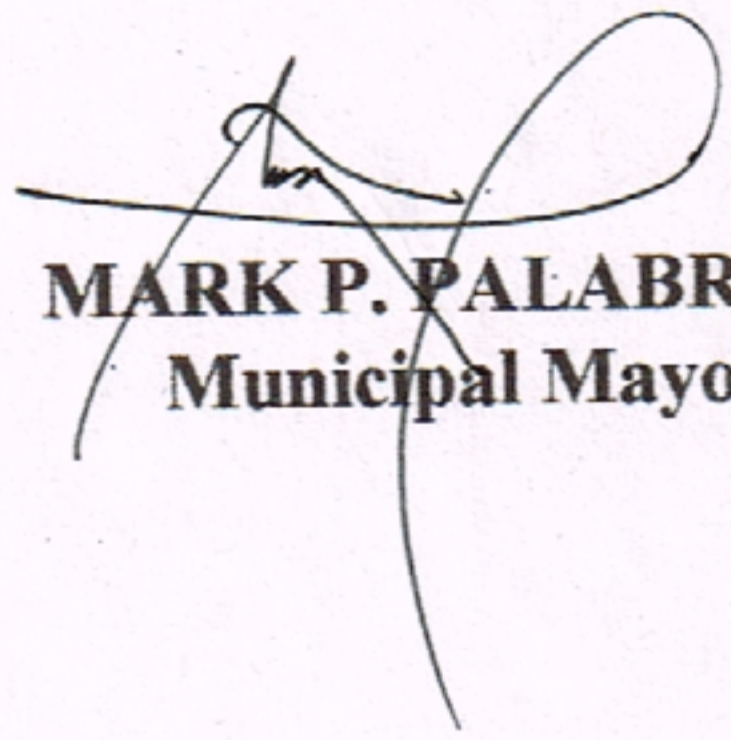
Public Address System	Hon. Nemesio Cachite Engr. Dan P. Plagata	Mrs. Cherryl Catalogo MEO	<ul style="list-style-type: none"> • Prepares budget proposal to be submitted to the Finance Committee; • Ensure availability of needed equipment to include sound system/public address system/projector; • Prepare stand-by battery/generator, microphones, extension wires & lights as needed;
Food	Hon Joy L. Quimba Mrs. Jemaima Billones	Mrs. Cherryl Catalogo Ms. Auggie Cayang Ms. Amy Eigo Mrs. Jocelyn Fuasan Mrs. Rona Mae Benedicto Mrs. Mary Grace Celebria	<ul style="list-style-type: none"> • Prepares budget proposal to be submitted to the Finance Committee; • In-charge of menu preparation, marketing and food preparation or contact caterer, if needed;
Cleanliness & Sanitation	Hon. Ted Peter Plagata Dr. Diego Alan Estampador	Mrs. Susan Abogadil All Casuals	<ul style="list-style-type: none"> • Prepares budget proposal to be submitted to the Finance Committee; • Ensure cleanliness of the venue before, during and after the activity;
Streamers	Hon Joy Quimba/Liga President Mr. Essie Palmejar	Mr. Eleuterio Patriarca, Jr. Mr. Cyril Pamocol Mr. Julius Cerbo Mr. Rudy De Guzman Mr. Marino Panes Mr. Leo Harder Mr. German Geromiano Mr. Jerry Jambongana Mr. Renato Lobo Mr. Lumel Almeres Mr. Argie Ceralvo	<ul style="list-style-type: none"> • Prepares budget proposal to be submitted to the Finance Committee; • Prepares and hangs streamers;
Peace and Order	Hon. Jose Rabago, Jr. PSINSP Ramil B Jacaba	SFO3 Candido Encajonado PNP Personnel Philippine Army TMEU BiER Reservists Brgy. Tanod BFP Personnel Anti-smoking Task Force	<ul style="list-style-type: none"> • Prepares budget proposal to be submitted to the Finance Committee; • Maintains peace and order
Documentation / Souvenir Program	Hon. Ramil Castroverde Mr. Marvin Saladar	PCDO Mr. Julio Castigador Mrs. Jemaima Billones Mrs. Rona Kristie Porras Ms. Mara Joy Castillanes Mrs. Evelyn Pirote Mr. Cyril Pamocol Ms. Ma. Ivy Caras Ms. Ma. Chandy Rendaje Ms. Rezel Montilla Ms. Precious Christy Compas	<ul style="list-style-type: none"> • Prepares budget proposal to be submitted to the Finance Committee; • Take pictures/videos and prepare output for proper documentation; • Facilitate the Souvenir Program

Solicitation	Hon. Ted Peter Plagata Mrs. Amalia Pamocol	Ms. Leizel Neri Mr. Arnel Belloga Mrs. Leny Mae Gardose Mrs. Cheryl Catalogo Mrs. Lorna Divino Engr. Dan Plagata Engr. Russel Gardose Mr. Julius Cerbo Mrs. Lorna Saladar Mrs. Mamerta Pelagio Mr. Joram Gallaza	<ul style="list-style-type: none"> • In-charge of solicitation
Awards/ Recognition	Hon. Jofe Celeste Ms. Rezel Montilla	Mr. Julio Castigador Mrs. Jemaima Billones Ms. Alma Castellanes Mrs. Rona Kristie Porras Mr. Cyril Pamocol Ms. Ma. Chandy Rendaje Ms. Leizel Neri Ms. Mara Joy Castellanes	<ul style="list-style-type: none"> • Prepares budget proposal to be submitted to the Finance Committee; • Prepares criteria and mechanics for awards/recognition; • Conduct study/review of nominated/deserving awardees; • Prepares plaques/certificates /awards;
Caravan of Delegates	Hon. Eduardo Dalipe Mr. Gervacio Genturo, Jr. Mr. Ernesto Gelilang, Jr.	JARNHS (Drum & Lyre) BNHS (Drum & Lyre) PSINSP Ramil Jacaba SFO3 Candido Encajonado Engr. Russel Gardose TMEU PNP	<ul style="list-style-type: none"> • In-charge of the Caravan of participants
Transportation	Hon. Jose Rabago, Jr. Mr. Eleuterio Patriarca, Jr.	Mr. Nolan Pamocol Mr. Gleomar Gallaza Mr. Rudy De Guzman Mr. Marino Panes Mr. Lumel Almeres Mr. Jowe Gallaza Ms. Amy Eigo	<ul style="list-style-type: none"> • Prepares budget proposal to be submitted to the Finance Committee; • In-charge of coordinating/facilitating the provision of vehicles to transport participants to attend various activities of the LGU, if necessary;
Medical/Rescue Team	Hon. Jose Rabago, Jr. Dr. Diego Alan Estampador Mrs. Joylyn Reparado	BiER RHU Personnel BFP PNP	<ul style="list-style-type: none"> • Be on stand-by during the programs and activities
Trade Fair	Hon. Lorens Belloga Mr. Marvin Saladar Mrs. Emily Paraonda	PCDO MAO Primary Coop Officers	<ul style="list-style-type: none"> • In-charge of the trade fair at Provincial Capitol
Opening Program	Dr. Kim Arceña	BNHS	<ul style="list-style-type: none"> • In-charge of the Opening Program (Stage Decoration, Emcee, Intermission Number, etc.)
Closing Program	Dr. Alona Chiva	DepED Elementary	<ul style="list-style-type: none"> • In-charge of the Closing Program (Stage Decoration, Emcee, Intermission Number, etc.)
Coop Whiz	Hon. Nemesio Cachite Mrs. Layne Losbañes	JARNHS	<ul style="list-style-type: none"> • Facilitate the Coop Whiz (Stage Decoration, Emcee, Intermission Number, Quiz masters, Tabulators, etc.)

Livelihood & Skills Training Program	Hon. Lorens Belloga Mrs. Emily Paraonda Mrs. Lorna Saladar	Mrs. Rhylyn Mallorca KABALIKAT MPC	• Facilitate the Livelihood & Skills Training Program
Registration	Hon. Ramil Castroverde Mr. Joram Gallaza Mrs. Emily Paraonda	Mrs. Lorna Saladar Mrs. Mamerta Pelagio Mrs. Rhylyn Mallorca Mrs. Idalyn Camba KABALIKAT MPC GUINTAPAGIN ARC BECC	• In-charge of the Registration and Attendance of Participants
Food Festival	Hon. Joy L. Quimba Mr. Eleazar Belloga	Mr. Dindo Asumbra PNP Personnel	• Facilitate the Food Festival

NOW THEREFORE, I, MARK P. PALABRICA, Municipal Mayor of the Municipality Bingawan, Province of Iloilo, Philippines, by virtue of the powers vested in me by law, do hereby organized the Steering Committee for the 2018 Provincial Cooperative Month Celebration.

Done this 12th day of July, 2018 in the Municipality of Bingawan, Province of Iloilo, Philippines.


MARK P. PALABRICA
 Municipal Mayor