



Executive Order No. 025
Series 2022

AN ORDER ORGANIZING THE PROGRAM AND AWARDS AND INCENTIVES FOR SERVICE EXCELLENCE (PRAISE)

WHEREAS, the LGU Cabarroguis is constitutionally mandated to adapt measures to promote morale, efficiency, integrity, responsiveness and courtesy in the Civil Service;

WHEREAS, in pursuit of its mandate and vision, the LGU of Cabarroguis continuously implements programs to maintain, retain and recognize government employees who work with competence, efficiency and integrity and those who think with dynamism and dedication for the people, the organization and the country;

WHEREAS, in line with revised Policies on Employee Suggestions and Incentive Award System (ESIAS) provided under CSC Resolution No 010112 MC No. 01, s. 2001 and 2017 Omnibus Rules on Appointments and other Human Resource Action circularized through MC No. 24, S. 2017 the agency adapts the herein Program on Awards and Incentives for Service Excellence (PRAISE) to be referred to as AGENCY PRAISE;

NOW THEREFORE, I, AVELINO N. AGUSTIN, JR., Municipal Mayor of Cabarroguis, Quirino by virtue of the powers vested in me by law do hereby order the organization of the Program on Awards and Incentives for Service Excellence (PRAISE) in the municipality of Cabarroguis.

SECTION I. Composition of Program on Awards and Incentive for Service Excellence.

The PRAISE Committee shall be composed by the following:

HON. AVELINO N. AGUSTIN, JR. -CHAIRPERSON
Municipal Mayor

MR. FERDINAND Q. ANAS
Municipal Human Resource Management Officer

MRS. LEONILA D. AURE
Municipal Planning & Development Officer

MR. RUEL M. MAUYAO
Municipal Budget Officer

ENGR. ARSENIO A. SINGSON
Municipal Engineer/PMT-Chairman

HON. VIRGILIO A. LOPEZ
SB Committee Chairman on Ways & Means

HON. MARCIANO G. IMMAPA
SB Committee Chairman on Good Government

MR. PLARIDEL A. UAO
AMEX President/Association of Municipal Executive

MRS. HERMINIGILDA T. GAMET
Asst. PESO Manager/Rep. of the Woman

MRS. DIOSALINDA F. SINGSON
Rank and File Rep. for First Level Position

MR. MARCOS S. AGUSTIN
Rank and File Rep. for Second Level Position

MS. MA. JOHMELIA R. LANTION & MR. RENATO M. SILAO
PRAISE Secretariat

MRS. ARMIELYN V. DAGDAG & ALVIN T. PASCUAL
Assistant Secretariat

SECTION II. Functions of the Program on Awards and Incentives for Service Excellence (PRAISE)

The PRAISE Committee of the LGU shall have the following specific functions, it shall be responsible for the development, administration, monitoring and evaluation of the awards and incentive system of the agency. As such, the Committee shall meet periodically to perform the following task:

- Establish system of incentives and awards to recognize and motivate employees for their performance and conduct;
- Formulate, adopt and amend internal rules, policies and procedures to govern the conduct of its activities which shall include the guidelines in evaluating the nominees and the mechanism for recognizing the awardees;
- Determine the forms of awards and incentives to be granted;
- Monitor implementation of approved suggestions and ideas through feedbacks and reports;
- Prepare plans, identify resources and proposed budget for the system on an annual basis;
- Develop, produce, distribute a system policy manual and orient the employees on the same;
- Documents best practices, innovative ideas and success stories which will serve as the promotional materials to sustain interest and enthusiasm;
- Submit an annual report on the awards and incentives system to the CSC on or before the thirtieth day of January;
- Monitor and evaluate the system/s implementation every year and make essential improvements to ensure it suitably to the agency; and
- Address issues relative to awards and incentives within fifteen (15) days from the date of submission.

SECTION III. EFFECTIVITY

This Executive Order shall take effect immediately upon approval.

This 15th day of July, 2022 at Cabarroguis, Quirino.


AVELINO N. AGUSTIN, JR.
Municipal Mayor

Cc:
All Offices concerned
CSC-Field Office