



Republic of the Philippines
Province of Ilocos Norte
MUNICIPALITY OF SOLSONA
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OFFICE OF THE MUNICIPAL MAYOR

EXECUTIVE ORDER NO. 075 Series of 2019

ADJUSTMENT OF AUTOMATIC IMPOSITION OF PENALTIES DUE ON DATES THAT FALL ON HOLIDAY, SATURDAYS, AND SUNDAYS TO BE PAID ON THE NEXT BUSINESS DAY

WHEREAS, under Memorandum Circular No. 01 of the Civil Service Commission, dated January 26, 2001 in pursuance of CSC Resolution No. 010112, dated January 10, 2001, the Commission adopts the revised policies on Program on Awards and Incentives for Service Excellence (PRAISE);

WHEREAS, said CSC Memorandum Circular mandates every agency to establish its own employee suggestions and incentive awards system;

WHEREAS, the System shall be designed to encourage creativity, innovativeness, efficiency, integrity and productivity in the public service by recognizing and rewarding officials and employees, individually or in groups for their suggestions, inventions, superior accomplishments and other personal efforts which contribute to the efficiency, economy, or other improvement in government operations, or for other extraordinary acts or services in the public interest;

WHEREAS, the System shall henceforth be called the **PR**ogram on **A**wards and **I**ncentives for **S**ervice **E**xcellence (**PRAISE**);

WHEREAS, the PRAISE Committee shall adhere to the principle of providing incentives and awards based on performance, innovative ideas and exemplary behavior;

WHEREAS, the PRAISE Committee shall provide both monetary and non-monetary awards and incentives to recognize, acknowledge and reward productive, creative, innovative and ethical behavior of employees through formal and informal mode;

NOW THEREFORE, I, JOSEPH E. DE LARA, Municipal Mayor, Solsona, Ilocos Norte by virtue of the powers vested in me by law, hereby order the organization of the Program on Awards and Incentives for Service Excellence (PRAISE) Committee of the Municipal Government of Solsona Ilocos Norte, to wit:

Section 1. The composition of the Program on Awards and Incentives for Service Excellence (PRAISE) Committee shall be:

Chairperson - HON. JOSEPH E. DE LARA - Municipal Mayor

- | | | |
|-------------|---|--|
| Members | - | MRS. CHARYMELLE O. FORONDA - Municipal Budget officer
MRS. DIVINA G. DOMINGO - Municipal Accountant
MR. BRENFORD JAKE M. NICOLAS - Acting MPDC
MRS. PLAVERI M. GONZALES - Admin. Asst. II/HRMP
MR. JOHN REY C. LOYOLA - LDRRMO II
MRS. ROSELL R. BATARA - SWA |
| Secretariat | - | MRS. PLAVERI M. GONZALES - Admin. Asst. II/HRMP |

Section 2. Duty and function of the Chairperson. The Chairperson or authorized representative shall be responsible in overseeing the implementation of the System.

Section 3. Duties and functions of the PRAISE Committee. The PRAISE Committee shall have the following duties and functions:

- a. To ensure that productivity, innovative ideas, suggestions and exemplary behavior can be identified, considered, managed and implemented on a continuing basis to cover employees at all level;
- b. To be responsible for the development, administration, monitoring and evaluation of the awards and incentives system of the agency.
- c. To establish its own internal procedures and strategies; and
- d. To perform all acts relative and necessary in carrying out the purpose of the Committee.

The agency may, however, employ an external or independent body to assist the PRAISE Committee to judiciously and objectively implement the system of incentives and awards.

Section 4. Effectivity. This Executive Order shall take effect immediately upon its approval.

Done this _____ Solsona, Ilocos Norte.

SGD
JOSEPH E. DE LARA
 Municipal Mayor