



EXECUTIVE ORDER NO. 14
Series of 2022

**CREATING AND CONSTITUTING A SPECIAL SYSTEMS AUDIT TEAM FOR THE
IMPLEMENTATION OF THE M.I.S. MODERNIZATION PROGRAM OF THE
PROVINCIAL GOVERNMENT OF DAVAO ORIENTAL**

WHEREAS, Section 5 of the Republic Act No. 11032, otherwise known as the *Ease of Doing Business and Efficient Government Service Delivery Act of 2018*, mandates all offices and agencies which provide government services to regularly undertake cost compliance analysis, time and motion studies, undergo evaluation and improvement of their transaction systems and procedures and reengineer the same if deemed necessary to reduce bureaucratic red tape and processing time;

WHEREAS, to significantly improve the operational efficiency and service delivery of the identified key departments/offices/units of the Provincial Government of Davao Oriental thru the widespread application of Information and Communications Technology (ICT) and as authorized by the *Sangguniang Panlalawigan* (SP) thru their passage of Provincial Ordinance No. 16-64-06-2021, the previous leadership entered into a loan agreement with the Development Bank of the Philippines (DBP) purposely to fund, among other priority PPAs, the **Computerization Upgrade & Enhancement of Revenue Generation, Financial & Resource w/ Digital Archiving and Content Management Systems Modernization Project** or simply the "M.I.S. Modernization Program," with a total project cost of P50,000,000.00;

WHEREAS, given the increasing demand for Electronic Governance (E-Governance) and that the existing installed systems can no longer keep up with the more complex, changing dynamics of local governance due to obsolescence and native technical limitations, the M.I.S. Modernization Program appealed to the current leadership whose thrusts also include the streamlining of government processes and transactions thru adoption/installation of technological innovations;

WHEREAS, to ensure that the envisioned goals in the implementation of the M.I.S. Modernization Program materialize, this Administration deems it appropriate and expedient to create/constitute an *ad hoc* special body that shall facilitate/expedite the conceptualization and/or design of the desired application systems for the concerned PLGU departments/offices/units;

NOW, THEREFORE, I, CORAZON N. MALANYAON, Governor of the Province of Davao Oriental, by virtue of the powers vested in me by law, do hereby **ORDER** the following:

SECTION 1. Creation and Constitution. — A Special Systems Audit Team (SSAT) is hereby created to facilitate the implementation of the PLGU's M.I.S. Modernization Program and shall be composed of the following members:

- a. Ms. Maria Patricia Theresa Templa, CPA — PACCO
- b. Ms. Jeannette Te, CPA — PACCO
- c. Ms. Michelle Jaramillo, CPA — PACCO
- d. Ms. Princess Gayle Butlig, CPA — PBO
- e. Mr. Joseph Butlig, CPA — Tourism
- f. Ms. Mariabelle Rubia — PPDO
- g. Engr. Jickie Riogelon — PPDO
- h. Mr. Prudence Gerald Serra — PTO

Mr. Edmundo Acaylar, CPA — Team Consultant/Adviser

SECTION 2. Powers and Functions. — the SSAT is hereby authorized and shall exercise the following powers:

- a. **Authority to visit and conduct system/operational audits** at the PBO, PACCO, PTO, PGO, BAC, PHRMDO, PGSO, and other key departments/offices/units of the PLGU relative to the proposed development of the following major application systems:
 1. Financial Management System:
 - a) Budget Operations Module
 - b) Accounting Operations Module
 - c) Treasury Operations Module
 - d) Procurement Module
 - e) Financial Transactions Management Module
 - f) Executive Dashboard
 2. Human Resource Information System
 3. Property and Inventory Management System
 4. Project Management and Monitoring System
- b. **Authority to require** the submission of copies of reports, forms, templates, manuals, and other reference materials to serve as a guide in the preparation of pertinent process flowcharts and/or system designs.

The SSAT shall likewise perform the following duties and functions:

1. Conduct a thorough systems review and mapping of the existing PLGU key processes, with the end in view of (a) identifying common government transactions and procedures that can be improved/optimized/streamlined thru digitization/innovation integration and (b) facilitating the design and development of new web-based application software;
2. Through convergence, insight sharing, and a series of focus group discussions, craft/formulate a sound and feasible system structure and efficient mechanism for each desired system software, taking into utmost consideration the following applicable principles consistent with Section 38, Part IV of the IRR of the Republic Act No. 8792, otherwise known as the *Electronic Commerce Act*, to wit:
 - a. **Interoperability.** All implementation of technological solutions shall ensure the interoperability of systems forming part of the government network.
 - b. **Elimination of Red Tape.** Government processes shall be re-examined and if appropriate, simplified or re-engineered to maximize the functionality of technology and to eliminate unnecessary delays in the delivery of governmental services.
 - c. **Security Measures.** Government shall implement appropriate security measures to guard against unauthorized access, unlawful disclosure of information, and to ensure the integrity of stored information.
 - d. **Auditability.** All systems installed shall provide for an audit trail.
3. Submit an audit report containing the consolidated information, observations, recommendations, and conclusions, including the system process flowcharts per Significant Class of Transaction (SCOT), tables, graphs, and other relevant data, for the perusal of the Local Finance Committee and endorsement to the Provincial Governor; and,
4. Perform such other tasks as assigned or directed by the Provincial Governor.

SECTION 3. Operational Expenses. — Operational and other related expenses that the SSAT may incur in performing their duties and functions shall be chargeable against the General Fund Budget CY 2022. Further, they shall be entitled to collect monthly honoraria in the amount of P8,000.00 for their work therein. The honoraria, however, shall be claimed only upon submission of attendance and accomplishment reports of the SSAT.

SECTION 4. Sunset Clause. — Unless otherwise ordered, the Special Systems Audit Team shall conclude its work within one hundred and twenty (120) calendar days subject to extension as deemed necessary for the completion of this Program, after which it shall become *functus officio*.

SECTION 5. Effectivity. — This Executive Order shall take effect immediately.

Done this 23rd day of August, 2022 at the City of Mati, Province of Davao Oriental, Philippines.


CORAZON N. MALANYAON
Provincial Governor

Copy furnished:

- All concerned Departments/Offices/Units
 - Local Finance Committee
 - Bids & Awards Committee
- All of this Province