



REPUBLIC OF THE PHILIPPINES
PROVINCE OF PANGASINAN
MUNICIPALITY OF ANDA
OFFICE OF THE MUNICIPAL MAYOR

EXECUTIVE ORDER NO. 47
Series of 2019

“AN ORDER AUTHORIZING MR. RODOLFO C. DE CASTRO, EXECUTIVE ASSISTANT II, TO SIGN DOCUMENTS IN MY BEHALF FOR CONTINUOUS RENDERING OF SERVICES TO THE PUBLIC”

WHEREAS, “Public office is a public trust”. As public servants, we are mandated to serve people well with full integrity and commitment;

WHEREAS, while the municipal mayor is attending seminar/training on other regions of the country, there has to be in-charge in his behalf for the continuity of the needed services of the people without delay;

NOW THEREFORE, I, JOGANIE C. RARANG, Municipal Mayor of Anda, Pangasinan, by virtue of the powers vested in me by law as the Local Chief Executive, do hereby order authorizing **MR. RODOLFO C. DE CASTRO**, Executive Assistant II, in my behalf with the following duties and functions:

1. Sign documents and papers that are temporal in nature that requires immediate action and attention;
2. Issue Travel Order in the conduct of official business of the local government employees of the municipality;
3. Issue permit and certificate in the conduct of activities within the territorial jurisdiction of Anda with strict adherence with the law;
4. Transmit memos, circulars and advisory from Provincial, Regional and National Agencies for information and guidance in the Barangay level.
5. Issuance of inter-agency transmittals, directives, instructions/proclamation for information, guidance and compliance of the municipal officials, and employees;
6. Dissemination of information on the Executive Issuances of President Rodrigo Roa Duterte, President of the Republic of the Philippines.

EFFECTIVITY: This Executive Order shall take effect immediately.

Done in the Municipality of Anda, Pangasinan, this 29th day of November.


JOGANIE C. RARANG
Municipal Mayor