



Republic of the Philippines  
**PROVINCE OF PANGASINAN**  
Office of the Governor  
2F Capitol Compound, Lingayen, Pangasinan

**Hon. Ramon V. Guico III**  
*Governor*

**EXECUTIVE ORDER NO. 0017 S. 2023**

**CREATING THE DISPOSAL COMMITTEE OF THE PROVINCIAL  
GOVERNMENT OF PANGASINAN.**

**WHEREAS**, Book II, Title VI of the Local Government Code of 1991 mandates for proper property and supply management in the local government units, which include the disposal of properties that are unserviceable, serviceable but no longer needed, or to be disposed as requested by the user in special cases;

**WHEREAS**, there is a need to expedite the disposal of unserviceable equipment and property of the Provincial Government to avoid further deterioration, especially those exposed to elements;

**WHEREAS**, pursuant to Commission on Audit Rules and Regulations, a Disposal Committee is to be created by the local government with specific task to undertake the disposal of its properties;

**NOW THEREFORE, I, RAMON V. GUICO III**, by virtue of the powers vested in me by law, do hereby create the Disposal Committee of the Provincial Government of Pangasinan as follows:

**SECTION 1. COMPOSITION.** The Disposal Committee shall be composed of the following:

Chairperson : **MR. MELICIO F. PATAGUE II**  
Vice Chairperson : **ATTY. BABY RUTH F. TORRE**  
Members : **ATTY. MARLON C. OPERAÑA**  
**ATTY. GERONIMO M. ABAD**  
**ENGR. AMADEO D. VERAS**

**SECTION 1.a. SECRETARIAT/TECHNICAL WORKING GROUP (TWG).** The Secretariat and the Technical Working Group shall be composed of the following:

Head : **ATTY. NOVY MARIE S. CRUZ**  
Member : **ROWENA V. IGNACIO**



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**SECTION 2. FUNCTIONS.** The Disposal Committee shall have the following functions:

- a. To conduct inspection of the unserviceable properties of the Provincial Government of Pangasinan that are to be disposed;
- b. To submit the list of unserviceable properties to be disposed to the Commission on Audit;
- c. To supervise the conduct of actual disposal of unserviceable properties in accordance with existing laws, rules and regulations;
- d. To perform such other duties and functions that are necessary for the accomplishment of the above functions;

**SECTION 2.a. DUTIES AND FUNCTIONS OF THE SECRETARIAT/TECHNICAL WORKING GROUP (TWG).** The Secretariat/TWG shall perform the following functions:

- a. Provide the needed technical and administrative support;
- b. Document the proceedings of the Committee;
- c. Keep the records of the Committee; and
- d. Perform other functions which the Committee may require.

**SECTION 3. RECORD AND DROPPING OF DISPOSED UNSERVICEABLE EQUIPMENT AND PROPERTY FROM THE BOOKS OF ACCOUNT.** After the disposal proceedings have been consummated, the Committee shall forward the Disposal Report with all the supporting documents relative thereto to the General Services Office who shall initiate the dropping of the property and accountability from the books of accounts. The Commission on Audit shall be furnished with the same copy for its information and guidance.

**SECTION 4. EFFECTIVITY.** This Order shall take effect immediately and remains binding and effective unless revoke or dissolve in writing.

Done this 1st of March 2023. Lingayen, Pangasinan

  
RAMON V. GUICO III