



LALAWIGAN NG BULACAN
Pamahalaang Bayan ng Baliwag

TANGGAPAN NG PUNONGBAYAN

Administrative Order No. 009
Series of 2019

CREATING THE MUNICIPAL GOVERNMENT OF BALIWAG UNIFORM COMMITTEE

I, **FERDINAND V. ESTRELLA**, by virtue of the powers vested in me by law as Mayor of Municipality of Baliwag, do hereby order the organization of the Municipal Government of Baliwag Uniform Committee, as follows;

SECTION 1: Composition of the Uniform Committee. The Uniform Committee shall be composed of the following:

Chairperson : MELANIE M. CRUZ, Mun. Gov't. Asst. Depart. Head I
Vice Chairperson : ALVIN LEE C. ASURO, Local DRRM Officer III

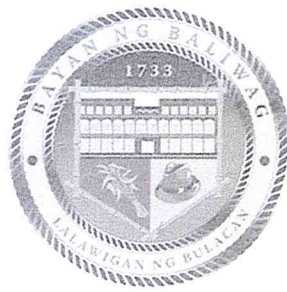
Members:

RHOMMELIE S. MATIC, Environmental Management Specialist I
GERALD M. TOLENTINO, Social Welfare Officer III
DR. MA. EDITHA C. DELA CRUZ, Rural Health Physician
JAN CHINITAMAY W. DELOS REYES, Revenue Collection Officer I
REVA JANE G. DILIG, Administrative Assistant I

SECTION 2: Functions of the Management Committee. The Management Committee shall have the following functions:

1. To facilitate the selection of uniforms for officials and employees of the Municipal Government of Baliwag;
 - a. Determine the procedure and prepare the guidelines for the selection of the uniform designs and materials, which will be most appropriate and suitable for employees;
 - b. Determine the mode of distributing the clothing allowance, and the method of procuring the clothing materials for the selection of uniforms; and
2. The uniform designs which will be selected by the Committee, as well as the mode of distributing the uniform, allowance, and the method of procuring the uniform materials, shall be presented to the Management Committee (ManCom) for approval.

BALIWAG



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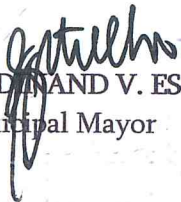
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3. The Human Resource Management Office shall provide support services to the Municipal Uniform Committee.

SECTION 3: Repealing Clause. All other, issuance and memoranda issued inconsistent herewith are hereby repealed or modified accordingly.

SECTION 4: Effective, This Administrative Order shall take effect immediately.

Done this 18th day of July, 2019 at Baliwag, Bulacan.


FERDINAND V. ESTRELLA
Municipal Mayor

BALIWAG