



EXECUTIVE ORDER NO. 02

Series of 2025

REORGANIZING AND EXPANDING THE LOCAL FINANCE COMMITTEE OF THE MUNICIPAL GOVERNMENT OF LOS BAÑOS

WHEREAS, Section 316 of Republic Act 7160 otherwise known as the Local Government Code of 1991, provides for the creation in every province, city, or municipality a local finance committee;

WHEREAS, for the effective implementation of its functions, the Local Finance Committee (LFC) often consults with the different offices of the municipal government for technical opinions, advices and recommendations;

WHEREAS, the present administration deemed it necessary to expand the composition of the LFC to ensure that the Local Chief Executive (LCE) could execute within the bounds of the laws all fiscal matters pertaining to local government administration, especially in all the budgetary and monetary undertakings and transactions of the Municipal Government of Los Baños (MGLB);

NOW, THEREFORE, I, NEIL ANDREW N. NOCON, Municipal Mayor of the Municipality of Los Baños, Province of Laguna, by virtue of the powers vested in me by law, do hereby reorganize and expand the LFC of MGLB, to wit:

Section 1. COMPOSITION. The LFC shall be composed of the following:

Atty. Virgilio A. Tiongson, Jr.	Municipal Administrator
Mr. Anatoly M. Guinto	Executive Assistant V/ Chief of Staff
Mr. Ronell B. Alcachupas	Municipal Accountant
Ms. Joyce Ann Mae L. Del Valle	Acting Municipal Budget Officer
Ms. Twila T. Torres	Municipal Planning and Development Coordinator
Ms. Maria Luisa G. Diaz	Municipal Treasurer

Section 2. DUTIES AND FUNCTIONS. The LFC shall exercise the following:

1. Determine the income reasonably projected as collectible for the ensuing fiscal year;
2. Recommend appropriate tax and other revenue measures or borrowings which may be required to support budget;
3. Recommend for the Municipal Mayor level of annual expenditures and ceilings of spending for economic, social and general services based on the approved local development plans;

4. Recommend to the Municipal Mayor the proper allocation of expenditures for each development activity between current operating expenditures and capital outlays;
5. Recommend to the Municipal Mayor the amount to be allocated for capital outlay under each development activity or infrastructure project;
6. Assist the Sangguniang Bayan in the review and evaluation of budgets of the barangays and recommend the appropriate action thereon;
7. Assist the Sangguniang Bayan in the analysis and review of annual regular and supplement budgets of the municipal government to determine compliance with statutory and administrative requirements; and
8. Conduct semi-annually, annual review and general examination of cost and accomplishments against performance standards applied in understanding development projects.

Section 3. MEETINGS AND QUORUM. The LFC shall meet as often as may be necessary.

Quorum shall mean the presence of the majority of the members.

Section 4. EFFECTIVITY. This Order shall take effect immediately.

DONE this 2nd day of July, 2025 at Los Baños, Laguna.



HON. NEIL ANDREW N. NOCON
Municipal Mayor



Republic of the Philippines
Province of Laguna
Municipality of Los Baños
Special Science and Nature City

RECORDS MANAGEMENT OFFICE

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NO	DEPARTMENT/UNIT	PRINTED NAME	DATE RECEIVED	SIGNATURE
1	Office of the Mayor	ANTONIO LIZARDO	7-17-28	
2	Municipal Administrators Office	Cheh	7-17-28	
3	Municipal Accounting Office	ROSE	07/17/25	
4	Municipal Budget Office	KAT	07/17/25	
5	Municipal Planning and Development Office	berna	7/17/25	
6	Municipal Treasury Office	kenh	07/17/25	