



Republic of the Philippines  
PROVINCE OF SORSOGON  
MUNICIPALITY OF GUBAT

**OFFICE OF THE MAYOR**

**EXECUTIVE ORDER NO. 2018-017**

**ORGANIZING THE MUNICIPAL SANGGUNIANG KABATAAN MANDATORY TRAINING  
TECHNICAL WORKING GROUP**

**WHEREAS**, Section 30, Rule V of RA 10742, otherwise known as the "Sangguniang Kabataan Reform Act of 2015" provides that any SK official, whether elected or appointed, or any member of the LDYC must undergo the mandatory training programs before she or he can assume office;

**WHEREAS**, DILG Memorandum Circular No. 2018-48, titled, "Guidelines in the Conduct of the Sangguniang Kabataan Mandatory Training (SKMT)", mandates the creation of a team that will assist the Provincial Management Team;

**NOW THEREFORE I, SHARON ROSE G. ESCOTO**, Municipal Mayor of this Municipality, Province of Sorsogon, by virtue of the power vested in me by law, do hereby order and direct the following:

**Section 1.** Organizing and creation of the Municipal SK Mandatory Training Coordinating Team that will assist the Provincial Management Team in the conduct of Sangguniang Kabataan Mandatory Training in the forty-two (42) barangays of Gubat.

Composition:

**Technical Working Group**

Chairperson: Sharon Rose G. Escoto, Local Chief Executive

Assistant Vice Chairperson: Patrick Omar B. Erestain, Local Youth Development Officer

Members: Shirley J. del Valle, MLGOO

Ava E. Obrique, Municipal Accountant

Raymond F. Quiñones, Municipal Treasurer

Eduardo E. Felicia, Municipal Budget Officer

Dr. Rosemarie R. Jadie, Local Resource Institute (LRI) Representative,  
Bicol University Gubat Campus (BUGC)

**Facilitators/ Moderators:**

Kristin E. Antivola, Project Development Team - LGU

Jodie Marie R. Jadie, BUGC

Prof. Evan Carlo B. Deblois, BUGC

Prof. Maria Rechel M. Marcaida, BUGC

Prof. Merceilen R. De Leon, BUGC

**Secretariat:**

Mariz E. Lacandula, LGU  
Annabel C. Lanon, LGU  
Danilo Bognalbal, BUGC  
Demetrio E. Castillo, BUGC  
Joy Ann M. Conda, BUGC  
Neil Karen C. Destajo, BUGC

**Section 2. Institutional Arrangements**

**LGU**

- Prepare SKMT activity design;
- Facilitate the preparations relative to the conduct of the SKMT including procurement of goods and services;
- Collect fees and disburse all expenses related thereto;
- Send invitation to SK officials;
- Prepare materials, supplies, and equipment; and
- Act as resource person and support to training management when necessary.

**LRI (BUGC)**

- Manage the overall conduct of the SKMT;
- Serve as secretariat, facilitator/moderator, documenter;
- Ensure documentation and report-writing as prescribed;
- Facilitate the pre and post-activity evaluations; and
- Act as resource person in topics assigned.


**DILG**

- Ensure that the training standards as defined by NYC, DILG, and other partners are adhered to in the implementation of SKMT;
- Assist in the invitation of the SK officials to the SKMT and collection of fees;
- Act as resource person in topics assigned;
- Issue Certificate of Appearance to attendees;
- Submit to the Provincial Management Team the list of SK Elected officials who successfully completed the training;
- Monitor and evaluate the conduct of the SKMT; and
- Submit terminal report to the Provincial Management Team with observations and recommendations on how to further improve future trainings for the SK.

**Section 3. Funding.** Funds needed to carry out the provisions of this Executive Order shall be charged from training fees per SK Official collected chargeable against the barangay's SK funds.

**Section 4. Effectivity.** This order shall take effect immediately.

DONE this 11<sup>th</sup> day of May, 2018 in the Municipality of Gubat, Province of Sorsogon.

  
**SHARON ROSE G. ESCOTO**  
Municipal Mayor