



Republic of the Philippines
OFFICE OF THE CITY MAYOR
City of Davao

760.11 ED, LMO

**FILE MAYOR'S
OFFICE**

EXECUTIVE ORDER NO. 18
Series of 2018

**"AN ORDER CREATING A PROJECT MANAGEMENT TEAM FOR THE
CONSTRUCTION OF WASTE-TO-ENERGY FACILITIES IN DAVAO CITY"**

WHEREAS, the Japan International Cooperation Agency, through Nippon Steel & Sumikin Engineering Co., Ltd. ("NIPPON" for brevity), conducted the "Collaboration Program with the Private Sector for Disseminating Japanese Technology in 2015," in Davao City, whereby a feasibility study on the application of Japanese technologies on solid waste management, including the utilization of a waste-to-energy facility, were undertaken.

WHEREAS, at the conclusion of the study, the City Government of Davao received a project proposal from NIPPON, which provided a project development plan for the construction of a WTE, including possible project development schemes and financing measures;

WHEREAS, after consideration of the project proposal, Davao City submitted the proposal, with a request for possible funding from the Government of Japan, to the National Economic Development Authority ("NEDA" for brevity). Thereafter, NEDA favorably endorsed the same for Japanese Government Grant Aid Assistance;

WHEREAS, on March 20, 2018 the Government of Japan and the Government of the Republic of the Philippines signed an Exchange of Notes whereby the former extended a grant of five billion thirteen million Japanese Yen (¥5,013,000,000) to fund the implementation of the "Project for the Construction of Waste-to-Energy Facilities in Davao City;"

WHEREAS, Section 18 of Republic Act No. 7160 or the "Local Government Code of 1991" authorizes local government units to establish an organization that shall be responsible for the efficient and effective implementation of their development plans, programs, objectives and priorities;

NOW, THEREFORE, I, SARA Z. DUTERTE, Mayor of the City of Davao, by virtue of the powers vested in me by law, do hereby order the following:

SECTION 1. CREATION AND COMPOSITION. There is hereby created a **PROJECT MANAGEMENT TEAM** ("PMT" for brevity) for the "PROJECT FOR THE CONSTRUCTION OF WASTE-TO-ENERGY FACILITIES IN DAVAO CITY" ("Project" for brevity.) The PMT shall function as a special unit that exists only for the duration of the Project and shall be discontinued afterwards, or as may be determined by the City Mayor.

The PMT shall be composed of the following City Government of Davao (CGD) personnel:

ATTY. TRISTAN DWIGHT P. DOMINGO
Project Manager

ENGR. ELISA P. MADRAZO
Assistant Project Manager

ADMINISTRATIVE UNIT:
Atty. Luchie G. Sasing (Head)
Engr. Crisil E. Guyot
Melody S. Dapusala
Mary Frances L. Resma

CONSTRUCTION AND TECHNICAL UNIT:
Atty. Joseph Dominic S. Felizarta (Head)
Engr. Romel Alfredo R. Ruiz
Engr. Manuel D. Cellona
Engr. Minerva D. Taculin
Engr. Mario Salvador B. Tombo
Engr. Samuel A. Singco

LEGAL AND FINANCIAL UNIT:
Atty. Osmundo P. Villanueva (Head)
Atty. Marlisa A. Gallo
Ivan C. Cortez
Ermelinda F. Gallego
Janice Antonette G. Calsa
Joyce Marie L. Suemitsu

SOLID WASTE MANAGEMENT UNIT:
Engr. Marivic L. Reyes (Head)
Dolores B. Remojo
Engr. Lakandiwa Soliman R. Orcullo
Engr. Felinee D. Cabrera
Engr. Virginia A. Pusod
Engr. Dindo C. Corda
Jefry M. Tupas
Vivian L. Lorico

The City Administrator may hereinafter designate additional CGD employees and/or identify qualified personnel, including those under job order or contract of services, who shall hereinafter join or support the team herein created.

SECTION 2. FUNCTIONS. The PMT shall have the following functions:

- Directly coordinate, collaborate and work with national government offices, Japanese government representatives, and non-government or private entities as may be required for the success of the Project;
 - Provide technical expertise and render administrative decision support to the City Mayor and/or the CGD;
 - Manage the implementation schedule of the project, data collection, reporting process, as well as document key decisions;
 - Evaluate project risks, changes, policies and resource management, as well as consistently address specific performance and project issues;
 - Track actual spending and forecast future project costs and other financial matters;
 - Develop, manage, and implement a communications plan to program stakeholders;
 - Conduct regular meetings and submit written periodic reports;
- A. **PROJECT MANAGER** – shall be responsible for organizing and administering all major project activities, and recommend or make strategic decisions; develop a project plan, and manage deliverables according to the plan; lead and manage the team and determine the methodology to be used on the project; assign tasks to PMT units and its members.
- B. **ASSISTANT PROJECT MANAGER** – is primarily tasked to assist the Project Manager and may act as the manager in the absence of the latter; coordinate all project unit activities, and report the same to the Project Manager. She shall have the task of directly collaborating with all project units, and its respective members.
- C. **CONSTRUCTION AND TECHNICAL UNIT** – shall be responsible for analyzing all construction related matters and technical aspects of the project and consistently monitor all construction activities of the project.

- D. **LEGAL AND FINANCIAL UNIT** – shall render, identify and recommend legal and financial advice or directions which the project must pursue. It shall review, and when necessary, come up with contracts or stipulations, and financial calculations to ensure the attainment of project deliverables and the protection of the interests of the City of Davao.
- E. **SOLID WASTE MANAGEMENT UNIT** – shall come up with ways to improve solid waste management in the city (e.g. segregation, collection, disposal etc.), with the end view of ensuring the successful operation of the facility to be built. The unit shall formulate and execute effective stakeholder engagements and plans to aid the project.
- F. **ADMINISTRATIVE UNIT** - shall serve as the PMT Secretariat tasked to handle all administrative and/or secretarial related activities. It shall ensure all meetings and activities of the PMT are effectively organized and recorded. It has the responsibility to provide and maintain effective records and administration of all project related documents and other effects.

SECTION 3. FUNDING AND OPERATING COSTS. The CGD, subject to the usual accounting and auditing rules and regulations, shall provide the funds necessary for the effective operation of the PMT. For this purpose, the PMT shall come-up with a funding proposal or requirements for appropriate consideration.

SECTION 4. SUPPORT. All CGD offices in Davao City are hereby directed to provide their full and active support, and their utmost cooperation to the PMT and the Project. The City Administrator and/or the respective heads of the offices to which the members of the PMT belong shall endeavor to allow the said members to prioritize the performance of their functions herein for the success of the project.

All national government offices within the territorial jurisdiction of Davao City are likewise requested to extend their support and assistance to the endeavors of the PMT and the Project.

SECTION 5. SEPARABILITY CLAUSE. If any provision of this Executive Order is declared invalid or unconstitutional, the other provisions not affected thereby shall remain valid and subsisting.

SECTION 6. REPEALING CLAUSE. All orders or parts thereof which are inconsistent with the provisions of this Executive Order are hereby repealed or modified accordingly.

SECTION 7. EFFECTIVITY. This Executive Order shall take effect immediately.

Done on 02 JUL 2018 at Davao City, Philippines.

SARA Z. DUTERTE
SARA Z. DUTERTE
 City Mayor

Attested by:

Zuleika T. Lopez
ATTY. ZULEIKA T. LOPEZ
 City Administrator

CMO - CRD
RELEASED
 03 JUL 2018 1:50 *Cub*

CMO *Ryan 7-3-18*
 CADO *SN 7/3*
 Asst. CADO (Adm) *7/3/18*
 Asst. CADO (Comp) *7/3/18*
 CIO *7/3/18*
 CPDO *7/4/18*
 NEDA *7/5/18 1:00pm*

SP7-4-18
DILG 7/4/18
 RITCHEL B. REMOLLO

Acctg. *7/4/18*
 CENRO *7/4/18 9:20AM*
 JICA

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 CBO *7/4/18*
 CLO *7/3/18 3:40g*
 CEO *7/3/18*