



# STATE OF LOCAL GOVERNANCE PERFORMANCE REPORT (E-SLGPR)

2012

City of Alaminos  
Province of Pangasinan

## I. EXECUTIVE SUMMARY

The **Local Governance Performance Management System (LGPMS)** is a web-based self-assessment, management and survey tool for local government units (LGUs), designed to identify its strengths and limitations in the provision of public services. It aims to be a results-oriented guide in: a) formulating effective policies, plans and programs that will respond to the citizens' needs; and b) promote excellence in governance through improved use of financial and human resources.

It evaluates the Governance Aspect consisting of Administrative, Social, Economic, Environmental and Valuing Fundamentals of governance; and Developmental Aspect consisting of State of social, economic and environmental development.

Its major outputs include the following:

1. State of Local Governance Performance Report (SLGPR)
2. State of Local Development Report (SLDR)
3. Financial Performance Report (FPR)

The city, in response to the DILG Memorandum RE: Implementation of Local Governance Performance System (LGPMS), began the dissemination of Data Capture Forms to concerned departments and sections on March 7. It facilitated the online data entry of accomplished DCFs and online generation of reports from the 3rd to the 4th week of April.

Through the generated outputs, the city of Alaminos is hoped to have a clearer view on its overall capacity and strengths based on the LGPMS findings. The city also came up with priority strategies for implementation or adoption to address the identified governance and developmental challenges.

## A. HIGHLIGHTS OF THE FINDINGS

The city obtained a **4.41** overall numerical rating in its e-State of Local Governance Performance Rating, the result of the entries made in the Local Governance Performance System, for the year 2012. That is equivalent to a **HIGH** level of performance.

The findings are as follows:

Performance areas	Performance Rating
Administrative Governance	3.78
Social Governance	4.15
Economic Governance	4.62
Environmental Governance	4.82
Valuing Fundamentals of Good Governance	4.67
<b>Overall Performance Index</b>	<b>4.41</b>

**Table 1. Overall Performance Index in e-SLGPR**

In Administrative Governance, w/c deals with Local Legislation, Development Planning, Revenue Generation, Resource Allocation & Utilization, Customer Service and Human Resource Management and Development, the city garnered an overall rating of 3.78 (FAIR).

In Social Governance w/c includes the following service areas: Health Service, Education, Housing and Basic Utilities, and Peace, Security and Disaster Risk Management, the city obtained an overall rating of 4.15 (HIGH).

Economic Governance deals with the performance of the LGU in terms of Support to Agricultural Sector, Support to Fishery Services and Entrepreneurship, Business and Industry Promotion. This area received a rating of 4.62 (HIGH).

Environmental Governance which covers Forestry, Freshwater Management, Coastal Marine and Urban Ecosystems Management received an average rating of 4.82 (HIGH).

Valuing Fundamentals of Governance includes Participation, Transparency and Financial Accountability. This area received a performance rating of 4.67 (HIGH).

## B. HIGHLIGHTS OF STRATEGIES FOR IMPLEMENTATION

As shown on **Table 1**, Alaminos City's primary gap falls under Administrative Governance. There is a less than excellent performance in Revenue Generation, Resource Allocation & Utilization, and Local Legislation. The LGU should be able to devise a plan that will help improve and increase the collection of locally-sourced revenue. Likewise, the LGU should properly allocate its resources by observing the budgetary, statutory, and contractual requirements. Likewise, the LGU should enact the following ordinances: Code of General Ordinances, Sanitation Code, and Environment Code; update the Revenue code; and improve resource allocation and utilization

Under Social Governance, the city needs to update its database on the housing sector, particularly on the inventory of informal settlers and households with access to electricity, clean water and sanitary toilet, households with makeshift houses.

In Economic Governance, the city has sustained a **HIGH** performance. The city can intensify its actions in all service areas so that excellent performance can be achieved. These actions may include providing enabling mechanisms to support the influx of investments in the city to lessen dependency on cost-sharing schemes with national government agencies.

The Environmental Governance performance area received the city's highest rating (4.82) with minor gaps identified in Urban Ecosystems Management. One action that the LGU could undertake is the shift from controlled dumpsite to sanitary landfill and strengthening the city's Solid Waste Management Plan.

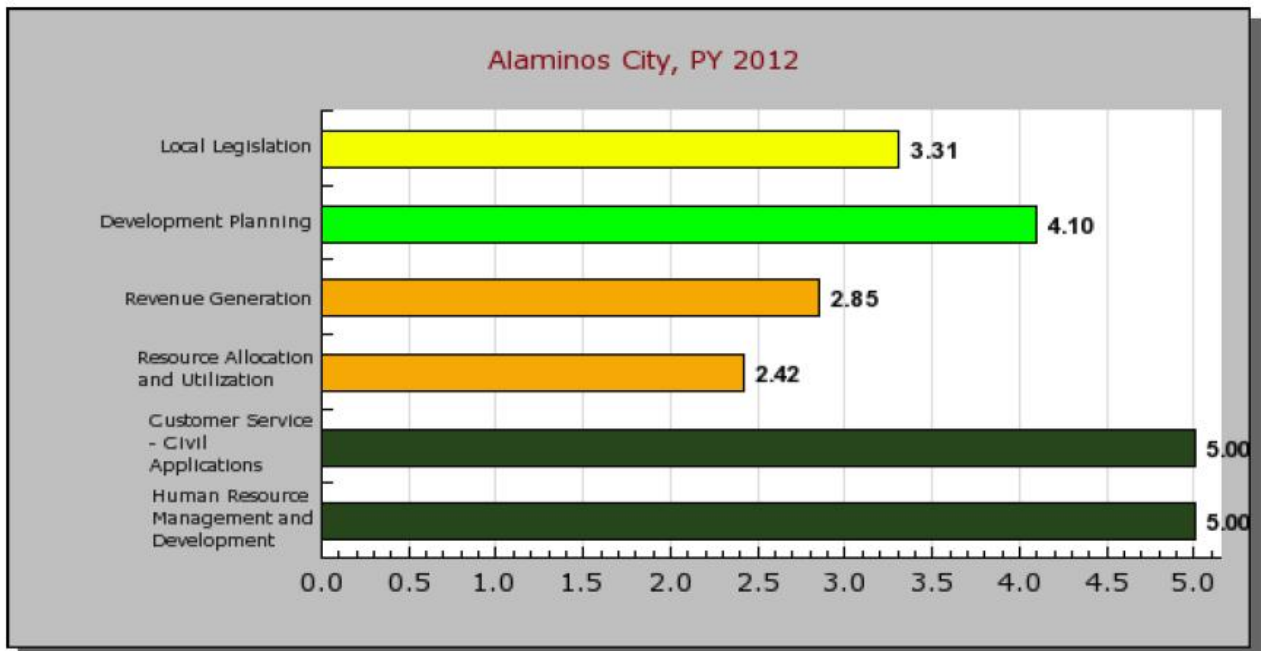
The performance area, Valuing Fundamentals of Governance, also garnered a **HIGH** rating which could be made excellent once the city intensifies minor gaps in Participation and Financial Accountability through intensifying participation of NGOs specially in Local Special Bodies and automating its financial management system.

## II. STATE OF PERFORMANCE

### A. ADMINISTRATIVE GOVERNANCE

Administrative Governance looks into six areas: Local Legislation, Development Planning, Revenue Generation, Resource Allocation and Utilization, Customer Service and Human Resource Management and Development.

Under this performance area, the city of Alaminos obtained an overall rating of **3.78** which is equivalent to **FAIR** performance, broken down as shown in the graph below:



*Graph 1. Comparative Rating of the Six (6) Service Areas under Administrative Governance*

As shown in Graph 1, the city of Alaminos has an **EXCELLENT** performance in Human Resource Management and Development and Customer Service –Civil Applications, both with a numerical rating of **5.0**. The LGU has also garnered a **HIGH** performance in Development Planning with a numerical rating of **4.10**. The LGU has **FAIR** performance in Local Legislation, with a numerical rating of **3.78**. However, the LGU

performed **POOR** on Revenue Generation and Resource Allocation and Utilization with a numerical rating of **2.85** and **2.42**, respectively.

### **CAPACITY-ENSURING, FACILITATING AND HINDERING FACTORS**

#### **LOCAL LEGISLATION**

##### *Facilitating Factors:*

1. Presence of Legislative Agenda supportive to the Executive Agenda
2. Computer-aided tracking system of all local rules and regulations

##### *Hindering Factors:*

1. The city has yet to enact the following Codes: Code of General Ordinances, Market Code, Sanitation Code and Environmental Code.
2. The city was not able to meet 100% enactment of ordinances vs. Legislative measures.

#### **DEVELOPMENT PLANNING**

##### *Facilitating Factors:*

1. The city has an organized and functional Local Development Council (LDC)
2. The city's Planning and Development office maintains an updated database which houses the city's demographic, social development, economic, physical land use, and institutional data
3. The city has an Existing Comprehensive Land Use Plan (CLUP), Comprehensive Development Plan (CDP), Local Development Investment Program (LDIP) and Annual Investment Program (AIP).

##### *Hindering Factors:*

1. The city's Comprehensive Land Use Plan (CLUP), is currently being updated.
2. Monitoring and Evaluation is not yet an integral component of its Local Development Investment Program (LDIP) and Annual Investment Program (AIP).

## REVENUE GENERATION

### *Facilitating Factors:*

1. Under its One System One Government Program, the city employs an integrated Business Permit and Licensing System and other revenue-related system applications which facilitates the following: a) networking of key offices such as business permit and licensing office, city assessor and city treasury for easier data sharing, records cleansing and transparency on reports; b) reduced processing time and rationalized permit regulatory requirements; and c) automated generation of reports and records management.
2. The LGU employs an incentive scheme, giving the following discounts for advanced full payments of real property tax: a) 15% for full payment of RPT w/in the 1<sup>st</sup> quarter of tax year; and b) 20% for full payment of RPT of succeeding year (before January 1 of succeeding year); business tax incentive (2% discount) based on compliance to business codification ordinance.
3. The city has an Annual Revenue Generation Plan that embodies local revenue policy directions for the given year.
4. The city conducts business tax mapping activity, remote access real property tax outreach collection and computerized cleansing of RPT records.
5. Revenue to Total Income is higher (100%) than the average of LGUs with the same type and income class (93.72) and the national average of same LGU type and income class (92.36%).

### *Hindering Factors:*

1. Civil remedies on tax delinquencies are not yet enforced.
2. Presence of untitled real properties.
3. The city's Local Revenue Code is outdated. (1993)
4. Cost-to-collect is higher (18.18%) than the average of LGUs with the same type and income class (15.94%) and the national average of same LGU type and income class (14.34%).
5. Real Property Tax (RPT) accomplishment rate is high (91.05) but still lower than the average of LGUs with the same type and income class (98.27%) and the national average of same LGU type and income class (94.22%).

6. Locally-sourced revenues to total income is lower (17.75%) than the average of LGUs with the same type and income class (19.53%) and the national average of same LGU type and income class (35.02 %).

## RESOURCE ALLOCATION AND UTILIZATION

### *Facilitating Factors:*

1. The approved Annual Budget is a) responsive to the budgetary requirements of the Annual Investment Program (AIP); b) did not exceed estimates of income, c) more than 20% of IRA was appropriated for development projects and; d) Php30, 000 aid for each of the 39 barangays was provided.
2. The city allocated amount (as per national law) for the following: a) Gender and Development projects, b) maintenance of Office for Senior Citizens Affairs, c) monitoring & surveillance of AIDS, and d) strengthening of Local Council for the Protection of Children (LCPC).

### *Hindering Factors:*

1. The Annual Budget was not approved w/in the period, October 17 to December 31.
2. Personal Services Expenditure Ratio is higher (53.96%) than the average of LGUs with the same type and income class (44.34%) and the national average of same LGU type and income class (38.50 %).
3. Total Expenditure per capita is lower (3,389.54) than the average of LGUs with the same type and income class (3,654.39) and the national average of same LGU type and income class (3,560.33 %).
4. Debt Service Ratio exceeded 20% of regular income (24.87%).
5. Some identified projects w/ allocation were not implemented w/in the specified or target period.

## CUSTOMER SERVICE – Civil Applications

### *Facilitating Factors:*

1. The city's Local Civil Registry employs a Digital Archiving System, which serves as a database of local civil registry records, facilitating faster access and provision of copies to citizens.
2. The City Assessor's Office employs a Real Property Tax Archiving System, w/c creates a digital archive on real properties, facilitating easier research and retrieval of RPT documents, and a Real Property Tax Administration System.



3. The city's Citizen's Charter informs citizens of the clear and simple procedures in availing civil registry and real property documents. Average transaction time for the issuance of documents is 30 minutes or less.

## **HUMAN RESOURCE MANAGEMENT AND DEVELOPMENT**

### *Facilitating Factors:*

1. The LGU's recruitment and selection are made transparent through the publication of vacant positions in appropriate media and posted in conspicuous places in the city. The city recruits and selects employees through a Personnel Selection Board following the merit and fitness rule.
2. The permanent nature of appointment is valued making most of its employees permanent. Service awards and plaque of appreciation are also being given to reward long-term service to the LGU.
3. The employees have undergone Values Orientation Workshop (VOW) conducted in coordination with the Civil Service Commission and the Office of the Ombudsman to refresh and reactivate the workforce with the right values and attitude towards work.
4. The city has a grievance system where employment-related issues are addressed, resolved and settled.
5. Seminars and Trainings

## **PRIORITY STRATEGIES FOR IMPLEMENTATION**

To respond to the gaps in the performance of the LGU in this performance area, the following actions/strategies are recommended for adoption.

## **LOCAL LEGISLATION**

- *Enact the following: a) Code of General Ordinances; b) Market Code; c) Health and Sanitation Code and; d) Environmental Code.* These shall serve to support the administrative functions, regulatory mandates, corporate objectives, social development, economic development, and environmental management of the LGU.

- *Employ a Legislative Tracking System.* The Sangguniang Panlungsod must adopt a system especially designed for tracking the legislative measures that will facilitate the efficiency in tracking, reporting, and computing legislative enactments

#### **DEVELOPMENT PLANNING**

- *Strengthening of the LDC.* The LDC should meet at least twice every six months and the sectoral committees to meet as often as necessary.
- *Updating of Comprehensive Land Use Plan (CLUP) and Comprehensive Development Plan (CDP).*
- *Create sectoral committees.*
- *Orient newly-elected officials.*

#### **REVENUE GENERATION**

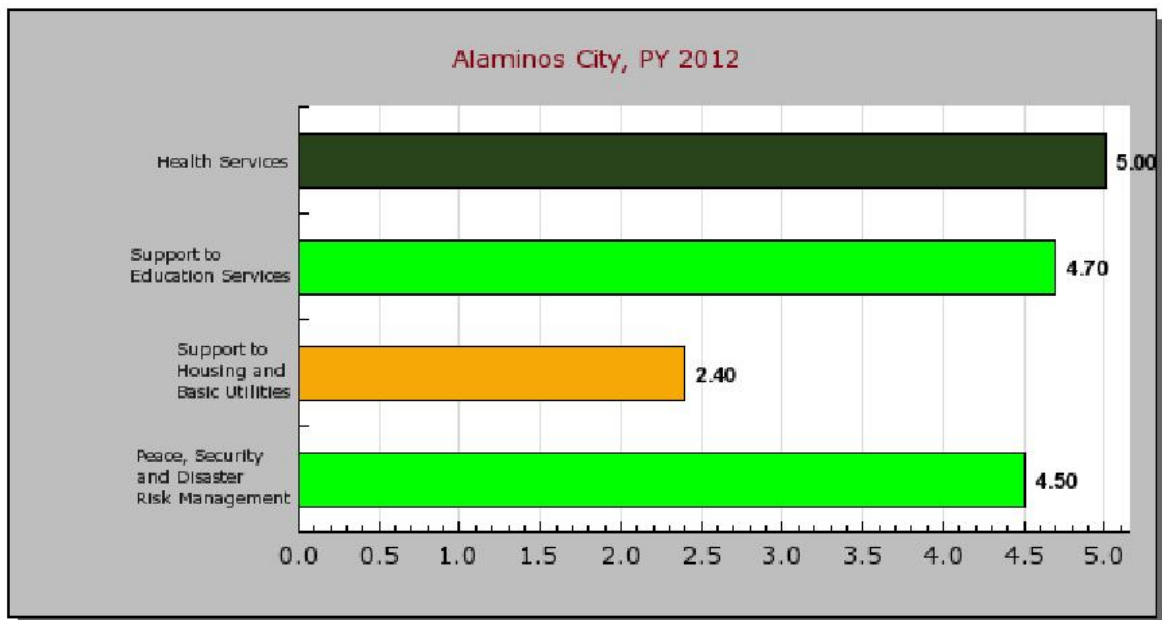
- *Update the Revenue Code.* This will improve tax collection by adjusting tax rates and coverage.
- *Enforce civil remedies for delinquent tax payers.* This will help increase the collection of real property tax and other local taxes.
- *Create and implement a Land Tenure Improvement Program.*
- *Implement RA 7279 or the Urban Development and Housing Act( UDHA ).*
- *Improve revenue generation measures and systems.*

#### **RESOURCE ALLOCATION AND UTILIZATION**

- Budgeting process of the LGU must always follow the mandated schedule and timelines.
- Develop results-based monitoring system

## B. SOCIAL GOVERNANCE

Social Governance looks into four service areas: Health Services, Support to Education Services, Support to Housing and Basic Utilities, and Peace, Security and Disaster Risk Management. The performance of the city in each area is shown in the graph below.



Graph 2. Comparative Rating of the Four (4) Service Areas under Social Governance

Graph 2 illustrates that Alaminos City obtained an **EXCELLENT** rating in Health Services; a **HIGH** rating equivalent to a numerical score of **4.70** in Support to Education Services; a **POOR** rating equivalent to numerical score of **2.40** in Support to Housing and Basic Utilities; and a **HIGH** rating equivalent to numerical score of **4.50** in Peace, Security and Disaster Risk Management.

### CAPACITY-ENSURING, REINFORCING and HINDERING FACTORS

#### HEALTH SERVICES

##### *Facilitating Factors:*

1. The city has an organized and functional Local Health Board (LHB)
2. It fosters a highly functioning health system characterized by Quality primary health care, maternal care and child care

3. The City Health Office, together with the City Agriculture Office, DepEd Alaminos City Division and 39 barangay councils, implements its Expanded Feeding cum Livelihood Project from September to March. The program entails the preparation of hot lunch for the pre-school and school children (*approximately 20,000*) 3x a week. Through the program, the prevalence of malnutrition has dropped from 22.51% in 2005 to 3.55% this year.
4. The City Health Office initiates the conduct of annual medical missions.

## **SUPPORT TO EDUCATION SERVICES**

### *Facilitating Factors:*

1. The city has an organized and functional Local School Board (LSB)
2. The city extend support to elementary and secondary education through allotment of funds for construction, repair or maintenance of school buildings & facilities, educational research, sports development and establishment of extension classes through the Special Education Fund (SEF).
3. The city's Expanded Scholarship Program supports 45 scholars annually, allotting 2M every year. It also implements other scholarship programs.
4. It maintains a public library.
5. Through its Wireless Internet-Based Governance System (WINGS) project, the city has established computer laboratories in elementary and secondary schools and provided wireless connectivity, giving students access to data sources around the globe. The city also hired computer teachers in support to the implementation of Alternative Learning System (ALS).

### *Hindering Factors:*

1. Ensure sufficiency of resources for ALS i.e. staff and funds.

## **SUPPORT TO HOUSING AND BASIC UTILITIES**

### *Facilitating Factors:*

1. The city, in partnership with Gawad Kalinga, has provided socialized housing for former informal settlers in coastal areas.

### *Hindering Factors:*

1. The city needs to update its database on the housing sector i.e. inventory of informal settlers, inventory of makeshift houses and households w/ access to water supply and electricity, etc.
2. The city has yet to donate a lot for socialized housing.

## PEACE, SECURITY AND DISASTER RISK MANAGEMENT

### *Facilitating Factors:*

1. The city has an organized and functional Peace and Order Council and an Integrated Area Community Safety Public Plan
2. The city has sites for the following: police station, fire station and city jail.
3. The Lupong Tagapamayapa has resolved 80% or more of interpersonal disputes, where 98 to 100% of the cases resolved were sustained or not repudiated.
4. The city also has an organized and functional Local Council for the Protection of Children (LCPC). Its Stimulation and Therapeutic Activity Center (STAC) and Crisis Intervention Center (CIC) facilities continue to provide assistance to children and women.
5. The city has an organized and functional Local Disaster Risk Reduction and Management Council (LDRRMC). The LDRRMC's command center was immediately mobilized when prolonged rains caused some flooding in certain barangays in the city. Evacuation centers were made available, and relief goods immediately distributed to affected families.

The council also approved a resolution providing **Food for Work** assistance to families in coastal barangays whose source of income was affected by gale warnings due to prolonged heavy rains (*habagat*).

### *Hindering Factors:*

1. The city needs to ensure annual financial allocation for Katarungang Pambarangay.
2. The LDRRMC should formulate its Operations Manual.
3. The functional Local Disaster Risk Reduction and Management Office (LDRRMO) is yet to be operationalized.

## **PRIORITY STRATEGIES FOR IMPLEMENTATION**

### **SUPPORT TO HOUSING AND BASIC UTILITIES**

- *Update of database to translate existing available data into an organized and accessible manner.*
- *Cause the donation of lot for socialized housing.*
- *Land banking for socialized housing.*

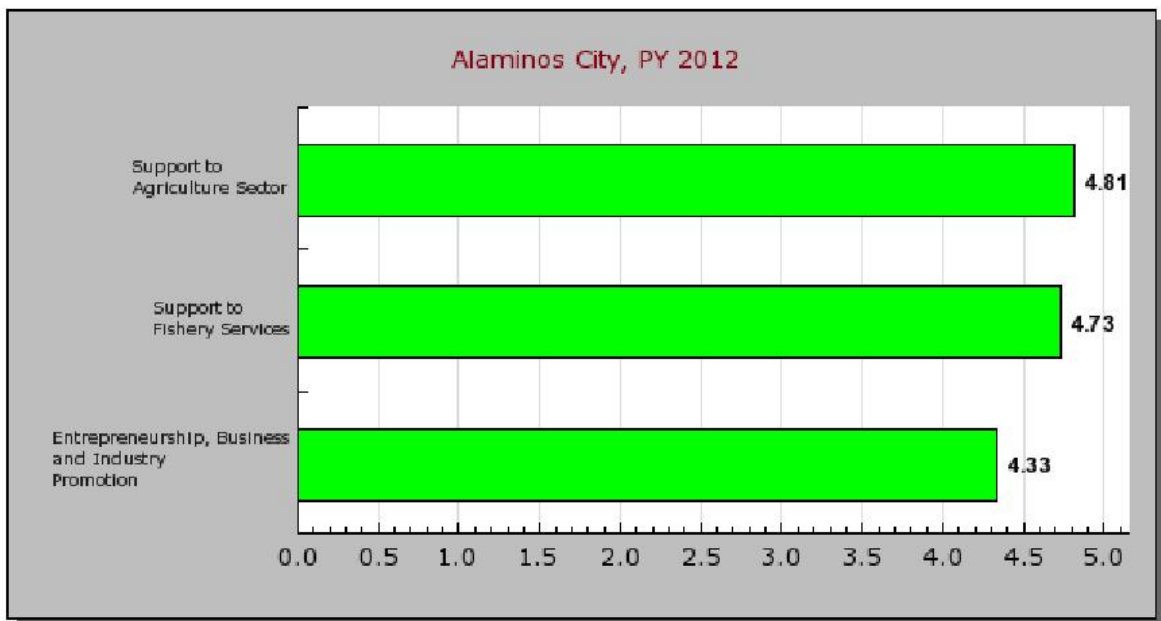
### **PEACE, SECURITY AND DISASTER RISK MANAGEMENT**

- *Ensure compliance to Section 422 of the Local Government Code which mandates the appropriation of fund for the implementation of the Katarungang Pambarangay (KP).*
- *Conduct educational campaign and activate the Early Warning System.*

- *Formulate Operations Manual for LDRRMC.*
- *Operationalization of LDRRMO.*

### C. ECONOMIC GOVERNANCE

Under the Economic Governance, the performance of the city in Support to Agriculture Sector, Support to Fishery Services and Entrepreneurship, Business and Industry Promotion are illustrated below:



Graph 3. **Comparative Rating of the Three (3) Service Areas under Economic Governance**

As shown by Graph 3, the city attained a **HIGH** rating in the service areas of Support to Agriculture Sector, Support to Fishery Services and Entrepreneurship, Business and Industry Promotion, which garnered average rating of **4.81**, **4.73** and **4.33** respectively.

## **CAPACITY-ENSURING, REINFORCING and HINDERING FACTORS**

### **SUPPORT TO AGRICULTURE SECTOR**

#### *Facilitating Factors:*

1. Eighty percent (80%) or more of farming households benefit from agricultural extension and on-site services i.e. technical assistance on farming technologies, seed production.
2. The LGU extends FULL support on the rehabilitation or construction of irrigation system for irrigated or irrigable areas, providing small farm reservoirs, small scale irrigation projects and other irrigation facilities. Full support is also extended in the rehabilitation or construction of farm-to-market roads.
3. It provides alternative assistance/services through its Expanded Vegetable Production project, mushroom spawn production, e-Kawayan project.
4. It also provides certified rice seeds to 7000 registered farmers under a 50-50 scheme, to lessen the farmers' production expenses.

#### *Hindering Factors:*

1. The city's support in the following: a) provision of post harvest equipment, machines or facilities; b) credit facilitation services; c) production support services; d) research & development services; and e) market development services, is high but not fully provided solely by the LGU, and is implemented or funded with the Department of Agriculture, other donor/agency through a cost-sharing scheme.

### **SUPPORT TO FISHERY SERVICES**

#### *Facilitating Factors:*

1. The city has an organized and functional Fisheries and Aquatic Source Management Council (FARMC).
2. Eighty percent (80%) or more of fishing households benefits from fishery extension and on-site research or facilities.
3. The LGU extends FULL support on the rehabilitation or construction of fishery-related infrastructure i.e. mariculture parks, fish cages, etc. The city currently maintains a 34-hectare fish sanctuary in Barangay Telbang and established mangrove nurseries and mangrove forests, providing ample breeding grounds for fish and other aquatic resources in the coastal areas.
4. It also strictly enforces Fisherfolk registration OF fishing boats, fishery structures and fishing gears.

5. It provides alternative assistance to fisher folk which include aquasilviculture and oyster production.

*Hindering Factors:*

1. FARMC meetings must always be documented.
2. The city's support in the following: a) provision of post harvest equipment, machines or facilities; b) credit facilitation services; c) production support services; d) research & development services; and e) market development services, is high but not fully provided solely by the LGU, and is implemented or funded with the Department of Agriculture, other donor/agency through a cost-sharing scheme.

## **ENTREPRENEURSHIP, BUSINESS AND INDUSTRY PROMOTION**

*Facilitating Factors:*

1. Under its One System One Government (OSOG) program, the city employs the following system applications: a) Integrated Business Permit and Licensing System; b) Building and Zoning Clearance System; c) Integrated Cashiering System; d) Occupation Permit System and other system applications related to securing/renewing business permit, building and occupancy permit. These systems reduced processing and transaction time and documentary requirements and modernized the calculation of taxes and generation of reports, thus promoting transparency.
2. The city holds an annual One Stop Shop for securing/renewing business permits, every January.
3. The LGU employs an incentive scheme, giving the following discounts for advanced full payments of real property tax: a) 15% for full payment of RPT w/in the 1<sup>st</sup> quarter of tax year; and b) 20% for full payment of RPT of succeeding year, during the current year. The city also employs an incentive scheme on business tax.

*Hindering Factors:*

1. The city needs to strengthen its support services to small and medium enterprises i.e. assistance in product labelling, packaging and training of business-employed personnel or private sector employees

## **PRIORITY STRATEGIES FOR IMPLEMENTATION**

To respond to the gaps in the performance of the LGU in this performance area, the following actions/strategies are recommended for adoption:



**SUPPORT TO AGRICULTURE SECTOR**

- Strengthen the Organic Agriculture Program.
- Strengthen marketing program
- Develop farmer-entrepreneurs

**SUPPORT TO FISHERY SERVICES**

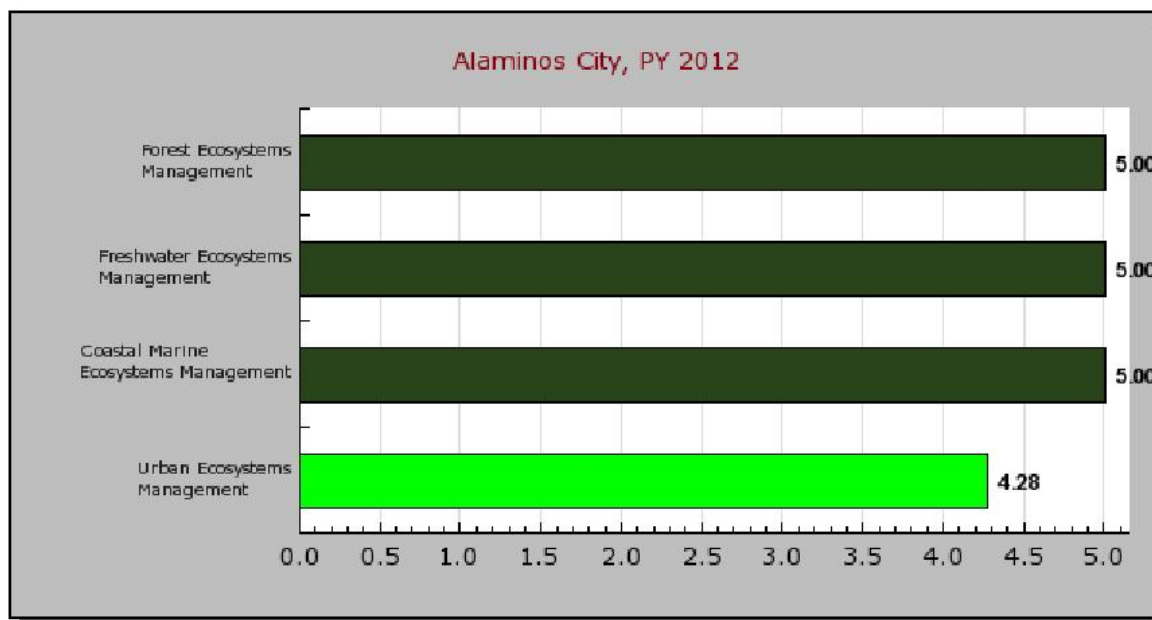
- Strengthen FARMC functionality through regular documentation of meetings.

**ENTREPRENEURSHIP, BUSINESS AND INDUSTRY PROMOTION**

- Coordinate with private investors and business sectors for the conduct of trade fairs and exhibits of OTOP products during special occasions to boost tourism, and promote economic development.

**D. ENVIRONMENTAL GOVERNANCE**

Environmental Governance focuses on the management efforts of the LGU in the protection and rehabilitation of its ecosystem. It consists of four service areas, namely: Forest Ecosystems Management, Freshwater Ecosystems Management, Coastal Marine Ecosystems Management, and Urban Ecosystems Management.



Graph 4. Comparative Rating of the Four (4) Service Areas under Environmental Governance

The graph above features the rating of the city in the four service areas under Environmental Governance. As shown, the municipality achieved a rating of **5**, which signifies **EXCELLENT** performance, in the areas of Forest Ecosystems Management, Freshwater Ecosystems Management, and Coastal Marine Ecosystems Management; and a rating of **4.28**, which stands for **HIGH** performance, in the area of Urban Ecosystems Management.

## **CAPACITY-ENSURING, REINFORCING AND HINDERING FACTORS**

### **FOREST ECOSYSTEMS MANAGEMENT**

#### *Facilitating Factors:*

1. The city implements its Adopt-a-Mountain program which plants, protects and maintains fruit and forest trees in a 16.28 hectare-Tree Park.
2. The city annually enjoins young people to conduct simultaneous tree planting activities in various schools and the tree park, in partnership with non-government organizations and national government agencies.

### **FRESHWATER ECOSYSTEMS MANAGEMENT**

#### *Facilitating Factors:*

1. The city strictly enforces its Comprehensive Fisheries Code (City Ordinance 2009-04) i.e. regulation of fishery structures, river management; and other national fishery laws, rules and regulations.
2. It signed a memorandum of agreement with ACNHS YES-O club and Bued Elementary School for River Management and Conservation Program-corporate social responsibility of the Bued River.
3. The city also encourages the participation of NGOs, POs, private organizations and the general public through annual coastal clean-ups and mangrove planting activities.

### **COASTAL MARINE ECOSYSTEMS MANAGEMENT**

#### *Facilitating Factors:*

1. The city led marine resource conservation and enhancement efforts include mangrove reforestation, coral reef and sea grass bed protection and fish sanctuary management.

To date, the city has reforested 22 hectares of mangrove and established mangrove nurseries in Barangay Bued and Sabangan. It has also signed MOAS with ten (10) adoptors from various NGOs, NGAs, academe and other private organizations for Corporate Social Responsibility – Mangrove Reforestation.

2. It has zonified city water for efficient and equitable use of marine water.

## URBAN ECOSYSTEMS MANAGEMENT

### *Facilitating Factors:*

1. The city has an organized and functional Solid Waste Management Board (SWMB) and updated Solid Waste Management Plan.
2. The city has established 33 barangay-operated/owned Material Recovery Facilities (MRFs). Eight percent (80%) of daily collected waste is converted into other productive use i.e. residuals as filling materials in making brick pavers.
3. The air quality monitoring equipment was recalled by DENR-EMB Region I since the city's air quality level has reached normal/non-pollutive.

### *Hindering Factors:*

1. In spite of a **HIGH** service rating, the city needs to exert more effort in the management of its urban ecosystems; the LGU is still using a controlled dumpsite as the final disposal facility of solid wastes.

## **PRIORITY STRATEGIES FOR IMPLEMENTATION**

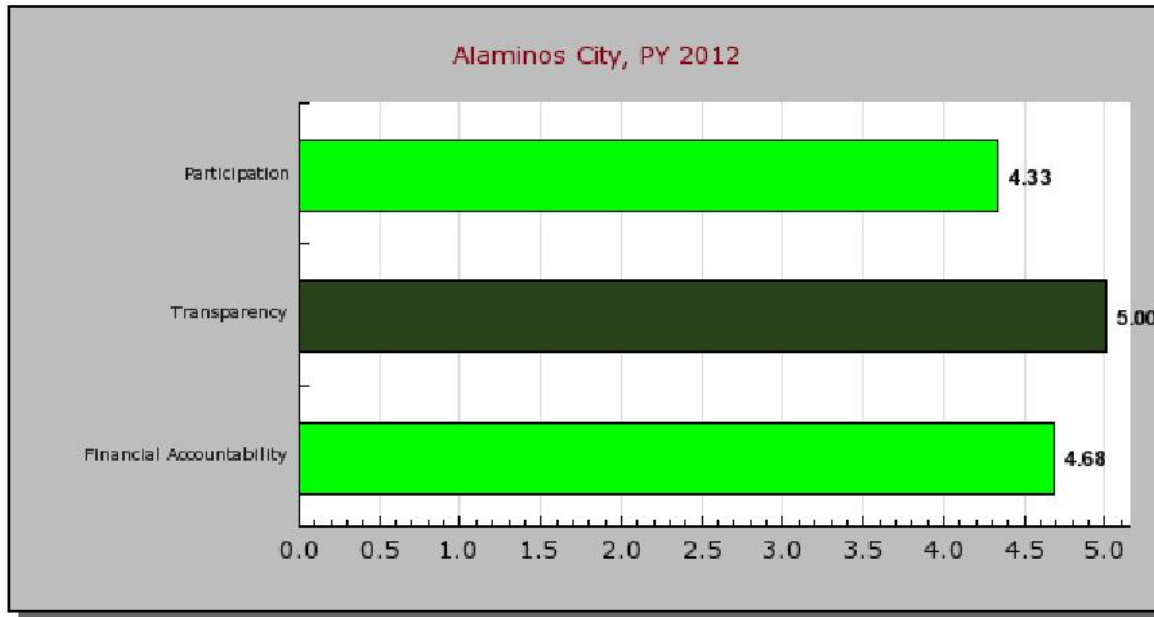
To respond to the gaps in the performance of the LGU in this performance area, the following actions/strategies are recommended for adoption:

### **URBAN ECOSYSTEMS MANAGEMENT**

- *Enhance the Solid Waste Management Plan*
- *Closure of City Dumpsite to make way for a much functional City ZERO WASTE Conversion facility in response to RA 9003.*
- *Strengthen enforcement of Zero waste ordinance and anti-littering ordinance*
- *Approval of 4-chamber septic tank ordinance.*

## E. VALUING FUNDAMENTALS OF GOVERNANCE

There are three service areas under this category. These are Participation, Transparency, and Financial Accountability. These principles are essential in running the affairs of the local government unit as mandated by the Local Government Code of 1991. The graph below showcases the performance of the city in these service areas.



Graph 5. Comparative Rating of the Three (3) Service Areas under Valuing Fundamentals of Governance

For Participation and Financial Accountability, the city has earned a **HIGH** level of performance with a rating of 4.33 and 4.68 respectively, while earning an **EXCELLENT** or a numerical rating of 5.00 in the area of Transparency.

### CAPACITY-ENSURING, REINFORCING and HINDERING FACTORS

#### PARTICIPATION

##### *Facilitating Factors:*

1. Non-government Organizations (NGOs), Peoples Organizations and Private Sector are represented in the following Local Special Bodies: Local Development Council, Local Health Board, Local School Board and Peace and Order Council. They are

also actively involved in the implementation of the LGU's development projects, 50-70% of these projects were implemented in partnership with them.

2. NGOs, POs and private sector organizations also actively participate in various LGU-led activities such as cleanup drives, tree planting, medical missions and public hearing on legislative measures.

*Hindering Factors:*

1. Strengthen involvement of NGOs/POs/private sector in the implementation of development projects

## **TRANSPARENCY**

*Facilitating Factors:*

1. The city has a Public Information Desk stationed at the city hall that caters to all clientele, providing basic information and assistance e.g. referrals, inquiries.
2. The city localized the national government's Full Disclosure Policy through the enactment of City Ordinance 2012-02, which mandates the posting of Full Disclosure documents at the city's website, on publications and in at least three conspicuous places in the city center.
3. The city employs Feedback Mechanisms as follows: a) Infotext system; b) suggestion boxes.
4. It also employs quadra media in communicating information and the city's programs and projects to the general public: a) Adventure Hundred Islands radio program; b) ISLA newsletter; c) official websites – [www.alaminocity.gov.ph](http://www.alaminocity.gov.ph) and [www.hundredislands.ph](http://www.hundredislands.ph); d) assemblies and forums; and e) local and national TV shows and publications

## **FINANCIAL ACCOUNTABILITY**

*Facilitating Factors:*

1. The city has an effective financial management system: a) relevant management tools e.g. manuals/guidelines are available; b) disbursements are made only for approved purposes; c) accounting records are supported by source documentation e.g. cancelled checks, paid bills; d) accountable financial officers are known and their responsibilities are clear; e) clear and enforced sanctions for erring personnel; f) information about financial transactions are made available through various

media; g) monthly financial reports are available; h) annual financial statements are certified, submitted w/in 60days after 31<sup>st</sup> of December and made available upon request; i) financial statements are posted in conspicuous places and posted at the city website.

2. The city has a fully functional Bids and Awards Committee (BAC): a) composition is in accordance w/ Section 11 of RA 9184; b) procurement rules and procedure are enforced; c) all meetings are held at city hall, well documented and minutes of meetings are made available upon request.
3. Cash advances are liquidated on time.
4. The city has received a COA audit report and Status report of actions taken by LGU on the report findings and recommendations are available.

*Hindering Factors:*

1. Financial management information system is yet to be automated.

### **PRIORITY STRATEGIES FOR IMPLEMENTATION**

To respond to the gaps in the performance of the LGU in this performance area, the following actions/strategies are recommended for adoption:

#### **FINANCIAL ACCOUNTABILITY**

- *Publish financial statements in the local media.* The city currently posts its financial statements at three (3) conspicuous places namely the city hall, the legislative building and the city health center, and on its website – [www.alaminocity.gov.ph](http://www.alaminocity.gov.ph). The city will need to publish the same full disclosure documents at local publications.
- *Designate official conspicuous places for exclusive posting of full disclosure documents thru an SP resolution*
- *Automate the financial management system.*  
The LGU is considering options in modernizing its financial management system which would interlink key offices: City Accounting Office, City Treasury and City Budget Office. This would facilitate easier access and generation of reports, transparency and data sharing.
- *Implement cut-off policy on processing of vouchers.*
- *Strengthen process flow of financial transactions.*