

SPECIAL ORDER NO. 09, S. 2010

FOR : **ALL CONCERNED NRO-I OFFICIALS/STAFFS**
Nestor G. Rillon – ARD
Manuel T. Gabaon – Chief Administrative Officer, OD
Marissa M. Gorospe – Chief, PMED
Fe D. Domingo – Chief, PDIPBD
Lucila D. Torio – Chief, KMD
Ramon T. Peralta – Chief, PPF
Caroline M. Castro – ONE President
Gideon D. Nuesca – Supervising Administrative Officer, OD
Loida C. Bambao – Administrative Officer IV, OD

SUBJECT : **DESIGNATION AS MEMBERS OF THE NRO-I INTEGRITY DEVELOPMENT ACTION COMMITTEE (IDAC) TO BE SUPPORTED BY A SECRETARIAT**

DATE : March 11, 2010

1.0 In support to the advocacy to eliminate graft and corruption of NRO-I and consistent with the government drive to eliminate the same within the government bureaucracy in general, you are hereby designated to constitute the membership of the NRO-I Integrity Development Action Committee (IDAC) as follows:

Chairman	-	Nestor G. Rillon, Assistant Regional Director
Vice-Chairman	-	Manuel T. Gabaon, Chief Administrative Officer
Marissa M. Gorospe	-	Chief EDS, PMED
Fe D. Domingo	-	Chief EDS, PDIPBD
Lucila D. Torio	-	Chief EDS, KMD
Ramon T. Peralta	-	Chief EDS, PPF
Caroline M. Castro	-	ONE President

Secretariat:

Gideon D. Nuesca	-	Head Secretariat, Supervising Administrative Officer
Loida C. Bambao	-	Member Secretariat Administrative Officer IV

2.0 This Committee shall be primarily responsible in the performance of the following functions:

2.1 Ensure the implementation of the Memorandum of Agreement (MOA) signed between the Presidential Anti-Graft Commission (PAGC) and the NEDA Region I Office (NRO-I).

2.2 Formulate an Integrity Development Action Plan of NRO-I and ensure the strict implementation of the same consistent with prescribed implementation processes that will prevent the occurrence of graft and corruption at NRO-I which is in full consonance with the NRO-I strategic vision, mission, thrusts and priorities;

- 2.3 Recommend training programs and ensure the implementation of the same that will re-orient and guide NRO-I officials to work in accordance with the provisions of the customized Code of Ethics and Ethical Standards for NEDA Officials and Employees;
 - 2.4 Formulate a Citizen's Charter aimed at eradicating graft and corruption at NRO-I thru the simplification of systems and procedures to be followed by customers and clients in making official transactions with this office;
 - 2.5 Identify and implement advocacy programs/projects/activities that will encourage the participation of all NRO-I employees in its campaign to eradicate graft and corruption at NRO-I;
 - 2.6 Formulate and recommend incentive programs that will motivate NRO-I employees to perform their duties as efficient, effective and law-abiding civil servants;
 - 2.7 Conduct regular monitoring of the implementation of every Anti-Graft Project at NRO-I and the implementation of the Integrity Development Review Process;
 - 2.8 Submit periodic reports/recommendations relative to the implementation of the IDR recommendations;
 - 2.9 Regularly assess and refine corruption prevention reform measures;
 - 2.10 Serve as recommendatory body to the Regional Director of NRO-I for appropriate actions to be taken relative to graft and corruption complaints filed against NRO-I officials and employees. This Committee shall have regular and special meetings as deemed necessary by the Chairperson. It shall report directly to the NRO-I Regional Director. Expenses that will be incurred in the conduct of meetings and fact-findings and investigations shall be charged against any available savings of NRO-I.
 - 2.11 Inform all clients/customer/stakeholders of NRO-I on the creation of NRO-I Integrity Development Action Committee (IDAC) and strengthen its advocacy to combat graft and corruption within and office/agency.
 - 2.12 The existing complaints and grievance committee of NRO-I chairmanned by the Chief Administrative Officer shall act as the Pre-Investigation and Fact Finding Committee to assist the NRO-I Integrity Development Action Committee.
3. The previous NRO-I memoranda inconsistent with the provisions of this Memorandum/Special Order are hereby revoked and rescinded.

LEONARDO N. QUITOS, JR.
Regional Director

Planning Form 9: CY 2010 Division Work Program

Division: **Operations Division**

KRA / Project / Activity (1)	Type / Source* (2)	Physical Targets		Time Frame												Responsible Staff			Finanacial Requirements (In Pesos)								
				Q1			Q2			Q3			Q4			Lead (w/in div)	Support (w/in div)	Other Div Staff	Item** (9)	Q1	Q2	Q3	Q4	Total	Source (11)		
		Unit of Measure (3)	Qty (4)	J	F	M	A	M	J	J	A	S	O	N	D	(5)	(6)	(7)		(8)	(10)						
I. IDAP Implementation Plan																											
1.0 Creation of IDAP Committee																											
1.1 Drafting of the Terms of Reference of the IDAP Committee (includes functions, responsibilities & accountabilities)	09 WP As	Approved Terms of Reference	1			/											Manny	Elena		Office Supplies	200					200	GF
1.2 Identification/deliberation of Head (Agency Champion) & members	09 WP As	Office Order designating the identified head & members of the IDAP Committee	1			/											Manny	Elena		Office Supplies	200					200	GF
1.3 Information Dissemination	09 WP As	Published IDAP Committee Office Order	1			/											Lily Grace	KMD Staff		Office Supplies	200					200	GF
		Transmital of the copy of the IDAP Committee Office Order to PAGC	1			/											RD	ORD		Office Supplies	100					100	GF
2.0 IDAP Initial Planning Session	09 WP As	Approved IDAP Plan of Action	1			/											ARD	ORD (Tina)	All DCs	Office Supplies Snacks		500				500	GF

