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PROVINCE OF SURIGAO DEL NORTE
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OFFICE OF THE PROVINCIAL GOVERNOR

EXECUTIVE ORDER NO. 21-017
Series of 2021

AN ORDER MANDATING FOR THE USAGE OF "QUICK RESPONSE (QR) CODED DOCUMENT TRACKING SYSTEM" IN THE PROVINCIAL GOVERNMENT OF SURIGAO DEL NORTE

PREAMBLE

WHEREAS, Republic Act No. 11032, otherwise known as the "*Ease of Doing Business and Efficient Government Service Delivery Act of 2018*" mandates to reduce bureaucratic red tape and processing time as well to promote efficiency and simplicity of processes of the government services which shall cover Government-to-Citizens (G2C), Government-to-Business (G2B) and Government-to-Government (G2G) transactions;

WHEREAS, to implement certain provisions of RA No. 11032, the undersigned on 07 September 2020 issued Executive Order (EO) No. 20-035, s. 2020, otherwise known as "*An Order For The Strengthening of e-Governance Systems for the Delivery of Government Services and Boosting of Local Economic Enterprise in the Province of Surigao Del Norte to Effectively and Efficiently Prepare for a "Digital New Normal" in Relation to the "Ease of Doing Business and Efficient Government Service Delivery Act" Amid Covid-19 Pandemic.*"

WHEREAS, to ensure the efficient processing of documents in this Provincial Government there is now an urgent need to use a QR coded document tracking system as an initial step towards full automation of all our processes for the best interest of public service especially during this time of COVID-19 pandemic.

NOW THEREFORE, I, ATTY. FRANCISCO T. MATUGAS, Provincial Governor, this Province, by virtue of the powers vested in me by law, do hereby order as follows:

Section 1. Creation of Provincial Task Force. To effectively and efficiently facilitate the implementation of QR Coded Document Tracking System in this Provincial Government, a "Provincial Task Force for the Implementation of QR Coded Document Tracking System (PTF-QCDTS)" is hereby created which shall be composed of the following:

- Chairman : ATTY. ZANDER J. PLAZA, CPA
Chief of Staff, PGO/Provincial Legal Officer
- Co-chairperson : DR. GREGORIO Z. GAMBOA, JR.
President, Surigao State College of Technology

- Members :
1. Provincial Planning and Development Office
 2. Provincial Budget Office
 3. Provincial Accounting Office
 4. Provincial Treasurer's Office
 5. Provincial Assessor's Office
 6. Provincial Economic Enterprise Development and Management Office
 7. Provincial Human Resource Management and Development Office
 8. Provincial General Services Office
 9. Such other members that may be added later by the undersigned.

Section 2. Role of the PTF-QCDTS. The PTF-QCDTS shall have the following duties and responsibilities:

- a.) Facilitate the immediate implementation of the **"QR Coded Document Tracking System"** in the Provincial Offices which mandates directly affect the financial transactions of the Province and/or revenue raising so as to specifically address the negative impacts of COVID-19 pandemic in the local economy of the Province;
- b.) Determine what Provincial Offices of this Province that should also be prioritized in adopting the **"QR Coded Document Tracking System;"**
- c.) Determine what are the equipment that will be procured as well as costs that may be incurred in the implementation of the aforementioned document tracking system;
- d.) Determine and recommend, who are those personnel of this Provincial Government that will be included in the Task Force to carry out the aforementioned duties and responsibilities; and
- e.) Do such other duties and responsibilities that may be assigned by the undersigned for the effective and efficient implementation of the QR Coded Document Tracking System.

Section 3. Prioritization. In order to efficiently address the negative impacts of COVID-19 in the local economy of our Province, the following Provincial Offices shall be prioritized in the implementation of the **"QR Coded Document Tracking System,"** to wit:

1. Provincial Accounting Office;
2. Provincial Budget Office;
3. Provincial Treasurer's Office;
4. Provincial Assessor's Office;
5. Provincial Economic Enterprise Development and Management Office;
and
6. Such other offices that may be determined by the PTF-QCDTS.

Section 4. Meetings. The PTF-QCDTS shall hold necessary meetings (either face-to-face or virtual) in order to effectively and efficiently implement this executive order. Such meetings shall be prioritized together with all other equally important meetings that the members of the Task Force shall attend.

Section 5. Separability Clause. In the event that any provision of this order or any part thereof is declared invalid, illegal or unconstitutional, the provisions not hereby affected shall remain in force and effect.

Section 6. Repealing Clause. All other orders, rules and regulations, other issuances or part thereof which are inconsistent with the provisions of this Order are hereby repealed or modified accordingly.

Section 7. Effectivity. This order shall take effect immediately. This order may also be supplemented by the succeeding memoranda that shall be issued by the undersigned in order to address whatever developments that may happen thereafter.

Done this 16th day of April 2021 at Kapitolyo Nan Siargao, Dapa, Surigao del Norte, Philippines, Philippines.



ATTY. FRANCISCO T. MATUGAS
Provincial Governor