



ADMINISTRATIVE ORDER NO. 9
Series of 2016

"AN ORDER CREATING THE COMPOSITION OF THE PROVINCIAL ADMINISTRATIVE AND INVESTIGATION COMMITTEE (PAIC) OF THE PROVINCIAL GOVERNMENT OF DAVAO DEL NORTE"

WHEREAS, the Provincial Administrative and Investigation Committee (PAIC) has been created pursuant to Section 37 of the Omnibus Rules, Implementing Book V of Executive Order No. 282 and other pertinent Civil Service Laws to handle administrative investigation/proceedings concerning the prescribed treatment of disciplinary cases pursuant to the Revised Rules on Administrative Cases in the Civil Service (RRACCS) and union-related issues and problems;

NOW, THEREFORE, I, ANTONIO RAFAEL G. DEL ROSARIO, Governor of Davao del Norte, by virtue of the power vested in me by law, do order the following:

SECTION 1. *Creation and Composition of the Provincial Administrative and Investigation Committee (PAIC) of Davao del Norte.* The Provincial Administrative and Investigation Committee (PAIC) shall be composed of the following:

- Chairperson : **P.G. DEPARTMENT HEAD**
Provincial Legal Office
This Province
- Co-Chairperson: **PROVINCIAL ADMINISTRATOR**
This Province
- Members : **P.G. DEPARTMENT HEAD**
Provincial Budget Office
This Province
- P.G. DEPARTMENT HEAD**
Provincial Accountant's Office
This Province
- P.G. DEPARTMENT HEAD**
Provincial General Services Office
This Province
- PROVINCIAL TREASURER**
Provincial Treasurer's Office
This Province
- P.G. DEPARTMENT HEAD**
Provincial Human Resource Mgt. Office
This Province



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Integrity
Competence
Commitment

SECTION 2. *Functions and responsibilities of the Provincial Administrative and Investigation Committee (PAIC).* The Provincial Administrative and Investigation Committee (PAIC) shall perform the following functions:

- 2.1 Review the facts of the complaints/case against the appointive employees and officials;
- 2.2 Conduct hearing on the cases and observe the provisions of the Revised Rules on Administrative Cases in the Civil Service (RRACS);
- 2.3 Submit findings and recommendations to the Local Chief Executive;
- 2.4 Submit to the Civil Service Commission the results of administrative investigations; and
- 2.5 Perform other related functions assigned by the Governor.

Section III. **SECRETARIAT.** The Secretariat of PAIC shall be the staff of the Provincial Legal Office.

Section IV. **REPEALING CLAUSE.** Any order and other local issuances inconsistent herewith are hereby repealed accordingly.

Section V. **EFFECTIVITY.** This order shall take effect immediately.

Issued at the Provincial Capitol, Government Center, Mankilam, Tagum City, Davao del Norte on this 7th day of July, 2016.


ANTONIO RAFAEL G. DEL ROSARIO
Governor