EXECUTIVE ORDER NO. 015
CREATING BALIWAG "HIGH FIVE BADGE" A SEAL OF EXCELLENCE IN CORPORATE SOCIAL RESPONSIBILITY

WHEREAS, the Municipal Government of Baliwag, recognizes the significant role of private establishments as its partner in promoting sustainable development, through their corporate social responsibility program delivering social, economic, and environmental benefits for all stakeholders;

WHEREAS, the Municipal Government of Baliwag deems this contribution vital in its advocacy for a culture of “Serbisyon May Malasakit,” hence, it is inclined to recognize and reward compliant business establishments in accordance to the local government’s major thrusts;

WHEREAS, to achieve this goal, there is a need to establish a municipal awards system, not just to recognize but also promote quality standards among business establishments;

WHEREAS, institutionalization of this award system of providing incentives and rewards is necessary to propel business establishments and their employees to perform better to achieve work/service excellence;

NOW, THEREFORE, I, FERDINAND V. ESTRELLA, Municipal Mayor of Baliwag, Bulacan, by virtue of the powers vested in me by law, do hereby order the:

SECTION 1. CREATION OF THE AWARD - The Baliwag High FIVE Badge is a seal of excellence for business establishments who have successfully fulfilled its corporate social responsibility based on the pre-identified municipal thrusts, to be defined as parameters of this badge by the Municipal Government.
SECTION 2. OBJECTIVES OF THE AWARD – The Baliwag High FiVE Badge aims:

2.1 To recognize and reward outstanding business establishments on their compliance and exemplification of best practices;
2.2 To ensure alignment of private establishments with the applicable requirements of the national and local government;
2.3 To inspire and encourage other business establishments to excel in their field to contribute significantly on the social and economic development of the municipality;
2.4 To promote a culture of excellence and propagate best practices that can be replicated by other business establishments in Baliwag.

SECTION 3. SCOPE. This seal shall be conferred only to business establishments in Baliwag that will meet the requirements of the said badge, to wit:

3.1 FINANCIAL ADMINISTRATION. This refers to on time and right payment of taxes and no delinquency in real property.
3.2 RISK MANAGEMENT AND DISASTER PREPAREDNESS. This includes presence of evacuation plan, visible directional signages; conduct of regular evacuation drill, and presence of wayfinders and other warning signages.
3.3 ENVIRONMENT MANAGEMENT. This covers the practice of proper waste segregation, presence of water sewage treatment facility, existence of MRF for large institutions, and presence of septage tank siphoning and inspection
3.4 SOCIAL PROTECTION – This refers to PWD ramps, accessible comfort rooms, acceptance of health cards.
3.5 PUBLIC SAFETY – This includes installed CCTV, allows electrical and fire inspection, IEC for Star Hotline.

SECTION 4. DATE OF IMPLEMENTATION. The Baliwag High FiVE Badge will be an all year-round search for qualified business establishments. Actual screening and selection process will run from March to April. Awarding of winners will be held on May to coincide with the Buntal Festival Celebration.

SECTION 5. DESIGN OF HIGH FIVE BADGE. The Public Information Office shall design the Baliwag High FiVE Badge, which will serve as a marker in front of the establishment, denoting excellence of the establishment in fulfilling the corporate social responsibilities, anchored on the major thrusts set by the municipal government.

SECTION 6. REWARDS. Compliant establishments will be conferred the High FiVE Badge. Further rewards and incentives will be subject for study, consideration, and approval of the executive and legislative departments, for possible integration in the Baliwag Incentive Code.
SECTION 7. MECHANICS. The Municipal Government of Baliwag, through its Investment Promotion Unit, shall distribute application forms for High FiVE Badge to business establishments during the renewal of business permits. This will also contain a checklist of the High FiVE Badge Seal of Excellence indicators, and the deadline of submission.

The Municipal Government shall create a Screening and Selection Committee to conduct validation through inspection and other means. This badge will be conferred only to the establishments that have met all five thrust requirements of this award.

SECTION 8. COMPOSITION OF THE BALIWAG HIGH FIVE BADGE SCREENING AND SELECTION COMMITTEE (BHFBSSC). The Baliwag High FiVE Badge Screening and Selection Committee is composed of the following committees in-charge of the categories listed below:

8.1 FINANCIAL ADMINISTRATION

Members: MR. MARTINIANO JAVIER
Municipal Treasurer’s Office

MR. RODRIGO TORRES III
Business Permit and Licensing Office

8.2 RISK MANAGEMENT AND DISASTER PREPAREDNESS

Members: MR. ALVIN LEE ASURO
Municipal Disaster Risk Reduction Management Office

MR. JAYFIE NASARRO
Department of Interior and Local Government

8.3 ENVIRONMENTAL MANAGEMENT

Members: MR. EDGAR LUNA
Municipal Environment and Natural Resources Office

AUTHORIZED REPRESENTATIVE
Baliwag Water District

8.4 SOCIAL PROTECTION

Members: DR. MARY JOAN DINLASAN
Municipal Health Office

JINKY BERNARDINO
Community Affairs Office
8.5 PUBLIC SAFETY

Members:  
MR. MICHAEL FLORES  
Baliwag Public Assistance and Complaint Center

ENGR. ROMY SANTOS  
Municipal Engineering Office

AUTHORIZED REPRESENTATIVE  
Baliwag Traffic Management Office

SECTION 9. RESPONSIBILITIES OF BHFBSSC. This committee is expected to perform the following responsibilities:

9.1 Screen application forms of business establishments based on the given indicators
9.2 Conduct validation thru interview, ocular inspection, and other ways that are deemed necessary
9.3 Recommend a shortlist of qualified business establishments for approval of the Local Chief Executive

SECTION 10. SECRETARIAT. The Office of the Municipal Administrator shall serve as the secretariat of the Baliwag High FiVE Badge, with the following composition:

Members:  
MS. ANGELINE DELA MERCEDE  
Municipal Administrator’s Office

AUTHORIZED REPRESENTATIVE  
Municipal Administrator’s Office

AUTHORIZED REPRESENTATIVE  
Municipal Administrator’s Office

SECTION 11. FUNCTIONS OF THE SECRETARIAT

11.1 Accept Nomination Forms entries on or before the given deadline;
11.2 Prepare minutes of meetings and resolutions of the BHFBSSC;
11.3 Tabulate scores based on the evaluation made by the BHFBSSC members;
11.4 Coordinate meetings to convene members of the Screening and Selection Committees;
11.5 Prepare monitoring reports of the progress and needs of the implementation; and

[Signature]
11.6 Initiate and coordinate necessary activities for the successful implementation of the Baliwag High FiVE Badge
11.7 Other tasks necessary and desirable in the full implementation of the program.

SECTION 12. EFFECTIVITY- This Executive Order shall take effect immediately.

DONE in the Municipality of Baliwag, this 10th day of May, 2018.

FERDINAND V. ESTRELLA
Municipal Mayor

By the Mayor:

ENRIQUE V. TAGLE
Municipal Administrator