



REPUBLIKA NG PILIPINAS  
PAMAHALAANG LUNGSOD NG MUNTINLUPA  
KALAKHANG MAYNILA



Tanggapan ng Punonglungsod

**EXECUTIVE ORDER No. 1**  
Series of 2020

**PROVIDING FOR AMENDMENTS TO EXECUTIVE ORDER NO. 13, SERIES OF 2013,  
THEREBY RECONSTITUTING THE LOCAL HOUSING BOARD OF  
THE CITY OF MUNTINLUPA, ITS COMPOSITION AND FUNCTIONS**

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**WHEREAS**, Executive Order no. 13, Series of 2013, issued on 11 November 2013, provided for the Reconstitution of the Local Housing Board of the City of Muntinlupa, and its Composition;

**WHEREAS**, there is an urgent need to provide amendments to the aforesaid Executive Order inasmuch as the composition thereof has changed, and other provisions need to undergo changes as well;

**NOW, THEREFORE, I, Jaime R. Fresnedi, City Mayor of Muntinlupa**, by virtue of the powers vested in me by law, do hereby order and decree that:

Section 1. Reconstitution and Composition.

The Local Housing Board of the City of Muntinlupa (*LHB, for brevity*) is hereby reconstituted, and it shall be composed of the following individuals, whose respective designations are herein provided, namely:

- |    |  |                     |
|----|--|---------------------|
| a. | Jaime R. Fresnedi,<br>City Mayor   | Chairperson;        |
| b. | Mamerto T. Sevilla,<br>Chairperson, Committee on Urban Poor and Housing,<br>Sangguniang Panlungsod       | Member;             |
| c. | Mark Lester M. Baes,<br>Vice Chairperson, Committee on Urban Poor and Housing,<br>Sangguniang Panlungsod | Member;             |
| d. | Alita A. Ramirez,<br>Urban Poor Affairs Office   | Executive Director; |
| e. | Rommel R. Trinidad,<br>National Housing Authority  | Member;             |

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- |    |   |                   |
|----|---|-------------------|
| f. | Wilfredo E. Olaco,<br>Presidential Commission for the Urban Poor  | Member;           |
| g. | Wilson A. Tabuton,<br>Department of Human Settlements and Urban Development   | Member;           |
| h. | Engr. Dynadelle N. Aranda,<br>City Engineering Department   | Member;           |
| i. | EnP. Noel A. Cadorna,<br>City Planning and Development Office   | Member;           |
| j. | Edgardo A. Hernandez,<br>City Zoning Administration Office  | Member;           |
| k. | Bernard T. Opinaldo,<br>Office of Congressman Rozzano Rufino Biazon,<br>Representative, Lone Congressional District of Muntinlupa | Member;           |
| l. | Francisco G. Balagtas,<br>Gawad Kalinga Community Development Foundation, Inc.  | Member;           |
| m. | Tessie D. Robles,<br>Muntinlupa Development Foundation, Inc.  | Member;           |
| n. | Voltaire Eric S. Espiritu,<br>Representative, People's Organizations<br>Private Lands, Alabang                                    | Member;           |
| o. | Grace L. Acoba,<br>Representative, People's Organization,<br>Danger Areas, Alabang  | Member;           |
| p. | Maribel C. Balein,<br>Representative, People's Organization,<br>Public Lands, Poblacion   | Member;           |
| q. | Estelita F. Bunyi,<br>Rotary Homes Muntinlupa Foundation  | Member (On Call). |

Membership among public officials and officers in the LHB is a function of their respective offices. As such, the resignation, removal, termination, death, incapacity or similarly-situated circumstance of the public official or officer shall enable the successor thereof to assume membership without the need for the issuance of another order or instrument.

Membership outside the public service shall be in accordance with the civic duty of the concerned private individual. They are, however, bound by the same standards of fidelity, honesty and integrity whilst in the service of the LHB.

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Section 2. Functions.

The LHB shall perform the following functions, namely:

- a. Formulate plans and programs for the development of socialized housing concerns of the City of Muntinlupa;
- b. Coordinate with the National Government, through its agencies, for availability of and access to financing for socialized housing project;
- c. Study and evaluate ongoing shelter-related projects for the urban poor, and recommend appropriate actions to the City Mayor and the Sangguniang Panlungsod;
- d. Evaluate designs, specifications, costs, estimates and proposals from the private sector involved in the construction of socialized housing project and submit the related recommendation therefor to the City Mayor;
- e. Facilitate the documentary requirements of the socialized housing project;
- f. Evaluate and recommend appropriate financing scheme/s therefor and cost recovery strategy/ies offered and/or rendered by any office, agency or company;
- g. Prepare and institutionalize consultative mechanisms that provide a venue for dialogue, information exchange and other forms of assistance and that uplift the living condition of the project beneficiaries;
- h. Act as policy making body on housing programs, projects and activities of the city government;
- i. Perform such other functions as may be directed by the City Mayor and/or competent authority, or as may be necessary to achieve the foregoing.

Section 3. Secretariat.

The Urban Poor Affairs Office, through Ms. Shienna P. Hernandez and Ms. Rowena B. Balunsay, shall perform the functions of the Secretariat, which include the following, namely:

- a. Issue Notices of Meeting for regular and special meetings;
- b. Prepare logistical support to meetings;
- c. Write down, record and disseminate Minutes of Meeting;
- d. Write down, send out, receive and record Minutes of Meeting;
- e. Perform such other similarly-situated functions, or those emanating from the City Mayor and/or competent authority, or any other necessary to achieve the foregoing.

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Section 4. Allowance.

Subject to existing rules and regulations issued and exercised by relevant offices and agencies, a member of the LHB shall receive the amount of Two Thousand (Php 2,000.00) Pesos for each meeting duly attended; Provided, however, that no more than two (2) meetings shall take place in a month, whether it be regular or special;

The two (2) members of the Secretariat shall receive the amount of One Thousand Five Hundred (Php 1,500.00) Pesos for each meeting duly facilitated and attended.

Section 5. Repealing Clause.

All prior orders, memoranda or similarly-situated directives inconsistent with any provision found herein shall be deemed revoked, rescinded, amended or superseded accordingly.

Section 6. Separability Clause.

Any provision judicially found illegal or infirm shall not affect untouched provisions.

Section 7. Effectivity Clause.

This Executive Order shall take effect immediately upon signing, and it shall remain in full force and effect until revoked, rescinded, amended or superseded accordingly.

**DONE AND EXECUTED** on this 2nd day of January 2020 in the City of Muntinlupa.

  
**JAIME R. FRESNEDI**  
City Mayor

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