



REPUBLIKA NG PILIPINAS  
PAMAHALAANG LUNGSOD NG MUNTINLUPA  
KALAKHANG MAYNILA



Tanggapan ng Punonglungsod

**EXECUTIVE ORDER NO. 11**  
Series of 2020

**PROVIDING FOR THE CREATION OF THE  
CULTURE AND THE ARTS COUNCIL OF THE CITY OF MUNTINLUPA,  
ITS COMPOSITION AND FUNCTIONS**

\*\*\*\*\*

**WHEREAS**, Section 458 (1) (xvi) of Republic Act No. 7160, otherwise known as the Local Government Code of 1991, provides that "(t)he Sangguniang Panlungsod shall establish a City Council whose purpose is the promotion of culture and the arts, coordinate with government agencies and non-governmental organizations, and, subject to the availability of funds, appropriate funds for the support and development of the same";

**WHEREAS**, paragraph 2, Section 2 of Republic Act No. 10066, otherwise known as the National Cultural Heritage Act of 2009, provides that "(i)n the pursuit of cultural preservation as a strategy for maintaining Filipino identity, this Act shall pursue the following objectives:

- (a) Protect, preserve, conserve, and promote the nation's cultural heritage, its property and histories, and the ethnicity of local communities;
- (b) Establish and strengthen cultural institutions; and
- (c) Protect cultural workers and ensure their professional development and well-being;

**WHEREAS**, Section 16 (c), Section 17.3, Section 19, Section 36, *supra*, provide for the involvement of the local government unit in the preservation of cultural heritage tangibles and intangibles, and in implementing pertinent rules and regulations thereto, which, in its entirety, are best left to the orchestration of a Culture and the Arts Council, owing to its composition;

**WHEREAS**, Department of the Interior and Local Government (DILG) Memorandum Circular No. 2017-133, issued 29 September 2017, amending DILG Memorandum Circular No. 2002-81, mandates, in Section 2.0 thereof, "(a)ll provinces, cities and municipalities to create or establish a Local Culture and Arts Council, implement related projects and strengthen existing ones thereafter;

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**WHEREAS**, the Sangguniang Panlungsod passed City Ordinance No. 18-180 which provides the Creation of Muntinlupa City Local Culture and the Arts Council (MCLCAC), defining its Duties and Responsibilities, appropriating Funds thereof and for other purposes.

**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 the following, namely:

Section 1. Creation and Composition.

The Culture and the Arts Council of the City of Muntinlupa (CACCM, *for brevity*), is hereby created, and it shall be composed of the following individuals, with their respective designations, namely:

- a. Jaime R. Fresnedi,  
City Mayor : Chairperson;
- b. Engr. Arlene D. Hilapo,  
Chairperson,  
Committee on Tourism, Culture and International Relations  
Sangguniang Panlungsod : Member;
- c. Walter A. Arcilla,  
President, Liga ng mga Barangay : Member;
- d. Kenichi D. Takagi, Jr.,  
President, Federation of Sangguniang Panlungsod  
Representative, Youth Sector : Member;
- e. Ma. Lourdes E. Engo,  
Tourism, Culture and the Arts Department : Member;
- f. Charisse Aquino-Tugade,  
Museo ng Muntinlupa : Member;
- g. EnP. Noel A. Cadorna,  
City Planning and Development Office : Member;
- h. Teresita Valencia-Navarro,  
Public Information Office : Member;
- i. Lualhati Sandoval-Morales,  
City Budget and Management Department : Member;
- j. Francis A. Santella,  
Muntinlupa City Technical Institute  
Representative, TESDA : Member;

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- k. Roger John P. Smith,  
Deputy City Administrator  
Office of the City Administrator : Member;
- l. Dominico C. Idanan, Ed.D., CESO VI,  
Superintendent, Schools Division Office Muntinlupa  
Department of Education : Member;
- m. Mario M. Patdu,  
President, Muntinlupa Arts Society : Member;
- n. Elvie Sanchez-Quiazon,  
Philippine Chamber of Commerce and Industry,  
Muntinlupa Chapter,  
Representative, Business Sector : Member;
- o. Jame Monren T. Mercado, MACHS,  
Faculty Research Associate (Tier 2)  
University of Santo Tomas : Member.

Membership in the CACCM is inherent in the function of the office occupied by those belonging in the public sector or government service. The removal, resignation, termination, transfer, incapacity, severe illness, death, or any similarly-situated circumstance of the member shall entitle the successor thereof to assume membership without the need of issuance of another order or directive. On the other hand, for those belonging to the private sector, the successor thereof shall depend on the decision of the City Mayor, after consultation with relevant individuals and groups, and shall be contained in a separate order, made integral part hereof.

Section 2. Functions.

The CACCM shall perform the following functions, namely:

- A. Pursuant to DILG Memorandum Circular No. 2002-81.
- i. Prepare an annual plan on culture, arts and cultural heritage consonant with the Philippine Development Plan for Culture and the Arts, to be integrated in the Local Development Plan and considered in the annual appropriation ordinances;
- ii. Formulate programs and recommendations to develop and sustain local cultural and artistic talents, cultural industries, traditional and contemporary arts and crafts, and their processes;

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- iii. Coordinate with appropriate affiliated cultural agencies of the National Commission for Culture and the Arts (NCCA) for the conservation and monitoring of national cultural properties found in the LGU;
  - iv. Conduct cultural events such as cultural festivals, competition, lectures, seminar and symposia; and
  - v. Identify such other programs and activities for the promotion of local cultural heritage and arts.
- B. Pursuant to Republic Act No. 10066, or the National Cultural Heritage Act of 2009.
- i. Ensure the protection, preservation, conservation, and promotion of the cultural and historical heritage of Muntinlupa;
  - ii. Declare and maintain City Heritage Zones; and
  - iii. Establish a City Registry of Cultural Properties.
- C. Pursuant to Republic Act No. 7355, or the Manlilikha ng Bayan Act:
- i. Acknowledge the importance of traditional folk artists as similar to conduct between skills of the past and future;
  - ii. Revitalize a community's artistic tradition thereby protecting a valuable fact of Philippine Culture;
  - iii. Provide mechanisms for identification and assistance for qualified traditional folk artists to transfer their skills to the community; and
  - iv. Create opportunities for popularizing their works locally.

Section 3. Secretariat.

The staff members of the Tourism, Culture, and the Arts Department (TCAD), shall perform the functions of the Secretariat, and Angelie E. Oboy and Karl James M. Casanova shall co-lead the Secretariat. The Secretariat shall be responsible for the preparation and issuance of Notices of Meetings, whether special or regular; for logistical support to meetings; for taking down, recording and dissemination of Minutes of Meeting; for correspondence; for administrative support to the CACCM; for liaison work; and for other functions as may be directed by competent authority.

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Section 4. Allowance.

Subject to existing rules and regulations imposed by competent authority, each member of the CACCM shall receive the amount of One Thousand Five Hundred (Php1,500.00) Pesos, and each member of the Secretariat shall receive the amount of One Thousand Hundred (Php1,000.00) Pesos, provided personal appearance in the meeting and reportorial requirements are met.

Section 5. Repealing Clause.

All orders, directives or memoranda inconsistent with any provision contained in this executive order are hereby revoked, repealed or amended accordingly.

Section 6. Separability Clause.

Any provision herein 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, repealed or amended accordingly.

**DONE AND EXECUTED** on this 16th day of March 2020 in the City of Muntinlupa.

  
**JAIME R. FRESNEDI**  
City Mayor 

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