



Republic of the Philippines
City Government of Muntinlupa
CITY OF MUNTINLUPA
Office of the City Mayor



EXECUTIVE ORDER NO. 24
Series of 2017

**PROVIDING FOR THE CREATION OF THE MUNTINLUPA INTEGRITY CIRCLE,
ITS COMPOSITION AND FUNCTIONS**

WHEREAS, the City Government of Muntinlupa has been identified in the National Capital region (NCR), as covered under the Partnerships for Integrity and Jobs - Local Governments and Civil Society Cooperation for Integrity and Transparent, Effective Small Business Registration and Promotion Procedures (Project I4J);

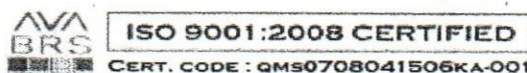
WHEREAS, Project I4J, co-funded by the European Union and the German Ministry for Economic Cooperation and Development, through Konrad Adenauer (KAS), focuses on the pilot development of integrity mechanisms and models of transparent and effective small business and investment registration and promotion procedures at selected local government units (LGUs), in cooperation with civil society and decision makers;

WHEREAS, Project I4J recognizes the role of the Local Government Unit (LGU) as a sustainable network for self-regulation and for monitoring of non-transparent and unethical structures and procedures;

WHEREAS, through the creation of the Muntinlupa Integrity Circle, transparency and accountability will be institutionalized in governance with rules in place that pertain to full disclosure, freedom of information, public declaration of personal assets and open invitation to public scrutiny as a doable alternative to combat systemic corruption;

WHEREAS, the purpose of the establishment of the Muntinlupa Integrity Circle is to support the efforts of the City Government of Muntinlupa on investment promotion through the implementation of Integrity and Business Promotion Mechanisms;

WHEREAS, the Muntinlupa Integrity Circle, composed of representatives from government, business and civil society organizations, serves as a partner body in the integrity and good governance efforts of the local administration to ensure good business environment, investment and jobs, inclusive growth, values information and stronger collective action to fight corruption;



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

Section 1. Creation and Composition.

The Muntinlupa Integrity Circle is hereby created, and it shall be composed of twenty-two (22) members representing the city government, the business sector, and civil society organizations (CSO) with the following officers and members:

- | | | |
|----|--------------------------------------|------------------|
| a. | Pastor Constancio "John" Hilapo, Jr. | Chairperson |
| b. | Elvie Sanchez-Quiazon | Vice Chairperson |
| c. | Engr. Allan A. Cachuela | Secretariat |

1.A. LGU Integrity Circle Members:

- a. Head, Business Permits & Licensing Office
- b. Head, Local Economic Investment and Promotion Office
- c. Head, City Human Resource & Development Management Office
- d. Head, City Budget Office
- e. Head, City Accounting Office
- f. Head, City Planning & Development Office
- g. Head, City Public Information Office
- h. Head, City General Services Office

1.B. Business Sector Integrity Circle Members:

- a. Representative, Richville Hotel Management Corporation
- b. Representative, Philippine Chamber of Commerce and Industry-Muntinlupa
- c. Representative, Lakewood School of Alabang, Inc.
- d. Representative, Fluor Daniel, Inc.
- e. Representative, Convergys Philippines, Inc.
- f. Representative, Capitol One
- g. Representative, FODC Holdings, Inc.



ISO 9001:2008 CERTIFIED

CERT. CODE : QMS0708041506KA-001

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1.C. Civil Society Organization Integrity Circle Members:

- a. Representative, God Bless Muntinlupa
- b. Representative, International Holistic Engagement for Livelihood and Progress
- c. Representative, Tindog Pilipinas
- d. Representative, Cooperative Union of the City of Muntinlupa
- e. Representative, Kiwanis Club of Muntinlupa, Rizal
- f. Representative, Cupang Youth Federation
- g. Representative, Jesus the Good Shepherd Church of Muntinlupa

Section 2. Functions.

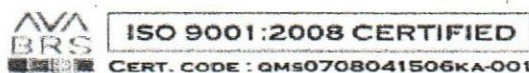
The Muntinlupa Integrity Circle shall perform the following functions, namely:

- a. Serve as supervisory and partner body in the integrity and good governance efforts of the local administration;
- b. Provide consultancy and policy recommendations to the City Government of Muntinlupa on the further development and effective implementation of the Integrity and Business Promotion Mechanisms drafted in Project I4J;
- c. Monitor the responsible and effective implementation of the approved Integrity and Business Promotion Mechanisms in the City Government of Muntinlupa.

Section 3. Technical Working Group.

The Technical Working Group shall be composed of representatives from the Office of the City Mayor, Office of the City Administrator, Local Economic Investment and Promotion Office, Business Permits and Licensing Office, City Human Resources and Development Office, City Budget and Management Office, City Accounting Office, City Planning and Development Office, Public Information Office and City General Services Office, which drafted the design for Integrity Mechanisms and models for transparent, efficient and effective small business and investment promotion for the City of Muntinlupa.

- | | | |
|----|------------------------|---|
| a. | George G. Tapaurel Jr. | Office of the City Mayor; |
| b. | Mark Daniel G. Tarre | Office of the City Administrator; |
| c. | Hannah Grace P. Vargas | Local Economic Investment and Promotion Office; |
| d. | Jowelyn A. Roberto | Business Permits and Licensing Office; |



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| e. | Karl James M. Casanova | City Human Resources Management Department; |
| f. | Ceferina C. Galela | City Budget and Management Office; |
| g. | Myra Gail D. Icasiano | City Accounting Office; |
| h. | Alvin F. Veron | City Planning and Development Office; |
| i. | Rovi S. Vilorina | Public Information Office; and |
| j. | Marissa B. Guerrero | General Services Office. |

Section 4. Secretariat.

Staff members of the Business Permits and Licensing Office shall form the Secretariat, the head of which shall be Elisa Hilapo. The Secretariat shall be responsible for issuance of notices of meetings; preparation of venue and logistical requirements of meetings; writing, recording and dissemination of minutes of meeting; correspondence; and other related functions.

Section 4. Regular Meetings.

The Muntinlupa Integrity Circle shall hold its regular meeting every first Thursday of the month. Special meetings may be called upon the request of thirty (30%) of the members, whenever warranted.

Section 5. Effectivity.

This Executive Order shall take effect immediately upon signing and continue to be in full force and effect, unless otherwise repealed, rescinded, revoked or superseded accordingly.

Atty. JAIME R. FRESNEDI
City Mayor



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