



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



EXECUTIVE ORDER NO. 33  
Series of 2018

**PROVIDING FOR THE CREATION OF THE ACCESS AUDIT OF THE CITY OF MUNTINLUPA AND THE ORGANIZATION OF THE ACCESS AUDIT TEAM PURSUANT TO CITY ORDINANCE NO. 18-167, DEFINING ITS OBJECTIVES, FUNCTIONS, COMPOSITIONS, AND APPROPRIATE FUNDS THEREOF AND FOR OTHER PURPOSES**

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**WHEREAS**, Section 11 of the Article XIII of the 1987 Constitution provides that "(t)he State shall adopt an integrated and comprehensive approach to health development which shall endeavor to make essential goods, health and other social services available to all the people at affordable cost. There shall be priority for the needs of the under-privileged, sick, elderly, disabled, women, and children;"

**WHEREAS**, Section 13 of the Article XIII of the 1987 Constitution provides that "(t)he The State shall establish a special agency for disabled person for their rehabilitation, self-development, and self-reliance, and their integration into the mainstream of society;"

**WHEREAS**, City Ordinance No. 18-167 provides for the establishment of a Muntinlupa City Persons With Disability Affairs Office (MCPDAO) and a policy to facilitate integration of Persons with Disability (PWDs) into the mainstream of society, where the local government of Muntinlupa City shall advocate for and encourage respect for Persons with Disability (PWDs). The local government of Muntinlupa City shall exert all efforts to remove all social, cultural, economic, environmental and attitudinal barriers that are prejudicial to Persons with Disability (PWDs);

**WHEREAS**, City Ordinance No. 18-167 provides for the coordination of the implementation of the provisions of the Batas Pambansa Bilang 344 and other relevant laws and their implementing rules and regulations, and in which the Access Audit will be the mechanism of such function;

**WHEREAS**, No. 1.1 of Rule V of the IRR of the Batas Pambansa Bilang 344 stipulates (t)he Secretary through the Heads of attached agencies of the Department of Public Works and Highways, with the technical assistance of the Building Research Development Staff, shall administer and enforce the provisions of these Rules and Regulations through the City/Municipal Engineer who shall also act as Local Building Official pursuant to Section 477 of R.A. 7160, otherwise known as the Local Government Code of 1991;

**WHEREAS**, the creation of the Access Audit Team will be the enabling mechanism of the Access Audit in pursuing accessibility and adherence to national and local statutes of implemented in the City of Muntinlupa.

**NOW, THEREFORE, I, 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. Composition Access Audit Team**

The Composition of the Access Audit Team shall be broken into three (3) partitions, namely: The Executive Committee, the Technical Management Group, and The Secretariat.



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**Section 2. The Access Audit Team**

**Section 2.A. Executive Committee.**

**Section 2.A.1. Composition**

- |    |  |                   |
|----|--|-------------------|
| a. | Jaime R. Fresnedi,<br>City Mayor   | Chairperson;      |
| b. | Engr. Dynadelle N. Aranda,<br>Head, Office of the Building Official,<br>City Engineering Department                | Vice Chairperson; |
| c. | Engr. Allan A. Cachuela,<br>City Administrator,<br>Head, Business Permits and Licensing Office                     | Member;           |
| d. | Caryl G. de Guzman, MD<br>Head, Persons with Disability Affairs Office   | Member;           |
| e. | Analyn A. Mercado, RSW<br>Head, Social Services Department   | Member;           |
| f. | Bernadette G. Ferino<br>City Director, Department of Interior and Local Government<br>Muntinlupa City Field Office | Member;           |
| g. | Arch. Beaudon D. Causapin<br>City Architect  | Member;           |
| h. | Erwin O. Alfonso,<br>Head, Disaster Risk Reduction Management Office   | Member;           |
| i. | Ma. Teresa R. Tuliao, MD<br>Head, City Health Office   | Member;           |
| j. | Atty. Karen B. Baldonasa,<br>Head, City Legal Office   | Member;           |
| k. | Noel A. Cadorna,<br>Head, City Planning and Development Office   | Member;           |
| l. | Catherine Mary R. Biazon,<br>Head, Gender and Development Office   | Member;           |
| m. | Lualhati S. Morales,<br>Head, City Budget Management Department  | Member;           |
| n. | Cecilia C. Lazarte<br>Sangguniang Panlungsod Secretariat   | Member;           |
| o. | Glenda Zamora-Aniñon,<br>Head, Public Employment Service Office  | Member;           |
| p. | Teresita Valencia-Navarro,<br>Head, Public Information Office  | Member.           |

**Section 2.A.2. Functions.**

- Devise plans and implement these into programs and policies of the Access Audit, through the passage of a Resolution;
- Recommend to and, whenever necessary, submit policy directives to departments and offices of the City Government, through the issuance of memoranda or order, duly signed by the City Mayor, for proper action;
- Enforce and implement the provisions contained in Batas Pambansa Bilang 344;



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- d. Conduct the regular meeting of the Executive Committee once every quarter. The City Mayor, through the Vice-Chairperson, may call for a special meeting, if necessary;
- e. Perform such other functions as may be necessary to implement the foregoing or as provided by law.

**Section 2.B. Technical Management Group**

**Section 2.B.1. Composition**

- |    |   |         |
|----|---|---------|
| a. | Roger John P. Smith<br>Deputy City Administrator,<br>Office of the City Administrator | Member; |
| b. | Arnold Castrillo,<br>Office of the Building Official                                  | Member; |
| c. | Florante Landicho<br>Office of the Building Official                                  | Member; |
| d. | Russel Reyel<br>City Engineering Department   | Member; |
| e. | JB Espeleta<br>City Engineering Department  | Member; |
| f. | Alaric Hernaez<br>City Engineering Department   | Member; |
| g. | Kenneth Porel<br>City Engineering Department  | Member; |
| h. | Lloyd Enriquez<br>City Architect's Office   | Member; |
| i. | John David Duad<br>City Architect's Office  | Member; |
| j. | Arthur Quiamco<br>Public Employment Service Office                                    | Member; |
| k. | Jan Cyr Barcelona<br>Public Employment Service Office                                 | Member; |
| l. | Aljhon Dumandan<br>Business Permits and Licensing Office                              | Member; |
| m. | Cristina Losada<br>Busines Permits and Licensing Office                               | Member; |
| n. | John Mark Sandoval<br>Disaster Risk Reduction and Management Office                   | Member; |
| o. | Christopher Lorica<br>Disaster Risk Reduction and Management Office                   | Member; |
| p. | James Christopher Fadrilan<br>Department of Interior and Local Government             | Member; |
| q. | Gay Arganda<br>Department of Interior and Local Government                            | Member; |
| r. | Caridad G. Molo<br>Social Services Department   | Member; |
| s. | John Russel Benavidez<br>Persons with Disability Affairs Office                       | Member. |



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**Section 2.B.2. Functions.**

The Technical Management Group shall perform the following functions, namely:

- a. Convene all members and conduct regular meeting to discuss resolutions, position papers, and proposed programs, and recommend and submit these to the Executive Committee;
- b. Conduct a special meeting, if necessary
- c. Conduct the Access Audit
- d. Introduce innovations in programs and services and engage pilot programs and services to the Executive Committee.
- e. Monitor and evaluate program implementation of member-departments and offices;
- f. Perform such other functions as may be necessary to implement the foregoing or as provided by law.

**Section 2.C. The Secretariat.**

**Section 2.C. 1. Composition**

The Secretariat shall be composed of the following, namely:

- |    |  |         |
|----|--|---------|
| a. | John Russel Benavidez<br>Persons with Disability Affairs Office  | Member; |
| b. | Caridad G. Molo<br>Social Services Department                    | Member; |
| c. | William Eusores<br>City Legal Office                             | Member; |
| d. | James Christopher Fadrilan<br>DILG, Muntinlupa City Field Office | Member; |
| e. | Bianca Jireh T. Sagum<br>City Planning and Development Office    | Member; |
| f. | Romar U. Dagupan<br>City Engineering Department                  | Member; |
| g. | Mark Daniel G. Tarre<br>Social Services Department               | Member. |

**Section 2.C.2 Functions.**

The Secretariat shall perform the following functions, namely:

- a. Coordinate the formulation and implementation of plans, programs, and policies of Executive Committee and, Technical Management Group;
- b. Mobilize resources, including those of City Government departments and offices of individuals and instrumentalities, whether public or private, among others, and channel these resources, whenever allowed by law, to the needs of the Council;
- c. Facilitate innovative and engaging pilot programs and services approved by the Executive Committee,
- d. Issue notices of meetings; provide logistical support in the conduct of meetings, whether regular or special; write, file and send correspondence; and keep records updated;
- e. Perform such other functions as may be necessary to implement the foregoing or as provided by law.



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**Section 3. Succession.**

In the event of resignation, cessation of employment, transfer, incapacity or similarly situated circumstance of an official or employee above-named, the successor thereof shall assume membership in the vacant position, without need for the issuance of another instrument or order. However, the City Mayor, upon consultation with the City Administrator and Head of the Social Services Department, may appoint another person to assume membership thereto.

**Section 4. Expansion.**

The City Mayor, through an Executive Order, may expand the Access Audit Team composition if deemed necessary.

**Section 4. Allowance.**

Permanent and expanded members of the Access Audit Team shall be entitled to at least One Thousand (Php 1,000.00) Pesos per quarter allowance for meetings attended, subject to the usual accounting and auditing laws, rules and regulations subject to the availability of funds."

**Section 5. Separability Clause.**

Any provision in this Executive Order found unsound, illegal or infirm shall be stricken off and made ineffective. Those untouched provisions shall remain in full force and effect.

**Section 6. Effectivity Clause.**

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

**DONE AND EXECUTED** on this 28 day of DEC, 2018 in the City of Muntinlupa.

  
**JAIME R. FRESNEDI**  
City Mayor