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Tanggapan ng Punonglungsod

REPUBLIKA NG PILIPINAS  
PAMAHALAANG LUNGSOD NG MUNTINLUPA  
KALAKHANG MAYNILA



**EXECUTIVE ORDER No. 17**  
**Series of 2022-B**

**PROVIDING FOR AMENDMENTS TO EXECUTIVE ORDER NO. 28, SERIES OF 2014,  
ON THE RENAMING, REORGANIZATION AND RE-COMPOSITION OF THE  
PEOPLE'S COORDINATING AND MONITORING OFFICE OF  
THE CITY GOVERNMENT OF MUNTINLUPA,  
ITS COMPOSITION AND FUNCTIONS**

\*\*\*\*\*

**WHEREAS**, Section 455 (b) (1) of Republic Act No. 7160, otherwise known as the Local Government Code of 1991, provides that the Local Chief Executive shall *"(e)xercise general supervision and control over all programs, projects, services and activities of the city government;"*

**WHEREAS**, Section 455 (b) (1) (ii), *supra*, provides that the Local Chief Executive shall *"(d)irect the formulation of the city development plan, with the assistance of the city development council, and upon approval thereof, by the Sangguniang Panlungsod, implement the same;"*

**WHEREAS**, Section 455 (2), *supra*, provides that the City Mayor can *"enforce all laws and ordinances relative to the governance of the city and in the exercise of the appropriate corporate powers provided for under Section 22 of RA No. 7160, implement all approved policies, programs, projects, services and activities of the City (emphasis supplied);"*

**WHEREAS**, Section 455 (4), *supra*, provides that the City Mayor shall *"ensure the delivery of basic services and the provision of adequate facilities as provided for under Section 17 of Republic Act No. 7160;"*

**WHEREAS**, the Local Chief Executive may call for the creation of an office to assist him in other functions and responsibilities which are necessary, appropriate, or incidental to the efficient and effective provision of the basic services and facilities intended for the people of Muntinlupa City;

**WHEREAS**, Executive Order No. 28, Series of 2014, provided for the creation of the People's Coordinating Office, which performed executive functions including the coordination and conduct of informative and educational campaigns related to the plans, programs and projects of the City Government;





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**WHEREAS**, the Local Chief Executive may reorganize and expand the functions and duties of the People's Coordinating Office in order to assist him in the execution of his duties as expressly and impliedly stated in the republic Act No. 7160.

**NOW, THEREFORE, I, Rozzano Rufino B. Biazon, City Mayor of Muntinlupa**, by virtue of the powers vested in me by law, do hereby order and decree that:

Section 1. Renaming, Reorganization and Re-composition

The People's Coordinating Office shall, henceforth, be called the People's Coordinating and Monitoring Office (PCMO, for brevity) of the City of Muntinlupa, shall be reorganized, and shall be re-composed of the following individuals, with their respective designations, namely:

- |     |   |                 |
|-----|---|-----------------|
| (a) | Rozzano Rufino B. Biazon<br>City Mayor                                | Chairperson;    |
| (b) | Engr. Allan A. Cachuela<br>City Administrator                         | Co-Chairperson; |
| (c) | Yobeth M. Balane<br>People's Coordinating and Monitoring Office       | Member;         |
| (d) | Gerrovi H. Argana<br>People's Coordinating and Monitoring Office      | Member;         |
| (e) | Loida A. Millama<br>People's Coordinating and Monitoring Office       | Member;         |
| (f) | Franklin M. de la Cruz<br>People's Coordinating and Monitoring Office | Member; and     |
| (g) | Suzanne S. Malaca<br>People's Coordinating and Monitoring Office      | Member.         |

Membership in the PCMO is a function of the office the individual member occupies. Henceforth, the resignation, removal, transfer, termination, severe incapacity, grave illness, death, or any other similarly-situated circumstance of that member shall entitle the successor to assume membership without the need for the issuance of new document or order.

Section 2. Functions.

The PCMO shall perform the following functions, namely:





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- (a) Assist the City Mayor in the exercise of general supervision and control over all programs, projects, services and activities of the City Government;
- (b) Coordinate with other City Government offices, National Government Agencies, civil society organizations, communities and other stakeholders in the
  - (i) provision of social welfare services, which include, without limitation, programs and projects on child and youth welfare, family and community welfare, women's welfare, welfare of the elderly and disabled persons; community-based rehabilitation; livelihood and other pro-poor projects; nutrition services; family planning services, and
  - (ii) information dissemination and educational campaigns related to the plans, programs and projects of the City Government of Muntinlupa;
- (c) Conduct information and educational campaigns regarding the programs, activities, and projects of the City Government;
- (d) Conduct data gathering, research and development for purposes of identifying, promoting and improving delivery of basic services to the communities;
- (e) Assist the Office of the Mayor and the Sangguniang Panlungsod in promoting and disseminating to the general public its advocacies, priority policies and legislative agenda;
- (f) Assist in the implementation of programs, projects, and activities that deliver basic services and benefits to the constituents of the City Government, especially those programs which have been expressly assigned to the erstwhile People's Coordinating Office as lead through local legislation;
- (g) Conduct regular monitoring and evaluation of programs, activities and projects that may be assigned by the City Mayor and propose evidence-based policies and local laws based on the results of its assessments;
- (h) Provide updated reports to the City Mayor regarding the status of programs, projects, and activities of the City Government of Muntinlupa;
- (i) Provide operational and administrative support to the executive functions of the City Mayor;
- (j) Perform other functions as may be necessary to achieve the foregoing, or as may be directed by competent authority.

Section 3. Secretariat.

The Secretariat of the PCMO shall consist of the staff members of the PCMO, whose office shall be located at the fourth floor of the Annex Building, Muntinlupa City Hall Complex. The Secretariat shall assist in the compliance of the PCMO and its divisions to the foregoing functions, set its periodic meetings, provide the meeting venue and logistical support, write down, record and disseminate to all concerned the minutes of each meeting and shall follow through with all sought assistance from related National and City Government departments,





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offices or agencies. The Secretariat shall ensure that all documents, records, papers, hard or digital copies of other relevant information are stored and kept safe in accordance with applicable privacy laws, including the Data Privacy Act of 2012 and its implementing rules and regulations.

Section 4. Funding.

A reasonable amount, subject to availability of funds and to certification from concerned departments and offices, shall be appropriated for the administrative operation expenses as well as the implementation of tasks assigned to PCMO and its Secretariat, to be taken from the Executive Budget under the Office of the Mayor.

Section 5. Repealing Clause.

Any order inconsistent with provisions found herein shall be deemed repealed, revoked, or amended accordingly.

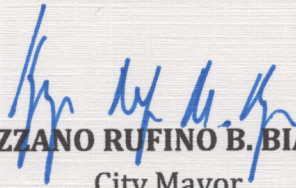
Section 6. Separability Clause.

In the event any provision found herein is judicially decided illegal or administratively declared infirm, untouched provisions shall continue to have full force and effect.

Section 7. Effectivity Clause.

This Executive Order shall immediately be effective upon its signing, and it shall remain in full force and effect until repealed, revoked, or amended accordingly.

**DONE AND EXECUTED** on this 18<sup>th</sup> day of July 2022 in the City of Muntinlupa.

  
**ROZZANO RUFINO B. BIAZON**  
City Mayor 