



REPUBLIC OF THE PHILIPPINES
CITY GOVERNMENT OF MUNTINLUPA
CITY OF MUNTINLUPA
Office of the City Mayor

EXECUTIVE ORDER No. 18
Series of 2023

**PROVIDING FOR AMENDMENTS TO
EXECUTIVE ORDER NO. 12, SERIES OF 2023,
EXECUTIVE ORDER NO. 29, SERIES OF 2017,
EXECUTIVE ORDER NO. 19, SERIES OF 2019,
EXECUTIVE ORDER NO. 46, SERIES OF 2021, AND
EXECUTIVE ORDER NO. 08, SERIES OF 2022-B
ON THE REORGANIZATION AND RECOMPOSITION OF
THE MUNTINLUPA CITY COUNCIL FOR THE PROTECTION OF CHILDREN,
AND ITS FUNCTIONS**

WHEREAS, Section 13 of the Article II of the 1987 Constitution provides that "*(t)he State recognizes the vital role of the youth in nation-building and shall promote and protect their physical, moral, spiritual, intellectual, and social well-being. It shall inculcate in the youth patriotism and nationalism, and encourage their involvement in public and civic affairs;*"

WHEREAS, City Ordinance No. 17-110 provides for the establishment of a New Local Council for the Protection of Children of Muntinlupa City and the creation of Inter-Agency Monitoring Task Force, thereby repealing City Ordinance No. 02-073;

WHEREAS, Section 3, supra, provides that "*(t)he City Mayor, through an Executive Order (EO), may expand the Local Council for the Protection of Children (LCPC) composition if deemed necessary;*"

WHEREAS, the task of child-friendly local governance and the vision of a child-caring city necessitates the evolution of the aforementioned Council towards an expanded composition of its members and a redefined organizational structure to better enforce its functions;

WHEREAS, Executive Order No. 29, Series of 2017, provided for the expansion of the composition and functions of the New Local Council for the Protection of Children of the City of Muntinlupa;

WHEREAS, the creation of a Local Early Childhood Care and Development Committee is duly mandated in accordance with Republic Act No. 10410, otherwise known as the Early Years Act, which shall institutionalize the National System for Early Childhood Care and Development (ECCD) involving the multi-sectoral and inter-agency collaboration at the national and local levels and promoting optimum growth and development of Filipino children from age zero to four;



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WHEREAS, pursuant to a Memorandum of Agreement (MOA) entered into between the City Government of Muntinlupa and the ECCD Council, the creation of the Muntinlupa City Local Early Childhood Care and Development Committee is indispensable, and it shall be a sub-committee of the Local Council for the Protection of Children to ensure sustainability of the program;

WHEREAS, Executive Order No.19, Series of 2019, provided for amendments to Executive Order No. 29 Series of 2017;

WHEREAS, Executive Order No. 46, Series of 2021, provided for amendments to Executive Order No. 19, Series of 2019;

WHEREAS, Executive Order No. 08, Series of 2022-B, provided for amendments to Executive Order No. 46, Series of 2021;

WHEREAS, Executive Order No. 12, Series of 2023, provided for amendments to Executive Order No. 08, Series of 2022-B;

WHEREAS, further amendments need to be introduced and written;

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. Re-organization and Composition.

The Muntinlupa City Council for the Protection of Children (*MCCPC, for brevity*) is hereby re-organized and reconstituted as follows, with their respective designations, namely:

- | | | |
|----|---|-------------------|
| a. | Rozzano Rufino B. Biazon,
City Mayor | Chairperson; |
| b. | Artemio A. Simundac,
City Vice Mayor | Vice Chairperson; |
| c. | Alexson V. Diaz,
Chairperson,
Committee on Public Order, Security, and Safety | Member; |
| d. | Engr. Arlene D. Hilapo,
Chairperson,
Committee on Gender and Development | Member; |
| e. | Kenichi D. Takagi, Jr.,
President, Sangguniang Kabataan Federation,
Committee on Youth and Sports Development | Member; |
| f. | Engr. Allan A. Cachuela,
City Administrator | Member; |



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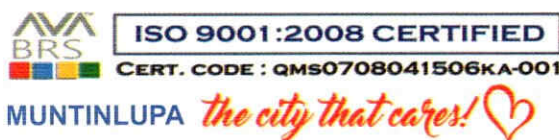
- g. Analyn A. Mercado, RSW,
Social Services Department Co-Chairperson;
- h. Gloria C. Aguhar, CESO V,
Department of the Interior and Local Government
Muntinlupa City Local Government Operations Office Member;
- i. Evangeline P. Ladines, CESO V,
Schools Division Office, Department of Education Member;
- j. Juancho H. Bunyi, MD, MPH,
City Health Office Member;
- k. Cynthia B. Viacrusis,
Youth Affairs and Sports Development Office Member;
- l. EnP. Alvin F. Veron,
City Planning and Development Office Member;
- m. Reggie V. Salonga,
Gender and Development Office Member;
- n. Necito M. Guico,
City Budget and Management Department Member;
- o. Atty. Genesi M. Santiago,
City Legal Office,
Local Civil Registry Member;
- p. Glenda Z. Aniñon,
Public Employment Service Office Member;
- q. Noemi M. Gonzales,
Public Information Office Member;
- r. Arian Clarence L. Caballero,
Muntinlupa Scholarship Program Member;
- s. Cecilia C. Lazarte,
Secretariat, Sangguniang Panlungsod Member;
- t. Jenny D. Mercado,
Early Childhood Education Division Member;
- u. Pamela V. Hernandez, VMD,
Office of the City Veterinarian Member;
- v. Edwin L. Dimatatac, MD, LIB.,
Ospital ng Muntinlupa Member;
- w. Caryl G. de Guzman, MD,
Persons with Disability Affairs Office Member;
- x. Mildred P. Andaleon,
Population Development Office Member;
- y. Erwin O. Alfonso, Ph.D.,
Department of Disaster Resilience and Management Member;
- z. Shienna P. Hernandez,
Urban Poor Affairs Office Member;
- aa. PCol. Florocito E. Ragudo (Ret.),
Drug Abuse Prevention and Control Office Member;





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- bb. Danidon M. Nolasco,
Muntinlupa Traffic Management Bureau Member;
- cc. Efren A. Villanueva,
City Security Office Member;
- dd. Janalodin T. Guiling,
Muslim Affairs Office Member;
- ee. Rosemarie I. Geli,
Community Affairs and Development Office Member;
- ff. Yobeth M. Balane,
People's Coordinating and Management Office Member;
- gg. Cecilia C. Lazarte,
Secretariat, Sangguniang Panlungsod Member;
- hh. Melania M. Casanova,
City Accounting Office Member;
- ii. Erwin P. Vibora,
Office of the City Treasurer Member;
- jj. Sarah P. Bandaña,
Tourism, Culture, and the Arts Department Member;
- kk. Nancy B. Torero,
Management Information Systems Office Member;
- ll. Engr. Dynadelle N. Aranda,
City Engineering Department Member;
- mm. Mailene S. Macaranas,
City Public Library Member;
- nn. Atty. Aileen Marie S. Gutierrez,
Office of the City Prosecutor Member;
- oo. Chief of Police,
Philippine National Police, Muntinlupa City Station Member;
- pp. FSupt. Eugene M. Briones,
Bureau of Fire Protection, Muntinlupa City Station Member;
- qq. Geronimo Gabriel Natividad III,
District 1, Child Representative Member;
- rr. Leyk Jairus M. Abella,
District 2, Child Representative Member;
- ss. Elton John Suguran,
Representative, Youth Sector Member;
- tt. Clementino Quiades, Jr.,
Representative, Labor Union Sector Member;
- uu. Amar Jit Singh,
President, GPTA Federation Member;
- vv. Miriam del Rosario,
Executive Director, Birthright Educators Foundation
Representative, Non-Government Organization Member;





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- ww. Charina C. Villena, MD, DPPS,
President, Muntinlupa City Medical Society
Administrator, Ellearca Kidz Academy Member;
- xx. John Coffey
Executive Director, Enhancing, Nurturing, Disciplining,
Empowering, Restoring Daycare Inc. Member; and
- yy. Catherine Mary R. Biazon,
Zonta Club of Alabang, Muntinlupa Member.

Section 2. Functions.

The MCCPC shall perform the following functions, namely:

- a. Devise plans and implement these into programs and policies of the Council, through the passage of a Resolution;
- b. Recommend, and, whenever necessary, submit policy directives to departments and offices of the City Government, through the issuance of a memorandum or order, duly signed by the City Mayor, for proper action;
- c. Enforce and implement the provisions contained in Section 5 of City Ordinance No. 17-110;
- d. Conduct the regular meeting of the Executive Committee (Execom) once every two (2) months. The City Mayor, through the Co-Chairperson, may call for a special meeting, if necessary;
- e. Conduct meetings per cluster to facilitate policy, plan and program formulation;
- f. Perform such other functions as may be necessary to implement the foregoing, as may be directed by competent authority, or as may be provided for by law.

Section 3. Expansion of the Council.

Further to Section 2 of City Ordinance No. 17-110, the Composition of the Local Council for the Protection of Children (Council, *for brevity*) is expanded, and shall be broken into five (5) partitions, namely:

- (a) The Rights Clusters;
- (b) The Technical Management Committee;
- (c) The Inter-Agency Monitoring Task Force;
- (d) The Secretariat; and
- (e) The Local Early Childhood Care and Development Committee.

Section 3.A The Rights Clusters.

Section 3.A.1 Cluster on Right to Survival.

The Cluster on Right to Survival shall be composed of the following individuals, namely:





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- a. Juancho H. Bunyi, MD, MPH
City Health Office Member;
- b. Pamela V. Hernandez, VMD,
Office of the City Veterinarian Member;
- c. Atty. Genesi M. Santiago,
Local Civil Registry Member;
- d. Edwin L. Dimatatac, MD, LIB.,
Ospital ng Muntinlupa Member;
- e. Maria Ana C. Ordenes,
City Nutrition Focal Person Member;
- f. Caryl G. de Guzman, MD,
Persons with Disability Affairs Office Member;
- g. Mildred P. Andaleon,
Muntinlupa Population Development Office Member.

Section 3.A.2 Cluster on Right to Development.

The Cluster on Right to Development shall be composed of the following individuals, namely:

- a. Evangeline P. Ladines, CESO V,
Schools Division Office, Department of Education, Member;
- b. Arian Clarence L. Caballero,
Muntinlupa Scholarship Program Member;
- c. Mailene S. Macaranas,
Muntinlupa City Public Library Member;
- d. Sarah P. Bendaña,
Tourism, Culture, and the Arts Department Member;
- e. Jenny D. Mercado
Early Childhood Education Division Member.

Section 3.A.3 Cluster on Right to Protection.

The Custer on Right to Protection shall be composed of the following individuals, namely:

- a. Analyn A. Mercado, RSW,
Social Services Department Member;
- b. Erwin O. Alfonso, Ph.D.,
Department of Disaster Resilience and Management Member;
- c. Glenda Z. Aniñon,
Public Employment Service Office Member;
- d. Atty. Aileen Marie S. Gutierrez ,
Office of the City Prosecutor Member;
- e. Chief of Police,
Philippine National Police, Muntinlupa City Station Member;





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- f. Shienna P. Hernandez,
Urban Poor Affairs Office Member;
- g. PCol. Florocito E. Ragudo (Ret.),
Drug Abuse Prevention and Control Office Member;
- h. Danidon M. Nolasco,
Muntinlupa Traffic Management Bureau Member;
- i. FSupt. Eugene M. Briones,
Bureau of Fire Protection, Muntinlupa City Station Member;
- j. Efren A. Villanueva,
City Security Office Member.

Section 3.A.4 Cluster on Right to Participation.

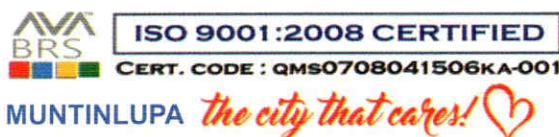
The Cluster on Right to Participation shall be composed of the following individuals, namely:

- a. Cynthia B. Viacrusis,
Youth Affairs and Sports Development Office Member;
- b. Janalodin T. Guiling,
Muslim Affairs Office Member;
- c. Rosemarie I. Geli,
Community Affairs and Development Office Member;
- d. Yobeth M. Balane,
People's Coordinating and Management Office Member.

Section 3.A.5 Cluster on Governance.

The Cluster on Governance shall be composed of the following individuals, namely:

- a. Gloria C. Aguhar, CESO V,
Department of the Interior and Local Government,
Muntinlupa City Local Government Operations Office Member;
- b. Engr. Allan A. Cachuela,
City Administrator Member;
- c. EnP. Alvin F. Veron,
City Planning and Development Office Member;
- d. Reggie V. Salonga,
Gender and Development Office Member;
- e. Noemi M. Gonzales,
Public Information Office Member;
- f. Atty. Genesi M. Santiago,
City Legal Office Member;
- g. Elizabeth A. Gaviola,
City Human Resources Management Department Member;
- h. Necito M. Guico,
City Budget and Management Department Member;





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| i. | Cecilia C. Lazarte,
Secretariat, Sangguniang Panlungsod | Member; |
| j. | Melania M. Casanova,
City Accounting Office | Member; |
| k. | Erwin P. Vibora,
Office of the City Treasurer | Member; |
| l. | Nancy B. Torero,
Management Information Systems Office | Member; |
| m. | Engr. Dynadelle N. Aranda,
City Engineering Department | Member. |

Section 3.A.6 Cluster of Representatives.

The Cluster of Representatives shall be composed of the following individuals, namely:

- | | | |
|----|--|---------|
| a. | Walter A. Arcilla,
President, Liga ng mga Barangay
Punong Barangay, Barangay Tunasan | Member; |
| b. | Allen F. Ampaya,
Punong Barangay, Barangay Poblacion | Member; |
| c. | Danilo R. Teves,
Punong Barangay, Barangay Putatan | Member; |
| d. | Adorado P. San Pedro,
Punong Barangay, Barangay Bayanan | Member; |
| e. | Christine May A. Abas,
Punong Barangay, Barangay Alabang | Member; |
| f. | Ruben P. Baes,
Punong Barangay, Barangay Ayala Alabang | Member; |
| g. | Rainier Emmanuelle B. Bulos,
Punong Barangay, Barangay Cupang | Member; |
| h. | Ronaldo L. Loresca,
Punong Barangay, Barangay Buli | Member; |
| i. | Rafael T. Sevilla,
Punong Barangay, Barangay Sucat | Member; |
| j. | Kenichi Takagi, Jr.,
President, Sangguniang Kabataan Federation | Member; |
| k. | Geronimo Gabriel Natividad III,
District 1, Child Representative | Member; |
| l. | Leyk Jairus M. Abella,
District 2, Child Representative | Member; |
| m. | Elton John Suguran,
Representative, Youth Sector | Member; |
| n. | Clementino Quiades, Jr.,
Representative, Labor Union Sector | Member; |





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- o. Amar Jit Singh,
President, GPTA Federation Member;
- p. Miriam del Rosario,
Executive Director, Birthright Educators Foundation
Representative, Non-Government Organization Member;
- q. Charina C. Villena, MD, DPPS,
President, Muntinlupa City Medical Society
Administrator, Ellearca Kidz Academy Member;
- r. John Coffey
Executive Director, Enhancing, Nurturing, Disciplining,
Empowering, Restoring Daycare Inc. Member; and
- s. Catherine Mary R. Biazon,
Zonta Club of Alabang, Muntinlupa Member.

Section 3.A.7. Functions of Clusters.

Common to all Clusters, from Sub-Section 3.A.1. to 3.A.6, the functions are enumerated below, namely:

- a. Convene all members and conduct regular meetings to discuss resolutions, position papers, proposed programs, and recommend and submit these to the Council;
- b. Conduct special meetings, when warranted;
- c. Conduct meetings per cluster to facilitate policy, plan and program formulation;
- d. Introduce innovations in programs and services, and propose or counsel pilot programs and services to the Council;
- e. Monitor and evaluate program implementation of member-departments and offices per cluster;
- f. Perform such other functions as may be necessary to implement the foregoing, as may be directed by competent authority, or as may be provided for by law.

Section 3.B. The Technical Management Committee.

Section 3.B.1. Composition.

The Technical Management Committee shall be composed of the following individuals, namely:

- a. Roger John P. Smith,
Deputy City Administrator
Office of the City Administrator Member;
- b. Cherry Hermano Navidad, MD,
City Nutrition Focal Office, City Health Office Member;
- c. Bernadette G. Ferino,
DILG Muntinlupa Local Government Operations Office Member;





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| d. | Venus S. Padua,
Social Services Department | Member; |
| e. | Adelfa R. de Guzman,
SAGIP ng Muntinlupa | Member; |
| f. | Joylyn A. Jana,
Early Childhood Education Division, SSD | Member; |
| g. | Liliosa B. Palce,
Schools Division Office | Member; |
| h. | Noemi M. Gonzales,
Public Information Office | Member; |
| i. | Jerry Ledda,
Youth Affairs and Sports Development Office | Member; |
| j. | Daniel Chito C. Valerio,
Local Civil Registry | Member; |
| k. | PSI Esther Arandia,
Women's and Children Protection Desk
PNP Muntinlupa City Station | Member; |
| l. | Jericson D. Luna,
City Budget and Management Department | Member; |
| m. | Engr. Romar U. Dagupan,
City Engineering Department | Member. |

Section 3.B.2 Functions.

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

- Conduct regular meetings, and special meetings, when warranted, and submit recommendations or position papers to the Council;
- Act as knowledge base and provide technical assistance to the compliance of the City of Muntinlupa to the Child-Friendly Local Governance Audit of DILG;
- Ensure compliance to all legal requirements and processes;
- Perform such other functions as may be necessary to implement the foregoing, as may be directed by competent authority, or as may be provided for by law.

Section 3.C. The Inter Agency Monitoring Task Force.

Section 3.C.1. Composition.

The Inter Agency Monitoring Task Force shall be composed of the following individuals, namely:

- | | | |
|----|---|-----------------|
| a. | Gloria C. Aguhar, CESO V,
DILG Muntinlupa Local Government Operations Office | Chairperson; |
| b. | Analyn A. Mercado, RSW,
Social Services Department | Co-chairperson; |





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| c. | EnP. Alvin F. Veron,
City Planning and Development Office | Member; |
| d. | Juancho H. Bunyi, MD, MPH
City Health Office | Member; |
| e. | Reggie V. Salonga,
Gender and Development Office | Member; |
| f. | Evangeline P. Ladines, CESO V,
Schools Division Office, Muntinlupa | Member; |
| g. | Miriam del Rosario,
Executive Director, Birthright Educators Foundation,
Representative, Non-Government Organization | Member. |

Section 3.C.2. Functions.

The Inter-Agency Monitoring Task Force shall perform the following functions, namely:

- Convene regularly or specially, when warranted;
- Monitor the operating functionality of the Barangay Council for the Protection of Children, through the conduct of the Annual Assessment using the evaluation tools and procedures in accordance with DILG Memorandum Circular No. 2008-126;
- Ensure compliance of all implementing departments and offices on standards and policies set forth;
- Perform such other functions as may be necessary to implement the foregoing, as may be directed by competent authority, or as may be provided for by law.

Section 3.D. The Secretariat.

Section 3.D.1. Composition.

The Secretariat shall be composed of the following individuals, namely:

- | | | |
|----|---|---------|
| a. | James Christopher Fadrilan,
DILG Muntinlupa Local Government Operations Office | Member; |
| b. | Louisa D. Catempohan,
Gender and Development Office | Member; |
| c. | Bianca Jireh T. Sagum,
City Planning and Development Office | Member; |
| d. | Shelly E. Diego,
Muntinlupa Population Development Office | Member; |
| e. | Janet D. Eulin,
Social Services Department | Member. |

Section 3.D.2. Functions.

The Secretariat shall perform the following functions, namely:





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- a. Coordinate the formulation and implementation of plans, programs, and policies issued by the Council, the Technical Management Committee, and the Inter Agency Monitoring Task Force;
- b. Mobilize resources, including those of City Government departments and offices, of individuals or agencies, whether private or public, 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 Council and the Inter Agency Monitoring Task Force;
- d. Issue notices of meetings and provide logistical support in the conduct of meetings, whether regular or special; write, file, and disseminate minutes of meeting; write, file, and send correspondences; and keep records updated;
- e. Perform such other functions as may be necessary to implement the foregoing, as may be directed by competent authority, or as may be provided for by law.

Section 3.E. Local Early Childhood Care and Development Committee.

Section 3.E.1. Composition.

The Local Early Childhood Care and Development Committee shall be composed of the following individuals, namely:

- | | | |
|----|--|--------------|
| a. | Rozzano Rufino B. Biazon,
City Mayor | Chairperson; |
| b. | Walter A. Arcilla,
Punong Barangay, Barangay Tunasan | Member; |
| c. | Allen F. Ampaya,
Punong Barangay, Barangay Poblacion | Member; |
| d. | Danilo R. Teves,
Punong Barangay, Barangay Putatan | Member; |
| e. | Adorado P. San Pedro,
Punong Barangay, Barangay Bayanan | Member; |
| f. | Christine May A. Abas,
Punong Barangay, Barangay Alabang | Member; |
| g. | Ruben P. Baes,
Punong Barangay, Barangay Ayala Alabang | Member; |
| h. | Rainier Emmanuelle B. Bulos,
Punong Barangay, Barangay Cupang | Member; |
| i. | Ronaldo L. Loresca,
Punong Barangay, Barangay Buli | Member; |
| j. | Rafael T. Sevilla,
Punong Barangay, Barangay Sucat | Member; |
| k. | Analyn A. Mercado, RSW,
Social Services Department | Member; |
| l. | Juancho H. Bunyi, MD, MPH,
City Health Office | Member; |



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CERT. CODE : QMS0708041506KA-001

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- m. Jenny D. Mercado,
Early Childhood Education Division Member;
- n. Charina C. Villena, MD, DPPS,
President, Muntinlupa City Medical Society
Administrator, Ellearca Kidz Academy
Representative, Non-Government Organization Member.

Section 3.E.2. Functions.

The functions of the Local Early Childhood Care and Development Committee shall be as follows, namely:

- a. Ensure the integrated delivery of programs and services in the National Child Development Center (NCDC), Child Development Centers (CDC), and Private Learning Centers (LCs);
- b. Provide support in the implementation of NCDC and CDC Improvement Plan;
- c. Support the implementation of the policies, plans, programs and projects developed by ECCD Council in the community;
- d. Resolve issues that may arise in the implementation of such programs and services;
- e. Promote awareness on ECCD through trainings, seminars, and campaigns;
- f. Documentation or data banking of related ECCD data and best practices for national and local policy formulation and monitoring of outcomes.

Section 4. Succession.

Each member in any of the above-identified groupings assumes membership because of the office he or she occupies. As such, in the event of removal, resignation, termination, transfer, severe incapacity, grave illness, death, or any similarly-situated circumstance of an official, officer or employee above-named, the successor thereof shall assume membership in the vacant position, without need for the issuance of another instrument or order.

For members belonging to the private sector, his or her successor shall be named by the City Mayor from a list of individuals prepared and endorsed by the remaining members of the grouping, as the case may be.

Section 5. Allowance.

Following Section 9 of Executive Order No. 29, Series of 2017, "permanent and expanded members of the Council shall be entitled to at least One Thousand (Php 1,000.00) Pesos allowance for every meeting attended, subject to the usual accounting and auditing laws, rules, and regulations."





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Section 6. Repealing Clause.

Any order or directive issued in the past inconsistent with any provision found herein shall be deemed repealed, revoked, or amended accordingly.

Section 7. Separability Clause.

Any provision in this Executive Order judicially decided illegal or administratively declared infirm shall not affect untouched provisions, which shall continue to have full force and effect.

Section 8. Effectivity Clause.

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

DONE AND EXECUTED on this 11th day of May 2023 in the City of Muntinlupa.


ROZZANO RUFINO B. BIAZON
City Mayor 



MUNTINLUPA *the city that cares!* 