



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

EXECUTIVE ORDER No. 32
 Series of 2023

**PROVIDING FOR THE CREATION OF THE TECHNICAL WORKING GROUP
 ON ROAD AND BRIDGE INFORMATION SYSTEM OF THE CITY OF MUNTINLUPA,
 ITS COMPOSITION AND FUNCTIONS**

WHEREAS, Section 524 of Republic Act 7160, also known as Local Government Code of 1991, provides that each local government unit shall conduct a periodic inventory of infrastructure and other community facilities and undertake the maintenance, repair, improvement, or reconstruction of these facilities through a closer cooperation among the various agencies of the national government operating within the province, city, or municipality concerned;

WHEREAS, the Department of the Interior and Local Government (DILG) issued Memorandum Circular No. 2011-52, dated 13 April 2011, with the subject "Submission of Local Roads Inventory to DILG" mandates the Provincial Governors, City and Municipal Mayors to faithfully comply with the provisions of Section 524 of the Local Government Code of 1991 relative to the Inventory on Infrastructure and facilitate submission of inventory of provincial and city roads annually and municipal and barangays roads every three years to the DILG Regional Offices;

WHEREAS, the DILG issued Memorandum Circular, dated 04 October 2019, with the subject "Completion of Validation of Road and Bridge Data in the Road and Bridge Information System (RBIS)" that directs all provincial and city governments to complete the validation of their road inventories through the Road and Bridges Information System (RBIS), which serves as the official platform of DILG in monitoring and reporting of local road inventory and condition;

WHEREAS, all Local Government Units (LGUs) under the supervision of the DILG are directed to complete the validation of their road inventories, organize their RBIS and designate focal persons;

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. Composition.





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The Technical Working Group (TWG, for brevity) on the Muntinlupa City Road and Bridge Information System Focal Persons (RBIS-FP) is hereby created, and it shall be composed of the following individuals, with their respective designations, namely:

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|-----|---|--|
| (a) | Engr. Romar U. Dagupan,
City Engineering Department | City-based Administrator User; |
| (b) | Engr. Lady Charmaine S.A. Gutierrez,
City Engineering Department | Supervisor User; |
| (c) | Engr. Eliazar A. Abes,
City Engineering Department | Encoder User; |
| (d) | Engr. Ralph Francis D. Arias,
City Engineering Department | Encoder User; |
| (e) | Jose David E. Adriano,
City Planning and Development Office | Encoder User; |
| (f) | Angel John A. Llemos,
City Planning and Development Office | Encoder User; |
| (g) | Arch. / EnP. May Ladica-Santiago,
City Planning and Development Office | City-based Viewer User; |
| (h) | Bernadette G. Ferino,
DILG-Muntinlupa Field Office | DILG Muntinlupa Field Office
Viewer User. |

The total Encoder Users shall not be limited to the above-mentioned names. It shall be the function of the City Engineering Department to enlist as many encoders needed for the completion of the task.

Membership among public officers is a function of their respective offices. As such, the resignation, removal, retirement, termination, severe incapacity, grave illness, death, and other similarly-situated circumstance of the member shall entitle the successor thereof to assume membership, without need for issuance of another order or instrument.

Section 2. Functions.

The TWG, dependent on the designation of the member, shall perform the following functions, namely:





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(a) City-based Administrator User.

A City-based Administrator User shall be in charge of User Management activities for user accounts assigned to their respective jurisdictions within the city only. While they can make changes in the access of user accounts, they shall refrain from making changes to the actual road data existing in the system.

(b) Encoder User.

The Encoder User is a city-based user that shall create, edit, and view road data pertaining to their assigned jurisdiction only.

(c) Supervisor User.

The Supervisor User is a city-based user that shall view road data pertaining to their assigned jurisdiction only. Supervisor Users shall likewise be in charge of reviewing roads that are newly created or edited by Encoder Users assigned to their jurisdiction. Changes to road data that have been initiated by Encoder Users shall only be finalized with the Supervisor's approval.

(d) City-based Viewer User.

The city-based Viewer User shall view road data pertaining to their assigned jurisdiction only. They shall not initiate changes to the road data, and they shall refrain from receiving tasks from the system.

(e) DILG Muntinlupa Field Office Viewer User.

The DILG Muntinlupa Field Office Viewer User shall view road data pertaining to the assigned jurisdiction only. Similar to the City-based Viewer, he or she shall refrain from making changes to the road data.

Section 3. Budget.

Budgetary allocation for the successful performance of the functions enumerated for the Encoders, Supervisor and City-based Administrator shall be for the account of the City





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Engineering Department, subject to availability of funds and proper observance of accounting rules and guidelines.

Section 4. Repealing Clause.

In the event any previously issued order runs counter to any provision found herein, the same shall be deemed repealed, revoked, or amended accordingly.


Section 5. 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 6. 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 6th day of June 2023 in the City of Muntinlupa.


ROZZANO RUFINO B. BIAZON
City Mayor 