



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

EXECUTIVE ORDER No. 55
Series of 2023

**PROVIDING FOR THE CREATION OF THE TOURISM DEVELOPMENT PLANNING
COMMITTEE OF THE CITY OF MUNTINLUPA, ITS COMPOSITION AND FUNCTIONS**

WHEREAS, Section 17 of Republic Act No. 7160, otherwise known as the Local Government Code of 1991, mandates local government units to efficiently and effectively provide tourism development and promotion programs and basic tourism services and facilities, that "include, but are not limited to, the following:

- (2) For a Municipality: (xi) Tourism facilities and other tourist attractions, including the acquisition of equipment, regulation and supervision of business concessions, and security services for such facilities;
- (3) For a Province: (xii) Tourism development and promotion programs;
- (4) For a City: All the services and facilities of the municipality and province, and in addition thereto...;"

WHEREAS, Section 447, *supra*, provides that "Powers, Duties, Functions and Compensation.

- (4) Regulate activities relative to the use of land, buildings and structures within the city in order to promote the general welfare and for said purpose shall:
 - (iv) Regulate the establishment, operation and maintenance of cafes, restaurants, beerhouses, hotels, motels, inns, pension houses, lodging houses, and other similar establishments, including tourist guides and transports;"

WHEREAS, Section 2 of Republic Act No. 9593, otherwise known as the National Tourism Act of 2009, provides that "(t)he State declares tourism as an indispensable element of the national economy and an industry of national interest and importance, which must be harnessed as an engine of socioeconomic growth and cultural affirmation to generate investment, foreign exchange and employment, and to continue to mold an enhanced sense of national pride for all Filipinos;"

WHEREAS, Department of Interior and Local Government Memorandum Circular No. 95-162, issued 02 October 1995, provides that "(a)ll local chief executives are encouraged to organize a Tourism Council composed of representatives from the government and private sectors;"





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

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

Section 1. Creation and Composition.

The Tourism Development Planning Committee of the City of Muntinlupa (TDPCCM) is hereby created, and it shall be composed of the following individuals, with their respective designations, namely:

- | | | |
|-----|---|--------------|
| (a) | Rozzano Rufino B. Biazon,
City Mayor | Chairperson; |
| (b) | Engr. Arlene Domingo-Hilapo,
Chairperson, Committee on Tourism, Culture, and
International Relations, Sangguniang Panlungsod | Member; |
| (c) | Engr. Marissa Cole-Rongavilla,
Chairperson, Committee on the Environment,
Natural and Aquatic Resources, Fisheries and Agriculture,
Sangguniang Panlungsod | Member; |
| (d) | President, Liga ng mga Barangay
<i>(at the time of writing, unelected, so the elected Punong Barangay
shall be included herein at the conclusion of elections)</i> | Member; |
| (e) | Jonas Angelo L. Abadilla,
President, Sangguniang Kabataan Federation | Member; |
| (f) | Sarah P. Bendaña,
Tourism, Culture, and the Arts Department | Member; |
| (g) | Roger John P. Smith,
Office of the City Administrator | Member; |
| (h) | EnP. Alvin F. Veron,
City Planning and Development Office | Member; |
| (i) | Necito M. Guico, CPA. LIB.,
City Budget and Management Department | Member; |
| (j) | Engr. Dynadelle N. Aranda,
City Engineering Department | Member; |
| (k) | Arch. Beaudon D. Causapin,
Office of the City Architect | Member; |
| (l) | Lorna B. Misa,
Environmental Protection and Natural Resources Office,
Environmental Sanitation Center, and
Lake Management Office | Member; |





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

- | | | |
|------|---|---------|
| (m) | Marilou Ordonio-Lobo,
Department of Agriculture, Extension Services Office | Member; |
| (n) | Elisa M. Hilapo,
Business Permits and Licensing Office | Member; |
| (o) | Ethel Roxanne S. Gemeniano,
Local Economic Investment and Promotions Office | Member; |
| (p) | Francisco A. Santella,
Muntinlupa City Technical Institute | Member; |
| (q) | Cynthia B. Viacrusis,
Youth Affairs and Sports Development Office | Member; |
| (r) | Glenda Zamora-Aniñon,
Public Employment Service Office | Member; |
| (s) | Reggie V. Salonga,
Gender and Development Office | Member; |
| (t) | Maylene V. Viñas,
Muntinlupa Entrepreneurs Financing Division | Member; |
| (u) | Randy I. Garcia,
Alabang Central Market | Member; |
| (v) | Danidon M. Nolasco,
Muntinlupa Traffic Management Bureau | Member; |
| (w) | Noemi M. Gonzales,
Public Information Office | Member; |
| (x) | Gerrovi Hernandez-Argana,
People's Coordinating and Monitoring Office | Member; |
| (y) | Erwin O. Alfonso, Ph.D.,
Department of Disaster Resilience and Management | Member; |
| (z) | Gloria C. Aguhar, CESO III,
Department of the Interior and Local Government,
Muntinlupa Field Operations Office | Member; |
| (aa) | P/Col. Angel L. Garcillano,
Philippine National Police,
Muntinlupa City Station | Member; |
| (bb) | C/SInsp. Marlon E. Mangubat,
Bureau of Corrections | Member; |
| (cc) | Senado A. Santiago,
Laguna Lake Development Authority | Member; |
| (dd) | Catherine C. Agustin,
Department of Tourism, National Capital Region | Member; |



ISO 9001:2008 CERTIFIED
CERT. CODE : QMS0708041506KA-001

MUNTINLUPA *the city that cares!* 



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

- | | | |
|------|---|---------|
| (ee) | Elvie Sanchez-Quiazon,
Vivere Suites,
Representative, Hospitality Sector | Member; |
| (ff) | Keren Happuch D. Arroyo,
San Beda College Alabang
Representative, Education Sector | Member; |
| (gg) | Rev. Fr. Rustico V. Cruz,
Parish Priest, San Roque de Alabang Parish
Representative, Religious Sector | Member; |
| (hh) | Vishal Murjani,
JCI Alabang,
Representative, Non-Governmental Organization | Member; |
| (ii) | Don S. Ubaldo,
Filinvest Alabang, Inc.,
Representative, Business Sector | Member; |
| (jj) | Ivan Anthony S. Henares,
Secretary General,
UNESCO National Commission of the Philippines | Member. |

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

On the other hand, for those belonging to the private sector, the successor thereof shall be so designated by the City Mayor from a list of names prepared, drawn, and submitted by the remaining members.

Section 2. Functions.

The TDPCCM shall perform the following functions, namely:

- (a) Prepare a work plan for the preparation of the Muntinlupa Tourism Circuit and Cultural Development Plan;
- (b) Formulate the Muntinlupa Tourism Circuit and Cultural Development Plan indicating therein flagship tourism programs and projects;
- (c) Coordinate with external agencies, local and foreign institutions for possible funding support of programs and projects identified under the Plan;
- (d) Monitor and evaluate the implementation of tourism development plans and projects;





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

- (e) Formulate programs to revitalize, upgrade, and accelerate the development of existing tourist attractions and destinations;
- (f) Develop an integrated system of information, promotion, marketing, and organization of all tourism-oriented and related programs and activities; and
- (g) Perform such other functions as maybe provided by law or competent authority.

Section 3. Roles of Members of the TDPCCM.

The Chairperson shall have the principal responsibility of directing and overseeing the development of the tourism plan, paying close attention to timeliness and proper implementation, inasmuch as the tourism plan is essentially a business plan. Any sound business plan is predicated on scheduling and seeing through. Hence, the Chairperson shall be responsible for chairing major tourism planning sessions, and shall designate a representative in sessions in case of unavailability.

The TDPCCM Members shall actively participate in all activities identified in the work plan. The TDPCCM shall develop realistic goals, and appropriate strategies, and identify programs, projects, and activities that best contribute to the attainment of the tourism goals and objectives of the locality, including designating individual assignments.

Section 4. Secretariat.

Staff members of the Tourism, Culture, and the Arts Department (TCAD) and the City Planning and Development Office (CPDO) shall perform the functions of the Secretariat. The Secretariat shall be responsible for the preparation and issuance of Notices of Meetings, whether special or regular; for logistical support to meetings; for taking down, recording and dissemination of Minutes of the Meeting; for correspondence; for administrative support to the MTCP; for liaison work; and for other functions as may be necessary to accomplish the foregoing or as may be directed by competent authority.

For this purpose, the designation of the staff members for this purpose shall be made by the respective Heads, and shall be submitted to the City Accounting Department for processing of honoraria.

Section 5. Meetings and Quorum.

The TCCM shall regularly meet once every quarter. Whenever warranted, a special meeting may be called for by the Chairperson. A majority of the members shall constitute a quorum.





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

Section 6. Honorarium.

Subject to availability of funds, sound auditing practices, reportorial documentation, and existing rules and regulations, each member of the TDPCCM shall the amount of One Thousand Five Hundred (₱1,500.00) Pesos. On the other hand, each member of the Secretariat shall receive the amount of One Thousand (₱1,000.00) Pesos.

Section 7. Funding.

The TCAD shall incorporate in its Annual Investment Plan (AIP) the funds necessary for the smooth and orderly discharge of the functions of the TDPCCM.

Section 8. 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 9. Separability Clause.

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

Section 10. Effectivity Clause.

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

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


ROZZANO RUFINO B. BIAZON
City Mayor

