

NINETEENTH CONGRESS OF THE)
REPUBLIC OF THE PHILIPPINES)
First Regular Session)



'22 SEP 29 A10 :36

SENATE

S. No. 1355

RECEIVED BY: _____

Introduced by SENATOR RAMON BONG REVILLA, JR.

**AN ACT
CONVERTING THE MUNICIPALITY OF CARMONA IN THE PROVINCE OF
CAVITE INTO A COMPONENT CITY TO BE KNOWN AS THE CITY OF
CARMONA**

EXPLANATORY NOTE

The Municipality of Carmona, a first-class urban municipality in the Province of Cavite, has long proven its economic viability and stability. For Fiscal Year 2020 and 2021, it has generated an average of local annual income of more than P 400 million. Its population has also reached 106,256, as of May 1, 2020 Census, conducted by the Philippine Statistics Authority (PSA).

Section 2 of the Republic Act No. 7160, otherwise known as the "*Local Government Code of 1991*" states, "that the territorial and political subdivisions of the State shall enjoy genuine and meaningful local autonomy to enable them to attain their fullest development as self-reliant communities and make them more effective partners in the attainment of national goals."

Relatedly, Section 1 of the Republic Act No. 11683, otherwise known as "*An Act Amending Section 450 of the Republic Act No. 7160, otherwise known as the Local Government Code of 1991, as Amended by Republic Act No. 9009, by Providing for the Requisites for the Conversion of a Municipality into a Component City, and For Other Purposes*" provides the basis of the conversion: "A municipality or a cluster of barangays with a locally generated average annual income, as certified by the Department of Finance, of at least Four hundred million pesos (P400,000,000.00) for the last two (2) consecutive years, based on 2012 Constant Prices, may also be

converted into a component city if it has either a population of not less than one hundred thousand (100,000) inhabitants as certified by the PSA or a contiguous territory of at least one hundred (100) square kilometers, as certified by the Land Management Bureau; *Provided, That* three (3) years after the effectivity of this Act and every three (3) years thereafter, the threshold amount of Four hundred million pesos (P400,000,000.00) shall be increased by five percent (5%).”

Hence, Carmona has complied with the criteria set forth by Republic Act No, 11683, and other pertinent laws on the matter.

Also, all the major indicators of the real and viable industrialization are present in Carmona, which includes leisure parks, hospitals, universities, subdivisions and real states, and the more than 450 industrial establishments, including the recent development of the 200-hectare Smart City of Carmona.

The proposed conversion will enhance Carmona’s capability of enticing more investments in the locality, increase peace and development, and improve the efficiency to respond to its growing need for better services of its constituents.

This bill seeks to convert the Municipality of Carmona into a component city of the Province of Cavite to be known as the City of Carmona.

In view of the foregoing, the passage of this bill is earnestly sought.


RAMON BONG REVILLA, JR. 

NINETEENTH CONGRESS OF THE)
REPUBLIC OF THE PHILIPPINES)
First Regular Session)



22 SEP 29 AIO :36

SENATE

S. No. 1355

RECEIVED BY: _____

Introduced by SENATOR RAMON BONG REVILLA, JR.

**AN ACT
CONVERTING THE MUNICIPALITY OF CARMONA IN THE PROVINCE OF
CAVITE INTO A COMPONENT CITY TO BE KNOWN AS THE CITY OF
CARMONA**

Be it enacted by the Senate and House of Representatives of the Congress assembled:

ARTICLE I

GENERAL PROVISIONS

1
2
3
4 Section 1. *Short Title.* – This Act shall be known as the "*Charter of the City of*
5 *Carmona.*"

6 Sec. 2. *The City of Carmona* – The Municipality of Carmona shall be converted
7 into a component city to be known as the City of Carmona, hereinafter referred to as
8 the City, which shall comprise the present jurisdiction of the Municipality of Carmona,
9 Province of Cavite.

10 The territorial jurisdiction of the City shall be within the present metes and
11 bounds of the Municipality of Carmona.

12 The foregoing provision shall be without prejudice to the resolution by the
13 appropriate agency or forum of existing boundary disputes or cases involving
14 questions of territorial jurisdiction between the City of Carmona and the adjoining local
15 government units (LGUs). Provided, That, the territorial jurisdiction of the disputed
16 area or areas shall remain with the LGU which has existing administrative supervision
17 over said area or areas until the final resolution of the case.

18 Sec. 3. *Corporate Powers of the City* – The City constitutes a political body

1 corporate and as such is endowed with the attributes of perpetual succession and
2 possessed of the powers which pertain to a municipal corporation to be exercised in
3 conformity with the provision of this Charter. The City shall have the following
4 corporate powers:

- 5 a. To have continuous succession in its corporate name;
- 6 b. To sue and be sued;
- 7 c. To have and use a corporate seal;
- 8 d. To acquire, hold and convey real or personal property;
- 9 e. To enter into any contract and/or agreement; and
- 10 f. To exercise such other powers, prerogatives, or authority subject to the
11 limitations provided under Republic Act No. 7160, as amended, otherwise
12 known as the Local Government Code of 1991, as amended, this Act or other
13 laws.

14 *Sec. 4. General Powers* – The City shall have a common seal and may alter the
15 same at pleasure: Provided, That any change of corporate seal shall be registered with
16 the Department of the Interior and Local Government (DILG). It shall exercise the
17 powers to levy taxes, fees and charges; to close and open roads, streets, alleys, parks
18 or squares; to take, purchase, receive, hold, lease, convey and dispose of real and
19 personal property for the general interests of the City; to expropriate or condemn
20 private property for public use; to contract and be contracted with, to sue and be
21 sued; to prosecute and defend to final judgment and execution suits wherein the City
22 is involved or interested in; and to exercise all the powers as are granted to
23 corporations or as hereinafter conferred.

24 *Sec. 5. General Welfare Clause* – The City shall exercise the powers expressly
25 granted, those necessarily implied therefrom, as well as powers necessary,
26 appropriate, or incidental for its efficient and effective governance, and those which
27 are essential to the promotion of the general welfare.

28 Within its territorial jurisdiction, the City shall ensure and support the
29 preservation and enrichment of its culture, promote health and safety, enhance the
30 right of the people to a balanced ecology, encourage and support the development of
31 appropriate and self-reliant scientific and technological capabilities, improve public
32 morals, enhance economic prosperity and social justice, promote full employment

1 among its residents, maintain peace and order, and preserve the comfort and
2 convenience of its inhabitants.

3 *Sec. 6. Liability for Damages* – The City and its officials shall not be exempt
4 from liability for death or injury to persons or damage to property.

5 *Sec 7. Jurisdiction of the City* – For police purposes, the jurisdiction of the City
6 shall be coextensive with its territorial jurisdiction and for the purpose of protecting
7 and ensuring the purity of the water supply of the City, such police jurisdiction shall
8 also extend over all the territory within the drainage area of such water supply, or
9 within one hundred meters (100 m.) of any reservoir, conduit, canal, aqueduct or
10 pumping station used in connection with the city water service.

11 The City Court of the City of Carmona and the city or municipal courts of the
12 adjoining cities and municipalities shall have concurrent jurisdiction to try crimes and
13 misdemeanors committed within the said drainage area or areas within said spaces of
14 one hundred meters (100 m.) of any reservoir, conduit, canal, aqueduct or pumping
15 station used in connection with the City water service delivery.

16 The court first taking jurisdiction of such offenses shall have jurisdiction to try
17 cases to the exclusion of others. The police forces of the municipalities and cities
18 concerned shall have concurrent jurisdiction with the police forces of the City for the
19 maintenance of good order and the enforcement of ordinances throughout said zone,
20 area or space. Any license that may be issued within said zone, area, or space shall
21 be granted by the proper authorities of the city or municipality concerned, and the
22 fees arising therefrom shall accrue to the treasury of the said city or municipality
23 concerned.

24

25

ARTICLE II

26

CITY OFFICIALS IN GENERAL

27

28 *Sec. 8. The Officials of the City of Carmona* –

29 a. There shall be in the City of Carmona: a City Mayor, a City Vice Mayor,
30 Sangguniang Panlungsod members, a Secretary to the Sangguniang
31 Panlungsod, a City Treasurer and an Assistant City Treasurer, a City Assessor
32 and an Assistant City Assessor, a City Accountant, a City Budget Officer, a City

1 Planning and Development Officer, a City Engineer and Assistant City Engineer,
2 a City Health Officer and an Assistant City Health Officer, a City Civil Registrar
3 and an Assistant City Civil Registrar, a City Administrator, a City Legal Officer,
4 a City Social Welfare and Development Officer, a City Veterinarian, and a City
5 General Services Officer.

6 b. In addition thereto, the City Mayor may appoint a City Environment and Natural
7 Resources Officer, a City Architect, a City Information Officer, a City
8 Cooperatives Officer, a City Population Officer, a City Agriculturist, a City Human
9 Resource and Management Officer, and a City Tourism Officer.

10 c. The Sangguniang Panlungsod may:

- 11 i. Maintain existing offices not mentioned in subsections (a) and (b)
12 hereof;
- 13 ii. Create such other offices as may be necessary to carry out the purposes
14 of the City Government; or
- 15 iii. Consolidate the functions of any office with those of another in the
16 interest of efficiency and economy.

17 d. Unless otherwise provided herein, heads of departments and offices shall be
18 appointed by the City Mayor with the concurrence of the majority of all the
19 Sangguniang Panlungsod members, subject to civil service law, rules and
20 regulations. The Sangguniang Panlungsod shall act on the appointment within
21 fifteen (15) days from the day of its submission, otherwise the same shall be
22 deemed confirmed.

23 e. Elective and appointive city officials shall receive compensation, allowances and
24 other emoluments as may be determined by law or ordinances, subject to the
25 budgetary limitations on personal services prescribed under Title Five, Book II
26 of the Local Government Code of 1991, as amended: Provided, That no increase
27 in the compensation of the City Mayor, City Vice Mayor and the Sangguniang
28 Panlungsod member shall take effect until after the expiration of the full term
29 of the local officials approving the increase.

30
31
32

1 **ARTICLE III**

2 **THE CITY MAYOR AND CITY VICE MAYOR**

3
4 *Sec. 9. The City Mayor –*

- 5 a. The City Mayor shall be the Chief Executive of the City and shall be elected at
6 large by the qualified voters of the City. The City Mayor shall, at the time of
7 the election, be at least twenty-one (21) years of age, a resident of the City for
8 at least one (1) year immediately preceding the day of the election, a qualified
9 registered voter therein, and be able to read and write Filipino or any local
10 language or dialect.'

11 The City Mayor, who shall hold office for three (3) years, unless sooner
12 removed, and shall not serve for more than three (3) consecutive terms in the
13 same position, shall receive a minimum monthly compensation corresponding
14 to salary grade thirty (30) as prescribed under Republic Act No. 6758, as
15 amended, otherwise known as the "Compensation and Position Classification
16 Act of 1989", and the implementing guidelines issued pursuant thereto and
17 such other compensation, emoluments and allowances as may be determined
18 by law.

- 19 b. The City Mayor, as the Chief Executive of the City Government, shall exercise
20 such powers and perform such duties and functions as provided under the Local
21 Government Code of 1991, as amended, this Act and other laws.

- 22 c. For efficient, effective, and economical governance the purpose of which is the
23 general welfare of the City and its inhabitants, the City Mayor shall:

24 i. Exercise general supervision and control over all programs, projects,
25 services, and activities of the City Government and, in this connection,
26 shall:

- 27 ii. Enforce all laws and ordinances relative to the governance of the City
28 and in the exercise of its appropriate corporate powers provided under
29 Section 22 of the Local Government Code of 1991, as amended,
30 implement all approved policies, programs, projects, services and
31 activities of the City and in addition to the foregoing, shall:

- 32 1. Ensure that the acts of the City's component barangays and of its

1 officials and employees are in accordance with the scope of their
2 prescribed powers, duties and functions;

3 2. Call for the conduct of conventions, conferences, seminars or
4 meetings of elective or appointive officials of the City, including
5 provincial and national officials and employees stationed in or
6 assigned to the City, at such time and place and on such subjects
7 as may be deemed important for the promotion of the general
8 welfare of the LGU and its inhabitants;

9 3. Issue such executive orders for the faithful and appropriate
10 enforcement and execution of laws and ordinances;

11 4. Be entitled to carry the necessary firearms within the territorial
12 jurisdiction of the City;

13 5. Act as the deputized representative of the National Police
14 Commission, formulate the peace and order plan of the City, and
15 upon its approval, implement the same; and as such, exercise
16 general and operational control and supervision over the police
17 forces in the City in accordance with Republic Act No. 6975,
18 otherwise known as the "Department of the Interior and Local
19 Government Act of 1990"; and,

20 6. Call upon the appropriate law enforcement agencies to suppress
21 disorder, riot, lawless violence, rebellion or sedition, or apprehend
22 violators of the law when public interest so requires such as when
23 City police forces cannot adequately cope with public disorder,
24 violence, and criminal activity.

25 iii. Initiate and maximize the generation of resources and revenues and
26 apply the same to the implementation of development plans, program
27 objectives and priorities, particularly the resources and revenues
28 programmed for agro-industrial development and countryside growth
29 and progress, and relative thereto, shall:

30 1. Require each head of an office or department to prepare and
31 submit an estimate of appropriations for the ensuing calendar
32 year, in accordance with the budget preparation process

- 1 enshrined in the Local Government Code of 1991, as amended;
- 2 2. Prepare and submit to the Sangguniang Panlungsod for approval
- 3 the executive and supplemental budgets of the City for the
- 4 ensuing calendar year in the manner provided for under the Local
- 5 Government Code of 1991, as amended;
- 6 3. Ensure that all taxes and other revenues of the City are collected
- 7 and that city funds are applied to the payment of expenses and
- 8 settlement of obligations of the City, in accordance with law or
- 9 ordinance;
- 10 4. Issue licenses and permits and suspend or revoke the same for
- 11 any violation of the conditions stipulated by law or ordinance and
- 12 upon which said licenses or permits had been issued;
- 13 5. Issue permits without need of approval therefor from any national
- 14 agency, for the holding of activities for any charitable or welfare
- 15 purpose, excluding prohibited games of chance or shows contrary
- 16 to law, public policy, and public morals;
- 17 6. Require owners of illegally constructed houses, buildings or other
- 18 structures to obtain the necessary permits, subject to such fines
- 19 and penalties as may be imposed by law or ordinance, or to make
- 20 necessary changes in the construction of the same when said
- 21 construction violates any law or ordinance, or to order the
- 22 demolition or removal of said house, building or structure within
- 23 the period prescribed by law or ordinance;
- 24 7. Adopt adequate measures to safeguard and conserve land,
- 25 mineral, forest, marine and other resources of the City;
- 26 8. Provide efficient and effective property and supply management
- 27 for the City Government, and protect the funds, credits, rights
- 28 and other properties of the City; and
- 29 9. Institute or cause to be instituted administrative or judicial
- 30 proceedings for violation of ordinances in the collection of taxes,
- 31 fees or charges, and for the recovery of funds and property; and
- 32 cause the City to be defended against all suits to ensure that its

- 1 interests, resources, and rights are adequately protected.
- 2 iv. Ensure the delivery of basic services and the provision of adequate
- 3 facilities and, in addition thereto:
- 4 1. Ensure that the construction and repair of roads and highways
- 5 funded by the National Government shall be, as far as practicable,
- 6 carried out in a spatially contiguous manner and in coordination
- 7 with the construction and repair of the roads and bridges of the
- 8 City and of the province; and,
- 9 2. Coordinate the implementation of technical services, including
- 10 public works and infrastructure programs, rendered by national
- 11 offices and provincial office.
- 12 v. Exercise such other powers and perform such other duties and functions
- 13 as provided under the Local Government Code of 1991, as amended,
- 14 and those that are prescribed by law or ordinance.
- 15 d. *The City Mayor shall hold office in the City Hall of the City of Carmona.*

16 Sec. 10. *The City Vice Mayor –*

- 17 a. There shall be a City Vice Mayor who shall be elected in the same manner
- 18 as the City Mayor and shall at the time of the election possess the same
- 19 qualifications as the City Mayor. The City Vice Mayor shall hold office for
- 20 three (3) years, unless sooner removed, and shall receive a monthly
- 21 compensation corresponding to salary grade twenty-six (26) as
- 22 prescribed under the "Compensation and Position Classification Act of
- 23 1989", as amended, and the implementing guidelines issued pursuant
- 24 thereto, and such other compensation, emoluments and allowances as
- 25 may be determined by law.
- 26 b. The City Vice Mayor shall exercise the following duties:
- 27 i. Act as presiding officer of the Sangguniang Panlungsod and sign
- 28 all warrants drawn on the City Treasury for all expenditures
- 29 appropriated for the operation of the Sangguniang Panlungsod;
- 30 ii. Subject to civil service law, rules and regulations, appoint all
- 31 officials and employees including the secretary of the
- 32 Sangguniang Panlungsod, except those whose manner of

- 1 appointment is specifically provided under the Local Government
2 Code of 1991, as amended;
- 3 iii. Assume the office of the City Mayor for the unexpired term of the
4 latter in the event of permanent vacancy as provided under the
5 Local Government Code of 1991, as amended;
- 6 iv. Exercise the powers and perform the duties and functions of the
7 City Mayor in cases of temporary vacancy as provided under the
8 Local Government Code of 1991, as amended; and
- 9 v. Perform such other duties and functions, and exercise such other
10 powers as provided under the Local Government Code of 1991,
11 as amended, and those that are prescribed by law or ordinance.
12

13 **ARTICLE IV**
14 **THE SANGGUNIANG PANLUNGSOD**
15

16 Sec. 11. *Composition and Compensation –*

- 17 a. The Sangguniang Panlungsod, the legislative body of the City, shall be
18 composed of the City Vice Mayor as the presiding officer, ten (10) regular
19 Sanggunian Members, the President of the City Chapter of the Liga ng mga
20 Barangay, the President of the Panlungsod na Pederasyon ng mga Sangguniang
21 Kabataan and the three (3) sectoral representatives from the following sectors,
22 as members: one (1) from the women sector; and, as shall be determined by
23 the Sangguniang Panlungsod within ninety (90) days prior to the holding of the
24 local elections, one (1) from the agricultural or industrial workers sector; and
25 one (1) from the other sectors, including the urban poor, indigenous cultural
26 communities, or persons with disabilities (PWDs).
- 27 b. The regular members of the Sangguniang Panlungsod and the
28 sectoral representatives shall be elected in the manner as may be provided for
29 by law.
- 30 c. The members of the Sangguniang Panlungsod shall receive a minimum monthly
31 compensation corresponding to Salary Grade Twenty Five (SG-25) as
32 prescribed under the "Compensation and Position Classification Act of 1989",

1 as amended, and the implementing guidelines issued pursuant thereto.

2 *Sec. 12. Powers, Duties, and Functions –*

3 a. The Sangguniang Panlungsod, as the legislative body of the City, shall enact
4 ordinances, approve resolutions and appropriate funds for the general welfare
5 of the City and its inhabitants pursuant to Section 16 of the Local Government
6 Code of 1991, as amended, and in the proper exercise of the corporate powers
7 of the City as provided under Section 22 of the Local Government Code, as
8 amended, and shall:

- 9 i. Approve ordinances and pass resolutions necessary for an efficient and
10 effective City Government and relative hereto shall:
- 11 ii. Review all ordinances approved by the Sangguniang Barangay and
12 executive orders issued by the Punong Barangay to determine whether
13 these are within the scope of the prescribed powers of the Sangguniang
14 Barangay and of the Punong Barangay;
- 15 iii. Maintain peace and order by enacting measures to prevent and suppress
16 lawlessness, disorder, riot, violence, rebellion or sedition and impose
17 penalties for the violation of said ordinances;
- 18 iv. Approve ordinances imposing a fine not exceeding Five thousand pesos
19 (P5,000) or an imprisonment for a period not exceeding one (1) year, or
20 both at the discretion of the court, for violation of a city ordinance;
- 21 v. Adopt measures to protect the inhabitants of the City from the harmful
22 effects of man-made or natural disasters and calamities, and to provide
23 relief services and assistance for victims during and in the aftermath of
24 said disasters or calamities and in their return to productive livelihood
25 following said events;
- 26 vi. Enact ordinances intended to prevent, suppress and impose appropriate
27 penalties for habitual drunkenness in public places, vagrancy,
28 mendicancy, prostitution, establishment and maintenance of houses of
29 ill-repute, gambling and other prohibited games of chance, fraudulent
30 devices and ways to obtain money or property, drug addiction,
31 maintenance of drug dens, drug pushing, juvenile delinquency, the
32 printing, distribution or exhibition of obscene or pornographic materials

1 or publications, and such other activities inimical to the welfare and
2 morals of the inhabitants of the City;

3 vii. Protect the environment and impose appropriate penalties for acts which
4 endanger the environment, such as dynamite fishing and other forms of
5 destructive fishing, illegal logging, smuggling of logs, smuggling of
6 natural resources products and of endangered species of flora and
7 fauna, slash-and-burn farming and such other activities which result in
8 pollution or in the acceleration of siltation of rivers and lakes, or in
9 ecological imbalance;

10 viii. Subject to the provisions of the Local Government Code of 1991, as
11 amended, and the pertinent laws, determine the powers and duties of
12 officials and employees of the City;

13 ix. Consistent with the "*Compensation and Classification Act of 1989*", as
14 amended, determine the positions and the salaries, wages, allowances
15 and other emoluments and benefits of officials and employees paid
16 wholly or mainly from city funds and provide for expenditures necessary
17 for the proper conduct of programs, projects, services, and activities of
18 the city government;

19 x. Authorize the payment of compensation to a qualified person not in the
20 government service who fills up a temporary vacancy, or grant an
21 honorarium to any qualified official or employee designated to fill a
22 temporary vacancy in a concurrent capacity, at the rate authorized by
23 law;

24 xi. Provide a mechanism and the appropriate funds therefor to ensure the
25 safety and protection of all City Government property, public documents,
26 or records such as those relating to property inventory, land ownership,
27 record of births, marriages, deaths, assessments, taxation, accounts,
28 business permits and such other records and documents of public
29 interest in the offices and departments of the Government;

30 xii. When the finances of the city government allow, provide for additional
31 allowances and other benefits to judges, prosecutors, public elementary
32 and high school teachers, and other national government officials

- 1 stationed in or assigned to the City;
- 2 xiii. Provide legal assistance to barangay officials who, in the performance of
- 3 their official duties or on the occasion thereof, have to initiate judicial
- 4 proceedings or defend themselves against legal actions; and
- 5 xiv. Provide for group insurance or additional insurance coverage for all
- 6 barangay officials, including members of barangay tanod brigades and
- 7 other service units, by public or private insurance companies, when the
- 8 finances of the city government allow said coverage.
- 9 b. Generate and maximize the use of resources and revenues for the development
- 10 plans, program objectives and priorities of the City, as provided under the Local
- 11 Government Code of 1991, as amended, with particular attention to agro-
- 12 industrial development and city-wide growth and progress, and relative thereto,
- 13 shall:
- 14 i. Approve the annual and supplemental budgets of the City Government
- 15 and appropriate funds for specific programs, projects, services and
- 16 activities of the City, or for other purposes not contrary to law in order
- 17 to promote the general welfare of the City and its inhabitants;
- 18 ii. Subject to the provisions of Book II of the Local Government Code of
- 19 1991, as amended, and applicable laws, and upon the majority vote of
- 20 all the members of the Sangguniang Panlungsod, enact ordinance
- 21 levying taxes, fees and charges, prescribing the rates thereof for general
- 22 and specific purposes and granting tax exemptions, incentives or reliefs;
- 23 iii. Subject to the provisions of Book II of the Local Government Code of
- 24 1991, as amended, and upon the majority vote of all the members of
- 25 the Sangguniang Panlungsod, authorize the City Mayor to negotiate and
- 26 contract loans and other forms of indebtedness;
- 27 iv. Subject to the provisions of Book II of the Local Government Code of
- 28 1991, as amended, and applicable laws, and upon the majority vote of
- 29 all the members of the Sangguniang Panlungsod, enact ordinances
- 30 authorizing the floating of bonds or other instruments of indebtedness,
- 31 for the purpose of raising funds to finance development projects;
- 32 v. Appropriate funds for the construction and maintenance or the rental of

1 buildings for the use of the City; and, upon the majority vote of all the
2 members of the Sangguniang Panlungsod, authorize the City Mayor to
3 lease to private parties such public buildings held in a proprietary
4 capacity, subject to existing laws, rules and regulations;

5 vi. Prescribe reasonable limits and restraints on the use of property within
6 the jurisdiction of the City;

7 vii. Adopt a comprehensive land use plan for the City: Provided, That the
8 formulation, adoption or modification of said plan shall be in coordination
9 with the approved provincial comprehensive land use plan;

10 viii. Reclassify lands within the jurisdiction of the City subject to the pertinent
11 provisions of the Local Government Code of 1991, as amended;

12 ix. Enact integrated zoning ordinance in consonance with the approved
13 comprehensive land use plan, subject to existing laws, rules and
14 regulations; establish fire limits or zones, particularly in populous
15 centers, and regulate the construction, repair or modification of buildings
16 within said fire limits or zones in accordance with the provisions of the
17 Fire Code of the Philippines;

18 x. Subject to national law, process and approve subdivision plans for
19 residential, commercial or industrial purposes and other development
20 purposes, and to collect processing fees and other charges, the proceeds
21 of which shall accrue entirely to the City: Provided, however, That where
22 approval of a national agency or office is required, said approval shall
23 not be withheld for more than thirty (30) days from receipt of the
24 application. Failure to act on the application within the period stated
25 above shall be deemed as approval thereof;

26 xi. With the concurrence of at least two-thirds (2/3) of all the members of
27 the Sangguniang Panlungsod, grant tax exemptions, incentives or reliefs
28 to entities engaged in community growth-inducing industries, subject to
29 the provisions of the Local Government Code of 1991, as amended;

30 xii. Grant loans or provide grants to other LGU or to national, provincial and
31 city charitable, benevolent or educational institutions: Provided, That
32 said institutions are operated and maintained within the City;

- 1 xiii. Implement a numbering system for residential, commercial and other
2 buildings in the City; and
- 3 xiv. Regulate the inspection, weighing, and measuring of articles of
4 commerce.
- 5 c. Subject to the provisions of the Local Government Code of 1991, as amended,
6 enact ordinances that grant franchises and authorize the issuance of permits or
7 licenses, upon conditions and for purposes that promote the general welfare of
8 the inhabitants of the City, and pursuant to this legislative authority, perform
9 the following duties and functions:
- 10 i. Fix and impose reasonable fees and charges for all services rendered by
11 the city government to private persons or entities;
- 12 ii. Regulate or fix license fees for any business or practice of profession
13 within the City and the conditions under which the license for said
14 business or practice of profession may be revoked and enact ordinances
15 levying taxes thereon;
- 16 iii. Provide for and set the terms and conditions under which public utilities
17 owned by the City shall be operated by the City Government, and
18 prescribe the conditions under which the same may be leased to private
19 persons or entities, preferably cooperatives;
- 20 iv. Regulate the display of and fix the license fees for signs, sign boards or
21 billboards at the place or places where the profession or business
22 advertised thereby is, in whole or in part, conducted;
- 23 v. Any law to the contrary notwithstanding, authorize and license the
24 establishment, operation and maintenance of cockpits, and regulate
25 cockfighting and commercial breeding of gamecocks: Provided, That
26 existing rights should not be prejudiced;
- 27 vi. Subject to the guidelines prescribed by the Department of
28 Transportation (DOTr), regulate the operation of tricycles and grant
29 franchises for the operation thereof within the territorial jurisdiction of
30 the City; and
- 31 vii. Upon approval by a majority vote of all the members of the Sangguniang
32 Panlungsod, grant a franchise to any person, partnership, corporation or

1 cooperative to do business within the City; establish, construct, operate
2 and maintain markets or slaughterhouses; or undertake such other
3 activities within the City as may be allowed by existing laws: Provided,
4 That cooperatives shall be given preference in the grant of such a
5 franchise.

6 d. Regulate activities relative to the use of land, buildings and structures within
7 the City in order to promote the general welfare and for said purpose:

- 8 i. Declare, prevent or abate any nuisance;
- 9 ii. With the concurrence of the majority of the members of the
10 Sangguniang Panlungsod as expressed during a meeting, a quorum
11 being present, deny the entry of legalized gambling by ordinance into
12 any part of the City, or regulate its place of operation in the City;
- 13 iii. Require that buildings and the premises thereof and any land within the
14 City be kept and maintained in a clean and sanitary condition; impose
15 penalties for any violation thereof; or upon failure to comply with said
16 requirement, require the filling up of any land or premises to a grade
17 necessary for proper sanitation at the expense of the owner,
18 administrator, or tenant concerned;
- 19 iv. Regulate the disposal of clinical and other wastes from hospitals, clinics
20 and other similar establishments in accordance with established
21 rules and regulations;
- 22 v. Regulate the establishment, operation and maintenance of cafes,
23 restaurants, beerhouses, hotels, motels, inns, pension houses, lodging
24 houses and other similar establishments, including tourist guides and
25 transportations;
- 26 vi. Regulate the sale, giving away, or dispensing of any intoxicating malt,
27 wine, or mixed or fermented liquors at any retail outlets;
- 28 vii. Regulate the establishment and provide for the inspection of steam
29 boilers or any heating device in buildings and the storage of inflammable
30 and highly combustible materials within the City;
- 31 viii. Regulate the establishment, operation, and maintenance of any
32 entertainment or amusement facilities, including theaters, circus venues,

1 billiard halls, public dancing schools, public dance halls, sauna baths,
2 massage parlors, and other places for entertainment or amusement;
3 regulate such other events or activities for amusement or entertainment,
4 particularly those which tend to disturb the community or annoy the
5 inhabitants, or require the suspension or suppression of the same; or
6 prohibit certain forms of amusement or entertainment in order to protect
7 the social and moral welfare of the community;

8 ix. Regulate the establishment, operation, and maintenance of funeral
9 parlors and the burial or cremation of the dead, subject to existing laws,
10 rules and regulations; and

11 x. Provide for the impounding of stray animals; regulate the keeping of
12 animals in homes or as part of a business, and the slaughter, sale or
13 disposition of the same; and adopt measures to prevent and penalize
14 cruelty to animals.

15 e. Approve ordinances which shall ensure the efficient and effective delivery of
16 the basic services and facilities as provided under the Local Government Code
17 of 1991, as amended, and in addition to said services and facilities, shall:

18 i. Provide for the establishment, maintenance, protection and conservation
19 of communal forest and watersheds, tree parks, greenbelts, mangroves,
20 and other similar forest development projects;

21 ii. Establish markets, slaughterhouses or animal corrals and authorize the
22 operation thereof by the City Government; and regulate the construction
23 and operation of private markets, talipapas or other similar buildings and
24 structures;

25 iii. Regulate the preparation and sale of meat, poultry, fish, vegetables,
26 fruits, fresh dairy products, and other foodstuffs for public consumption;

27 iv. Regulate the use of streets, avenues, alleys, sidewalks, bridges, parks
28 and other public places and approve the construction, improvement,
29 repair and maintenance of the same; establish bus and vehicle stops and
30 terminals or regulate the use of the same by privately-owned vehicles
31 which serve the public; regulate garages and operation of conveyances
32 for hire; designate stands to be occupied by public vehicles when not in

1 use; regulate the putting up of signs, signposts, awnings and awning
2 posts on the streets; and provide for the lighting, cleaning and sprinkling
3 of streets and public places;

4 v. Regulate traffic on all streets and bridges; prohibit encroachments or
5 obstacles thereon and, when necessary in the interest of public welfare,
6 authorize the removal of encroachments and illegal constructions in
7 public places;

8 vi. Subject to existing law, establish and provide for the maintenance,
9 repair, and operation of an efficient waterworks system to supply water
10 for the City's inhabitants and to purify the source of the water supply;
11 regulate the construction, maintenance, repair and use of hydrants,
12 pumps, cisterns and reservoirs; protect the purity and quantity of the
13 water supply of the City and, for this purpose, extend the coverage of
14 appropriate ordinances over all territories within the drainage area of
15 said water supply and within one hundred (100) meters of the reservoir,
16 canal, conduit, aqueduct, pumping station or watershed used in
17 connection with the water service; and regulate the consumption, use
18 or wastage of water and fix and collect charges therefor;

19 vii. Regulate the drilling and excavation of the ground for the laying of
20 water, gas, sewer, and other pipes, telecommunication cable wires and
21 the construction, repair, and maintenance of public drains, sewers,
22 cesspools, tunnels and similar structures; regulate the placing of poles
23 and the use of crosswalks, curbs and gutters; adopt measures to ensure
24 public safety against open canals, manholes, live wires and other similar
25 hazards to life and property; and regulate the construction and use of
26 private water closets, privies and other similar structures in buildings and
27 homes;

28 viii. Regulate the placing, stringing, attaching, installing,
29 repair, and construction of all gas mains, electric telegraph and
30 telephone wires, conduits, meters and other apparatus; and provide for
31 the correction, condemnation or removal of the same when found to be
32 dangerous to the welfare of the inhabitants;

- 1 ix. Subject to the availability of funds and to existing laws, rules and
2 regulations, establish and provide for the operation of vocational and
3 technical schools and similar post-secondary institutions and, with the
4 approval of the Department of Education (DepEd) and Technical
5 Education and Skills Development Authority (TESDA), as the case
6 maybe, fix and collect reasonable tuition fees and other school charges
7 in educational institutions supported by the City Government, subject to
8 existing laws on tuition fees;
- 9 x. Establish a scholarship fund for poor but deserving students in schools
10 located within its jurisdiction or for students residing within the City;
- 11 xi. Approve measures and adopt quarantine regulations to prevent the
12 introduction and spread of diseases;
- 13 xii. Provide for an efficient and effective system of solid waste and garbage
14 collection and disposal; prohibit littering and the placing or throwing of
15 garbage, refuse, and other wastes;
- 16 xiii. Provide for the care of persons with disabilities (PWDs), paupers, the
17 elderly, the sick, persons of unsound mind, abandoned minors, juvenile
18 delinquents, drug dependents, abused children and the youth below
19 eighteen (18) years of age; and subject to availability of funds, establish
20 and provide for the operation of centers and facilities for the said needy
21 and disadvantaged persons;
- 22 xiv. Establish and provide for the maintenance and improvement of jails and
23 detention centers, institute a sound jail management program, and
24 appropriate funds for the subsistence of detainees and convicted
25 prisoners in the City;
- 26 xv. Establish a council which shall promote culture and the arts, coordinate
27 with government agencies and non-governmental organizations and,
28 subject to the availability of funds, appropriate funds for the support and
29 development of the same; and Establish a council for the elderly and
30 senior citizens which shall formulate policies and adopt measures
31 mutually beneficial to the elderly and to the community; provide
32 incentives for nongovernmental agencies and entities and, subject to the

1 availability of funds, appropriate funds to support programs and projects
2 for the benefit of the elderly.

- 3 f. Perform such other duties and functions, and exercise such other powers as
4 provided under the Local Government Code of 1991, as amended, and those
5 that are prescribed by law or ordinance.

6
7 **ARTICLE V**
8 **PROCESS OF LEGISLATION**
9

10 Sec 13. *Internal Rules of Procedure –*

- 11 a. On the first regular session following the election of its members and within
12 ninety (90) days thereafter, the Sangguniang Panlungsod shall adopt or update
13 its existing rules of procedure.

- 14 b. The rules of procedure shall provide for the following:

15 i. The organization of the Sangguniang Panglungsod and the election of
16 its officers as well as the creation of standing committees which shall
17 include the committees on Appropriations, Revenues, Engineering and
18 Public Works, Education and Health, Women and Family, Human Rights,
19 Youth and Sports Development, Environmental Protection, Peace and
20 Order and Traffic, and Cooperatives; the general jurisdiction of each
21 committee; and the election of the Chairperson and members of each
22 committee;

23 ii. The order and calendar of business for each session;

24 iii. The legislative process;

25 iv. The parliamentary procedures which include the conduct of members
26 during sessions;

27 v. The discipline of members for disorderly behavior and absences without
28 justifiable cause for four (4) consecutive sessions for which they may be
29 censured, reprimanded, or excluded from the session, suspended for not
30 more than sixty (60) days or expelled: Provided, That the penalty of
31 suspension or expulsion shall require the concurrence of at least two-
32 thirds (2/3) vote of all the Sangguniang Panglungsod members: Provided

1 further, That a member convicted by final judgment to imprisonment of
2 at least one (1) year for any crime involving moral turpitude shall be
3 automatically expelled from the Sangguniang Panglungsod; and

4 vi. Such other rules as the Sangguniang Panglungsod may adopt.

5 *Sec. 14. Full Disclosure of Financial and Business Interests of Sangguniang Panlungsod*
6 *Members –*

7 a. Every Sangguniang Panlungsod member shall, upon assumption to office, make
8 a full disclosure of their business and financial interests. Such disclosure shall
9 also include a professional relationship or any relation by affinity or
10 consanguinity within the fourth civil degree, which a Sanggunian member may
11 have with any person, firm or entity affected by any ordinance or resolution
12 under consideration by the Sangguniang Panglungsod and which relationship
13 may result in conflict of interests. Such relationship shall include:

14 i. Ownership of stock or capital, or investment in the entity or firm to which
15 the ordinance or resolution may apply; and

16 ii. Contracts or agreements with any person or entity which the ordinance
17 or resolution under consideration may affect.

18 In the absence of a specific constitutional or statutory provision applicable to the
19 situation, "conflict of interest" refers to a situation where it may be reasonably
20 deduced that a member of the Sangguniang Panglungsod may not act in the public
21 interest due to some private, pecuniary or other personal considerations that may tend
22 to affect the exercise of judgment to the prejudice of the service or the public.

23 b. The disclosure required under this Act shall be made in writing and submitted
24 to the Secretary of the Sangguniang Panglungsod or the Secretary of the
25 concerned committee. The disclosure shall, in all cases, form part of the record
26 of the proceedings and shall be made in the following manner:

27 i. Disclosure shall be made before the member participates in the
28 deliberations on the ordinance or resolution under consideration:
29 Provided, That if the member did not participate during the deliberations,
30 the disclosure shall be made before voting on the ordinance or resolution
31 on second and third readings; and (2) Disclosure shall be made when a
32 member takes a position or makes a privilege speech on a matter that

1 may affect the business interest, financial connection or professional
2 relationship described herein.

3 Sec. 15. *Sessions* –

4 a. On the first day of the session immediately following the election
5 of its members, the Sangguniang Panlungsod shall, by resolution, fix the day, time
6 and place of its sessions. The minimum number of regular sessions shall be once a
7 week for the Sangguniang Panlungsod and twice a month for the Sangguniang
8 Barangay.

9 b. When the public interest so demands, special sessions may be called by the
10 City Mayor or by a majority of the members of the Sangguniang Panglungsod.

11 c. All Sangguniang Panglungsod sessions shall be open to the public unless a
12 closed-door session is ordered by an affirmative vote of a majority of the
13 members present, there being a quorum, in the public interest or for reasons
14 of security, decency or morality. No two (2) sessions, regular or special, may
15 be held in a single day.

16 d. In the case of special sessions of the Sanggunian, a written notice to the
17 members shall be served personally at the members' usual place of residence
18 at least twenty-four (24) hours before the special session is held.

19 Unless otherwise concurred in by two-thirds (2/3) vote of the Sangguniang
20 Panglungsod members present, there being a quorum, no other matters may be
21 considered at a special session except those stated in the notice.

22 e. The Sangguniang Panlungsod shall keep a journal and record of its proceedings
23 which may be published upon resolution of the majority of its members.

24 Sec. 16. *Quorum* –

25 a. A majority of all the members of the Sanggunian who have been elected and
26 qualified shall constitute a quorum to transact official business. Should a
27 question of quorum be raised during a session, the presiding officer shall
28 immediately proceed to call the roll of the members and thereafter announce
29 the results.

30 b. Where there is no quorum, the presiding officer may declare a recess until such
31 time as a quorum is constituted, or a majority of the members present may
32 adjourn from day to day and may compel the immediate attendance of any

1 member absent without justifiable cause by designating a member of the
2 Sangguniang Panglungsod to escort a member to the place where the session
3 is being conducted, with the assistance of a member or members of the police
4 force assigned in the territorial jurisdiction of the City of Carmona, to collect
5 and present the absent member at the session.

- 6 c. If there is still no quorum despite the enforcement of the immediately preceding
7 subsection, no business shall be transacted. The presiding officer shall, upon
8 proper motion duly approved by the members present, declare the session
9 adjourned for lack of quorum.

10 *Sec. 17. Approval of Ordinances –*

- 11 a. Every ordinance enacted by the Sangguniang Panlungsod shall be presented to
12 the City Mayor. If the City Mayor approves the same, the signature of the
13 Mayor shall be affixed on each and every page thereof. Otherwise, the
14 ordinance shall be vetoed and returned with statements on the objections to
15 the Sanggunian, which may proceed to reconsider the same. The Sanggunian
16 may override the veto of the City Mayor by two-thirds (2/3) vote of all its
17 members, thereby making the ordinance or resolution effective for all legal
18 intents and purposes.
- 19 b. The veto shall be communicated by the City Mayor to the Sangguniang
20 Panglungsod within ten (10) days; otherwise, the ordinance shall be deemed
21 approved as if it had been signed.

22 *Sec. 18. Veto Power of the City Mayor –*

- 23 a. The City Mayor may veto any ordinance of the Sangguniang Panlungsod on the
24 ground that it is ultra vires or prejudicial to the public welfare, and shall state
25 the reasons for the veto in writing.
- 26 b. The City Mayor shall have the power to veto any particular item or items of an
27 appropriations ordinance, an ordinance or resolution adopting a local
28 development plan and public investment program, or an ordinance directing
29 the payment of money or creating liability. In such a case, the veto shall not
30 affect the item or items which are not objected to. The vetoed item or items
31 shall not take effect unless the Sangguniang Panlungsod overrides the veto in
32 the manner herein provided: Provided, That any of the item or items in the

1 appropriations ordinance of the previous year corresponding to those vetoed,
2 shall be deemed re-enacted.

3 c. The City Mayor may veto an ordinance or resolution only once. The
4 Sangguniang Panglungsod may override the veto of the City Mayor by two-
5 thirds (2/3) vote of all its members, thereby making the ordinance effective
6 even without the approval of the City Mayor.

7 *Sec. 19. Review of City Ordinances by the Sangguniang Panlalawigan –*

8 a. Within three (3) days after approval, the Secretary to the Sangguniang
9 Panlungsod shall forward to the Sangguniang Panlalawigan for review, copies
10 of approved ordinances and the resolutions approving the local development
11 plans and public investment programs formulated by the local development
12 council.

13 b. Within thirty (30) days after receipt of copies of such ordinances and
14 resolutions, the Sangguniang Panlalawigan shall examine the documents or
15 transmit them to the Provincial Attorney or the Provincial Prosecutor for prompt
16 examination. The Provincial Attorney or the Provincial Prosecutor shall, within
17 a period of ten (10) days from receipt of the documents, inform the
18 Sangguniang Panlalawigan in writing of their comments or recommendations,
19 which may be considered by the Sangguniang Panlalawigan in making its
20 decision.

21 c. If the Sangguniang Panlalawigan finds that such an ordinance or resolution is
22 beyond the power conferred upon the Sangguniang Panlungsod concerned, it
23 shall declare such ordinance or resolution invalid in whole or in part. The
24 Sangguniang Panlalawigan shall enter its action in the minutes and shall advise
25 the corresponding city authorities of the action it has taken.

26 d. If no action has been taken by the Sangguniang Panlalawigan within thirty (30)
27 days after submission of such an ordinance or resolution, the same shall be
28 presumed consistent with law and is therefore valid.

29 *Sec. 20. Review of Barangay Ordinances by the Sangguniang Panlungsod –*

30 a. Within ten (10) days after their enactment, the Sangguniang Barangay shall
31 furnish copies of all barangay ordinances to the Sangguniang Panlungsod for
32 review as to whether the ordinance is consistent with law or city ordinances.

1 b. If the Sangguniang Panlungsod fails to take action on barangay ordinances
2 within thirty (30) days from receipt thereof, the same shall be deemed
3 approved.

4 c. If the Sangguniang Panlungsod finds the barangay ordinances inconsistent with
5 law or city ordinances, the Sangguniang Panlungsod shall, within thirty (30)
6 days from receipt thereof, return the same with its comments and
7 recommendations to the Sangguniang Barangay concerned for adjustment,
8 amendment or modification, in which case, the effectivity of the barangay
9 ordinance is suspended until such time as the revision called for is effected

10 Sec. 21. *Enforcement of Disapproved Ordinances or Resolutions* – Any attempt to
11 enforce any ordinance or any resolution approving the local development plan and
12 public investment program, after the disapproval thereof, shall be sufficient ground
13 for the suspension or dismissal of the official or employee concerned.

14 Sec. 22. *Effectivity of Ordinances or Resolutions* –

15 a. Unless otherwise stated in the ordinance or the resolution approving the local
16 development plan and public investment program, the same shall take effect
17 after ten (10) days from the date a copy thereof is posted in a bulletin board
18 at the entrance of the City Hall of Carmona, in the City's official webpage, and
19 in at least two (2) other conspicuous places in the City of Carmona not later
20 than five (5) days after approval thereof.

21 b. The Secretary of the Sangguniang Panlungsod shall cause the posting of an
22 ordinance or resolution in the bulletin board at the entrance of the City Hall,
23 the City's official webpage, and in at least two (2) conspicuous places in the
24 City not later than five (5) days after approval thereof. The text of the ordinance
25 or resolution shall be disseminated and posted in Filipino or English and in the
26 language or dialect understood by the majority of the people in the City, and
27 the secretary of the Sangguniang Panlungsod shall record such fact in a book
28 kept for the purpose, stating the dates of approval and posting.

29 c. Ordinances with penal sanctions shall be posted at prominent places in the City
30 Hall, for a minimum period of three (3) consecutive weeks. Such ordinances
31 shall also be published in a newspaper of general circulation within the City and
32 in the City's official webpage.

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29
30
31
32

ARTICLE VI

DISQUALIFICATIONS AND SUCCESSION FOR ELECTIVE CITY OFFICIAL

Sec. 23. *Disqualifications for Elective City Officials* – The following persons are disqualified from running for any elective position in the City:

- a. Those sentenced by final judgment for an offense involving moral turpitude or an offense punishable by one (1) year or more of imprisonment within two (2) years after serving sentence;
- b. Those removed from office as a result of an administrative case;
- c. Those convicted by final judgment for violating the oath of allegiance to the Republic of the Philippines;
- d. Those with dual citizenship;
- e. Fugitives from justice in criminal or nonpolitical cases here and abroad;
- f. Permanent residents in a foreign country or those who have acquired the right to reside abroad and continue to avail of the same right after the effectivity of the Local Government Code of 1991, as amended; and
- g. The insane or feeble-minded.

Sec. 24. *Permanent Vacancy in the Offices of the City Mayor and City Vice Mayor* –

a. If a permanent vacancy occurs in the office of the City Mayor, the City Vice Mayor shall become the City Mayor. If a permanent vacancy occurs in the office of the City Vice Mayor, the highest ranking Sangguniang Panlungsod member or, in case of the latter's permanent incapacity, the second highest ranking Sangguniang Panlungsod member shall become the City Mayor or City Vice Mayor, as the case may be. Subsequent vacancies in the said offices shall be filled automatically by the other Sangguniang Panlungsod members according to their ranking as defined under the Local Government Code of 1991, as amended.

b. If a permanent vacancy occurs in the office of the Punong Barangay, the highest ranking Sangguniang Barangay member or, in case of the latter's incapacity, the second highest Sangguniang Panlungsod member shall become the Punong Barangay.

c. A tie between or among the highest ranking Sangguniang Panlungsod members

1 shall be resolved by drawing of lots.

2 d. The successors, as defined herein, shall serve only the unexpired terms of their
3 predecessors.

4 e. For purposes of this Act, a permanent vacancy arises when an elective local official
5 fills in a higher vacant office, refuses to assume office, fails to qualify, dies, is
6 removed from office, voluntarily resigns or is otherwise permanently incapacitated
7 to discharge the functions of the office.

8 f. For purposes of succession as provided in this Act, ranking in the Sangguniang
9 Panlungsod shall be determined on the basis of the proportion of votes obtained by
10 each winning candidate to the total number of registered voters in the City in the
11 immediately preceding local election.

12 *Sec. 25. Permanent Vacancies in the Sangguniang Panlungsod* – Permanent vacancies
13 in the Sangguniang Panlungsod where automatic succession as provided above does
14 not apply shall be filled by appointments in the following manner:

15 a. The Provincial Governor shall make the aforesaid appointments;

16 b. Only the nominee of the political party under which the Sangguniang
17 Panlungsod member concerned had been elected and whose elevation to the
18 position next higher in rank created the last vacancy in the Sangguniang
19 Panlungsod shall be appointed in the manner provided herein. The appointee
20 shall come from the political party as that of the Sangguniang Panlungsod
21 member who caused the vacancy and shall serve the unexpired term of the
22 vacant office.

23 In the appointment herein mentioned, a nomination and a certificate of
24 membership of the appointee from the highest official of the political party
25 concerned shall be conditions sine qua non, and any appointment without such
26 nomination and certification shall be null and void ab initio and shall be a ground
27 for administrative action against the official responsible therefor;

28 c. In case the permanent vacancy is caused by a Sanggunian Panlungsod member
29 who does not belong to any political party, the City Mayor shall, upon
30 recommendation of the Sangguniang Panlungsod, appoint a qualified person to
31 fill the vacancy; and

32 d. In case of vacancy in the representation of the youth and the barangay in the

1 Sangguniang Panlungsod, said vacancy shall be filled automatically by the
2 official next in rank of the organization concerned.

3 *Sec. 26. Temporary Vacancy in the Office of the City Mayor –*

- 4 a. When the City Mayor is temporarily incapacitated to perform the duties for
5 physical or legal reasons such as when the City Mayor is on official leave from
6 duties, on travel abroad, or is suspended from office, the City Vice Mayor or
7 the highest ranking Sangguniang Panlungsod member shall automatically
8 exercise the powers and perform the duties and functions of the City Mayor,
9 except the power to appoint, suspend or dismiss employees which can only be
10 exercised if the period of temporary incapacity exceeds thirty (30) working
11 days.
- 12 b. Said temporary incapacity shall terminate upon submission to the Sangguniang
13 Panlungsod of a written declaration by the City Mayor of having reported back
14 to office. In cases where the temporary incapacity is due to legal cause, the
15 City Mayor shall also submit the necessary documents showing that said legal
16 cause no longer exists.
- 17 c. When traveling within the country but outside the territorial jurisdiction of the
18 City for a period not exceeding three (3) consecutive days, the City Mayor may
19 designate in writing the officer-in-charge of the office. Such authorization shall
20 specify the powers and functions that the local official concerned shall exercise
21 in the absence of the City Mayor except the power to appoint, suspend or
22 dismiss employees.
- 23 d. If the City Mayor fails or refuses to issue such authorization, the City Vice Mayor
24 or the highest ranking Sangguniang Panlungsod member, as the case maybe,
25 shall have the right to assume the powers, duties and functions of the said
26 office on the fourth (4th) day of absence of the City Mayor, subject to the
27 limitations provided in subsection (c) hereof.
- 28 e. Except as provided above, the City Mayor shall, in no case, authorize any local
29 official to assume the powers, duties and functions of the office, other than the
30 City Vice Mayor or the highest ranking Sangguniang Panlungsod member, as
31 the case may be.

1 **ARTICLE VII**

2 **THE APPOINTIVE OFFICIALS OF THE CITY: THEIR QUALIFICATIONS,**
3 **POWERS AND DUTIES**
4

5 *Sec. 27. The Secretary to the Sangguniang Panlungsod –*

6 a. There shall be a Secretary of the Sangguniang Panlungsod who shall be a career
7 official with the rank and salary equal to a head of a department or office.

8 b. The Secretary to the Sangguniang Panlungsod must be a citizen of the
9 Philippines, a resident of the City of Carmona, of good moral character, a holder
10 of a college degree preferably in the fields of law, commerce, or public
11 administration conferred by a recognized college or university, and a first grade
12 civil service eligible or its equivalent.

13 c. The Secretary to the Sangguniang Panlungsod shall:

14 i. Attend meetings of the Sangguniang Panlungsod and keep a journal of
15 its proceedings;

16 ii. Keep the seal of the City and affix it with signature to all ordinances,
17 resolutions, and other official acts of the Sangguniang Panlungsod and
18 present the same for the signature of the presiding officer;

19 iii. Forward to the City Mayor, for approval, copies of ordinances enacted
20 by the Sangguniang Panlungsod duly certified by the presiding officer,
21 in the manner provided in Section 54 of the Local Government Code of
22 1991, as amended;

23 iv. Forward to the Sangguniang Panlalawigan copies of duly approved
24 ordinances in the manner provided in Sections 56 and 57 of the Local
25 Government Code of 1991, as amended;

26 v. Furnish, upon the request of any interested party, certified copies of
27 records of public character in custody, upon payment to the City
28 Treasurer of such fees as may be prescribed by ordinance;

29 vi. Record in a book kept for the purpose, all ordinances and resolutions
30 enacted or adopted by the Sangguniang Panlungsod, with the dates of
31 passage and publication thereof;

32 vii. Ensure that staff services and non-confidential records are available to

- 1 the public during usual business hours;
- 2 viii. Translate into the dialect used by the majority of the inhabitants all
3 ordinances and resolutions immediately after their approval and cause
4 the publication of the same together with the original version in the
5 manner provided under the Local Government Code of 1991, as
6 amended;
- 7 ix. Take custody of the local archives and where applicable, the local library,
8 and annually account for the same; and
- 9 x. Perform other duties and functions and exercise such other powers as
10 provided under the Local Government Code of 1991, as amended, and
11 those that are prescribed by law or ordinance.

12 *Sec. 28. The City Treasurer. –*

- 13 a. The City Treasurer shall be appointed by the Secretary of the Department of
14 Finance (DOF) from a list of at least three (3) ranking eligible recommendees
15 of the City Mayor, subject to civil service law, rules, and regulations.
- 16 b. The City Treasurer shall be under the administrative supervision of the City
17 Mayor, to whom the City Treasurer shall report regularly on the tax collection
18 efforts of the City.
- 19 c. The City Treasurer must be a citizen of the Philippines, a resident of the City of
20 Carmona, of good moral character, a holder of a college degree in commerce,
21 public administration, or law from a recognized college or university, a first
22 grade civil service eligible or its equivalent and must have acquired at least five
23 (5) years experience in treasury or accounting work.
- 24 d. The City Treasurer shall receive such compensation, emoluments, and
25 allowances as may be determined by law.
- 26 e. The City Treasurer shall supervise the City Finance Department, and shall:
- 27 i. Advise the City Mayor, the Sangguniang Panlungsod and other local
28 government and national officials concerned regarding the disposition of
29 local government funds and on such other matters relative to public
30 finance;
- 31 ii. Take custody and exercise proper management of the funds of the City;
- 32 iii. Take charge of the disbursement of all funds of the City and such other

1 funds the custody of which may be entrusted to the City Treasurer by
2 law or other competent authority;

- 3 f. Inspect private commercial and industrial establishments within the jurisdiction
4 of the City in relation to the implementation of tax ordinances pursuant to the
5 provisions of the Local Government Code of 1991, as amended;
- 6 g. Maintain and update the tax information system of the City; and
- 7 h. Perform other duties and functions, and exercise such other powers as provided
8 under the Local Government Code of 1991, as amended, and those that are
9 prescribed by law or ordinance.

10 *Sec. 29. Assistant City Treasurer. -*

- 11 a. The Assistant City Treasurer may be appointed by the Secretary of the
12 Department of Finance (DOF) from a list of at least three (3) ranking eligible
13 recommendees of the City Mayor, subject to civil service law, rules and
14 regulations.
- 15 b. The Assistant City Treasurer must be a citizen of the Philippines, a resident of
16 the City of Carmona, of good moral character, a holder of a college degree
17 preferably in commerce, public administration or law from a recognized college
18 or university, a first grade civil service eligible or its equivalent and must have
19 acquired at least five (5) years experience in treasury or accounting work.
- 20 c. The Assistant City Treasurer shall assist the City Treasurer and perform such
21 duties as may be assigned by the latter.
- 22 d. The Assistant City Treasurer shall have authority to administer oaths concerning
23 official matters concerning the financial accounts handled by the City Treasurer
24 or those arising in the office of the City Treasurer.
- 25 e. The Assistant City Treasurer shall receive such compensation, emoluments and
26 allowances as may be determined by law.

27 *Sec. 30. The City Assessor -*

- 28 a. The City Assessor must be a citizen of the Philippines, a resident of the City of
29 Carmona, of good moral character, a holder of a college degree preferably in
30 civil or mechanical engineering, commerce, or any other related course from a
31 recognized college or university, a first grade civil service eligible or its
32 equivalent and must have acquired at least five (5) years experience in real

1 property assessment work or in any related field immediately preceding the
2 date of the appointment.

3 b. The City Assessor shall receive such compensation, emoluments and
4 allowances as may be determined by law.

5 c. The City Assessor shall take charge of the City Assessor's Department, and
6 shall:

7 i. Ensure that all laws and policies governing the appraisal and assessment
8 of real properties for taxation purposes are properly executed;

9 ii. Initiate, review, and recommend changes in policies and objectives,
10 plans and programs, techniques, procedures and practices in the
11 evaluation and assessment of real properties for taxation purposes;

12 iii. Establish a systematic method of real property assessment;

13 iv. Install and maintain real property identification and accounting systems;

14 v. Prepare, install, and maintain a system of tax mapping, showing
15 graphically all properties subject to assessment and gather all data
16 concerning the same;

17 vi. Conduct frequent physical surveys to verify and determine whether all
18 real properties within the City are properly listed in the assessment rolls;

19 vii. Exercise the functions of appraisal and assessment primarily for taxation
20 purposes of all real properties in the City;

21 viii. Prepare a schedule of the fair market value of the different classes of
22 real properties in accordance with the provisions of the Local
23 Government Code of 1991, as amended;

24 ix. Issue, upon request of any interested party, certified copies of
25 assessment records of real properties and all other records relative to its
26 assessment, upon payment of a service charge or fee to the City
27 Treasurer;

28 x. Submit every semester a report of all assessments, as well as
29 cancellations and modifications of assessments to the City Mayor and
30 the Sangguniang Panlungsod;

31 xi. Attend personally or through an authorized representative all sessions
32 of the Local Board of Assessment Appeals whenever an assessment is

- 1 subject of an appeal for reconsideration, and present or submit any
2 information or record in the possession of the City Property Valuation
3 and Assessment Department as may be required by the Board; and
4 xii. Perform such other duties and functions, and exercise such other powers
5 as provided under the Local Government Code of 1991, as amended,
6 and those that are prescribed by law or ordinance.

7 *Sec. 31. The Assistant City Assessor. -*

- 8 a. The Assistant City Assessor must be a citizen of the Philippines, a resident of
9 the City of Carmona, of good moral character, a holder of a college degree
10 preferably in civil or mechanical engineering, commerce, or any other related
11 course from a recognized college or university, a first grade civil service eligible
12 or its equivalent and must have acquired at least three (3) years experience in
13 real property assessment work or in any related field immediately preceding
14 the date of the appointment.
15 b. The Assistant City Assessor shall assist the City Assessor and perform such
16 other duties as may be assigned by the latter.
17 c. The Assistant City Assessor shall have the authority to administer oaths on all
18 declarations of real property for purposes of assessments.
19 d. The Assistant City Assessor shall receive such compensation, emoluments, and
20 allowances as may be determined by law.

21 *Sec 32. The City Accountant –*

- 22 a. The City Accountant must be a citizen of the Philippines, a resident of the City
23 of Carmona, of good moral character, a certified public accountant and must
24 have acquired experience in either treasury or accounting work immediately
25 preceding the date of the appointment for at least five (5) years.
26 b. The City Accountant shall receive such compensation, emoluments and
27 allowances as may be determined by law.
28 c. The City Accountant shall take charge of both the office of the accounting and
29 internal audit services of the City, and shall:
30 i. Install and maintain an internal audit system in the City;
31 ii. Prepare and submit financial statements to the City Mayor and to the
32 Sangguniang Panlungsod;

- 1 iii. Appraise the Sangguniang Panlungsod and other officials on the financial
2 condition and operations of the City;
- 3 iv. Certify the availability of budgetary allotment to which expenditures and
4 obligations may be properly charged;
- 5 v. Review supporting documents before the preparation of vouchers to
6 determine the completeness of requirements;
- 7 vi. Prepare statements of cash advances, liquidations, salaries,
8 allowances, reimbursements and remittances pertaining to the City;
- 9 vii. Prepare statements of journal vouchers and liquidation of the same and
10 other adjustments related thereto;
- 11 viii. Post individual disbursements to the subsidiary ledgers and other
12 appropriate record keeping instruments;
- 13 ix. Maintain individual ledgers for officials and employees of the City
14 pertaining to payrolls and deductions;
- 15 x. Record and post the details of purchased furniture, fixtures and
16 equipment, including disposal thereof, if any;
- 17 xi. Account for all issued requests for obligations and maintain and keep all
18 records and reports related thereto;
- 19 xii. Prepare journals and the analysis of obligations and maintain and keep
20 all records and reports related thereto; and
- 21 xiii. Perform such other duties and functions, and exercise such other powers
22 as provided under the Local Government Code of 1991, as amended,
23 and those that are prescribed by law or ordinance.

24 *Sec. 33. The City Budget Officer –*

- 25 a. The City Budget Officer must be a citizen of the Philippines, a resident of the
26 City of Carmona, of good moral character, a holder of a college degree
27 preferably in accounting, economics, public administration, or any related
28 course from a recognized college or university, a first grade civil service eligible
29 or its equivalent, and must have acquired at least five (5) years experience in
30 government budgeting or in any related field immediately preceding the date
31 of appointment.
- 32 b. The City Budget Officer shall receive such compensation, emoluments, and

1 allowances as may be determined by law.

2 c. The City Budget Officer shall take charge of the City Budget Department, and
3 shall:

4 i. Prepare forms, orders and circulars embodying instructions on budgetary
5 and appropriation matters for the signature of the City Mayor;

6 ii. Review and consolidate the budget proposals of the different
7 departments and offices of the City;

8 iii. Provide assistance to the City Mayor in the preparation of the City's
9 annual budget and in presenting the same during and budget hearings;

10 iv. Study and evaluate budgetary implications of proposed legislation and
11 submit comments and recommendations thereon;

12 v. Submit periodic budgetary reports to the Department of Budget and
13 Management (DBM);

14 vi. Coordinate with the City Treasurer, the City Accountant and the City
15 Planning and Development Officer for the purpose of budgeting;

16 vii. Assist the Sangguniang Panlungsod in reviewing the approved budgets
17 of component barangays;

18 viii. Coordinate with the City Planning and Development Officer in the
19 formulation of the development plan of the City; and

20 ix. Perform such other duties and functions, and exercise such other powers
21 as provided under the Local Government Code of 1991, as amended,
22 and those that are prescribed by law or ordinance.

23 *Sec. 34. The City Planning and Development Officer –*

24 a. The City Planning and Development Officer must be a citizen of the Philippines,
25 a resident of the City of Carmona, of good moral character, a holder of a college
26 degree preferably in urban planning, development studies, economics, public
27 administration, or in any related course from a recognized college or university,
28 a first grade civil service eligible or its equivalent, and must have at least five
29 (5) years experience in development planning or in any related field
30 immediately preceding the date of the appointment.

31 b. The City Planning and Development Officer shall receive such compensation,
32 emoluments and allowances as may be determined by law.

1 c. The City Planning and Development Officer shall take charge of the City
2 Planning and Development Coordinating Office, and shall:

- 3 i. Formulate integrated economic, social, physical and other development
4 plans and policies for consideration of the City;
- 5 ii. Conduct continuing studies, researches and training programs necessary
6 to evolve plans and programs for implementation;
- 7 iii. Integrate and coordinate all sectoral plans and studies undertaken by
8 the different functional groups or agencies;
- 9 iv. Monitor and evaluate the implementation of the different
10 development programs, projects and activities in the City in accordance
11 with the approved development plan;
- 12 v. Prepare comprehensive plans and other development planning
13 documents for the consideration of the local development council;
- 14 vi. Analyze the income and expenditure patterns, and formulate and
15 recommend fiscal plans and policies for consideration of the finance
16 committee of the City as provided under the Local Government Code of
17 1991, as amended;
- 18 vii. Promote people's participation in development planning within the City;
- 19 viii. Exercise supervision and control over the secretariat of the Local
20 Development Council; and
- 21 ix. Perform such other functions and duties and exercise such other powers
22 as provided under the Local Government Code of 1991, as amended,
23 and those that are prescribed by law or ordinance.

24 *Sec. 35. The City Engineer –*

- 25 a. The City Engineer must be a citizen of the Philippines, a resident of the City of
26 Carmona, of good moral character, a licensed civil engineer, and must have
27 practiced the engineering profession for at least five (5) years.
- 28 b. The City Engineer shall receive such compensation, emoluments and
29 allowances as may be determined by law.
- 30 c. The City Engineer shall take charge of the City Engineering Office, and shall:
 - 31 i. Initiate, review and recommend changes in infrastructure development
32 and public works policies, objectives, plans and programs of the City,

1 and the techniques, procedures and practices to be implemented relative
2 thereto;

3 ii. Advise the City Mayor on infrastructure, public works and other
4 engineering matters;

5 iii. Administer, coordinate, supervise and control the construction,
6 maintenance, improvement and repair of roads, bridges, other
7 engineering and public works projects of the City;

8 iv. Provide engineering services to the City, including investigation and
9 survey, engineering designs, feasibility studies, and project
10 management; and

11 v. Perform such other duties and functions, and exercise such other powers
12 as provided for under the Local Government Code of 1991, as amended,
13 and those that are prescribed by law or ordinance.

14 *Sec. 36. The Assistant City Engineer. –*

15 a. The Assistant City Engineer must be a citizen of the Philippines, a resident of
16 the City, of good moral character, a holder of a college degree preferably in
17 civil or mechanical engineering, commerce or any related course from a
18 recognized college or university and a first grade civil service eligible or its
19 equivalent and must have practiced the engineering profession or any related
20 field for at least three (3) years.

21 b. The Assistant City Engineer shall assist the City Engineer and perform such
22 other duties as may be assigned by the latter.

23 c. The Assistant City Engineer shall receive such compensation, emoluments and
24 allowances as may be determined by law.

25 *Sec. 37. The City Health Officer –*

26 a. The City Health Officer must be a citizen of the Philippines, a resident of the
27 City of Carmona, of good moral character, a licensed medical practitioner, and
28 must have practiced the medical profession for at least five (5) years.

29 b. The City Health Officer shall receive such compensation, emoluments and
30 allowances as may be determined by law.

31 c. The City Health Officer shall take charge of the City Health Services Office, and
32 shall:

- 1 i. Supervise the personnel and staff of the said office, formulate program
2 implementation guidelines and rules and regulations for the operation of
3 the said office for the approval of the city mayor in order to assist him
4 in the efficient, effective and economical implementation of health
5 service program geared to implement health- related projects and
6 activities;
- 7 ii. Formulate measures for the consideration of the Sangguniang
8 Panlungsod and provide technical assistance and support to the City
9 Mayor in carrying out activities to services provided under Section 17 of
10 the Local Government Code of 1991, as amended;
- 11 iii. Develop plans and strategies, and upon approval thereof by the City
12 Mayor, implement these with the health programs and projects which
13 the City Mayor is empowered to implement and which the Sangguniang
14 Panlungsod is empowered to provide under the Local Government Code
15 of 1991, as amended;
- 16 iv. Coordinate with national, regional and provincial health officials and with
17 other agencies of the government in the implementation of mitigation
18 policies and other measures during public health emergencies;
- 19 v. Supervise the delivery of basic health service, all City health centers,
20 hospitals, and clinics in accordance with City and national health policies
21 and programs such as those on dental health, maternal health, family
22 planning, nutrition, immunization, and environmental safety and
23 sanitation;
- 24 vi. In addition to the foregoing duties and functions, the City Health Officer
25 shall:
- 26 1. Formulate and implement policies, plans and projects to promote
27 the health of the people in the City;
- 28 2. Advise the City Mayor and the Sangguniang Panlungsod on
29 matters pertaining to health;
- 30 3. Execute and enforce all laws, ordinances and regulations relating
31 to public health;
- 32 4. Recommend to the Sangguniang Panlungsod, through the Local

- 1 Health Board, the passage of such ordinances necessary for the
2 preservation of public health;
- 3 5. Recommend the prosecution of any violation of sanitary laws,
4 ordinances or regulations;
- 5 6. Direct the sanitary inspection of all business establishments
6 selling food items or providing lodging accommodations such as
7 hotels, motels, lodging houses, and pension houses, in
8 accordance with the Sanitation Code;
- 9 7. Conduct health information campaigns and render health
10 intelligence services;
- 11 8. Coordinate with other government agencies and
12 nongovernmental organizations involved in the promotion and
13 delivery of health services;
- 14 vii. Be in the frontline of the delivery of health services, particularly during
15 and in the aftermath of man-made and natural disasters and calamities;
16 and
- 17 viii. Perform such other duties and functions, and exercise such other powers
18 as provided under the Local Government Code of 1991, as amended,
19 and those that are prescribed by law or ordinance.

20 *Sec. 38. The Assistant City Health Officer. –*

- 21 a. The Assistant City Health Officer must be a citizen of the Philippines, a resident
22 of the City, of good moral character, a licensed medical practitioner, and must
23 have practiced the medical profession for at least three (3) years.
- 24 b. The Assistant City Health Officer shall assist the City Health Officer and perform
25 such other duties as may be assigned by the latter.
- 26 c. The Assistant City Health Officer shall receive such compensation, emoluments
27 and allowances as may be determined by law.

28 *Sec. 39. The City Civil Registrar –*

- 29 a. The City Civil Registrar must be a citizen of the Philippines, a resident of the
30 City of Carmona, of good moral character, a holder of a college degree from a
31 recognized college or university, a first grade civil service eligible or its
32 equivalent and must have acquired at least five (5) years experience in civil

- 1 registry work.
- 2 b. The City Civil Registrar shall receive such compensation, emoluments and
3 allowances as may be determined by law.
- 4 c. The City Civil Registrar shall be responsible for the civil registration program in
5 the City of Carmona pursuant to the Civil Registry Law, the Civil Code, and
6 other pertinent laws, rules and regulations issued to implement them.
- 7 d. The City Civil Registrar shall take charge of the office of the City Civil Registry,
8 and shall:
- 9 i. Develop plans and strategies, and upon approval thereof by the City
10 Mayor, implement the same, particularly those which have to do with
11 the management and administration-related programs and projects
12 which the City Mayor is empowered to implement and which the
13 Sangguniang Panlungsod is empowered to provide under the Local
14 Government Code of 1991, as amended;
- 15 ii. In addition to the foregoing duties and functions, the City Civil Registrar
16 shall:
- 17 1. Accept all registrable documents and judicial decrees affecting the
18 civil status of persons;
- 19 2. File, keep and preserve in a secure place the books required by
20 law;
- 21 3. Transcribe and enter immediately upon receipt all registrable
22 documents and judicial decrees affecting the civil status of
23 persons in the appropriate civil registry books;
- 24 4. Transmit to the Office of the Civil Registrar-General, within the
25 prescribed period, duplicate copies of registered documents
26 required by law;
- 27 5. Issue certified transcripts or copies of any certificate or registered
28 documents upon payment of the required fees to the city
29 treasurer;
- 30 6. Receive applications for the issuance of a marriage license and,
31 after determining that the requirements and supporting
32 certificates and publication thereof for the prescribed period have

1 been complied with, issue the license upon payment of the
2 authorized fee to the city treasurer; and

3 7. Coordinate with the Philippine Statistics Authority (PSA) in
4 conducting educational campaigns for vital registration and assist
5 in the preparation of demographic data and other statistics for
6 the City of Carmona; and

7 iii. Perform such other duties and functions, and exercise such other powers
8 as provided under the Local Government Code of 1991, as amended,
9 and those that are prescribed by law or ordinance.

10 Sec. 40. *The Assistant City Civil Registrar.* –

- 11 a. The Assistant City Civil Registrar must be a citizen of the Philippines, a resident
12 of the City, of good moral character, a holder of college degree from a
13 recognized college or university, a first grade civil service eligible, and must
14 have acquired at least three (3) years experience in civil registry work or any
15 related field.
- 16 b. The Assistant City Civil Registrar shall assist the City Civil Registrar and perform
17 such other duties as may be assigned by the latter.
- 18 c. The Assistant City Civil Registrar shall receive such compensation, emoluments
19 and allowances as may be determined by law.

20 Sec. 41. *The City Administrator* –

- 21 a. The City Administrator must be a citizen of the Philippines, a resident of the
22 City of Carmona, of good moral character, a holder of a college degree
23 preferably in public administration, law, or any other related course from a
24 recognized college or university, a first grade civil service eligible or its
25 equivalent, and must have acquired at least five (5) years experience in
26 management and administrative work.
- 27 b. The term of the City Administrator is coterminous with that of the appointing
28 authority.
- 29 c. The City Administrator shall receive such compensations, emoluments and
30 allowances as may be determined by law.
- 31 d. The City Administrator shall take charge of the City Administrator's Office, and
32 shall:

- 1 i. Develop plans and strategies and upon approval thereof by the City
2 Mayor, implement the same, particularly those which have to do with
3 the management of administration-related programs and projects which
4 the City Mayor is empowered to implement and which the Sangguniang
5 Panlungsod is empowered to provide under the Local Government Code
6 of 1991, as amended;
- 7 ii. Assist in the coordination of the work of all the officials of the City under
8 the supervision, direction and control of the City Mayor, and for this
9 purpose, may convene the chiefs of offices and other officials of the
10 LGU;
- 11 iii. Establish and maintain a sound human resource development program
12 designed to promote career development and uphold the merit principle
13 in the local government service;
- 14 iv. Conduct a continuing organizational development program with the end
15 in view of instituting effective administrative reforms;
- 16 v. Be in the frontline of the delivery of administrative support services,
17 particularly those related to situations during and in the aftermath of
18 man-made and natural disasters or calamities;
- 19 vi. Recommend to the Sangguniang Panlungsod and the City Mayor policies,
20 programs and activities, relative to the management and administration
21 of the City; and
- 22 vii. Perform such other duties and functions, and exercise such other powers
23 as provided under the Local Government Code of 1991, as amended,
24 and those that are prescribed by law or ordinance.

25 *Sec. 42. The City Legal Officer –*

- 26 *a. The City Legal Officer must be a citizen of the Philippines, a resident of the City*
27 *of Carmona, of good moral character, a member of the Philippine Bar, and must*
28 *have practiced the law profession for at least five (5) years.*
- 29 *b. The term of the City Legal Officer shall be coterminous with that of the*
30 *appointing authority.*
- 31 *c. The City Legal Officer shall receive such compensation, emoluments and*
32 *allowances as may be determined by law.*

1 *d. The City Legal Officer, the chief legal counsel of the City, shall take charge of*
2 *the Office of the City Legal Service, and shall:*

- 3 i. Formulate measures and ordinances for the consideration of the
4 Sangguniang Panlungsod and provide legal assistance and support to
5 the City Mayor in carrying out the delivery of basic services and
6 provisions of adequate facilities;
- 7 ii. Develop plans and strategies, and upon approval thereof by the City
8 Mayor, implement the same, particularly those which have to do with
9 programs and projects related to legal services which the City Mayor is
10 empowered to implement and which the Sangguniang Panlungsod is
11 empowered to provide;
- 12 iii. Represent the City in all civil actions and special proceedings wherein
13 the LGU or any official thereof, in official capacity, is a party: Provided,
14 That in actions or proceedings where the City of Carmona is a party
15 adverse to the provincial government or to another component city or
16 municipality, a special legal officer may be employed to represent the
17 adverse party;
- 18 iv. When required by the City Mayor or Sanggunian, draft ordinances,
19 contracts, bonds, leases and other instruments involving any interest of
20 the City and provide comments and recommendations on any
21 instruments already drawn;
- 22 v. Render an opinion in writing on any question of law when requested to
23 do so by the City Mayor or Sangguniang Panlungsod;
- 24 vi. Investigate or cause to be investigated any local official or employee for
25 administrative neglect or misconduct in office and recommend the
26 appropriate action to the City Mayor or Sangguniang Panlungsod, as the
27 case may be;
- 28 vii. Investigate or cause to be investigated any person, firm or corporation
29 holding any franchise of exercising any public privilege for failure to
30 comply with any term or condition in the grant of such franchise or
31 privilege, and recommend appropriate action to the City Mayor or
32 Sangguniang Panlungsod, as the case may be;

- 1 viii. When directed by the City Mayor or Sanggunian Panlungsod, initiate and
2 prosecute, in the interest of the City, any civil action on any bond, lease
3 or other contract upon any breach or violation thereof;
- 4 ix. Review and submit recommendations on ordinances approved and
5 executive orders issued by component units;
- 6 x. Advise the City Mayor on all matters related to upholding the rule of law;
- 7 xi. Be in the frontline of protecting human rights and prosecuting any
8 violations thereof, particularly those which occur during and in the
9 aftermath of man-made and natural disasters or calamities; and
- 10 xii. Perform such other duties and functions, and exercise such other powers
11 as provided under the Local Government Code of 1991, as amended,
12 and those that are prescribed by law or ordinance.

13 *Sec. 43. The City Social Welfare and Development Officer –*

- 14 *a. The City Social Welfare and Development Officer must be a citizen of the*
15 *Philippines, a resident of the City of Carmona, of good moral character, a duly*
16 *licensed social worker or a holder of a college degree preferably in the fields of*
17 *social work, sociology, or any other related course from a recognized college or*
18 *university, a first grade civil service eligible or its equivalent, and must have*
19 *acquired at least five (5) years experience in the practice of the social work*
20 *profession immediately preceding the date of appointment.*
- 21 *b. The City Social Welfare and Development Officer shall receive such*
22 *compensation, emoluments and allowances as may be determined by law.*
- 23 *c. The City Social Welfare and Development Officer shall take charge of the Office*
24 *of Social Welfare and Development, and shall:*
- 25 *i. Formulate measures and strategies to ensure the delivery of basic*
26 *services and the provision of adequate facilities relative to social welfare*
27 *and development services for the approval of the Sanggunian*
28 *Panlungsod and to assist the City Mayor in carrying out these measures;”*
- 29 *ii. In addition to the foregoing duties, the Social Welfare and Development*
30 *Officer shall:*
- 31 *1. Identify the basic needs of the needy, the disadvantaged,*
32 *and impoverished and develop and implement appropriate*

- 1 *measures to alleviate their problems and improve their living*
2 *conditions;*
- 3 2. *Provide relief and appropriate crisis intervention for victims of*
4 *abuse and exploitation and recommend appropriate measures to*
5 *deter further abuse and exploitations;*
- 6 3. *Assist the City Mayor in implementing the barangay level program*
7 *for the total development and protection of children up to six (6)*
8 *years of age;*
- 9 4. *Facilitate the implementation of welfare programs for the*
10 *disabled, elderly and victims of drug addiction, the rehabilitation*
11 *of prisoners and parolees, the prevention of juvenile delinquency*
12 *and such other activities which would eliminate and minimize the*
13 *ill-effects of poverty;*
- 14 5. *Initiate and support youth welfare program that will enhance the*
15 *role of youth in nation-building;*
- 16 6. *Coordinate with government agencies and non-governmental*
17 *organizations whose purpose is the promotion and the protection*
18 *of all the needy, disadvantaged, underprivileged or impoverished*
19 *groups or individuals, particularly those identified to be vulnerable*
20 *and high risk to exploitation, abuse and neglect;*
- 21 iii. *Be in the frontline of the delivery of services particularly those concerned*
22 *with immediate relief and assistance during and in the aftermath of man-*
23 *made and natural disasters and calamities;*
- 24 iv. *Recommend to the Sangguniang Panlungsod and advise the City Mayor*
25 *on all other matters related to social welfare and development services*
26 *that will improve the livelihood and living conditions of the City's*
27 *inhabitants; and*
- 28 v. *Perform such other duties and functions, and exercise such other powers*
29 *as provided under the Local Government Code of 1991, as amended,*
30 *and those that are prescribed by law or ordinance.*

31 Sec. 44. *The City Veterinarian –*

- 32 a. *The City Veterinarian must be a citizen of the Philippines, a resident of the City*

1 of Carmona, of good moral character, a licensed doctor of veterinary medicine
2 and must have practiced the profession for at least three (3) years.

3 b. The City Veterinarian shall receive such compensation, emoluments and
4 allowances as may be determined by law.

5 c. The City Veterinarian shall take charge of the Office of Veterinary Services and
6 shall:

7 i. Formulate measures for the consideration of the Sangguniang
8 Panlungsod and provide technical assistance and support to the City
9 Mayor in carrying out measures to ensure the delivery of basic services
10 and provision of adequate facilities;

11 ii. Develop plans and strategies, and upon approval thereof by the City
12 Mayor, implement the same, particularly those which have to do with
13 veterinary-related activities which the City Mayor is empowered to
14 implement and which the Sangguniang Panlungsod is empowered to
15 provide;

16 iii. Advise the City Mayor on all matters pertaining to the slaughter of
17 animals for human consumption and the regulation of slaughterhouses;

18 iv. Regulate the keeping of domestic animals;

19 v. Regulate and inspect poultry, milk and dairy products for public
20 consumption;

21 vi. Enforce all laws and regulations for the prevention of cruelty to animals;

22 vii. Take the necessary measures to eradicate, prevent or cure all forms of
23 animal diseases;

24 viii. Be in the frontline of veterinary-related activities, such as during the
25 outbreak of highly contagious and deadly diseases and in situations
26 involving the depletion of animals or work and for human consumption,
27 particularly those arising from and as a result of man-made and natural
28 disasters or calamities;

29 ix. Recommend to the Sangguniang Panlungsod and advise the City Mayor
30 on all matters relative to veterinary services which will increase the
31 number and improve the quality of livestock, poultry and other domestic
32 animals used for work or human consumption; and

- 1 x. Perform such other duties and functions, and exercise such other powers
2 as provided under the Local Government Code of 1991, as amended,
3 and those that are prescribed by law or ordinance.

4 Sec. 45. *The City General Services Officer –*

- 5 a. The City General Services Officer must be a citizen of the Philippines, a resident
6 of the City of Carmona, of good moral character, a holder of a college degree
7 in public administration, business administration, or management conferred by
8 a recognized college or university, a first grade civil service eligible or its
9 equivalent and must have acquired at least five (5) years experience in general
10 services, including the management of supply, property, solid waste disposal
11 and general sanitation.
- 12 b. The City General Services Officer shall receive such compensation, emoluments
13 and allowances as may be determined by law.
- 14 c. The City General Services Officer shall take charge of the Office of the General
15 Services, and shall:
- 16 i. Formulate measures for the consideration of the Sangguniang
17 Panlungsod and provide technical assistance and support to the City
18 Mayor in carrying out measures to ensure the delivery of basic services
19 and provision of adequate facilities that require general services
20 expertise in technical support services;
- 21 ii. Develop plans and strategies, and upon approval thereof by the City
22 Mayor, implement the same, particularly those which have to do with
23 the general services that are supportive of the welfare of the inhabitants
24 of the City which the City Mayor is empowered to implement and which
25 the Sangguniang Panlungsod is empowered to provide;
- 26 iii. Take custody of and be accountable for all properties, real or personal,
27 owned by the City, and those conveyed to it in the form of donation,
28 reparation, assistance and counterpart of joint projects;
- 29 iv. With the approval of the City Mayor, assign building or land space to
30 local officials or other public officials who, by law, are entitled to the
31 space;
- 32 v. Recommend to the City Mayor the reasonable rental rates for local

- 1 government properties, whether real or personal, which will be leased
2 to public or private entities by the local government;
- 3 vi. Recommend to the City Mayor reasonable rental rates of private
4 properties which may be leased for the official use of the City;
- 5 vii. Maintain and supervise janitorial, security, landscaping and other related
6 services in all local government public buildings and other real property,
7 whether owned or leased by the LGU;
- 8 viii. Collate and disseminate information regarding prices, shipping and other
9 costs of supplies and other items commonly used by the LGU;
- 10 ix. Perform archival and record management with respect to records of
11 offices and departments of the LGU;
- 12 x. Perform all other functions pertaining to supply and property
13 management and enforce policies on records creation, maintenance and
14 disposal;
- 15 xi. Be in the frontline of general services-related activities, such as the
16 possible and imminent destruction or damage to records, supplies,
17 properties, and structure materials or debris, particularly during and in
18 the aftermath of man-made and natural disasters and calamities;
- 19 xii. Advise the City Mayor on all matters relative to general services; and
20 *xiii. Perform such other duties and functions, and exercise such other powers
21 as provided under the Local Government Code of 1991, as amended,
22 and those that are prescribed by law or ordinance.*

23 *Sec. 46. The City Environment and Natural Resources Officer –*

- 24 a. The City Environment and Natural Resources Officer must be a citizen of the
25 Philippines, a resident of the City of Carmona, of good moral character, a holder
26 of a college degree preferably in environment, forestry, agriculture or any other
27 related course from a recognized college or university, a first grade civil service
28 eligible or its equivalent and must have acquired at least five (5) years
29 experience in environment and natural resources management, conservation,
30 and utilization work.
- 31 b. The City Environment and Natural Resources Officer shall receive such
32 compensation, emoluments and allowances as may be determined by law.

- 1 c. The City Environment and Natural Resources Officer shall take charge of the
2 Office of the Environment Service Department and shall:
- 3 i. Formulate measures and ordinances for the consideration of the
4 Sangguniang Panlungsod and provide assistance and support to the City
5 Mayor in carrying out measures to ensure the delivery of basic services
6 and provision of adequate facilities relative to environment and natural
7 resources services as provided under Section 17 of the Local
8 Government Code of 1991, as amended;
 - 9 ii. Develop plans and strategies, and upon approval thereof by the City
10 Mayor, implement the same, particularly those which have to do with
11 environment and natural resources programs and projects which the City
12 Mayor is empowered to implement and which the Sangguniang
13 Panlungsod is empowered to provide;
 - 14 iii. Establish, maintain, protect and preserve communal forests,
15 watersheds, tree parks, mangroves, greenbelts, commercial forests and
16 similar forest projects like industrial tree farms and agro-forestry
17 projects;
 - 18 iv. Provide extension services to beneficiaries of forest development
19 projects and technical, financial and infrastructure assistance;
 - 20 v. Manage and maintain seed banks and produce seedlings for forest and
21 tree parks;
 - 22 vi. Provide extension services to beneficiaries of forest development
23 projects and render assistance for natural resources-related
24 conservation and utilization activities consistent with ecological balance;
 - 25 vii. Coordinate with government agencies and nongovernmental
26 organizations in the implementation of measures to prevent and control
27 land, air, and water pollution with the assistance of the Department of
28 Environment and Natural Resources (DENR);
 - 29 viii. Be in the frontline of the delivery of services concerning the environment
30 and natural resources, particularly in the renewal and rehabilitation of
31 the environment during and in the aftermath of man-made and natural
32 disasters and calamities;

- 1 ix. Recommend measures to the Sangguniang Panlungsod and advise the
2 City Mayor on all matters relative to the protection, conservation,
3 maximum utilization, application of appropriate technology and other
4 matters related to the environment and natural resources; and
5 x. Perform such other duties and functions, and exercise such other powers
6 as provided under the Local Government Code of 1991, as amended,
7 and those that are prescribed by law or ordinance.

8 Sec. 47. *The City Architect* –

- 9 a. The City Architect must be a citizen of the Philippines, a resident of the City of
10 Carmona, of good moral character, a duly licensed architect and must have
11 practiced the architectural profession for at least five (5) years.
12 b. The City Architect shall receive such compensation, emoluments and
13 allowances as may be determined by law.
14 c. The City Architect shall take charge of the Office of Architectural Planning and
15 Design, and shall:
16 i. Formulate measures for the consideration of the Sangguniang
17 Panlungsod and provide technical assistance and support to the City
18 Mayor in carrying out measures to ensure the delivery of basic services
19 and provision of adequate facilities relative to architectural planning and
20 design;
21 ii. Develop plans and strategies, and upon approval thereof by the City
22 Mayor, implement the same, particularly those which have to do with
23 architectural planning and design programs and projects which the City
24 Mayor is empowered to implement and which the Sangguniang
25 Panlungsod is empowered to provide;
26 iii. Prepare and recommend for consideration of the Sangguniang
27 Panlungsod the architectural plan and design for the LGU or a part
28 thereof, including the renewal of slums and blighted areas, land
29 reclamation activities, the greening of landscapes, the development of
30 appropriate plans for the preservation and protection of marine and
31 foreshore areas;
32 iv. Review and recommend for appropriate action of the Sanggunian

1 Panlungsod or City Mayor, as the case maybe, the architectural plans
2 and design submitted by governmental and nongovernmental entities or
3 individuals, particularly those for undeveloped, underdeveloped, and
4 poorly designed areas;

5 v. Coordinate with government and non-government entities and
6 individuals involved in the aesthetics and the maximum utilization of the
7 land and water within the jurisdiction of the LGU in the implementation
8 of plans and programs for the preservation of environmental integrity
9 and ecological balance.

10 vi. Be in the frontline of the delivery of services involving architectural
11 planning, design, and spatial distribution of basic facilities and physical
12 structures especially in the aftermath of man-made and natural disasters
13 or calamities;

14 vii. Advise the City Mayor on all matters relative to architectural planning
15 and design as it relates to the total socio-economic development of the
16 City; and

17 viii. Perform such other duties and functions, and exercise such other powers
18 as provided under the Local Government Code of 1991, as amended,
19 and those that are prescribed by law or ordinance.

20 Sec. 48. The City Information Officer –

21 a. The City Information Officer must be a citizen of the Philippines, a resident of
22 the City of Carmona, of good moral character, a holder of a college degree
23 preferably in journalism, mass communications, or any related course from a
24 recognized college or university, a first grade civil service eligible or its
25 equivalent and must have acquired at least three (3) years experience in writing
26 articles and research papers, or writing for print, television, or broadcast media.

27 b. The City Information Officer shall receive such compensation, emoluments and
28 allowances as may be determined by law.

29 c. The term of the City Information Officer shall be coterminous with that of the
30 appointing authority;

31 d. The City Information Officer shall take charge of the Office of the City
32 Information and Community Relations Department, and shall:

- 1 i. Formulate measures for the consideration of the Sangguniang
2 Panlungsod and provide technical assistance and support to the City
3 Mayor in providing the appropriate information and research data
4 required for the delivery of basic services and provision of adequate
5 facilities so that the public becomes aware of said services and may fully
6 avail of the same;
- 7 ii. Develop plans and strategies, and upon approval thereof by the City
8 Mayor, implement the same, particularly those which have to do with
9 public information and research data to support programs and projects
10 which the City Mayor is empowered to implement and which the
11 Sangguniang Panlungsod is empowered to provide;
- 12 iii. Provide relevant, adequate and timely information to the LGU and its
13 residents;
- 14 iv. Furnish information and data on the local government agencies or offices
15 as may be required by law or ordinance, and non-governmental
16 organizations to be furnished to said agencies and organizations;
- 17 v. Maintain effective liaison with the various sectors of the community on
18 matters and issues that affect the livelihood and the quality of life of the
19 City's inhabitants and encourage support for programs of the local and
20 national government;
- 21 vi. Be in the frontline in providing information during and in the aftermath
22 of man-made and natural calamities and disasters or calamities, with
23 special attention to the victims thereof, to help minimize injuries and
24 casualties during and after the emergency, and to accelerate relief and
25 rehabilitation;
- 26 vii. Recommend to the Sangguniang Panlungsod and advise the City Mayor
27 on all matters relative to public information and research data as it
28 relates to the total socioeconomic development of the City; and
- 29 viii. Perform such other duties and functions, and exercise such other powers
30 as provided under the Local Government Code of 1991, as amended,
31 and those that are prescribed by law or ordinance.

32 *Sec. 49. The City Cooperatives Officer –*

- 1 a. The City Cooperatives Officer must be a citizen of the Philippines, a resident of
2 the City of Carmona, of good moral character, a holder of college degree
3 preferably in business administration with special training on cooperatives or
4 any related course from a recognized college or university, a first grade civil
5 service eligible or its equivalent and must have acquired at least five (5) years
6 experience on d cooperatives development, organization, and management.
- 7 b. The City Cooperatives Officer shall receive such compensation, emoluments
8 and allowances as may be determined by law.
- 9 c. The City Cooperatives Officer shall take charge of the Office for the
10 Development of Cooperatives, and shall:
- 11 i. Formulate measures for the consideration of the Sangguniang
12 Panlungsod and provide technical assistance and support to the City
13 Mayor in carrying out measures to ensure the delivery of basic services
14 and the provision of facilities through the development of cooperatives,
15 and in providing access to such services and facilities;
- 16 ii. Develop plans and strategies, and upon approval thereof by the City
17 Mayor, implement the same, particularly those which have to do with
18 the integration of cooperatives principles and methods in programs
19 which the City Mayor is empowered to implement and which the
20 Sangguniang Panlungsod is empowered to provide;
- 21 iii. Assist in the organization of cooperatives;
- 22 iv. Provide technical and other forms of assistance to existing cooperatives
23 to enhance their viability as an economic enterprise and social
24 organization;
- 25 v. Assist cooperatives in establishing linkages with government agencies
26 and non government organizations involved in the promotion and
27 integration of the concept of cooperatives in the livelihood of the people
28 and other community activities;
- 29 vi. Be in the frontline of cooperative organization, rehabilitation or viability-
30 enhancement, particularly during and in the aftermath of man-made and
31 natural calamities or disasters, to aid in their survival and, if necessary,
32 subsequent rehabilitation;

- 1 vii. Recommend to the Sangguniang Panlungsod and advise the City Mayor
2 on all other matters relative to cooperatives development and viability
3 enhancement which will improve the livelihood and quality of life of the
4 inhabitants; and
- 5 viii. Perform such other duties and functions, and exercise such other powers
6 as provided under the Local Government Code of 1991, as amended,
7 and those that are prescribed by law or ordinance.

8 Sec. 50. *The City Population Officer –*

- 9 a. *The City Population Officer must be a citizen of the Philippines, a resident of*
10 *the City of Carmona, of good moral character, a holder of a college degree in*
11 *any of the social science disciplines conferred by a recognized college or*
12 *university, and preferably specialized training in population development, a first*
13 *grade civil service eligible or its equivalent and must have acquired at least five*
14 *(5) years experience in the implementation of programs on population*
15 *development or responsible parenthood.*
- 16 b. *The City Population Officer shall receive such compensation, emoluments and*
17 *allowances as may be determined by law.*
- 18 c. *The City Population Officer shall take charge of the Office on Population*
19 *Development, and shall:*
- 20 i. *Formulate measures for the consideration of the Sangguniang*
21 *Panlungsod and provide technical assistance and support to the City*
22 *Mayor in carrying out measures to ensure the delivery of basic services*
23 *and provision of adequate facilities through the integration of the*
24 *population development principles and in providing access to said*
25 *services and facilities;*
- 26 ii. *Develop plans and strategies, and upon approval thereof by the City*
27 *Mayor, implement the same, particularly those which have to do with*
28 *the integration of population development principles and methods in*
29 *program and projects which the City Mayor is empowered to implement*
30 *and which the Sangguniang Panlungsod is empowered to provide;*
- 31 iii. *Assist the City Mayor in the implementation of the constitutional*
32 *provisions relative to population development and the promotion of*

- 1 *responsible parenthood;*
2 *iv. Establish and maintain an updated data bank for program*
3 *operations, development planning and an educational program to ensure*
4 *the people's participation in and understanding of population*
5 *development;*
6 *v. Implement appropriate training programs responsive to the cultural*
7 *heritage of the inhabitants; and*
8 *vi. Perform such other duties and functions, and exercise such other powers*
9 *as provided under the Local Government Code of 1991, as amended,*
10 *and those that are prescribed by law or ordinance.*

11 Sec. 51. *The City Agriculturist –*

- 12 a. The City Agriculturist must be a citizen of the Philippines, a resident of the City
13 of Carmona, of good moral character, a holder of a college degree in agriculture
14 or any other related course conferred by a recognized college or university, a
15 first grade civil service eligible or its equivalent, and must have practiced the
16 agriculture profession or acquired at least five (5) years experience in
17 agriculture or a related field.
18 b. The City Agriculturist shall receive such compensation, emoluments and
19 allowances as may be determined by law.
20 c. The City Agriculturist shall take charge of the Office for Agricultural Services,
21 and shall:
22 i. Formulate measures for the consideration of the Sangguniang
23 Panlungsod and provide technical assistance and support to the City
24 Mayor in carrying out measures to ensure the delivery of basic services
25 and provision of adequate facilities relative to agricultural services;
26 ii. Develop plans and strategies, and upon approval thereof by the City
27 Mayor, implement the same, particularly those which have to do with
28 agricultural programs and projects which the City Mayor is empowered
29 to implement and which the Sangguniang Panlungsod is empowered to
30 provide;
31 iii. In addition to the foregoing duties and functions, the City Agriculturist
32 shall:

- 1 1. Ensure that maximum assistance and access to resources
- 2 in the production, processing and marketing of agricultural and
- 3 aquacultural and marine products are extended to farmers,
- 4 fishermen, and local entrepreneurs;
- 5 2. Conduct or cause to be conducted location-specific agricultural
- 6 researches and assist in making available the appropriate
- 7 technology arising out of and disseminating information on basic
- 8 research on crops, prevention and control of plant diseases and
- 9 pests, and other agricultural matters which will maximize
- 10 productivity;
- 11 3. Assist the City Mayor in the establishment and extension services
- 12 of demonstration farms on aquaculture and marine products;
- 13 4. Enforce rules and regulations relating to agriculture and
- 14 aquaculture; and,
- 15 5. Coordinate with government agencies and nongovernment
- 16 organizations which promote agricultural productivity through
- 17 applied technology compatible with environmental integrity.
- 18 iv. Be in the frontline in the delivery of basic agricultural services and
- 19 provide technical advice to farmers and fisherfolk in the adoption of
- 20 critical climate adaptation and disaster mitigation practices and
- 21 techniques, and ensure the availability of staple food such as rice,
- 22 corn, and produce especially in preparation for an impending natural
- 23 calamity, and in the aftermath of man-made or natural disasters;”
- 24 v. Recommend to the Sangguniang Panlungsod and advise the City Mayor
- 25 on all other matters related to agriculture and aquaculture which will
- 26 improve the livelihood and living conditions of the inhabitants; and
- 27 vi. Perform such other duties and functions, and exercise such other
- 28 powers as provided under the Local Government Code of 1991, as
- 29 amended, and those that are prescribed by law or ordinance.

30 *Sec. 52. The City Human Resource Management Officer. –*

- 31 a. The City Human Resource Management Officer must be a citizen of the
- 32 Philippines, a resident of the City of Carmona, of good moral character, a holder

1 of a college degree preferably in human resource, psychology, and other
2 related course conferred by a recognized college or university, a first grade civil
3 service eligible or its equivalent and must have acquired at least five (5) years
4 experience in organization design and strategic workforce planning, recruitment
5 and staffing, performance management, compensation and benefits, and
6 training and development traffic management immediately preceding the date
7 of appointment;

8 b. The City Human Resource Management Officer shall receive compensation,
9 emoluments, and allowances as may be determined by law;

10 c. The City Human Resource Management Officer shall take charge of the City
11 Human Resource and Management Office, and shall:

12 i. Develop a human resource management plan aimed at improving the
13 productivity and professional growth of the city government's
14 employees, and recommend the same to the City Mayor, and if
15 warranted, to the Sangguniang Panlungsod, for approval and
16 implementation;

17 ii. Ensure that the recruitment, selection and placement is based on merit
18 and fitness;

19 iii. Design, develop, coordinate, implement, deliver and evaluate training
20 programs that support organization objectives that are aligned with the
21 organization's strategic plans;

22 iv. Develop and implement heads and staff development programs that
23 support the organizations succession plans;

24 v. Ensure the implementation of a Strategic Performance Management
25 System that includes individual Performance Contracts, ensures results-
26 based performance, and the provision of rewards and recognition for
27 outstanding performance and loyalty in the service; and

28 vi. Perform such other duties and functions, and exercise such other powers
29 as may be prescribed by law or ordinance.

30 *Sec. 53. The City Tourism Office. –*

31 a. The City Tourism Officer must be a citizen of the Philippines, a resident of the
32 City of Carmona, of good moral character, a holder of a college degree in

1 tourism or a related field conferred by a recognized college or university, and
2 preferably specialized training in tourism development, a first grade civil service
3 eligible or its equivalent, and must have acquired least five (5) years experience
4 in implementing programs on tourism development.

5 b. The City Tourism Office shall receive such compensation, emoluments and
6 allowances as may be determined by law.

7 c. The City Tourism Officer shall assist the City Mayor and the local tourism council
8 in developing and implementing programs and shall:

9 i. Encourage the LGU to enact local legislation adopting the Department
10 of Tourism (DOT) accreditation stands for tourism facilities and services;

11 ii. Ensure a pleasant experience and stay of tourists while at the same time
12 protecting the interests, welfare and rights of the City;

13 iii. Develop tourist products and destinations that will benefit the City and
14 its local community;

15 iv. Pursue the implementation of the national tourism master plans, the
16 national ecotourism strategy and the area specific plans of the national
17 and LGUs;

18 v. Support the LGU unit in promoting festivals, fiestas and other tourism-
19 related activities; and

20 vi. Perform such other duties and functions and exercise such other powers
21 as provided for under the Local Government Code of 1991, as amended,
22 and those that are prescribed by law or ordinance.

23 24 **ARTICLE VIII**

25 **THE CITY FIRE STATION SERVICE, THE CITY JAIL SERVICE, THE CITY** 26 **SCHOOLS DIVISION, AND THE CITY PROSECUTION SERVICE**

27 *Sec. 54. The City Fire Station Service –*

28 a. There shall be established in the City of Carmona at least one (1) fire station
29 with adequate personnel, firefighting facilities and equipment, subject to the
30 standards, rules and regulations that may be promulgated by the DILG. The
31 City shall provide the necessary site for the station;

32 b. The City Fire Station shall be responsible for the provision of various emergency

1 services such as rescue and evacuation of injured people related to fire
2 incidents and, in general, fire prevention and suppression measures to secure
3 the safety of life and property of the citizenry; and

- 4 c. The City Fire Station Service shall be headed by a City Fire Marshal whose
5 qualifications shall be as provided under Republic Act No. 9263, as amended,
6 otherwise known as the "*Bureau of Fire Protection and Bureau of Jail*
7 *Management and Penology Professionalization Act of 2004*".

8 *Sec. 55. The City Jail Service –*

- 9 a. At least five (5) months from the commencement of the corporate existence of
10 the City, the DILG shall establish and maintain a secured, clean, adequately
11 equipped and sanitary jail facility for the custody and safekeeping of prisoners,
12 any fugitive from justice, or person detained awaiting investigation or trial or
13 transfer to the national penitentiary, or a violent mentally ill person who may
14 endanger oneself or the safety of others, as duly certified by the proper medical
15 health officer, prior to the transfer of such person to a mental institution.
- 16 b. The City Jail Service shall be headed by a City Jail Warden whose qualifications
17 shall be provided for under Republic Act No. 9263, as amended, otherwise
18 known as the "*Bureau of Fire Protection and Bureau of Jail Management and*
19 *Penology Professionalization Act of 2004*". The Provincial Jail Warden shall
20 assist in the immediate rehabilitation of individuals or detention of prisoners.
21 Great care must be exercised so that human rights of these prisoners are
22 respected and protected, and their spiritual and physical well-being are properly
23 and promptly attended to.

24 *Sec. 56. The City Schools Division –* The Department of Education (DepEd) shall
25 establish and maintain a City Schools Division of the City of Carmona whose area of
26 jurisdiction will cover all the school districts within the City. The City School Division
27 shall be headed by a City Schools Division Superintendent who must possess the
28 necessary qualifications required by the DepEd.

29 *Sec. 57. The City Prosecution Service –*

- 30 a. The Department of Justice (DOJ) shall, within two (2) months from the
31 commencement of the corporate existence of the City, establish and maintain
32 a prosecution service. It shall be headed by a City Prosecutor, who shall be

1 assisted by such number of assistant prosecutors as may be necessary, and
2 whose qualifications, manner of appointment, rank, salary and benefits shall be
3 governed by existing laws covering prosecutors in the DOJ. The City
4 Prosecution Service shall be organizationally part of the DOJ, and under the
5 supervision and control of the Secretary of the DOJ.

6 b. The City Prosecutor shall handle the criminal prosecution in the municipal trial
7 courts in the City as well as in the regional trial courts for criminal cases
8 originating in the territory of the City, and shall render to or for the City such
9 services as are required by law, ordinance, or regulation of the DOJ.

10 c. The Secretary of Justice shall always ensure the adequacy and quality of
11 prosecution service in the City and for this purpose, shall, in the absence or
12 lack or insufficiency in number of assistant city prosecutors as provided
13 hereinabove, designate from among the assistant provincial prosecutors a
14 sufficient number to perform and discharge the functions of the city prosecution
15 service as provided hereinabove.

16
17 **ARTICLE IX**
18 **TRANSITORY AND FINAL PROVISIONS**
19

20 *Sec. 58. Municipal Ordinances Existing at the Time of the Approval of this Act*
21 – All municipal ordinances of the Municipality of Carmona existing at the time of the
22 approval of this Act shall continue to be in force within the City of Carmona until the
23 Sangguniang Panlungsod shall provide otherwise.

24 *Sec. 59. Plebiscite* – The City of Carmona shall acquire corporate existence upon
25 the ratification of its creation by a majority of the votes cast by the qualified voters in
26 a plebiscite to be conducted in the present Municipality of Carmona within sixty (60)
27 days from the approval of this Act.

28 The Commission on Elections (COMELEC) shall conduct and supervise such
29 plebiscite. The expenses for *such a plebiscite shall be borne by the Municipality of*
30 *Carmona.*

31 *Sec. 60. Holdover Authority of the Officials of the Municipality of Carmona.* –
32 The present elective officials of the Municipality of Carmona shall continue to exercise
33 their powers and functions until such time that a new election is held and the duly-

1 elected officials shall have already qualified and assumed their offices. Appointive
2 officials and employees of the Municipality of Carmona shall likewise continue
3 exercising their functions and duties and they shall automatically be absorbed by the
4 City Government of the City of Carmona.

5 Sec. 61. *Succession Clause.* – The City of Carmona shall inherit all the assets,
6 properties, liabilities and obligations of the Municipality of Carmona.

7 SEC. 62. *Election of Provincial Governor and Sangguniang Panlalawigan*
8 *Members of the Province of Cavite.* – The qualified voters of the City of Carmona shall
9 be qualified to vote and run for any elective position in the elections for provincial
10 governor, provincial vice governor, Sangguniang Panlalawigan members and other
11 elective offices of the Province of Cavite.

12 Sec. 63. *Jurisdiction of the Province of Cavite.* – The City of Carmona shall,
13 unless otherwise provided by law, continue to be under the jurisdiction of the Province
14 of Cavite.

15 Sec. 64. *Suspension of Increase in Rates of Local Taxes* – No increase in the
16 rates of local taxes shall be imposed by the City within the period of five (5) years
17 from its acquisition of corporate existence.

18 Sec 65. *Legislative District* – Until otherwise provided by law, the City of
19 Carmona shall continue to be a part of the Fifth Legislative District of the Province of
20 Cavite.

21 Sec. 66. *Applicability of Laws* – The provisions of the Local Government Code
22 of 1991, as amended, and such other laws as are applicable to component cities shall
23 govern the City of Carmona insofar as they are not inconsistent with the provisions of
24 this Act.

25 Sec. 67. *Separability Clause* – If, for any reason or reasons, any part or
26 provision of this charter shall be held unconstitutional, invalid or inconsistent with the
27 Local Government Code of 1991, as amended, the other parts or provisions hereof
28 which are not affected shall continue to be in full force and effect.

29 Sec. 68. *Effectivity* – This Act shall take effect fifteen (15) days after its
30 publication in the Official Gazette or in at least two (2) newspapers of general
31 circulation.