

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



'22 NOV 24 P1:07

SENATE

RECEIVED BY: 

COMMITTEE REPORT NO. 12

Submitted jointly by the Committees on Local Government; and Electoral Reforms and People's Participation on NOV 24 2022.

Re: House Bill No. 3968

Recommending the approval of House Bill No. 3968 taking into consideration Senate Bill No. 1355, with amendments.

Sponsor: Senator Joseph Victor G. Ejercito

**MR. PRESIDENT:**

The Committees on Local Government; and Electoral Reforms and People's Participation, to which were referred **House Bill No. 3968**, introduced by Representatives Roy M. Loyola and Ramon Jolo B. Revilla III, entitled:

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

taking into consideration **Senate Bill No. 1355**, introduced by Senator Ramon Bong Revilla Jr., entitled:

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

have considered the same and have the honor to report it back to the Senate with the recommendation that **House Bill No. 3968** taking into consideration of **Senate Bill No. 1355** be approved with the following amendments:

1. On page 4, lines 16 and 17, insert the phrase "**A CITY PUBLIC ORDER AND SAFETY OFFICER,**" after the phrase "a City Population Officer";
2. On page 57, line 7, delete the number "(7)" and replace it with the number "**(6)**";
3. On page 58, line 4, insert a new section 54 to read thus:

**"SEC 54. THE PUBLIC ORDER AND SAFETY OFFICER. – THE CITY PUBLIC ORDER AND SAFETY OFFICER MUST BE A CITIZEN OF THE PHILIPPINES, A RESIDENT OF THE CITY OF CARMONA, OF GOOD MORAL CHARACTER, A HOLDER OF A COLLEGE DEGREE FROM A RECOGNIZED COLLEGE OR UNIVERSITY AND A FIRST GRADE CIVIL SERVICE ELIGIBLE OR ITS EQUIVALENT. HE MUST HAVE ACQUIRED EXPERIENCE IN PUBLIC SAFETY MANAGEMENT FOR AT LEAST FIVE (5) YEARS IMMEDIATELY PRECEDING THE DATE OF HIS APPOINTMENT."**

4. On page 59, line 24, insert two new sections to read thus:

**"ARTICLE IX  
THE CITY REGISTRY OF DEEDS OFFICE**

**SEC 59. THE CITY REGISTRY OF DEEDS OFFICE. – THERE SHALL BE ESTABLISHED IN THE CITY A REGISTRY OF DEEDS OFFICE,**

**SUBJECT TO THE STANDARDS, RULES AND REGULATIONS AS MAY BE PROMULGATED BY THE DEPARTMENT OF JUSTICE, WHICH SHALL DISCHARGE ITS DUTIES UNDER THE GENERAL SUPERVISION OF THE ADMINISTRATOR OF THE LAND REGISTRATION AUTHORITY AND THE SECRETARY OF THE DEPARTMENT OF JUSTICE.**

**SEC 60. THE CITY REGISTER OF DEEDS. – (A) THE CITY REGISTER OF DEEDS SHALL BE THE HEAD OF THE CITY REGISTRY OF DEEDS OFFICE. HE MUST BE A CITIZEN OF THE PHILIPPINES, OF GOOD MORAL CHARACTER, A MEMBER OF THE INTEGRATED BAR, AND MUST HAVE PRACTICED HIS PROFESSION FOR AT LEAST FIVE (5) YEARS IMMEDIATELY PRECEDING THE DATE OF HIS APPOINTMENT.**

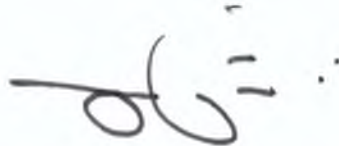
**(B) THE CITY REGISTER OF DEEDS SHALL RECEIVE SUCH COMPENSATION, EMOLUMENTS, AND ALLOWANCES AS MAY BE DETERMINED BY LAW.**

**(C) THE CITY REGISTER OF DEEDS SHALL TAKE CHARGE OF THE REGISTRY OF DEEDS OFFICE AND SHALL PERFORM SUCH DUTIES AND FUNCTIONS AND EXERCISE SUCH OTHER POWERS AS PROVIDED BY LAW.”**

5. Finally, to renumber the sections accordingly.

Respectfully submitted:

**Chairpersons:**



**SEN. JOSEPH VICTOR G. EJERCITO**

*Committee on Local Government;*

*Member, Committee on Electoral Reforms and People's Participation*

**SEN. IMEE R. MARCOS**

*Committee on Electoral Reforms and People's Participation;*

*Member, Committee on Local Government;*

**Vice Chairperson:**



**SEN. RONALD "BATO" DELA ROSA**

*Committee on Local Government;*

*Member, Committee on Electoral Reforms and People's Participation*

Respectfully submitted:

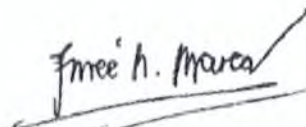
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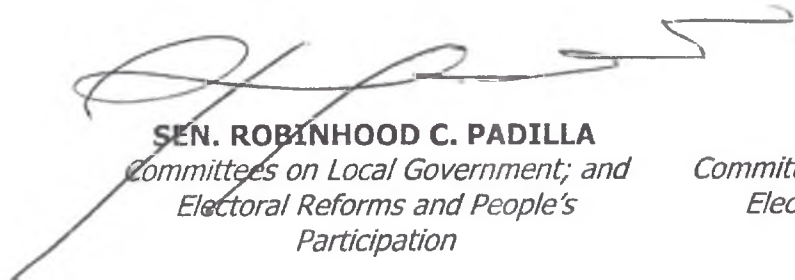
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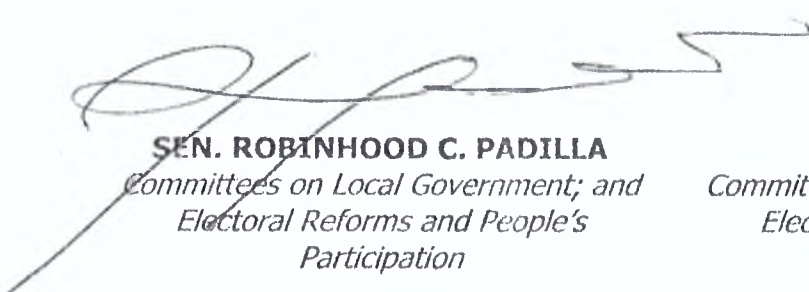
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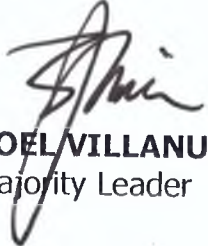
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**Ex Officio Members:**

~~SEN. LOREN LEGARDA~~  
President Pro Tempore

  
**SEN. JOEL VILLANUEVA**  
Majority Leader

*will interpellate*  
  
**SEN. AQUILINO "KOKO" PIMENTEL III**  
Minority Leader

**HON. JUAN MIGUEL F. ZUBIRI**  
Senate President



HOUSE OF REPRESENTATIVES

H. No. 3968

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BY REPRESENTATIVES LOYOLA AND REVILLA (R.J.), PER COMMITTEE REPORT NO. 9

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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 Philippines in  
Congress assembled:*

ARTICLE I

GENERAL PROVISIONS

**SECTION 1. *Short Title.*** – This Act shall be known as the "Charter of the City of Carmona."

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

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

The foregoing provision shall be without prejudice to the resolution by the appropriate agency or forum of existing boundary disputes or cases involving questions of territorial jurisdiction between the City of Carmona and the adjoining local government units (LGUs):

1 *Provided, That, the territorial jurisdiction of the disputed area or areas shall remain with the LGU*  
2 *which has existing administrative supervision over said area or areas until the final resolution of*  
3 *the case.*

4 **SEC. 3. *Corporate Powers of the City.*** – The City constitutes a political body corporate and  
5 as such is endowed with the attributes of perpetual succession and possessed of the powers  
6 which pertain to a municipal corporation to be exercised in conformity with the provision of this  
7 Charter. The City shall have the following corporate powers:

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

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

25 **SEC. 5. *General Welfare Clause.*** – The City shall exercise the powers expressly granted,  
26 those necessarily implied therefrom, as well as powers necessary, appropriate, or incidental for

1 its efficient and effective governance, and those which are essential to the promotion of the  
2 general welfare.

3 Within its territorial jurisdiction, the City shall ensure and support the preservation and  
4 enrichment of its culture, promote health and safety, enhance the right of the people to a  
5 balanced ecology, encourage and support the development of appropriate and self-reliant  
6 scientific and technological capabilities, improve public morals, enhance economic prosperity  
7 and social justice, promote full employment among its residents, maintain peace and order, and  
8 preserve the comfort and convenience of its inhabitants.

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

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

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

22 The court first taking jurisdiction of such offenses shall have jurisdiction to try cases to  
23 the exclusion of others. The police forces of the municipalities and cities concerned shall have  
24 concurrent jurisdiction with the police forces of the City for the maintenance of good order and



1 the enforcement of ordinances throughout said zone, area or space. Any license that may be  
2 issued within said zone, area, or space shall be granted by the proper authorities of the city or  
3 municipality concerned, and the fees arising therefrom shall accrue to the treasury of the said  
4 city or municipality concerned.

5 **ARTICLE II**

6 **CITY OFFICIALS IN GENERAL**

7 **SEC. 8. *The Officials of the City of Carmona.*** – (a) There shall be in the City of Carmona: a  
8 City Mayor, a City Vice Mayor, *Sangguniang Panlungsod* members, a Secretary to the  
9 *Sangguniang Panlungsod*, a City Treasurer and an Assistant City Treasurer, a City Assessor and an  
10 Assistant City Assessor, a City Accountant, a City Budget Officer, a City Planning and Development  
11 Officer, a City Engineer and Assistant City Engineer, a City Health Officer and an Assistant City  
12 Health Officer, a City Civil Registrar and an Assistant City Civil Registrar, a City Administrator, a  
13 City Legal Officer, a City Social Welfare and Development Officer, a City Veterinarian, and a City  
14 General Services Officer.

15 (b) In addition thereto, the City Mayor may appoint a City Environment and Natural  
16 Resources Officer, a City Architect, a City Information Officer, a City Cooperatives Officer, a City  
17 Population Officer, a City Agriculturist, a City Human Resource and Management Officer, and a  
18 City Tourism Officer.

19 (c) The *Sangguniang Panlungsod* may:

20 (1) Maintain existing offices not mentioned in subsections (a) and (b) hereof;

21 (2) Create such other offices as may be necessary to carry out the purposes of the  
22 City Government; or

23 (3) Consolidate the functions of any office with those of another in the interest of  
24 efficiency and economy.

25 (d) Unless otherwise provided herein, heads of departments and offices shall be  
26 appointed by the City Mayor with the concurrence of the majority of all the *Sangguniang*  
27 *Panlungsod* members, subject to civil service law, rules and regulations. The *Sangguniang*

1 *Panlungsod* shall act on the appointment within fifteen (15) days from the day of its submission,  
2 otherwise the same shall be deemed confirmed.

3 (e) Elective and appointive city officials shall receive compensation, allowances and other  
4 emoluments as may be determined by law or ordinances, subject to the budgetary limitations on  
5 personal services prescribed under Title Five, Book II of the Local Government Code of 1991, as  
6 amended: *Provided*, That no increase in the compensation of the City Mayor, City Vice Mayor  
7 and the *Sangguniang Panlungsod* member shall take effect until after the expiration of the full  
8 term of the local officials approving the increase.

9 **ARTICLE III**

10 **THE CITY MAYOR AND CITY VICE MAYOR**

11 **SEC. 9. *The City Mayor.*** – (a) The City Mayor shall be the Chief Executive of the City and  
12 shall be elected at large by the qualified voters of the City.

13 The City Mayor shall, at the time of the election, be at least twenty-one (21) years of age,  
14 a resident of the City for at least one (1) year immediately preceding the day of the election, a  
15 qualified registered voter therein, and be able to read and write Filipino or any local language or  
16 dialect.

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



1 (b) The City Mayor, as the Chief Executive of the City Government, shall exercise such  
2 powers and perform such duties and functions as provided under the Local Government Code of  
3 1991, as amended, this Act and other laws.

4 (c) For efficient, effective, and economical governance the purpose of which is the general  
5 welfare of the City and its inhabitants, the City Mayor shall:

6 (1) Exercise general supervision and control over all programs, projects, services, and  
7 activities of the City Government and, in this connection, shall:

8 (2) Enforce all laws and ordinances relative to the governance of the City and in the  
9 exercise of its appropriate corporate powers provided under Section 22 of the Local  
10 Government Code of 1991, as amended, implement all approved policies, programs,  
11 projects, services and activities of the City and in addition to the foregoing, shall:

12 (i) Ensure that the acts of the City's component barangays and of its officials  
13 and employees are in accordance with the scope of their prescribed powers, duties  
14 and functions;

15 (ii) Call for the conduct of conventions, conferences, seminars or meetings of  
16 elective or appointive officials of the City, including provincial and national officials  
17 and employees stationed in or assigned to the City, at such time and place and on  
18 such subjects as may be deemed important for the promotion of the general welfare  
19 of the LGU and its inhabitants;

20 (iii) Issue such executive orders for the faithful and appropriate enforcement  
21 and execution of laws and ordinances;

22 (iv) Be entitled to carry the necessary firearms within the territorial jurisdiction  
23 of the City;

24 (v) Act as the deputized representative of the National Police Commission,  
25 formulate the peace and order plan of the City, and upon its approval, implement the  
26 same; and as such, exercise general and operational control and supervision over the  
27 police forces in the City in accordance with Republic Act No. 6975, otherwise known  
28 as the "*Department of the Interior and Local Government Act of 1990*"; and,

1 (vi) Call upon the appropriate law enforcement agencies to suppress disorder,  
2 riot, lawless violence, rebellion or sedition, or apprehend violators of the law when  
3 public interest so requires such as when City police forces cannot adequately cope  
4 with public disorder, violence, and criminal activity.  
5

6 (3) Initiate and maximize the generation of resources and revenues and apply the  
7 same to the implementation of development plans, program objectives and priorities,  
8 particularly the resources and revenues programmed for agro-industrial development  
9 and countryside growth and progress, and relative thereto, shall:

10 (i) Require each head of an office or department to prepare and submit an  
11 estimate of appropriations for the ensuing calendar year, in accordance with the  
12 budget preparation process enshrined in the Local Government Code of 1991, as  
13 amended;

14 (ii) Prepare and submit to the *Sangguniang Panlungsod* for approval the  
15 executive and supplemental budgets of the City for the ensuing calendar year in the  
16 manner provided for under the Local Government Code of 1991, as amended;

17 (iii) Ensure that all taxes and other revenues of the City are collected and that  
18 city funds are applied to the payment of expenses and settlement of obligations of  
19 the City, in accordance with law or ordinance;

20 (iv) Issue licenses and permits and suspend or revoke the same for any  
21 violation of the conditions stipulated by law or ordinance and upon which said  
22 licenses or permits had been issued;

23 (v) Issue permits without need of approval therefor from any national agency,  
24 for the holding of activities for any charitable or welfare purpose, excluding  
25 prohibited games of chance or shows contrary to law, public policy, and public  
26 morals;

27 (vi) Require owners of illegally constructed houses, buildings or other  
28 structures to obtain the necessary permits, subject to such fines and penalties as may  
29 be imposed by law or ordinance, or to make necessary changes in the construction of

1 the same when said construction violates any law or ordinance, or to order the  
2 demolition or removal of said house, building or structure within the period  
3 prescribed by law or ordinance;

4 (vii) Adopt adequate measures to safeguard and conserve land, mineral, forest,  
5 marine and other resources of the City;

6 (viii) Provide efficient and effective property and supply management for the  
7 City Government, and protect the funds, credits, rights and other properties of the  
8 City; and

9 (ix) Institute or cause to be instituted administrative or judicial proceedings for  
10 violation of ordinances in the collection of taxes, fees or charges, and for the recovery  
11 of funds and property; and cause the City to be defended against all suits to ensure  
12 that its interests, resources, and rights are adequately protected.

13 (4) Ensure the delivery of basic services and the provision of adequate facilities and,  
14 in addition thereto:

15 (i) Ensure that the construction and repair of roads and highways funded by  
16 the National Government shall be, as far as practicable, carried out in a spatially  
17 contiguous manner and in coordination with the construction and repair of the roads  
18 and bridges of the City and of the province; and,

19 (ii) Coordinate the implementation of technical services, including public  
20 works and infrastructure programs, rendered by national offices and provincial office.

21 (5) Exercise such other powers and perform such other duties and functions as  
22 provided under the Local Government Code of 1991, as amended, and those that are  
23 prescribed by law or ordinance.

24 (d) The City Mayor shall hold office in the City Hall of the City of Carmona.

1           **SEC. 10. The City Vice Mayor.** – (a) There shall be a City Vice Mayor who shall be elected  
2 in the same manner as the City Mayor and shall at the time of the election possess the same  
3 qualifications as the City Mayor. The City Vice Mayor shall hold office for three (3) years, unless  
4 sooner removed, and shall receive a monthly compensation corresponding to salary grade  
5 twenty-six (26) as prescribed under the “*Compensation and Position Classification Act of 1989*”,  
6 as amended, and the implementing guidelines issued pursuant thereto, and such other  
7 compensation, emoluments and allowances as may be determined by law.

8           (b) The City Vice Mayor shall exercise the following duties:

9           (1) Act as presiding officer of the *Sangguniang Panlungsod* and sign all warrants  
10 drawn on the City Treasury for all expenditures appropriated for the operation of the  
11 *Sangguniang Panlungsod*;

12           (2) Subject to civil service law, rules and regulations, appoint all officials and  
13 employees including the secretary of the *Sangguniang Panlungsod*, except those whose  
14 manner of appointment is specifically provided under the Local Government Code of  
15 1991, as amended;

16           (3) Assume the office of the City Mayor for the unexpired term of the latter in the  
17 event of permanent vacancy as provided under the Local Government Code of 1991, as  
18 amended;

19           (4) Exercise the powers and perform the duties and functions of the City Mayor in  
20 cases of temporary vacancy as provided under the Local Government Code of 1991, as  
21 amended; and

22           (5) Perform such other duties and functions, and exercise such other powers as  
23 provided under the Local Government Code of 1991, as amended, and those that are  
24 prescribed by law or ordinance.

25   **ARTICLE IV**

26   **THE SANGGUNIANG PANLUNGSOD**

1           **SEC. 11. Composition and Compensation** – (a) The *Sangguniang Panlungsod*, the  
2 legislative body of the City, shall be composed of the City Vice Mayor as the presiding officer, ten  
3 (10) regular *Sanggunian* Members, the President of the City Chapter of the *Liga ng mga*  
4 *Barangay*, the President of the *Panlungsod na Pederasyon ng mga Sangguniang Kabataan* and  
5 the three (3) sectoral representatives from the following sectors, as members: one (1) from the  
6 women sector; and, as shall be determined by the *Sangguniang Panlungsod* within ninety (90)  
7 days prior to the holding of the local elections, one (1) from the agricultural or industrial workers  
8 sector; and one (1) from the other sectors, including the urban poor, indigenous cultural  
9 communities, or persons with disabilities (PWDs).

10           (b) The regular members of the *Sangguniang Panlungsod* and the sectoral  
11 representatives shall be elected in the manner as may be provided for by law.

12           (c) The members of the *Sangguniang Panlungsod* shall receive a minimum monthly  
13 compensation corresponding to Salary Grade Twenty Five (SG-25) as prescribed under the  
14 “*Compensation and Position Classification Act of 1989*”, as amended, and the implementing  
15 guidelines issued pursuant thereto.

16           **Sec. 12. Powers, Duties, and Functions**– (a) The *Sangguniang Panlungsod*, as the  
17 legislative body of the City, shall enact ordinances, approve resolutions and appropriate funds  
18 for the general welfare of the City and its inhabitants pursuant to Section 16 of the Local  
19 Government Code of 1991, as amended, and in the proper exercise of the corporate powers of  
20 the City as provided under Section 22 of the Local Government Code, as amended, and shall:

21           (1) Approve ordinances and pass resolutions necessary for an efficient and  
22 effective City Government and relative hereto shall:

23           (i) Review all ordinances approved by the *Sangguniang Barangay* and  
24 executive orders issued by the *Punong Barangay* to determine whether these are  
25 within the scope of the prescribed powers of the *Sangguniang Barangay* and of the  
26 *Punong Barangay*;



1           (ii) Maintain peace and order by enacting measures to prevent and suppress  
2 lawlessness, disorder, riot, violence, rebellion or sedition and impose penalties for  
3 the violation of said ordinances;

4           (iii) Approve ordinances imposing a fine not exceeding Five thousand pesos  
5 (P5,000) or an imprisonment for a period not exceeding one (1) year, or both at the  
6 discretion of the court, for violation of a city ordinance;

7           (iv) Adopt measures to protect the inhabitants of the City from the harmful  
8 effects of man-made or natural disasters and calamities, and to provide relief services  
9 and assistance for victims during and in the aftermath of said disasters or calamities  
10 and in their return to productive livelihood following said events;

11           (v) Enact ordinances intended to prevent, suppress and impose appropriate  
12 penalties for habitual drunkenness in public places, vagrancy, mendicancy,  
13 prostitution, establishment and maintenance of houses of ill-repute, gambling and  
14 other prohibited games of chance, fraudulent devices and ways to obtain money or  
15 property, drug addiction, maintenance of drug dens, drug pushing, juvenile  
16 delinquency, the printing, distribution or exhibition of obscene or pornographic  
17 materials or publications, and such other activities inimical to the welfare and morals  
18 of the inhabitants of the City;

19           (vi) Protect the environment and impose appropriate penalties for acts which  
20 endanger the environment, such as dynamite fishing and other forms of destructive  
21 fishing, illegal logging, smuggling of logs, smuggling of natural resources products and  
22 of endangered species of flora and fauna, slash-and-burn farming and such other  
23 activities which result in pollution or in the acceleration of siltation of rivers and lakes,  
24 or in ecological imbalance;

25           (vii) Subject to the provisions of the Local Government Code of 1991, as  
26 amended, and the pertinent laws, determine the powers and duties of officials and  
27 employees of the City;

28           (viii) Consistent with the "*Compensation and Classification Act of 1989*", as  
29 amended, determine the positions and the salaries, wages, allowances and other

1 emoluments and benefits of officials and employees paid wholly or mainly from city  
2 funds and provide for expenditures necessary for the proper conduct of programs,  
3 projects, services, and activities of the city government;

4 (ix) Authorize the payment of compensation to a qualified person not in the  
5 government service who fills up a temporary vacancy, or grant an *honorarium* to any  
6 qualified official or employee designated to fill a temporary vacancy in a concurrent  
7 capacity, at the rate authorized by law;

8 (x) Provide a mechanism and the appropriate funds therefor to ensure the  
9 safety and protection of all City Government property, public documents, or records  
10 such as those relating to property inventory, land ownership, record of births,  
11 marriages, deaths, assessments, taxation, accounts, business permits and such other  
12 records and documents of public interest in the offices and departments of the  
13 Government;

14 (xi) When the finances of the city government allow, provide for additional  
15 allowances and other benefits to judges, prosecutors, public elementary and high  
16 school teachers, and other national government officials stationed in or assigned to  
17 the City;

18 (xii) Provide legal assistance to barangay officials who, in the performance of  
19 their official duties or on the occasion thereof, have to initiate judicial proceedings or  
20 defend themselves against legal actions; and

21 (xiii) Provide for group insurance or additional insurance coverage for all  
22 barangay officials, including members of *barangay tanod* brigades and other service  
23 units, by public or private insurance companies, when the finances of the city  
24 government allow said coverage.

25 (2) Generate and maximize the use of resources and revenues for the development  
26 plans, program objectives and priorities of the City, as provided under the Local  
27 Government Code of 1991, as amended, with particular attention to agro-industrial  
28 development and city-wide growth and progress, and relative thereto, shall:

1 (i) Approve the annual and supplemental budgets of the City Government  
2 and appropriate funds for specific programs, projects, services and activities of the  
3 City, or for other purposes not contrary to law in order to promote the general  
4 welfare of the City and its inhabitants;

5 (ii) Subject to the provisions of Book II of the Local Government Code of 1991,  
6 as amended, and applicable laws, and upon the majority vote of all the members of  
7 the *Sangguniang Panlungsod*, enact ordinance levying taxes, fees and charges,  
8 prescribing the rates thereof for general and specific purposes and granting tax  
9 exemptions, incentives or reliefs;

10 (iii) Subject to the provisions of Book II of the Local Government Code of 1991,  
11 as amended, and upon the majority vote of all the members of the *Sangguniang*  
12 *Panlungsod*, authorize the City Mayor to negotiate and contract loans and other  
13 forms of indebtedness;

14 (iv) Subject to the provisions of Book II of the Local Government Code of 1991,  
15 as amended, and applicable laws, and upon the majority vote of all the members of  
16 the *Sangguniang Panlungsod*, enact ordinances authorizing the floating of bonds or  
17 other instruments of indebtedness, for the purpose of raising funds to finance  
18 development projects;

19 (v) Appropriate funds for the construction and maintenance or the rental of  
20 buildings for the use of the City; and, upon the majority vote of all the members of  
21 the *Sangguniang Panlungsod*, authorize the City Mayor to lease to private parties  
22 such public buildings held in a proprietary capacity, subject to existing laws, rules and  
23 regulations;

24 (vi) Prescribe reasonable limits and restraints on the use of property within the  
25 jurisdiction of the City;

26 (vii) Adopt a comprehensive land use plan for the City: *Provided*, That the  
27 formulation, adoption or modification of said plan shall be in coordination with the  
28 approved provincial comprehensive land use plan;



1 (viii) Reclassify lands within the jurisdiction of the City subject to the pertinent  
2 provisions of the Local Government Code of 1991, as amended;

3 (ix) Enact integrated zoning ordinance in consonance with the approved  
4 comprehensive land use plan, subject to existing laws, rules and regulations; establish  
5 fire limits or zones, particularly in populous centers, and regulate the construction,  
6 repair or modification of buildings within said fire limits or zones in accordance with  
7 the provisions of the Fire Code of the Philippines;

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

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

19 (xii) Grant loans or provide grants to other LGU or to national, provincial and  
20 city charitable, benevolent or educational institutions: *Provided,* That said institutions  
21 are operated and maintained within the City;

22 (xiii) Implement a numbering system for residential, commercial and other  
23 buildings in the City; and

24 (xiv) Regulate the inspection, weighing, and measuring of articles of commerce.

25 (3) Subject to the provisions of the Local Government Code of 1991, as amended,  
26 enact ordinances that grant franchises and authorize the issuance of permits or licenses,  
27 upon conditions and for purposes that promote the general welfare of the inhabitants of

1 the City, and pursuant to this legislative authority, perform the following duties and  
2 functions:

3 (i) Fix and impose reasonable fees and charges for all services rendered by  
4 the city government to private persons or entities;

5 (ii) Regulate or fix license fees for any business or practice of profession within  
6 the City and the conditions under which the license for said business or practice of  
7 profession may be revoked and enact ordinances levying taxes thereon;

8 (iii) Provide for and set the terms and conditions under which public utilities  
9 owned by the City shall be operated by the City Government, and prescribe the  
10 conditions under which the same may be leased to private persons or entities,  
11 preferably cooperatives;

12 (iv) Regulate the display of and fix the license fees for signs, signboards or  
13 billboards at the place or places where the profession or business advertised thereby  
14 is, in whole or in part, conducted;

15 (v) Any law to the contrary notwithstanding, authorize and license the  
16 establishment, operation and maintenance of cockpits, and regulate cockfighting and  
17 commercial breeding of gamecocks: *Provided*, That existing rights should not be  
18 prejudiced;

19 (vi) Subject to the guidelines prescribed by the Department of Transportation  
20 (DOTr), regulate the operation of tricycles and grant franchises for the operation  
21 thereof within the territorial jurisdiction of the City; and

22 (vii) Upon approval by a majority vote of all the members of the *Sangguniang*  
23 *Panlungsod*, grant a franchise to any person, partnership, corporation or cooperative  
24 to do business within the City; establish, construct, operate and maintain markets or  
25 slaughterhouses; or undertake such other activities within the City as may be allowed  
26 by existing laws: *Provided*, That cooperatives shall be given preference in the grant of  
27 such a franchise.

1 (4) Regulate activities relative to the use of land, buildings and structures within the  
2 City in order to promote the general welfare and for said purpose:

3 (i) Declare, prevent or abate any nuisance;

4 (ii) With the concurrence of the majority of the members of the *Sangguniang*  
5 *Panlungsod* as expressed during a meeting, a quorum being present, deny the entry  
6 of legalized gambling by ordinance into any part of the City, or regulate its place of  
7 operation in the City;

8 (iii) Require that buildings and the premises thereof and any land within the  
9 City be kept and maintained in a clean and sanitary condition; impose penalties for  
10 any violation thereof; or upon failure to comply with said requirement, require the  
11 filling up of any land or premises to a grade necessary for proper sanitation at the  
12 expense of the owner, administrator, or tenant concerned;

13 (iv) Regulate the disposal of clinical and other wastes from hospitals, clinics  
14 and other similar establishments in accordance with established rules and  
15 regulations;

16 (v) Regulate the establishment, operation and maintenance of cafes,  
17 restaurants, beerhouses, hotels, motels, inns, pension houses, lodging houses and  
18 other similar establishments, including tourist guides and transportations;

19 (vi) Regulate the sale, giving away, or dispensing of any intoxicating malt, wine,  
20 or mixed or fermented liquors at any retail outlets;

21 (vii) Regulate the establishment and provide for the inspection of steam boilers  
22 or any heating device in buildings and the storage of inflammable and highly  
23 combustible materials within the City;

24 (viii) Regulate the establishment, operation, and maintenance of any  
25 entertainment or amusement facilities, including theaters, circus venues, billiard  
26 halls, public dancing schools, public dance halls, sauna baths, massage parlors, and  
27 other places for entertainment or amusement; regulate such other events or  
28 activities for amusement or entertainment, particularly those which tend to disturb  
29 the community or annoy the inhabitants, or require the suspension or suppression of

1 the same; or prohibit certain forms of amusement or entertainment in order to  
2 protect the social and moral welfare of the community;

3 (ix) Regulate the establishment, operation, and maintenance of funeral parlors  
4 and the burial or cremation of the dead, subject to existing laws, rules and  
5 regulations; and

6 (x) Provide for the impounding of stray animals; regulate the keeping of  
7 animals in homes or as part of a business, and the slaughter, sale or disposition of the  
8 same; and adopt measures to prevent and penalize cruelty to animals.

9 (5) Approve ordinances which shall ensure the efficient and effective delivery of the  
10 basic services and facilities as provided under the Local Government Code of 1991, as  
11 amended, and in addition to said services and facilities, shall:

12 (i) Provide for the establishment, maintenance, protection and conservation  
13 of communal forest and watersheds, tree parks, greenbelts, mangroves, and other  
14 similar forest development projects;

15 (ii) Establish markets, slaughterhouses or animal corrals and authorize the  
16 operation thereof by the City Government; and regulate the construction and  
17 operation of private markets, *talipapas* or other similar buildings and structures;

18 (iii) Regulate the preparation and sale of meat, poultry, fish, vegetables, fruits,  
19 fresh dairy products, and other foodstuffs for public consumption;

20 (iv) Regulate the use of streets, avenues, alleys, sidewalks, bridges, parks and  
21 other public places and approve the construction, improvement, repair and  
22 maintenance of the same; establish bus and vehicle stops and terminals or regulate  
23 the use of the same by privately-owned vehicles which serve the public; regulate  
24 garages and operation of conveyances for hire; designate stands to be occupied by  
25 public vehicles when not in use; regulate the putting up of signs, signposts, awnings  
26 and awning posts on the streets; and provide for the lighting, cleaning and sprinkling  
27 of streets and public places;

1 (v) Regulate traffic on all streets and bridges; prohibit encroachments or  
2 obstacles thereon and, when necessary in the interest of public welfare, authorize  
3 the removal of encroachments and illegal constructions in public places;

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

14 (vii) Regulate the drilling and excavation of the ground for the laying of water,  
15 gas, sewer, and other pipes, telecommunication cable wires and the construction,  
16 repair, and maintenance of public drains, sewers, cesspools, tunnels and similar  
17 structures; regulate the placing of poles and the use of crosswalks, curbs and gutters;  
18 adopt measures to ensure public safety against open canals, manholes, live wires and  
19 other similar hazards to life and property; and regulate the construction and use of  
20 private water closets, privies and other similar structures in buildings and homes;

21 (viii) Regulate the placing, stringing, attaching, installing, repair, and  
22 construction of all gas mains, electric telegraph and telephone wires, conduits,  
23 meters and other apparatus; and provide for the correction, condemnation or  
24 removal of the same when found to be dangerous to the welfare of the inhabitants;

25 (ix) Subject to the availability of funds and to existing laws, rules and  
26 regulations, establish and provide for the operation of vocational and technical  
27 schools and similar post-secondary institutions and, with the approval of the  
28 Department of Education (DepEd) and Technical Education and Skills Development  
29 Authority (TESDA), as the case maybe, fix and collect reasonable tuition fees and



1 other school charges in educational institutions supported by the City Government,  
2 subject to existing laws on tuition fees;

3 (x) Establish a scholarship fund for poor but deserving students in schools  
4 located within its jurisdiction or for students residing within the City;

5 (xi) Approve measures and adopt quarantine regulations to prevent the  
6 introduction and spread of diseases;

7 (xii) Provide for an efficient and effective system of solid waste and garbage  
8 collection and disposal; prohibit littering and the placing or throwing of garbage,  
9 refuse, and other wastes;

10 (xiii) Provide for the care of persons with disabilities (PWDs), paupers, the  
11 elderly, the sick, persons of unsound mind, abandoned minors, juvenile delinquents,  
12 drug dependents, abused children and the youth below eighteen (18) years of age;  
13 and subject to availability of funds, establish and provide for the operation of centers  
14 and facilities for the said needy and disadvantaged persons;

15 (xiv) Establish and provide for the maintenance and improvement of jails and  
16 detention centers, institute a sound jail management program, and appropriate  
17 funds for the subsistence of detainees and convicted prisoners in the City;

18 (xv) Establish a council which shall promote culture and the arts, coordinate  
19 with government agencies and non-governmental organizations and, subject to the  
20 availability of funds, appropriate funds for the support and development of the same;  
21 and

22 (xvi) Establish a council for the elderly and senior citizens which shall formulate  
23 policies and adopt measures mutually beneficial to the elderly and to the community;  
24 provide incentives for nongovernmental agencies and entities and, subject to the  
25 availability of funds, appropriate funds to support programs and projects for the  
26 benefit of the elderly.

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

4 ARTICLE V  
5 PROCESS OF LEGISLATION

6 SEC. 13. *Internal Rules of Procedure.* – (a) On the first regular session following the  
7 election of its members and within ninety (90) days thereafter, the *Sangguniang Panlungsod* shall  
8 adopt or update its existing rules of procedure.

9 (b) The rules of procedure shall provide for the following:

10 (1) The organization of the *Sangguniang Panglungsod* and the election of its officers  
11 as well as the creation of standing committees which shall include the committees on  
12 Appropriations, Revenues, Engineering and Public Works, Education and Health, Women  
13 and Family, Human Rights, Youth and Sports Development, Environmental Protection,  
14 Peace and Order and Traffic, and Cooperatives; the general jurisdiction of each committee;  
15 and the election of the Chairperson and members of each committee;

16 (2) The order and calendar of business for each session;

17 (3) The legislative process;

18 (4) The parliamentary procedures which include the conduct of members during  
19 sessions;

20 (5) The discipline of members for disorderly behavior and absences without justifiable  
21 cause for four (4) consecutive sessions for which they may be censured, reprimanded, or  
22 excluded from the session, suspended for not more than sixty (60) days or expelled:  
23 *Provided*, That the penalty of suspension or expulsion shall require the concurrence of at  
24 least two-thirds (2/3) vote of all the *Sangguniang Panglungsod* members: *Provided further*,  
25 That a member convicted by final judgment to imprisonment of at least one (1) year for

1 any crime involving moral turpitude shall be automatically expelled from the *Sangguniang*  
2 *Panglungsod*; and

3 (6) Such other rules as the *Sangguniang Panglungsod* may adopt.

4 **SEC. 14. Full Disclosure of Financial and Business Interests of Sangguniang Panlungsod**

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

11 (1) Ownership of stock or capital, or investment in the entity or firm to which the  
12 ordinance or resolution may apply; and

13 (2) Contracts or agreements with any person or entity which the ordinance or  
14 resolution under consideration may affect.

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

20 (b) The disclosure required under this Act shall be made in writing and submitted to  
21 the Secretary of the *Sangguniang Panglungsod* or the Secretary of the concerned committee.  
22 The disclosure shall, in all cases, form part of the record of the proceedings and shall be made in  
23 the following manner:

24 (1) Disclosure shall be made before the member participates in the deliberations on  
25 the ordinance or resolution under consideration: *Provided*, That if the member did not  
26 participate during the deliberations, the disclosure shall be made before voting on the  
27 ordinance or resolution on second and third readings; and



1 (2) Disclosure shall be made when a member takes a position or makes a privilege  
2 speech on a matter that may affect the business interest, financial connection or  
3 professional relationship described herein.

4 **SEC. 15. Sessions.** – (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 and place of  
6 its sessions. The minimum number of regular sessions shall be once a week for the *Sangguniang*  
7 *Panlungsod* and twice a month for the *Sangguniang Barangay*.

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

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

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

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

20 (e) The *Sangguniang Panlungsod* shall keep a journal and record of its proceedings  
21 which may be published upon resolution of the majority of its members.

22 **SEC. 16. Quorum.** – (a) A majority of all the members of the *Sanggunian* who have been  
23 elected and qualified shall constitute a quorum to transact official business. Should a question  
24 of quorum be raised during a session, the presiding officer shall immediately proceed to call the  
25 roll of the members and thereafter announce the results.

26 (b) Where there is no quorum, the presiding officer may declare a recess until such time  
27 as a quorum is constituted, or a majority of the members present may adjourn from day to day  
28 and may compel the immediate attendance of any member absent without justifiable cause by

1 designating a member of the *Sangguniang Panglungsod* to escort a member to the place where  
2 the session is being conducted, with the assistance of a member or members of the police force  
3 assigned in the territorial jurisdiction of the City of Carmona, to collect and present the absent  
4 member at the session.

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

8 **SEC. 17. Approval of Ordinances.** – (a) Every ordinance enacted by the *Sangguniang*  
9 *Panlungsod* shall be presented to the City Mayor. If the City Mayor approves the same, the  
10 signature of the Mayor shall be affixed on each and every page thereof. Otherwise, the ordinance  
11 shall be vetoed and returned with statements on the objections to the *Sanggunian*, which may  
12 proceed to reconsider the same. The *Sanggunian* may override the veto of the City Mayor by  
13 two-thirds (2/3) vote of all its members, thereby making the ordinance or resolution effective for  
14 all legal intents and purposes.

15 (b) The veto shall be communicated by the City Mayor to the *Sangguniang Panglungsod*  
16 within ten (10) days; otherwise, the ordinance shall be deemed approved as if it had been signed.

17 **SEC. 18. Veto Power of the City Mayor.** – (a) The City Mayor may veto any ordinance of  
18 the *Sangguniang Panlungsod* on the ground that it is *ultra vires* or prejudicial to the public  
19 welfare, and shall state the reasons for the veto in writing.

20 (b) The City Mayor shall have the power to veto any particular item or items of an  
21 appropriations ordinance, an ordinance or resolution adopting a local development plan and  
22 public investment program, or an ordinance directing the payment of money or creating liability.  
23 In such case, the veto shall not affect the item or items which are not objected to. The vetoed  
24 item or items shall not take effect unless the *Sangguniang Panlungsod* overrides the veto in the  
25 manner herein provided: *Provided*, That any of the item or items in the appropriations ordinance  
26 of the previous year corresponding to those vetoed, shall be deemed re-enacted.

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

4 **SEC. 19. Review of City Ordinances by the Sangguniang Panlalawigan.** – (a) Within three  
5 (3) days after approval, the Secretary to the *Sangguniang Panlungsod* shall forward to the  
6 *Sangguniang Panlalawigan* for review, copies of approved ordinances and the resolutions  
7 approving the local development plans and public investment programs formulated by the local  
8 development council.

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

15 (c) If the *Sangguniang Panlalawigan* finds that such an ordinance or resolution is beyond  
16 the power conferred upon the *Sangguniang Panlungsod* concerned, it shall declare such  
17 ordinance or resolution invalid in whole or in part. The *Sangguniang Panlalawigan* shall enter its  
18 action in the minutes and shall advise the corresponding city authorities of the action it has taken.

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

22 **SEC. 20. Review of Barangay Ordinances by the Sangguniang Panlungsod.** – (a) Within  
23 ten (10) days after their enactment, the *Sangguniang Barangay* shall furnish copies of all  
24 barangay ordinances to the *Sangguniang Panlungsod* for review as to whether the ordinance is  
25 consistent with law or city ordinances.

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

28 (c) If the *Sangguniang Panlungsod* finds the barangay ordinances inconsistent with law or  
29 city ordinances, the *Sangguniang Panlungsod* shall, within thirty (30) days from receipt thereof,

1 return the same with its comments and recommendations to the *Sangguniang Barangay*  
2 concerned for adjustment, amendment or modification, in which case, the effectivity of the  
3 barangay ordinance is suspended until such time as the revision called for is effected.

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

8 **SEC. 22. *Effectivity of Ordinances or Resolutions.*** – (a) Unless otherwise stated in the  
9 ordinance or the resolution approving the local development plan and public investment  
10 program, the same shall take effect after ten (10) days from the date a copy thereof is posted in  
11 a bulletin board at the entrance of the City Hall of Carmona, in the City's official webpage, and in  
12 at least two (2) other conspicuous places in the City of Carmona not later than five (5) days after  
13 approval thereof.

14  
15 (b) The Secretary of the *Sangguniang Panlungsod* shall cause the posting of an ordinance  
16 or resolution in the bulletin board at the entrance of the City Hall, the City's official webpage, and  
17 in at least two (2) conspicuous places in the City not later than five (5) days after approval thereof.

18 The text of the ordinance or resolution shall be disseminated and posted in Filipino or  
19 English and in the language or dialect understood by the majority of the people in the City, and  
20 the secretary of the *Sangguniang Panlungsod* shall record such fact in a book kept for the  
21 purpose, stating the dates of approval and posting.

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

## 25 **ARTICLE VI**

### 26 **DISQUALIFICATIONS AND SUCCESSION FOR ELECTIVE CITY OFFICIALS**

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

3           (a) Those sentenced by final judgment for an offense involving moral turpitude or an  
4 offense punishable by one (1) year or more of imprisonment within two (2) years after serving  
5 sentence;

6           (b) Those removed from office as a result of an administrative case;

7           (c) Those convicted by final judgment for violating the oath of allegiance to the  
8 Republic of the Philippines;

9           (d) Those with dual citizenship;

10          (e) Fugitives from justice in criminal or nonpolitical cases here and abroad;

11          (f) Permanent residents in a foreign country or those who have acquired the right to  
12 reside abroad and continue to avail of the same right after the effectivity of the Local Government  
13 Code of 1991, as amended; and

14          (g) The insane or feeble-minded.

15           **SEC. 24. *Permanent Vacancy in the Offices of the City Mayor and City Vice Mayor.*** – (a)  
16 If a permanent vacancy occurs in the office of the City Mayor, the City Vice Mayor shall become  
17 the City Mayor. If a permanent vacancy occurs in the office of the City Vice Mayor, the highest  
18 ranking *Sangguniang Panlungsod* member or, in case of the latter's permanent incapacity, the  
19 second highest ranking *Sangguniang Panlungsod* member shall become the City Mayor or City  
20 Vice Mayor, as the case may be. Subsequent vacancies in the said offices shall be filled  
21 automatically by the other *Sangguniang Panlungsod* members according to their ranking as  
22 defined under the Local Government Code of 1991, as amended.

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

26          (c) A tie between or among the highest ranking *Sangguniang Panlungsod* members  
27 shall be resolved by drawing of lots.



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

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

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

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

14 (a) The Provincial Governor shall make the aforesaid appointments;

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

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

25 (c) In case the permanent vacancy is caused by a *Sanggunian Panlungsod* member  
26 who does not belong to any political party, the City Mayor shall, upon recommendation of the  
27 *Sangguniang Panlungsod*, appoint a qualified person to fill the vacancy; and

1 (d) In case of vacancy in the representation of the youth and the barangay in the  
2 *Sangguniang Panlungsod*, said vacancy shall be filled automatically by the official next in rank of  
3 the organization concerned.

4 **SEC. 26. *Temporary Vacancy in the Office of the City Mayor.*** – (a) When the City Mayor  
5 is temporarily incapacitated to perform the duties for physical or legal reasons such as when the  
6 City Mayor is on official leave from duties, on travel abroad, or is suspended from office, the City  
7 Vice Mayor or the highest ranking *Sangguniang Panlungsod* member shall automatically exercise  
8 the powers and perform the duties and functions of the City Mayor, except the power to appoint,  
9 suspend or dismiss employees which can only be exercised if the period of temporary incapacity  
10 exceeds thirty (30) working days.

11 (b) Said temporary incapacity shall terminate upon submission to the *Sangguniang*  
12 *Panlungsod* of a written declaration by the City Mayor of having reported back to office. In case  
13 where the temporary incapacity is due to legal cause, the City Mayor shall also submit the  
14 necessary documents showing that said legal cause no longer exists.

15 (c) When traveling within the country but outside the territorial jurisdiction of the City  
16 for a period not exceeding three (3) consecutive days, the City Mayor may designate in writing  
17 the officer-in-charge of the office. Such authorization shall specify the powers and functions that  
18 the local official concerned shall exercise in the absence of the City Mayor except the power to  
19 appoint, suspend or dismiss employees.

20 (d) If the City Mayor fails or refuses to issue such authorization, the City Vice Mayor or  
21 the highest ranking *Sangguniang Panlungsod* member, as the case maybe, shall have the right to  
22 assume the powers, duties and functions of the said office on the fourth (4th) day of absence of  
23 the City Mayor, subject to the limitations provided in subsection (c) hereof.

24 (e) Except as provided above, the City Mayor shall, in no case, authorize any local official  
25 to assume the powers, duties and functions of the office, other than the City Vice Mayor or the  
26 highest ranking *Sangguniang Panlungsod* member, as the case may be.

27  
28 **ARTICLE VII**

29 **THE APPOINTIVE OFFICIALS OF THE CITY:**

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THEIR QUALIFICATIONS, POWERS AND DUTIES

**SEC. 27. *The Secretary to the Sangguniang Panlungsod.*** – (a) There shall be a Secretary of the *Sangguniang Panlungsod* who shall be a career official with the rank and salary equal to a head of a department or office.

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

(c) The Secretary to the *Sangguniang Panlungsod* shall:

(1) Attend meetings of the *Sangguniang Panlungsod* and keep a journal of its proceedings;

(2) Keep the seal of the City and affix it with signature to all ordinances, resolutions, and other official acts of the *Sangguniang Panlungsod* and present the same for the signature of the presiding officer;

(3) Forward to the City Mayor, for approval, copies of ordinances enacted by the *Sangguniang Panlungsod* duly certified by the presiding officer, in the manner provided in Section 54 of the Local Government Code of 1991, as amended;

(4) Forward to the *Sangguniang Panlalawigan* copies of duly approved ordinances in the manner provided in Sections 56 and 57 of the Local Government Code of 1991, as amended;

(5) Furnish, upon the request of any interested party, certified copies of records of public character in custody, upon payment to the City Treasurer of such fees as may be prescribed by ordinance;

(6) Record in a book kept for the purpose, all ordinances and resolutions enacted or adopted by the *Sangguniang Panlungsod*, with the dates of passage and publication thereof;

(7) Ensure that staff services and non-confidential records are available to the public during usual business hours;



1           (8) Translate into the dialect used by the majority of the inhabitants all ordinances  
2 and resolutions immediately after their approval and cause the publication of the same  
3 together with the original version in the manner provided under the Local Government  
4 Code of 1991, as amended;

5           (9) Take custody of the local archives and where applicable, the local library, and  
6 annually account for the same; and

7           (10) 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 prescribed by  
9 law or ordinance.

10       **SEC. 28. *The City Treasurer.*** – (a) The City Treasurer shall be appointed by the Secretary  
11 of the Department of Finance (DOF) from a list of at least three (3) ranking eligible recommendees  
12 of the City Mayor, subject to civil service law, rules, and regulations.

13       (b) The City Treasurer shall be under the administrative supervision of the City Mayor, to  
14 whom the City Treasurer shall report regularly on the tax collection efforts of the City.

15       (c) The City Treasurer must be a citizen of the Philippines, a resident of the City of  
16 Carmona, of good moral character, a holder of a college degree in commerce, public  
17 administration, or law from a recognized college or university, a first grade civil service eligible or  
18 its equivalent and must have acquired at least five (5) years experience in-treasury or accounting  
19 work.

20       (d) The City Treasurer shall receive such compensation, emoluments, and allowances as  
21 may be determined by law.

22       (e) The City Treasurer shall supervise the City Finance Department, and shall:

23           (1) Advise the City Mayor, the *Sangguniang Panlungsod* and other local government  
24 and national officials concerned regarding the disposition of local government funds and  
25 on such other matters relative to public finance;

26           (2) Take custody and exercise proper management of the funds of the City;

27           (3) Take charge of the disbursement of all funds of the City and such other funds the  
28 custody of which may be entrusted to the City Treasurer by law or other competent  
29 authority;

1 (4) Inspect private commercial and industrial establishments within the jurisdiction  
2 of the City in relation to the implementation of tax ordinances pursuant to the provisions  
3 of the Local Government Code of 1991, as amended;

4 (5) Maintain and update the tax information system of the City; and

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

8 **SEC. 29. Assistant City Treasurer.** – (a) The Assistant City Treasurer may be appointed by  
9 the Secretary of the Department of Finance (DOF) from a list of at least three (3) ranking eligible  
10 recommendees of the City Mayor, subject to civil service law, rules and regulations.

11 (b) The Assistant City Treasurer must be a citizen of the Philippines, a resident of the City  
12 of Carmona, of good moral character, a holder of a college degree preferably in commerce, public  
13 administration or law from a recognized college or university, a first grade civil service eligible or  
14 its equivalent and must have acquired at least five (5) years experience in treasury or accounting  
15 work.

16 (c) The Assistant City Treasurer shall assist the City Treasurer and perform such duties as  
17 may be assigned by the latter.

18 (d) The Assistant City Treasurer shall have authority to administer oaths concerning  
19 official matters concerning official matters relating to the financial accounts handled by the City  
20 Treasurer or those arising in the office of the City Treasurer.

21 (e) The Assistant City Treasurer shall receive such compensation, emoluments and  
22 allowances as may be determined by law.

23 **SEC. 30. The City Assessor.** – (a) The City Assessor must be a citizen of the Philippines, a  
24 resident of the City of Carmona, of good moral character, a holder of a college degree preferably  
25 in civil or mechanical engineering, commerce, or any other related course from a recognized  
26 college or university, a first grade civil service eligible or its equivalent and must have acquired at  
27 least five (5) years experience in real property assessment work or in any related field  
28 immediately preceding the date of the appointment.

1 (b) The City Assessor shall receive such compensation, emoluments and allowances as  
2 may be determined by law.

3 (c) The City Assessor shall take charge of the City Assessor's Department, and shall:

4 (1) Ensure that all laws and policies governing the appraisal and assessment of real  
5 properties for taxation purposes are properly executed;

6 (2) Initiate, review, and recommend changes in policies and objectives, plans and  
7 programs, techniques, procedures and practices in the evaluation and assessment of  
8 real properties for taxation purposes;

9 (3) Establish a systematic method of real property assessment;

10 (4) Install and maintain real property identification and accounting systems;

11 (5) Prepare, install, and maintain a system of tax mapping, showing graphically all  
12 properties subject to assessment and gather all data concerning the same;

13 (6) Conduct frequent physical surveys to verify and determine whether all real  
14 properties within the City are properly listed in the assessment rolls;

15 (7) Exercise the functions of appraisal and assessment primarily for taxation purposes  
16 of all real properties in the City;

17 (8) Prepare a schedule of the fair market value of the different classes of real  
18 properties in accordance with the provisions of the Local Government Code of 1991, as  
19 amended;

20 (9) Issue, upon request of any interested party, certified copies of assessment records  
21 of real properties and all other records relative to its assessment, upon payment of a  
22 service charge or fee to the City Treasurer;

23 (10) Submit every semester a report of all assessments, as well as cancellations and  
24 modifications of assessments to the City Mayor and the *Sangguniang Panlungsod*;

25 (11) Attend personally or through an authorized representative all sessions of the Local  
26 Board of Assessment Appeals whenever an assessment is subject of an appeal for  
27 reconsideration, and present or submit any information or record in the possession of the  
28 City Property Valuation and Assessment Department as may be required by the Board;  
29 and

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

4 **SEC. 31. *The Assistant City Assessor.*** – (a) The Assistant City Assessor must be a citizen of  
5 the Philippines, a resident of the City of Carmona, of good moral character, a holder of a college  
6 degree preferably in civil or mechanical engineering, commerce, or any other related course from  
7 a recognized college or university, a first grade civil service eligible or its equivalent and must  
8 have acquired at least three (3) years experience in real property assessment work or in any  
9 related field immediately preceding the date of the appointment.

10 (b) The Assistant City Assessor shall assist the City Assessor and perform such other duties  
11 as may be assigned by latter.

12 (c) The Assistant City Assessor shall have the authority to administer oaths on all  
13 declarations of real property for purposes of assessments.

14 (d) The Assistant City Assessor shall receive such compensation, emoluments, and  
15 allowances as may be determined by law.

16 **SEC. 32. *The City Accountant.*** – (a) The City Accountant must be a citizen of the Philippines,  
17 a resident of the City of Carmona, of good moral character, a certified public accountant and  
18 must have acquired experience in either treasury or accounting work immediately preceding the  
19 date of the appointment for at least five (5) years.

20 (b) The City Accountant shall receive such compensation, emoluments and allowances as  
21 may be determined by law.

22 (c) The City Accountant shall take charge of both the office of the accounting and internal  
23 audit services of the City, and shall:

24 (1) Install and maintain an internal audit system in the City;

25 (2) Prepare and submit financial statements to the City Mayor and to the  
26 *Sangguniang Panlungsod*;

27 (3) Appraise the *Sangguniang Panlungsod* and other officials on the financial  
28 condition and operations of the City;

1           (4) Certify the availability of budgetary allotment to which expenditures and  
2 obligations may be properly charged;

3           (5) Review supporting documents before the preparation of vouchers to determine  
4 the completeness of requirements;

5           (6) Prepare statements of cash advances, liquidations, salaries, allowances,  
6 reimbursements and remittances pertaining to the City;

7           (7) Prepare statements of journal vouchers and liquidation of the same and other  
8 adjustments related thereto;

9           (8) Post individual disbursements to the subsidiary ledgers and other appropriate  
10 record keeping instruments;

11          (9) Maintain individual ledgers for officials and employees of the City pertaining to  
12 payrolls and deductions;

13          (10) Record and post the details of purchased furniture, fixtures and  
14 equipment, including disposal thereof, if any;

15          (11) Account for all issued requests for obligations and maintain and keep all  
16 records and reports related thereto;

17          (12) Prepare journals and the analysis of obligations and maintain and keep all  
18 records and reports related thereto; and

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

22          **SEC. 33. *The City Budget Officer.*** – (a) The City Budget Officer must be a citizen of the  
23 Philippines, a resident of the City of Carmona, of good moral character, a holder of a college  
24 degree preferably in accounting, economics, public administration, or any related course from a  
25 recognized college or university, a first grade civil service eligible or its equivalent, and must have  
26 acquired at least five (5) years experience in government budgeting or in any related field  
27 immediately preceding the date of appointment.



1 (b) The City Budget Officer shall receive such compensation, emoluments, and allowances  
2 as may be determined by law.

3 (c) The City Budget Officer shall take charge of the City Budget Department, and shall:

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

6 (2) Review and consolidate the budget proposals of the different departments and  
7 offices of the City;

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

10 (4) Study and evaluate budgetary implications of proposed legislation and submit  
11 comments and recommendations thereon;

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

14 (6) Coordinate with the City Treasurer, the City Accountant and the City Planning and  
15 Development Officer for the purpose of budgeting;

16 (7) Assist the *Sangguniang Panlungsod* in reviewing the approved budgets of  
17 component barangays;

18 (8) Coordinate with the City Planning and Development Officer in the formulation of  
19 the development plan of the City; and

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

23  
24 **SEC. 34. *The City Planning and Development Officer.*** – (a) The City Planning and  
25 Development Officer must be a citizen of the Philippines, a resident of the City of Carmona, of  
26 good moral character, a holder of a college degree preferably in urban planning, development  
27 studies, economics, public administration, or in any related course from a recognized college or  
28 university, a first grade civil service eligible or its equivalent, and must have at least five (5) years



1 experience in development planning or in any related field immediately preceding the date of  
2 the appointment.

3 (b) The City Planning and Development Officer shall receive such compensation,  
4 emoluments and allowances as may be determined by law.

5 (c) The City Planning and Development Officer shall take charge of the City Planning and  
6 Development Coordinating Office, and shall:

7 (1) Formulate integrated economic, social, physical and other development plans and  
8 policies for consideration of the City;

9 (2) Conduct continuing studies, researches and training programs necessary to evolve  
10 plans and programs for implementation;

11 (3) Integrate and coordinate all sectoral plans and studies undertaken by the different  
12 functional groups or agencies;

13 (4) Monitor and evaluate the implementation of the different development  
14 programs, projects and activities in the City in accordance with the approved  
15 development plan;

16 (5) Prepare comprehensive plans and other development planning documents for the  
17 consideration of the local development council;

18 (6) Analyze the income and expenditure patterns, and formulate and recommend  
19 fiscal plans and policies for consideration of the finance committee of the City as provided  
20 under the Local Government Code of 1991, as amended;

21 (7) Promote people's participation in development planning within the City;

22 (8) Exercise supervision and control over the secretariat of the Local Development  
23 Council; and

24 (9) Perform such other functions and duties and exercise such other powers as  
25 provided under the Local Government Code of 1991, as amended, and those that are  
26 prescribed by law or ordinance.

27 **SEC. 35. *The City Engineer.*** – (a) The City Engineer must be a citizen of the Philippines, a  
28 resident of the City of Carmona, of good moral character, a licensed civil engineer, and must have  
29 practiced the engineering profession for at least five (5) years.

1 (b) The City Engineer shall receive such compensation, emoluments and allowances as  
2 may be determined by law.

3 (c) The City Engineer shall take charge of the City Engineering Office, and shall:

4 (1) Initiate, review and recommend changes in infrastructure development and public  
5 works policies, objectives, plans and programs of the City, and the techniques, procedures  
6 and practices to be implemented relative thereto;

7 (2) Advise the City Mayor on infrastructure, public works and other engineering  
8 matters;

9 (3) Administer, coordinate, supervise and control the construction, maintenance,  
10 improvement and repair of roads, bridges, other engineering and public works projects of  
11 the City;

12 (4) Provide engineering services to the City, including investigation and survey,  
13 engineering designs, feasibility studies, and project management; and

14 (5) Perform such other duties and functions, and exercise such other powers as  
15 provided for under the Local Government Code of 1991, as amended, and those that are  
16 prescribed by law or ordinance.

17 **SEC. 36. The Assistant City Engineer.** – (a) The Assistant City Engineer must be a citizen of  
18 the Philippines, a resident of the City, of good moral character, a holder of a college degree  
19 preferably in civil or mechanical engineering, commerce or any related course from a recognized  
20 college or university and a first grade civil service eligible or its equivalent and must have  
21 practiced the engineering profession or any related field for at least three (3) years.

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

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

26 **SEC. 37. The City Health Officer.** – (a) The City Health Officer must be a citizen of the  
27 Philippines, a resident of the City of Carmona, of good moral character, a licensed medical  
28 practitioner, and must have practiced the medical profession for at least five (5) years.

1 (b) The City Health Officer shall receive such compensation, emoluments and allowances  
2 as may be determined by law.

3 (c) The City Health Officer shall take charge of the  
4 City Health Services Office, and shall:

5 (1) Supervise the personnel and staff of the said office, formulate program  
6 implementation guidelines and rules and regulations for the operation of the said office  
7 for the approval of the city mayor in order to assist him in the efficient, effective and  
8 economical implementation of health service program geared to implement health-  
9 related projects and activities;

10 (2) Formulate measures for the consideration of the *Sangguniang Panlungsod* and  
11 provide technical assistance and support to the City Mayor in carrying out activities to  
12 ensure the delivery of basic services and provision of adequate facilities relative to health  
13 services provided under Section 17 of the Local Government Code of 1991, as amended;

14 (3) Develop plans and strategies, and upon approval thereof by the City Mayor,  
15 implement these with the health programs and projects which the City Mayor is  
16 empowered to implement and which the *Sangguniang Panlungsod* is empowered to  
17 provide under the Local Government Code of 1991, as amended;

18 (4) Coordinate with national, regional and provincial health officials and with other  
19 agencies of the government in the implementation of mitigation policies and other  
20 measures during public health emergencies;

21 (5) Supervise the delivery of basic health service, all City health centers, hospitals, and  
22 clinics in accordance with City and national health policies and programs such as those on  
23 dental health, maternal health, family planning, nutrition, immunization, and  
24 environmental safety and sanitation;

25 (6) In addition to the foregoing duties and functions, the City Health Officer shall:

26 (i) Formulate and implement policies, plans and projects to promote the  
27 health of the people in the City;

28 (ii) Advise the City Mayor and the *Sangguniang Panlungsod* on matters  
29 pertaining to health;

1 (iii) Execute and enforce all laws, ordinances and regulations relating to public  
2 health;

3 (iv) Recommend to the *Sangguniang Panlungsod*, through the Local Health  
4 Board, the passage of such ordinances necessary for the preservation of public  
5 health;

6 (v) Recommend the prosecution of any violation of sanitary laws, ordinances  
7 or regulations;

8 (vi) Direct the sanitary inspection of all business establishments selling food  
9 items or providing lodging accommodations such as hotels, motels, lodging houses,  
10 and pension houses, in accordance with the Sanitation Code;

11 (vii) Conduct health information campaigns and render health intelligence  
12 services;

13 (viii) Coordinate with other government agencies and nongovernmental  
14 organizations involved in the promotion and delivery of health services;

15 (7) Be in the frontline of the delivery of health services, particularly during and in the  
16 aftermath of man-made and natural disasters and calamities; and

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

20 **SEC. 38. *The Assistant City Health Officer.*** – (a) The Assistant City Health Officer must be  
21 a citizen of the Philippines, a resident of the City, of good moral character, a licensed medical  
22 practitioner, and must have practiced the medical profession for at least three (3) years.

23 (b) The Assistant City Health Officer shall assist the City Health Officer and perform such  
24 other duties as may be assigned by latter.

25 (c) The Assistant City Health Officer shall receive such compensation, emoluments and  
26 allowances as may be determined by law.

27 **SEC. 39. *The City Civil Registrar.*** – (a) The City Civil Registrar must be a citizen of the  
28 Philippines, a resident of the City of Carmona, of good moral character, a holder of a college

1 degree from a recognized college or university, a first grade civil service eligible or its equivalent  
2 and must have acquired at least five (5) years experience in civil registry work.

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

5 (c) The City Civil Registrar shall be responsible for the civil registration program in the City  
6 of Carmona pursuant to the Civil Registry Law, the Civil Code, and other pertinent laws, rules and  
7 regulations issued to implement them.

8 (d) The City Civil Registrar shall take charge of the office of the City Civil Registry, and shall:

9 (1) Develop plans and strategies, and upon approval thereof by the City Mayor,  
10 implement the same, particularly those which have to do with the management and  
11 administration-related programs and projects which the City Mayor is empowered to  
12 implement and which the *Sangguniang Panlungsod* is empowered to provide under the  
13 Local Government Code of 1991, as amended;

14 (2) In addition to the foregoing duties and functions, the City Civil Registrar shall:

15 (i) Accept all registrable documents and judicial decrees affecting the civil  
16 status of persons;

17 (ii) File, keep and preserve in a secure place the books required by law;

18 (iii) Transcribe and enter immediately upon receipt all registrable documents  
19 and judicial decrees affecting the civil status of persons in the appropriate civil  
20 registry books;

21 (iv) Transmit to the Office of the Civil Registrar-General, within the prescribed  
22 period, duplicate copies of registered documents required by law;

23 (v) Issue certified transcripts or copies of any certificate or registered  
24 documents upon payment of the required fees to the city treasurer;

25 (vi) Receive applications for the issuance of a marriage license and, after  
26 determining that the requirements and supporting certificates and publication  
27 thereof for the prescribed period have been complied with, issue the license upon  
28 payment of the authorized fee to the city treasurer; and



1 (vii) Coordinate with the Philippine Statistics Authority (PSA) in conducting  
2 educational campaigns for vital registration and assist in the preparation of  
3 demographic data and other statistics for the City of Carmona; and

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

7 **SEC. 40. *The Assistant City Civil Registrar.*** – (a) The Assistant City Civil Registrar must be  
8 a citizen of the Philippines, a resident of the City, of good moral character, a holder of college  
9 degree from a recognized college or university, a first grade civil service eligible, and must have  
10 acquired ~~experience~~ at least three (3) years experience in civil registry work or any related field.

11 (b) The Assistant City Civil Registrar shall assist the City Civil Registrar and perform such  
12 other duties as may be assigned by latter.

13 (c) The Assistant City Civil Registrar shall receive such compensation, emoluments and  
14 allowances as may be determined by law.

15 **SEC. 41. *The City Administrator.*** – (a) The City Administrator must be a citizen of the  
16 Philippines, a resident of the City of Carmona, of good moral character, a holder of a college  
17 degree preferably in public administration, law, or any other related course from a recognized  
18 college or university, a first grade civil service eligible or its equivalent, and must have acquired  
19 at least five (5) years experience in management and administrative work.

20 (b) The term of the City Administrator is coterminous with that of the appointing  
21 authority.

22 (c) The City Administrator shall receive such compensations, emoluments and  
23 allowances as may be determined by law.

24 (d) The City Administrator shall take charge of the City Administrator's Office, and shall:

25 (1) Develop plans and strategies and upon approval thereof by the City Mayor,  
26 implement the same, particularly those which have to do with the management of  
27 administration-related programs and projects which the City Mayor is empowered to



1 implement and which the *Sangguniang Panlungsod* is empowered to provide under the  
2 Local Government Code of 1991, as amended;

3 (2) Assist in the coordination of the work of all the officials of the City under the  
4 supervision, direction and control of the City Mayor, and for this purpose, may convene  
5 the chiefs of offices and other officials of the LGU;

6 (3) Establish and maintain a sound human resource development program designed  
7 to promote career development and uphold the merit principle in the local government  
8 service;

9 (4) Conduct a continuing organizational development program with the end in view  
10 of instituting effective administrative reforms;

11 (5) Be in the frontline of the delivery of administrative support services, particularly  
12 those related to situations during and in the aftermath of man-made and natural disasters  
13 or calamities;

14 (6) Recommend to the *Sangguniang Panlungsod* and the City Mayor policies,  
15 programs and activities, relative to the management and administration of the City; and

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

19 **SEC. 42. The City Legal Officer.** – (a) The City Legal Officer must be a citizen of the  
20 Philippines, a resident of the City of Carmona, of good moral character, a member of the  
21 Philippine Bar, and must have practiced the law profession for at least five (5) years.

22 (b) The term of the City Legal Officer shall be coterminous with that of the appointing  
23 authority.

24 (c) The City Legal Officer shall receive such compensation, emoluments and allowances  
25 as may be determined by law.

26 (d) The City Legal Officer, the chief legal counsel of the City, shall take charge of the Office  
27 of the City Legal Service, and shall:

1 (1) Formulate measures and ordinances for the consideration of the *Sangguniang*  
2 *Panlungsod* and provide legal assistance and support to the City Mayor in carrying out the  
3 delivery of basic services and provisions of adequate facilities;

4 (2) Develop plans and strategies, and upon approval thereof by the City Mayor,  
5 implement the same, particularly those which have to do with programs and projects  
6 related to legal services which the City Mayor is empowered to implement and which the  
7 *Sangguniang Panlungsod* is empowered to provide;

8 (4) Represent the City in all civil actions and special proceedings wherein the LGU or  
9 any official thereof, in official capacity, is a party: *Provided*, That in actions or proceedings  
10 where the City of Carmona is a party adverse to the provincial government or to another  
11 component city or municipality, a special legal officer may be employed to represent the  
12 adverse party;

13 (5) When required by the City Mayor or *Sanggunian*, draft ordinances, contracts,  
14 bonds, leases and other instruments involving any interest of the City and provide  
15 comments and recommendations on any instruments already drawn;

16 (6) Render an opinion in writing on any question of law when requested to do so by  
17 the City Mayor or *Sangguniang Panlungsod*;

18 (7) Investigate or cause to be investigated any local official or employee for  
19 administrative neglect or misconduct in office and recommend the appropriate action to  
20 the City Mayor or *Sangguniang Panlungsod*, as the case may be;

21 (8) Investigate or cause to be investigated any person, firm or corporation holding  
22 any franchise of exercising any public privilege for failure to comply with any term or  
23 condition in the grant of such franchise or privilege, and recommend appropriate action  
24 to the City Mayor or *Sangguniang Panlungsod*, as the case may be;

25 (9) When directed by the City Mayor or *Sanggunian Panlungsod*, initiate and  
26 prosecute, in the interest of the City, any civil action on any bond, lease or other contract  
27 upon any breach or violation thereof;

28 (10) Review and submit recommendations on ordinances approved and executive  
29 orders issued by component units;

1 (11) Advise the City Mayor on all matters related to upholding the rule of law;

2 (12) Be in the frontline of protecting human rights and prosecuting any violations  
3 thereof, particularly those which occur during and in the aftermath of man-made and  
4 natural disasters or calamities; and

5 (13) Perform such other duties and functions, and exercise such other powers as  
6 provided under the Local Government Code of 1991, as amended, and those that are  
7 prescribed by law or ordinance.

8 **SEC. 43. *The City Social Welfare and Development Officer.*** – (a) The City Social Welfare  
9 and Development Officer must be a citizen of the Philippines, a resident of the City of Carmona,  
10 of good moral character, a duly licensed social worker or a holder of a college degree preferably  
11 in the fields of social work, sociology, or any other related course from a recognized college or  
12 university, a first grade civil service eligible or its equivalent, and must have acquired at least five  
13 (5) years experience in the practice of the social work profession immediately preceding the date  
14 of appointment.

15 (b) The City Social Welfare and Development Officer shall receive such compensation,  
16 emoluments and allowances as may be determined by law.

17 (c) The City Social Welfare and Development Officer shall take charge of the Office of  
18 Social Welfare and Development, and shall:

19 (1) Formulate measures and strategies to ensure the delivery of basic services and  
20 the provision of adequate facilities relative to social welfare and development services for  
21 the approval of the *Sanggunian Panlungsod* and to assist the City Mayor in carrying out  
22 these measures;”

23 (2) In addition to the foregoing duties, the Social Welfare and Development Officer  
24 shall:

25 (I) Identify the basic needs of the needy, the disadvantaged, and  
26 impoverished and develop and implement appropriate measures to alleviate their  
27 problems and improve their living conditions;

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

25           **SEC. 44. The City Veterinarian.** – (a) The City Veterinarian must be a citizen of the  
26           Philippines, a resident of the City of Carmona, of good moral character, a licensed doctor of  
27           veterinary medicine and must have practiced the profession for at least three (3) years.

1 (b) The City Veterinarian shall receive such compensation, emoluments and allowances  
2 as may be determined by law.

3 (c) The City Veterinarian shall take charge of the Office of Veterinary Services and shall:

4 (1) Formulate measures for the consideration of the *Sangguniang Panlungsod* and  
5 provide technical assistance and support to the City Mayor in carrying out measures to  
6 ensure the delivery of basic services and provision of adequate facilities;

7 (2) Develop plans and strategies, and upon approval thereof by the City Mayor,  
8 implement the same, particularly those which have to do with veterinary-related activities  
9 which the City Mayor is empowered to implement and which the *Sangguniang*  
10 *Panlungsod* is empowered to provide;

11 (3) Advise the City Mayor on all matters pertaining to the slaughter of animals for  
12 human consumption and the regulation of slaughterhouses;

13 (4) Regulate the keeping of domestic animals;

14 (5) Regulate and inspect poultry, milk and dairy products for public consumption;

15 (6) Enforce all laws and regulations for the prevention of cruelty to animals;

16 (7) Take the necessary measures to eradicate, prevent or cure all forms of animal  
17 diseases;

18 (8) Be in the frontline of veterinary-related activities, such as during the outbreak of  
19 highly contagious and deadly diseases and in situations involving the depletion of animals  
20 for work and for human consumption, particularly those arising from and as a result of  
21 man-made and natural disasters or calamities;

22 (9) Recommend to the *Sangguniang Panlungsod* and advise the City Mayor on all  
23 matters relative to veterinary services which will increase the number and improve the  
24 quality of livestock, poultry and other domestic animals used for work or human  
25 consumption; and

26 (10) Perform such other duties and functions, and exercise such other powers as  
27 provided under the Local Government Code of 1991, as amended, and those that are  
28 prescribed by law or ordinance.



1           **SEC. 45. The City General Services Officer.** – (a) The City General Services Officer must be  
2 a citizen of the Philippines, a resident of the City of Carmona, of good moral character, a holder  
3 of a college degree in public administration, business administration, or management ~~from~~  
4 conferred by a recognized college or university, a first grade civil service eligible or its equivalent  
5 and must have acquired at least five (5) years experience in general services, including the  
6 management of supply, property, solid waste disposal and general sanitation.

7           (b) The City General Services Officer shall receive such compensation, emoluments and  
8 allowances as may be determined by law.

9           (c) The City General Services Officer shall take charge of the Office of the General  
10 Services, and shall:

11           (1) Formulate measures for the consideration of the *Sangguniang Panlungsod* and  
12 provide technical assistance and support to the City Mayor in carrying out measures to  
13 ensure the delivery of basic services and provision of adequate facilities that require  
14 general services expertise in technical support services;

15           (2) Develop plans and strategies, and upon approval thereof by the City Mayor,  
16 implement the same, particularly those which have to do with the general services that  
17 are supportive of the welfare of the inhabitants of the City which the City Mayor is  
18 empowered to implement and which the *Sangguniang Panlungsod* is empowered to  
19 provide;

20           (3) Take custody of and be accountable for all properties, real or personal, owned by  
21 the City, and those conveyed to it in the form of donation, reparation, assistance and  
22 counterpart of joint projects;

23           (4) With the approval of the City Mayor, assign building or land space to local officials  
24 or other public officials who, by law, are entitled to the space;

25           (5) Recommend to the City Mayor the reasonable rental rates for local government  
26 properties, whether real or personal, which will be leased to public or private entities by  
27 the local government;

28           (6) Recommend to the City Mayor reasonable rental rates of private properties which  
29 may be leased for the official use of the City;



1 (7) Maintain and supervise janitorial, security, landscaping and other related services  
2 in all local government public buildings and other real property, whether owned or leased  
3 by the LGU;

4 (8) Collate and disseminate information regarding prices, shipping and other costs of  
5 supplies and other items commonly used by the LGU;

6 (9) Perform archival and record management with respect to records of offices and  
7 departments of the LGU;

8 (10) Perform all other functions pertaining to supply and property management and  
9 enforce policies on records creation, maintenance and disposal;

10 (11) Be in the frontline of general services-related activities, such as the possible and  
11 imminent destruction or damage to records, supplies, properties, and structure materials  
12 or debris, particularly during and in the aftermath of man-made and natural disasters and  
13 calamities;

14 (12) Advise the City Mayor on all matters relative to general services; and

15 (13) Perform such other duties and functions, and exercise such other powers as  
16 provided under the Local Government Code of 1991, as amended, and those that are  
17 prescribed by law or ordinance.

18 **SEC. 46. *The City Environment and Natural Resources Officer.*** – (a) The City Environment  
19 and Natural Resources Officer 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 preferably in environment,  
21 forestry, agriculture or any other related course from a recognized college or university, a first  
22 grade civil service eligible or its equivalent and must have acquired at least five (5) years  
23 experience in environment and natural resources management, conservation, and utilization  
24 work.

25 (b) The City Environment and Natural Resources Officer shall receive such compensation,  
26 emoluments and allowances as may be determined by law.

27 (c) The City Environment and Natural Resources Officer shall take charge of the Office of  
28 the Environment Service Department and shall:

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

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

4 **SEC. 47. The City Architect.** – (a) The City Architect must be a citizen of the Philippines, a  
5 resident of the City of Carmona, of good moral character, a duly licensed architect and must have  
6 practiced the architectural profession for at least five (5) years.

7 (b) The City Architect shall receive such compensation, emoluments and allowances as  
8 may be determined by law.

9 (c) The City Architect shall take charge of the Office of Architectural Planning and Design,  
10 and shall:

11 (1) Formulate measures for the consideration of the *Sangguniang Panlungsod* and  
12 provide technical assistance and support to the City Mayor in carrying out measures to  
13 ensure the delivery of basic services and provision of adequate facilities relative to  
14 architectural planning and design;

15 (2) Develop plans and strategies, and upon approval thereof by the City Mayor,  
16 implement the same, particularly those which have to do with architectural planning and  
17 design programs and projects which the City Mayor is empowered to implement and  
18 which the *Sangguniang Panlungsod* is empowered to provide;

19 (3) Prepare and recommend for consideration of the *Sangguniang Panlungsod* the  
20 architectural plan and design for the LGU or a part thereof, including the renewal of slums  
21 and blighted areas, land reclamation activities, the greening of landscapes, the  
22 development of appropriate plans for the preservation and protection of marine and  
23 foreshore areas;

24 (4) Review and recommend for appropriate action of the *Sanggunian Panlungsod* or  
25 City Mayor, as the case maybe, the architectural plans and design submitted by  
26 governmental and nongovernmental entities or individuals, particularly those for  
27 undeveloped, underdeveloped, and poorly designed areas;

28 (5) Coordinate with government and non-government entities and individuals  
29 involved in the aesthetics and the maximum utilization of the land and water within the

1 jurisdiction of the LGU in the implementation of plans and programs for the preservation  
2 of environmental integrity and ecological balance.

3 (6) Be in the frontline of the delivery of services involving architectural planning, ~~and~~  
4 design, and spatial distribution of basic facilities and physical structures especially in the  
5 aftermath of man-made and natural disasters or calamities;

6 (7) Advise the City Mayor on all matters relative to architectural planning and design  
7 as it relates to the total socio-economic development of the City; and

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

11 **SEC. 48. *The City Information Officer.*** – (a) The City Information Officer must be a citizen  
12 of the Philippines, a resident of the City of Carmona, of good moral character, a holder of a college  
13 degree preferably in journalism, mass communications, or any related course from a recognized  
14 college or university, a first grade civil service eligible or its equivalent and must have acquired at  
15 least three (3) years experience in writing articles and research papers, or writing for print,  
16 television, or broadcast media.

17 (b) The City Information Officer shall receive such compensation, emoluments and  
18 allowances as may be determined by law.

19 (c) The term of the City Information Officer shall be coterminous with that of the  
20 appointing authority;

21 (d) The City Information Officer shall take charge of the Office of the City Information  
22 and Community Relations Department, and shall:

23 (1) Formulate measures for the consideration of the *Sangguniang Panlungsod* and  
24 provide technical assistance and support to the City Mayor in providing the appropriate  
25 information and research data required for the delivery of basic services and provision of  
26 adequate facilities so that the public becomes aware of said services and may fully avail  
27 of the same;

28 (2) Develop plans and strategies, and upon approval thereof by the City Mayor,  
29 implement the same, particularly those which have to do with public information and

1 research data to support programs and projects which the City Mayor is empowered to  
2 implement and which the *Sangguniang Panlungsod* is empowered to provide;

3 (3) Provide relevant, adequate and timely information to the LGU and its residents;

4 (4) Furnish information and data on the local government agencies or offices as may  
5 be required by law or ordinance, and non-governmental organizations to be furnished to  
6 said agencies and organizations;

7 (5) Maintain effective liaison with the various sectors of the community on matters  
8 and issues that affect the livelihood and the quality of life of the City's inhabitants and  
9 encourage support for programs of the local and national government.

10 (6) Be in the frontline in providing information during and in the aftermath of man-  
11 made and natural calamities and disasters or calamities, with special attention to the  
12 victims thereof, to help minimize injuries and casualties during and after the emergency,  
13 and to accelerate relief and rehabilitation;

14 (7) Recommend to the *Sangguniang Panlungsod* and advise the City Mayor on all  
15 matters relative to public information and research data as it relates to the total  
16 socioeconomic development of the City; and

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

20 **SEC. 49. The City Cooperatives Officer.** – (a) The City Cooperatives Officer must be a citizen  
21 of the Philippines, a resident of the City of Carmona, of good moral character, a holder of a college  
22 degree preferably in business administration with special training on cooperatives or any related  
23 course from a recognized college or university, a first grade civil service eligible or its equivalent  
24 and must have acquired at least five (5) years experience on cooperatives development,  
25 organization, and management.

26 (b) The City Cooperatives Officer shall receive such compensation, emoluments and  
27 allowances as may be determined by law.

28 (c) The City Cooperatives Officer shall take charge of the Office for the Development of  
29 Cooperatives, and shall:



1 (1) Formulate measures for the consideration of the *Sangguniang Panlungsod* and  
2 provide technical assistance and support to the City Mayor in carrying out measures to  
3 ensure the delivery of basic services and the provision of facilities through the  
4 development of cooperatives, and in providing access to such services and facilities;

5 (2) Develop plans and strategies, and upon approval thereof by the City Mayor,  
6 implement the same, particularly those which have to do with the integration of  
7 cooperatives principles and methods in programs which the City Mayor is empowered to  
8 implement and which the *Sangguniang Panlungsod* is empowered to provide;

9 (3) Assist in the organization of cooperatives;

10 (4) Provide technical and other forms of assistance to existing cooperatives to  
11 enhance their viability as an economic enterprise and social organization;

12 (5) Assist cooperatives in establishing linkages with government agencies and  
13 nongovernment organizations involved in the promotion and integration of the concept  
14 of cooperatives in the livelihood of the people and other community activities.

15 (6) Be in the frontline of cooperative organization, rehabilitation or viability-  
16 enhancement, particularly during and in the aftermath of man-made and natural  
17 calamities or disasters, to aid in their survival and, if necessary, subsequent rehabilitation;

18 (7) Recommend to the *Sangguniang Panlungsod* and advise the City Mayor on all  
19 other matters relative to cooperatives development and viability enhancement which will  
20 improve the livelihood and quality of life of the inhabitants; and

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

24 **SEC. 50. *The City Population Officer.*** – (a) The City Population Officer must be a citizen of  
25 the Philippines, a resident of the City of Carmona, of good moral character, a holder of a college  
26 degree in any of the social science disciplines conferred by a recognized college or university, and  
27 preferably specialized training in population development, a first grade civil service eligible or its  
28 equivalent and must have acquired at least five (5) years experience in the implementation of  
29 programs on population development or responsible parenthood.



1 (b) The City Population Officer shall receive such compensation, emoluments and  
2 allowances as may be determined by law.

3 (c) The City Population Officer shall take charge of the Office on Population Development,  
4 and shall:

5 (1) Formulate measures for the consideration of the *Sangguniang Panlungsod* and  
6 provide technical assistance and support to the City Mayor in carrying out measures to  
7 ensure the delivery of basic services and provision of adequate facilities through the  
8 integration of the population development principles and in providing access to said  
9 services and facilities;

10 (2) Develop plans and strategies, and upon approval thereof by the City Mayor,  
11 implement the same, particularly those which have to do with the integration of  
12 population development principles and methods in program and projects which the City  
13 Mayor is empowered to implement and which the *Sangguniang Panlungsod* is  
14 empowered to provide; and

15 (3) Assist the City Mayor in the implementation of the constitutional provisions  
16 relative to population development and the promotion of responsible parenthood;

17 (4) Establish and maintain an updated data bank for program operations,  
18 development planning and an educational program to ensure the people's participation  
19 in and understanding of population development;

20 (5) Implement appropriate training programs responsive to the cultural heritage of  
21 the inhabitants; and

22 (6) Perform such other duties and functions, and exercise such other powers as  
23 provided under the Local Government Code of 1991, as amended, and those that are  
24 prescribed by law or ordinance.

25 **SEC. 51. *The City Agriculturist.*** – (a) The City Agriculturist must be a citizen of the  
26 Philippines, a resident of the City of Carmona, of good moral character, a holder of a college  
27 degree in agriculture or any other related course conferred by a recognized college or university,  
28 a first grade civil service eligible or its equivalent, and must have practiced the agriculture  
29 profession or acquired at least five (5) years experience in agriculture or a related field.

1 (b) The City Agriculturist shall receive such compensation, emoluments and allowances as  
2 may be determined by law.

3 (c) The City Agriculturist shall take charge of the Office for Agricultural Services, and shall:

4 (1) Formulate measures for the consideration of the *Sangguniang Panlungsod* and  
5 provide technical assistance and support to the City Mayor in carrying out measures to  
6 ensure the delivery of basic services and provision of adequate facilities relative to  
7 agricultural services;

8 (2) Develop plans and strategies, and upon approval thereof by the City Mayor,  
9 implement the same, particularly those which have to do with agricultural programs and  
10 projects which the City Mayor is empowered to implement and which the *Sangguniang*  
11 *Panlungsod* is empowered to provide;

12 (3) In addition to the foregoing duties and functions, the City Agriculturist shall:

13 (i) Ensure that maximum assistance and access to resources in the  
14 production, processing and marketing of agricultural and aquacultural and marine  
15 products are extended to farmers, fishermen, and local entrepreneurs;

16 (ii) Conduct or cause to be conducted location-specific agricultural researches  
17 and assist in making available the appropriate technology arising out of and  
18 disseminating information on basic research on crops, prevention and control of  
19 plant diseases and pests, and other agricultural matters which will maximize  
20 productivity;

21 (iii) Assist the City Mayor in the establishment and extension services of  
22 demonstration farms on aquaculture and marine products;

23 (iv) Enforce rules and regulations relating to agriculture and aquaculture; and

24 (v) Coordinate with government agencies and non-governmental  
25 organizations which promote agricultural productivity through applied technology  
26 compatible with environmental integrity.

27 (4) Be in the frontline in the delivery of basic agricultural services and provide  
28 technical advice to farmers and fisherfolk in the adoption of critical climate adaptation  
29 and disaster mitigation practices and techniques, and ensure the availability of staple food

1 such as rice, corn, and produce especially in preparation for an impending natural  
2 calamity, and in the aftermath of man-made or natural disasters;”

3 (5) Recommend to the *Sangguniang Panlungsod* and advise the City Mayor on all  
4 other matters related to agriculture and aquaculture which will improve the livelihood  
5 and living conditions of the inhabitants; and

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

9 **SEC. 52. The City Human Resource Management Officer.** – (a) The City Human Resource  
10 Management Officer must be a citizen of the Philippines, a resident of the City of Carmona, of  
11 good moral character, a holder of a college degree preferably in human resource, psychology,  
12 and other related course conferred by a recognized college or university, a first grade civil service  
13 eligible or its equivalent and must have acquired at least five (5) years experience in organization  
14 design and strategic workforce planning, recruitment and staffing, performance management,  
15 compensation and benefits, and training and development traffic management immediately  
16 preceding the date of appointment;

17 (b) The City Human Resource Management Officer shall receive compensation,  
18 emoluments, and allowances as may be determined by law;

19 (c) The City Human Resource Management Officer shall take charge of the City Human  
20 Resource and Management Office, and shall:

21 (1) Develop a human resource management plan aimed at improving the productivity  
22 and professional growth of the city government’s employees, and recommend the same  
23 to the City Mayor, and if warranted, to the *Sangguniang Panlungsod*, for approval and  
24 implementation;

25 (2) Ensure that the recruitment, selection and placement is based on merit and  
26 fitness;

27 (3) Design, develop, coordinate, implement, deliver and evaluate training programs  
28 that support organization objectives that are aligned with the organizations strategic  
29 plans;

1 (4) Develop and implement heads and staff development programs that support the  
2 organizations succession plans;

3 (5) Ensure the implementation of a Strategic Performance Management System that  
4 includes individual Performance Contracts, ensures results-based performance, and the  
5 provision of rewards and recognition for outstanding performance and loyalty in the  
6 service; and

7 (7) Perform such other duties and functions, and exercise such other powers as may  
8 be prescribed by law or ordinance.

9 **SEC. 53. *The City Tourism Office.*** – (a) The City Tourism Officer must be a citizen of the  
10 Philippines, a resident of the City of Carmona, of good moral character, a holder of a college  
11 degree in tourism or a related field conferred by a recognized college or university, and preferably  
12 specialized training in tourism development, a first grade civil service eligible or its equivalent,  
13 and must have acquired least five (5) years experience in implementing programs on tourism  
14 development.

15 (b) The City Tourism Office shall receive such compensation, emoluments and allowances  
16 as may be determined by law.

17 (c) The City Tourism Officer shall assist the City Mayor and the local tourism council in  
18 developing and implementing programs and shall:

19 (1) Encourage the LGU to enact local legislation adopting the Department of  
20 Tourism (DOT) accreditation stands for tourism facilities and services;

21 (2) Ensure a pleasant experience and stay of tourists while at the same time  
22 protecting the interests, welfare and rights of the City;

23 (3) Develop tourist products and destinations that will benefit the City and its local  
24 community;

25 (4) Pursue the implementation of the national tourism master plans, the national  
26 ecotourism strategy and the area specific plans of the national and LGUs;

27 (5) Support the LGU unit in promoting festivals, fiestas and other tourism-related  
28 activities; and

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

4 **ARTICLE VIII**

5 **THE CITY FIRE STATION SERVICE, THE CITY JAIL SERVICE, THE CITY SCHOOLS DIVISION,**  
6 **AND THE CITY PROSECUTION SERVICE**

7 **SEC. 54. *The City Fire Station Service.*** – (a) There shall be established in the City of Carmona  
8 at least one (1) fire station with adequate personnel, firefighting facilities and equipment, subject  
9 to the standards, rules and regulations that may be promulgated by the DILG. The City shall  
10 provide the necessary site for the station;

11 (b) The City Fire Station shall be responsible for the provision of various emergency  
12 services such as rescue and evacuation of injured people related to fire incidents and, in general,  
13 fire prevention and suppression measures to secure the safety of life and property of the  
14 citizenry; and

15 (c) The City Fire Station Service shall be headed by a City Fire Marshal whose qualifications  
16 shall be as ~~these~~ provided under Republic Act No. 9263, as amended, otherwise known as the  
17 "*Bureau of Fire Protection and Bureau of Jail Management and Penology Professionalization Act*  
18 *of 2004*".

19 **SEC. 55. *The City Jail Service.*** – (a) At least five (5) months from the commencement of  
20 the corporate existence of the City, the DILG shall establish and maintain a secured, clean,  
21 adequately equipped and sanitary jail facility for the custody and safekeeping of prisoners, any  
22 fugitive from justice, or person detained awaiting investigation or trial or transfer to the national  
23 penitentiary, or a violent mentally ill person who may endanger oneself or the safety of others,  
24 as duly certified by the proper medical health officer, prior to the transfer of such person to a  
25 mental institution.

26 (b) The City Jail Service shall be headed by a City Jail Warden whose qualifications shall be  
27 provided for under Republic Act No. 9263, as amended, otherwise known as the "*Bureau of Fire*  
28 *Protection and Bureau of Jail Management and Penology Professionalization Act of 2004*". The  
29 Provincial Jail Warden shall assist in the immediate rehabilitation of individuals or detention of



1 prisoners. Great care must be exercised so that human rights of these prisoners are respected  
2 and protected, and their spiritual and physical well-being are properly and promptly attended to.

3 **SEC. 56. *The City Schools Division.*** – The Department of Education (DepEd) shall establish  
4 and maintain a City Schools Division of the City of Carmona whose area of jurisdiction will cover  
5 all the school districts within the City.

6 The City School Division shall be headed by a City Schools Division Superintendent who  
7 must possess the necessary qualifications required by the DepEd.

8 **SEC. 57. *The City Prosecution Service.*** – (a) The Department of Justice (DOJ) shall, within  
9 two (2) months from the commencement of the corporate existence of the City, establish and  
10 maintain a prosecution service. It shall be headed by a City Prosecutor, who shall be assisted by  
11 such number of assistant prosecutors as may be necessary, and whose qualifications, manner of  
12 appointment, rank, salary and benefits shall be governed by existing laws covering prosecutors  
13 in the DOJ. The City Prosecution Service shall be organizationally part of the DOJ, and under the  
14 supervision and control of the Secretary of the DOJ.

15 (b) The City Prosecutor shall handle the criminal prosecution in the municipal trial courts  
16 in the City as well as in the regional trial courts for criminal cases originating in the territory of  
17 the City, and shall render to or for the City such services as are required by law, ordinance, or  
18 regulation of the DOJ.

19 (c) The Secretary of Justice shall always ensure the adequacy and quality of prosecution  
20 service in the City and for this purpose, shall, in the absence or lack or insufficiency in number of  
21 assistant city prosecutors as provided hereinabove, designate from among the assistant  
22 provincial prosecutors a sufficient number to perform and discharge the functions of the city  
23 prosecution service as provided hereinabove.

## 24 ARTICLE IX

### 25 TRANSITORY AND FINAL PROVISIONS

26 **SEC. 58. *Municipal Ordinances Existing at the Time of the Approval of this Act.*** – All  
27 municipal ordinances of the Municipality of Carmona existing at the time of the approval of this  
28 Act shall continue to be in force within the City of Carmona until the *Sangguniang Panlungsod*  
29 shall provide otherwise.



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

5           The Commission on Elections (COMELEC) shall conduct and supervise such plebiscite. The  
6 expenses for such plebiscite shall be borne by the Municipality of Carmona.

7           **SEC. 60. *Holdover Authority of the Officials of the Municipality of Carmona.*** – The  
8 present elective officials of the Municipality of Carmona shall continue to exercise their powers  
9 and functions until such time that a new election is held and the duly-elected officials shall have  
10 already qualified and assumed their offices. Appointive officials and employees of the  
11 Municipality of Carmona shall likewise continue exercising their functions and duties and they  
12 shall automatically be absorbed by the City Government of the City of Carmona.

13           **SEC. 61. *Succession Clause.*** – The City of Carmona shall succeed to all the assets,  
14 properties, liabilities and obligations of the Municipality of Carmona.

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

19           **SEC. 63. *Jurisdiction of the Province of Cavite.*** – The City of Carmona shall, unless  
20 otherwise provided by law, continue to be under the jurisdiction of the Province of Cavite.

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

24           **SEC. 65. *Legislative District.*** – Until otherwise provided by law, the City of Carmona shall  
25 continue to be a part of the Fifth Legislative District of the Province of Cavite.

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

1           **SEC. 67. *Separability Clause.*** – If, for any reason or reasons, any part or provision of this  
2 charter shall be held unconstitutional, invalid or inconsistent with the Local Government Code of  
3 1991, as amended, the other parts or provisions hereof which are not affected shall continue to  
4 be in full force and effect.

5           **SEC. 68. *Effectivity.*** – This Act shall take effect fifteen (15) days after its publication in the  
6 *Official Gazette* or in a newspaper of general circulation.

Approved,