



## HOUSE OF REPRESENTATIVES

H. No. 5500

---

BY REPRESENTATIVE SANDOVAL, PER COMMITTEE REPORT NO. 1691

---

### AN ACT CONVERTING THE MUNICIPALITY OF NAVOTAS INTO A HIGHLY URBANIZED CITY TO BE KNOWN AS THE CITY OF NAVOTAS

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

1           SECTION 1. *Title.* – This Act shall be known as the “Charter of the City  
2 of Navotas”.

3           SEC. 2. *The City of Navotas.* – The Municipality of Navotas is  
4 hereby converted into a highly urbanized city to be known as the City of  
5 Navotas, hereinafter referred to as the City, which shall comprise of the present  
6 territory of the Municipality of Navotas, Metro Manila.

7           The foregoing provision shall be without prejudice to the resolution by  
8 appropriate agency or forum of any existing boundary dispute between the City  
9 of Navotas and its adjoining local government units: *Provided, That,* the  
10 territorial jurisdiction of the disputed area or areas shall remain with the local  
11 government unit which has existing administrative supervision over said area  
12 or areas until the final resolution of the case.

1           SEC. 3. *Corporate Powers of the City.* – The City constitutes a political  
2 body corporate and as such is endowed with the attributes of perpetual  
3 succession and possessed of the powers which pertain to a municipal  
4 corporation to be exercised in conformity with the provisions of this Charter.

5           The City shall have the following corporate powers:

6           (a) To have continuous succession in its corporate powers;

7           (b) To sue and be sued;

8           (c) To have and use a corporate seal;

9           (d) To acquire and convey real or personal property;

10          (e) To enter into contracts; and

11          (f) To exercise such other powers, prerogatives and authority as are  
12 granted to corporations, subject to the limitations provided in this Act and  
13 other laws.

14          SEC. 4. *General Powers of the City.* – The City shall have a common  
15 seal and may alter the same at pleasure. It shall exercise the power to levy  
16 taxes, close and open roads, streets, alleys, parks or squares subject to the  
17 provisions of the Constitution and existing laws. It may take, purchase,  
18 receive, hold, lease, convey and dispose of real and personal property for the  
19 general interest of the City, expropriate private property for public use,  
20 contract and be contracted with, sue and be sued, prosecute and defend to final  
21 judgment and execution suits wherein the City is a party, and exercise all the  
22 powers as are granted to corporations and/or as hereinafter conferred.

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

28          Within its territorial jurisdiction, the City shall ensure and support,  
29 among other things, preserve and enrich its culture, promote health and safety,

1 enhance the right of the people to a balanced ecology, encourage and support  
2 the development of appropriate and self-reliant scientific and technological  
3 capabilities, improve public morals, enhance economic prosperity and social  
4 justice, promote full employment among their residents, maintain peace and  
5 order, and preserve the comfort and convenience of their inhabitants.

6         SEC. 6. *Liability for Damages.* – Unless otherwise provided by law, the  
7 City of Navotas shall be liable for injuries or damages to persons or property  
8 arising from the act or omission of any of its officers or employees while in the  
9 performance of their official functions.

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

17         The city courts of the City of Navotas shall have concurrent jurisdiction  
18 with the city or municipal courts of adjoining municipalities or cities, to try  
19 crimes and misdemeanors committed within said drainage area or within said  
20 spaces of one hundred (100) meters.

21         The court first taking cognizance of such an offense shall have  
22 jurisdiction to try said cases to the exclusion of others. The police forces of  
23 the several municipalities and cities concerned shall have concurrent  
24 jurisdiction with the police forces of the City for the maintenance of good  
25 order and enforcement of ordinance throughout said zone, area or spaces. But  
26 any license that may be issued within said zone, area or spaces shall be granted  
27 by the proper authorities of the city or municipality concerned, and the fees  
28 arising therefrom shall accrue to the treasury of the said city or municipality  
29 concerned and not to the City.

## ARTICLE II

## CITY OFFICIALS IN GENERAL

1  
2  
3       SEC. 8. *The Officials of the City of Navotas.* – (a) There shall be in the  
4 City of Navotas, a city mayor, a city vice mayor, sangguniang panlungsod  
5 members, a secretary to the sangguniang panlungsod, a city treasurer and an  
6 assistant city treasurer, a city assessor and an assistant city assessor, a city  
7 engineer and an assistant city engineer, a city health officer and an assistant  
8 city health officer, a city civil registrar and an assistant civil registrar, a city  
9 accountant and an assistant city accountant, a city social welfare and  
10 development officer and an assistant social welfare and development officer, a  
11 city budget officer, a city planning and development officer, a city  
12 administrator, a city legal officer, a city general services officer, a city  
13 environment and natural resources officer, a city architect, a city human  
14 resource development officer and a city information officer.

15       (b) In addition thereto, the city mayor may appoint a city cooperative  
16 officer, a city population officer, a city veterinarian, a city agriculturist, a city  
17 building official and a city tourism officer.

18       (c) The City shall establish a city fire station to be headed by a city fire  
19 marshal, a city jail to be headed by a city jail warden, a city schools division to  
20 be headed by a city schools division superintendent and a city prosecution  
21 service to be headed by a city prosecutor.

22       (d) The City of Navotas may:

23       (1) Maintain existing offices not mentioned in Subsections (a), (b) and  
24 (c) hereof;

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

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

1 Unless otherwise provided herein, all appointive city officials of the  
2 City shall be appointed by the city mayor with the concurrence of the majority  
3 of all sangguniang panlungsod members, subject to civil service law, rules and  
4 regulations: *Provided*, That the tenure of the city administrator and the city  
5 information officer shall be coterminous with the tenure of the city mayor who  
6 appointed them, and their term shall be deemed to have expired upon the  
7 termination of the tenure of said appointing authority. The sangguniang  
8 panlungsod shall act on the appointment within fifteen (15) days from the date  
9 of its submission, otherwise the same shall be deemed confirmed.

### 10 ARTICLE III

#### 11 THE CITY MAYOR AND CITY VICE MAYOR

12 SEC. 9. *The City Mayor.* – (a) The city mayor shall be the chief  
13 executive of the City. He shall be elected at large by the qualified voters of the  
14 City. No person shall be eligible for the position of city mayor unless at the  
15 time of election, he is at least twenty-one (21) years of age, a resident of the  
16 City for at least one year prior to his election and a qualified voter therein. He  
17 shall hold office for three years, unless sooner removed, and shall receive a  
18 minimum monthly compensation corresponding to Salary Grade Thirty (30) as  
19 prescribed under Republic Act No. 6758, otherwise known as the Salary  
20 Standardization Law, and the implementing guidelines issued pursuant thereto,  
21 and such other compensation, emoluments and allowances as may be  
22 determined by law.

23 (b) The city mayor, as the chief executive of the city government, shall  
24 exercise such powers and perform such duties and functions as provided  
25 herein:

26 (1) Exercise those powers expressly granted to him by law, those  
27 necessarily implied therefrom as well as powers necessary, appropriate or  
28 incidental for the efficient and effective governance of the City, and those  
29 which are essential to the promotion of the general welfare:

1           (aa) Determine the guidelines of city policies and be responsible to the  
2 sangguniang panlungsod for the program of government;

3           (bb) Direct the formulation of the city development plan with the  
4 assistance of the city development council and, upon approval thereof by the  
5 sangguniang panlungsod, implement the same;

6           (cc) Present the program of government and propose policies and  
7 projects for the consideration of the sangguniang panlungsod at the opening of  
8 the regular session of the sangguniang panlungsod every calendar year and as  
9 often as may be deemed necessary as the general welfare of the inhabitants and  
10 the needs of the city government may require;

11           (dd) Initiate and propose legislative measures to the sangguniang  
12 panlungsod, as may be deemed necessary, and provide such information and  
13 data needed or requested by said sanggunian in the performance of its  
14 legislative functions;

15           (ee) Appoint all officials and employees whose salaries and wages are  
16 wholly or mainly paid out of city funds and whose appointments are not  
17 otherwise provided for in the Local Government Code of 1991, as well as  
18 those he may be authorized by law to appoint;

19           (ff) Represent the City in all its business transactions and sign on its  
20 behalf all bonds, contracts, obligations and such other documents upon  
21 authority of the sangguniang panlungsod or pursuant to law or ordinance;

22           (gg) Carry out such emergency measures as may be necessary during  
23 and in the aftermath of man-made and natural disasters and calamities;

24           (hh) Determine the time, manner and place of payments of salaries or  
25 wages of the officials and employees of the City, in accordance with law or  
26 ordinance;

27           (ii) Allocate and assign office space to city and other officials and  
28 employees who, by law or ordinance, are entitled to such space in the city hall

1 and other buildings owned or leased by the city government, including the  
2 offices and officials created therein;

3 (jj) Ensure that all executive officials and employees of the City  
4 faithfully discharge their duties and functions as provided by law and this Act,  
5 and cause to be instituted administrative or judicial proceedings against any  
6 official or employee of the City who may have committed an offense in the  
7 performance of their official duties;

8 (kk) Examine the books, records and other documents of all offices,  
9 officials, agents or employees of the City and, in aid of his executive powers  
10 and authority, require all national officials and employees stationed in or  
11 assigned to the City to make available to him such books, records and other  
12 documents in their custody, except those classified by law as confidential;

13 (ll) Furnish copies of executive orders issued by him to the respective  
14 council chairmen within seventy-two (72) hours after their issuance;

15 (mm) Visit component barangays of the City at least once every six  
16 months to deepen his understanding of the problems and conditions, listen and  
17 give appropriate counsel to local officials and inhabitants of general laws and  
18 ordinances which especially concern them, and otherwise conduct visits and  
19 inspections to ensure that the governance of the City will improve the quality  
20 of life of the inhabitants;

21 (nn) Act on leave applications of officials and employees appointed by  
22 him and the commutation of the monetary value of their leave credits in  
23 accordance with law;

24 (oo) Authorize official trips of city officials and employees outside of  
25 the City for a period not exceeding thirty (30) days;

26 (pp) Call upon any national official or employee stationed in or  
27 assigned to the City to advise him on matters affecting the City and to make  
28 recommendations thereon; coordinate with the said officials or employees in  
29 the formulation and implementation of plans, programs and projects; and when

1 appropriate, initiate an administrative or judicial action against a national  
2 government official or employee who may have committed an offense in the  
3 *performance of their official duties while stationed in or assigned to the City;*

4 (qq) Authorize payments for medical care, necessary transportation,  
5 subsistence, hospital or medical fees of city officials and employees who are  
6 injured while in the performance of their official duties and functions, subject  
7 to availability of funds;

8 (rr) Solemnize marriage;

9 (ss) Conduct an annual *palarong panlungsod* which shall feature  
10 traditional sports and disciplines included in national and international games,  
11 in coordination with the Department of Education (DepEd), the Philippine  
12 Sports Commission and other related agencies; and

13 (tt) Submit to the Department of the Interior and Local Government  
14 (DILG) and to the Office of the President the following reports: an annual  
15 report containing a summary of all matters pertinent to the management,  
16 administration and development of the City and all information and data  
17 relative to its political, social and economic condition; and supplemental  
18 reports when unexpected events and situations arise at any time during the  
19 year, particularly when man-made or natural disasters or calamities affect the  
20 general welfare of the City;

21 (2) Enforce all laws and ordinances relative to the governance of the  
22 City and in the exercise of its appropriate powers, as well as implement all  
23 approved policies, programs, projects, services and activities of the City and in  
24 addition shall:

25 (aa) Ensure that the acts of the City's component barangays and of its  
26 officials and employees are within the scope of their prescribed powers, duties  
27 and functions;

28 (bb) Call conventions, conferences, seminars or meetings of elective or  
29 appointive officials of the City, including national officials and employees



1 stationed in or assigned to the City, at such time and place and on such subject  
2 he may deem important for the promotion of the general welfare of the local  
3 government unit and its inhabitants;

4 (cc) Issue such executive orders for the faithful and appropriate  
5 enforcement and execution of laws and ordinances;

6 (dd) Act as the deputized representative of the National Police  
7 Commission, formulate the peace and order plan of the City and upon its  
8 approval, implement the same and as such, exercise general and operational  
9 control and supervision over the local police forces in the City in accordance  
10 with Republic Act No. 6975, otherwise known as the Philippine National  
11 Police Law; and

12 (ee) Call upon the appropriate law enforcement agencies to suppress  
13 disorder, riot, lawless violence, rebellion or sedition, or apprehend violators of  
14 the law when public interest so requires and the city police forces are  
15 inadequate to cope with the situation or the violators;

16 (3) Initiate and maximize the generation of resources and revenues  
17 and apply the same to the implementation of development plans, program  
18 objectives and priorities, particularly the resources and revenues programmed  
19 for agro-industrial development and the provision of basic services and relative  
20 thereto, shall:

21 (aa) Require each head of an office or department to prepare and  
22 submit an estimate of appropriations for the ensuing calendar year, in  
23 accordance with the budget preparation process and in accordance with the  
24 provisions of the *Local Government Code of 1991* and other relevant laws;

25 (bb) Prepare and submit to the sanggunian for approval the executive  
26 and supplemental budgets of the City for the ensuing calendar year in the  
27 manner provided for under the *Local Government Code of 1991*;

1           (cc) Ensure that all taxes and other revenues of the City are collected  
2 and that city funds are applied to the payment of expenses and settlement of  
3 obligations of the City, in accordance with law or ordinance;

4           (dd) Issue licenses and permits and suspend or revoke the same for any  
5 violation of the conditions upon which said licenses or permits had been issued  
6 pursuant to law or ordinance;

7           (ee) Issue permits, not requiring approval from any national agency, for  
8 the holding of activities for any charitable or welfare purpose, excluding  
9 prohibited games of chance or shows contrary to law, public policy and public  
10 morals;

11           (ff) Require owners of illegally constructed houses, buildings or  
12 structures to obtain the necessary permits, subject to such fines and penalties as  
13 may be imposed by law or ordinance, or to make necessary changes in the  
14 construction or to order the demolition or removal of said houses, buildings or  
15 structures within the period prescribed by law or ordinance;

16           (gg) Adopt adequate measures to safeguard and conserve land, mineral,  
17 marine and other resources of the City;

18           (hh) Provide efficient and effective property and supply management in  
19 the City, and protect the funds, credits, rights and other properties of the City;  
20 and

21           (ii) Institute or cause to be instituted administrative or judicial  
22 proceedings for violation of ordinances in the collection of taxes, fees or  
23 charges, and for the recovery of funds and property; and cause the City to be  
24 defended against all suits to ensure that its interests, resources and rights shall  
25 be adequately protected;

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

28           (aa) Ensure that the construction and repair of roads, bridges and  
29 highways funded by the national government shall be, as far as practicable,

1 carried out in a spatially contiguous manner and in coordination with the  
2 construction and repair of the roads and bridges of the City; and

3 (bb) Coordinate the implementation of technical services, including  
4 public works and infrastructure programs, rendered by national offices; and

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

8 SEC. 10. *The City Vice Mayor.* – (a) There shall be a vice mayor who  
9 shall be elected in the same manner as the city mayor and shall at the time of  
10 his election possess the same qualifications as the city mayor. He shall hold  
11 office for three years, unless sooner removed, and shall receive a minimum  
12 monthly compensation corresponding to Salary Grade Twenty-eight (28) as  
13 prescribed under the Salary Standardization Law and the implementing  
14 guidelines issued pursuant thereto, and such other compensation, emoluments  
15 and allowances as may be determined by law.

16 (b) The city vice mayor shall:

17 (1) Be the presiding officer of the sangguniang panlungsod and sign all  
18 warrants drawn on the city treasury for all expenditures appropriated for the  
19 operation of the sangguniang panlungsod;

20 (2) Subject to civil service law, rules and regulations, appoint all  
21 officials and employees, including the secretary of the sangguniang  
22 panlungsod, except those whose manner of appointment is specially provided  
23 in the Local Government Code of 1991;

24 (3) Assume the office of the city mayor for the unexpired term of the  
25 latter in the event of permanent vacancy, as provided for in Section 44 of the  
26 Local Government Code of 1991;

27 (4) Exercise the powers and perform the duties and functions of the city  
28 mayor in cases of temporary vacancy; and

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

#### 4 ARTICLE IV

##### 5 THE SANGGUNIANG PANLUNGSOD

6 SEC. 11. *The Sangguniang Panlungsod.* – (a) The sangguniang  
7 panlungsod, the legislative body of the City, shall be composed of the city vice  
8 mayor as presiding officer, the regular sanggunian members, the president of  
9 the city chapter of the liga ng mga barangay and the president of the  
10 panlungsod na pederasyon ng mga sangguniang kabataan, and such other  
11 members as may be provided for by law. They shall hold office for three  
12 years, unless sooner removed.

13 (b) The regular members of the sangguniang panlungsod, the sectoral  
14 representatives and other members as may be allowed by law shall be elected  
15 or appointed in the manner as may be provided for by law. The elective  
16 members of the sangguniang panlungsod shall possess the same qualifications  
17 as that of the city mayor and city vice mayor except that candidates for said  
18 position must be at least eighteen (18) years of age on election day.

19 (c) They shall receive a minimum monthly compensation  
20 corresponding to Salary Grade Twenty-seven (27) as prescribed under the  
21 Salary Standardization Law and the implementing guidelines issued pursuant  
22 thereto, and such other compensation, emoluments and allowances as may be  
23 determined by law.

24 (d) The sangguniang panlungsod shall:

25 (1) Approve ordinances and pass resolutions necessary for an efficient  
26 and effective city government and, in this connection, shall:

27 (aa) Review all ordinances approved by the sangguniang barangay and  
28 executive orders issued by the punong barangay to determine whether these are

1 within the scope of the prescribed powers of the sangguniang barangay and of  
2 the punong barangay;

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

6 (cc) Approve ordinances imposing a fine not exceeding Five thousand  
7 pesos (P5,000.00) or an imprisonment for a period not exceeding one year, or  
8 both, at the discretion of the court, for violation of a city ordinance;

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

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

21 (ff) Protect the environment. To this end, it shall set aside at least ten  
22 percent (10%) of its development funds for the purpose of maintaining and  
23 enhancing the ecological balance of the City. It may also impose appropriate  
24 penalties for acts which endanger the environment, such as dynamite fishing  
25 and other forms of destructive fishing, smuggling of natural resources,  
26 products and of endangered species of flora and fauna, and other activities  
27 which result in pollution, acceleration of eutrophication of rivers and other  
28 bodies of water, or of ecological imbalance, the fines for which shall be used  
29 exclusively for the advancement of ecological protection;

1 (gg) Subject to the provisions of the Local Government Code of 1991  
2 and other pertinent laws, determine the powers and duties of officials and  
3 employees of the City;

4 (hh) Determine the positions and the salaries, wages, allowances and  
5 other emoluments and benefits of officials and employees paid wholly or  
6 mainly from city funds and provide for expenditures necessary for the proper  
7 conduct of programs, projects, services and activities of the city government;

8 (ii) Authorize the payment of compensation to a qualified person not  
9 in the government service, who fills up a temporary vacancy or grant  
10 honorarium to any qualified official or employee designated to fill a temporary  
11 vacancy in a concurrent capacity at the rate authorized by law;

12 (jj) Provide a mechanism and the appropriate funds therefor to ensure  
13 the safety and protection of all city government property, public documents or  
14 records such as those relating to property inventory, land ownership, records of  
15 births, marriages, deaths, assessments, taxation, accounts, business permits and  
16 such other records and documents of public interest in the offices and  
17 departments of the city government;

18 (kk) When the finances of the city government allow, provide for  
19 additional allowances and other benefits to judges, prosecutors, public  
20 elementary and high school teachers, and other national government officials  
21 stationed in or assigned to the City;

22 (ll) Provide legal assistance to barangay officials, who in the  
23 performance of their official duties or on the occasion thereof, have to initiate  
24 judicial proceedings or defend themselves against legal actions; and

25 (mm) Provide for group insurance or additional insurance coverage for  
26 all barangay officials, including members of barangay tanod brigades and other  
27 service units, with public or private insurance companies;

28 (2) Generate and maximize the use of resources and revenues for the  
29 development plans, program objectives and priorities of the City with

1 particular attention to agro-industrial development, citywide growth and  
2 progress, and the provision of basic services, and relative thereto, the  
3 sangguniang panlungsod shall:

4 (aa) Approve the annual and supplemental budgets of the city  
5 government and appropriate funds for specific programs, projects, services and  
6 activities of the City or for other purposes not contrary to law, in order to  
7 promote the *general welfare of the City and its inhabitants*;

8 (bb) Subject to the provisions of Book II of the Local Government Code  
9 of 1991 and applicable laws, and upon the majority vote of all the members of  
10 the sangguniang panlungsod, enact ordinances levying taxes, fees and charges,  
11 prescribing the rates thereof for general and specific purposes, and granting tax  
12 exemptions, incentives or reliefs;

13 (cc) Subject to the provisions of Book II of the Local Government Code  
14 of 1991 and applicable laws and, upon the majority vote of all the members of  
15 the sangguniang panlungsod, authorize the city mayor to negotiate and contract  
16 loans and other forms of indebtedness;

17 (dd) Subject to the provisions of Book II of the Local Government Code  
18 of 1991 and applicable laws and, upon the majority vote of all members of the  
19 sangguniang panlungsod, enact ordinances authorizing the floating of bonds or  
20 other instruments of indebtedness for the purpose of raising funds to finance  
21 development projects;

22 (ee) Appropriate funds for the construction and maintenance or the  
23 rental of buildings for the use of the City and, upon the majority vote of all the  
24 members of the sangguniang panlungsod, authorize the city mayor to lease to  
25 private parties such public buildings held in a proprietary capacity, subject to  
26 existing laws, rules and regulations;

27 (ff) Prescribe reasonable limits and restraints on the use of property  
28 within the jurisdiction of the City;

29 (gg) Adopt a comprehensive land-use plan for the City;

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

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

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

15          (kk) With the concurrence of at least two-thirds (2/3) of all the members  
16          of the sangguniang panlungsod, grant tax exemptions, incentives or relief to  
17          entities engaged in community growth-inducing industries, subject to the  
18          provisions of the Local Government Code of 1991;

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

22          (mm) Regulate the numbering of residential, commercial and other  
23          buildings; and

24          (nn) Regulate the inspection, weighing and measuring of articles of  
25          commerce;

26          (3) Subject to the provisions of the Local Government Code of 1991,  
27          enact ordinances granting franchises and authorizing the issuance of permits or  
28          licenses, upon such conditions and for such purposes intended to promote the



1 general welfare of the inhabitants of the City and pursuant to this legislative  
2 authority, shall:

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

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

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

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

16 (ee) Authorize and license the establishment, operation and  
17 maintenance of cockpits, regulate cockfighting and commercial breeding of  
18 gamecocks;

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

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

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

4 (aa) Declare, prevent or abate any nuisance;

5 (bb) With the concurrence of a majority of the members of the  
6 sangguniang panlungsod constituting a quorum, deny the entry of legalized  
7 gambling by ordinance into any part of the City or regulate its location within  
8 the City;

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

15 (dd) Regulate the disposal of clinical and other wastes from hospitals,  
16 clinics and other similar establishments;

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

20 (ff) Regulate the sale, giving away or dispensing of any intoxicating  
21 malt, *vino*, mixed or fermented liquors at any retail outlets;

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

25 (hh) Regulate the establishment, operation and maintenance of  
26 entertainment or amusement facilities, including the theatrical performance,  
27 circuses, billiard halls, public dancing schools, public dance halls, sauna baths,  
28 massage parlors and other places for entertainment or amusement, particularly  
29 those which tend to disturb the community or annoy the inhabitants or require

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

4 (ii) Provide for the impounding of stray animals; regulate the keeping  
5 of animals in homes or as part of a business, and the slaughter, sale or  
6 disposition of the same and adopt measures to prevent and penalize cruelty to  
7 animals, subject to existing laws, rules and regulations; and

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

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

14 (aa) Provide for the establishment, maintenance, protection and  
15 conservation of communal forests and watersheds, tree parks, greenbelts,  
16 mangroves and other similar forest development projects;

17 (bb) Establish markets, slaughterhouses or animal corrals and authorize  
18 the operation thereof by the city government; and regulate the construction and  
19 operation of private markets, talipapas or other similar buildings and  
20 structures;

21 (cc) Regulate the preparation and sale of fish, meat, poultry,  
22 vegetables, fruits, fresh dairy products and other foodstuffs for public  
23 consumption;

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

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

3 (ee) Regulate traffic on all streets and bridges; prohibit encroachment  
4 or obstacles thereon and, when necessary in the interest of public welfare,  
5 authorize the removal of encroachments and illegal constructions in public  
6 places;

7 (ff) Subject to existing laws and when necessary, establish and provide  
8 for the maintenance, repair and operation of an efficient waterworks system to  
9 supply water for the inhabitants and to purify the source of the water supply;  
10 regulate the construction, maintenance, repair and use of the hydrants, pumps,  
11 cisterns and reservation project, the purity and quantity of the water supply of  
12 the City and, for this purpose, extend the drainage area of said water supply  
13 within one hundred (100) meters of the reservoir, canal, conduit aqueduct,  
14 pumping station or watershed used in connection with the water service and  
15 regulate the consumption, use or wastage of water and fix and collect charges  
16 therefor;

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

25 (hh) Regulate the placing, stringing, attaching, installing, repair and  
26 construction of all gas mains, electric, telegraph and telephone wires, conduits,  
27 meters and other apparatus; and provide for the correction, condemnation or  
28 removal of the same when found to be dangerous, defective or otherwise  
29 hazardous to the welfare of the inhabitants;

1           (ii) Subject to the availability of funds and to existing laws, rules and  
2 regulations, establish or maintain, and/or provide for the operation of a city  
3 college, vocational and technical schools and similar post-secondary  
4 institutions and, with the approval of the DepEd, and of the Commission on  
5 Higher Education, and subject to existing laws on tuition fees, fix and collect  
6 reasonable tuition fees and other school charges in educational institutions  
7 supported by the city government;

8           (jj) Ensure the physical maintenance of educational institutions under  
9 the operational control of the City and the provision of books and other capital  
10 equipment for the same;

11           (kk) Approve measures and adopt quarantine regulations to prevent the  
12 introduction and spread of diseases;

13           (II) Provide for an efficient and effective system of solid waste and  
14 garbage collection and prohibit littering and the placing or throwing of  
15 garbage, refuse and other filth and wastes; and, for this purpose, provide for  
16 incentive schemes for industries engaged in the recycling of waste and  
17 garbage;

18           (mm) Provide for the care of disabled persons, paupers, the aged, the  
19 sick, persons of unsound mind, abandoned minors, juvenile delinquents, drug  
20 dependents, abused children and other needy and disadvantaged persons,  
21 particularly children and the youth below eighteen (18) years of age and  
22 subject to availability of funds, establish and provide for the operation of  
23 centers and facilities for the said needy and disadvantaged persons;

24           (nn) Establish and provide for the maintenance and improvement of  
25 jails and detention centers, institute a sound jail management program,  
26 including a continuing education and training program for jail personnel  
27 assigned or detailed in jails and detention centers within the jurisdiction of the  
28 City, and the provision of separate detention centers for women and minors;

1 (oo) Establish a city council whose purpose is the promotion of culture  
2 and the arts, coordinate with government agencies and nongovernmental  
3 organizations and, subject to the availability of funds, appropriate funds for the  
4 support and development of the same;

5 (pp) Establish a city council for the elderly which shall formulate  
6 policies and adopt measures mutually beneficial to the elderly and to the  
7 community; provide incentives for nongovernmental agencies and entities and,  
8 subject to the availability of funds, appropriate funds to support programs and  
9 projects for the benefit of the elderly;

10 (qq) Perform for a social housing fund for the provision of housing for  
11 the poor and, for this purpose, may allocate an amount not exceeding Ten  
12 million pesos (P10,000,000.00) annually for the acquisition of land and  
13 development of the same; and

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

## 17 ARTICLE V

### 18 PROCESS OF LEGISLATION

19 SEC. 12. *Internal Rules of Procedure.* – (a) On the first regular session  
20 following the election of its members and within ninety (90) days thereafter,  
21 the sangguniang panlungsod shall adopt or update rules of procedure.

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

23 (1) The organization of the sanggunian and the election of its officers  
24 as well as the creation of standing committees which shall include, but shall not  
25 be limited to, the committees on appropriations, women and family, human  
26 rights, youth and sports development, environmental protection and  
27 cooperatives, the general jurisdiction of each committee, and the election of  
28 the chairman and members of each committee;

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

1 (3) The legislative process;

2 (4) The parliamentary procedures, which include the conduct of  
3 members during sessions;

4 (5) The discipline of members for disorderly behavior and absences  
5 without justifiable cause for four consecutive sessions for which they may be  
6 censured, reprimanded or excluded from the sessions, suspended for not more  
7 than sixty (60) days, or expelled: *Provided*, That the penalty of suspension or  
8 expulsion shall require the concurrence of at least two-thirds (2/3) vote of all  
9 sanggunian members: *Provided, further*, That a member convicted by final  
10 judgment to imprisonment of at least one year for any crime involving moral  
11 turpitude shall be automatically expelled from the sanggunian; and

12 (6) Such other rules as the sanggunian may adopt.

13 SEC. 13. *Full Disclosure of Financial and Business Interests of*  
14 *Sangguniang Panlungsod Members.* – (a) Every sangguniang panlungsod  
15 member shall, upon assumption to office, make a full disclosure of his business  
16 and financial interests. He shall also disclose any professional relationship or  
17 any relation by affinity or consanguinity within the fourth civil degree, which  
18 he may have with any person, firm or entity affected by any ordinance or  
19 resolution under consideration by the sanggunian of which he is a member,  
20 which relationship may result in conflict of interests. Such relationship shall  
21 include:

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

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

26 In the absence of specific constitutional or statutory provisions  
27 applicable to this situation, "conflict of interest" refers in general to one where  
28 it may be reasonably deduced that a member of a sanggunian may not act in the  
29 public interest due to some private, pecuniary or other personal consideration

1 that may tend to affect his judgment to the prejudice of the service or the  
2 public.

3 (b) The disclosure required under this Act shall be made in writing and  
4 submitted to the secretary of the sanggunian or the secretary of the committee  
5 of which he is a member. The disclosure shall, in all cases, form part of the  
6 record of the proceedings and shall be made in the following manner:

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

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

15 *SEC. 14. Sessions.* – (a) On the first day of the session immediately  
16 following the election of its members, the sangguniang panlungsod shall, by  
17 resolution, fix the day, time and place of its sessions. The minimum number of  
18 regular sessions shall be once a week for the sangguniang panlungsod and  
19 twice a month for the sangguniang barangay.

20 (b) When the public interest so demands, special sessions may be  
21 called by the city mayor or by a majority of the members of the sanggunian.

22 (c) All sanggunian sessions shall be open to the public unless a closed-  
23 door session is ordered by an affirmative vote of the majority of the members  
24 present, there being a quorum, in the public interest or for reasons of security,  
25 decency or morality. No two sessions, regular or special, may be held in a  
26 single day.

27 (d) In the case of special sessions of the sanggunian, a written notice to  
28 the members shall be served personally at the member's usual place of  
29 residence at least twenty-four (24) hours before the special session is held.



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

4 (e) The sanggunian shall keep a journal and a record of its proceedings  
5 which may be published upon a resolution of the sangguniang panlungsod.

6 SEC. 15. *Quorum.* – (a) A majority of all the members of the  
7 sanggunian who have been elected and qualified shall constitute a quorum to  
8 transact official business. Should a question of quorum be raised during a  
9 session, the presiding officer shall immediately proceed to call the roll of the  
10 members and thereafter announce the results.

11 (b) Where there is no quorum, the presiding officer may declare a  
12 recess until such time a quorum is constituted, or a majority of the members  
13 present may adjourn from day to day and may compel the immediate  
14 attendance of any member absent without justifiable cause by designating a  
15 member or members of the sanggunian to be assisted by a member or members  
16 of the police force assigned in the territorial jurisdiction of the City of Navotas,  
17 to arrest the absent member and present him at the session.

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

22 SEC. 16. *Approval of Ordinances.* – (a) Every ordinance enacted by the  
23 sangguniang panlungsod shall be presented to the city mayor. If the city mayor  
24 approves the same, he shall affix his signature on each and every page thereof;  
25 otherwise, he shall veto it and return the same with his objections to the  
26 sanggunian, which may proceed to reconsider the same. The sanggunian may  
27 override the veto of the city mayor by two-thirds (2/3) vote of all its members,  
28 thereby making the ordinance or resolution effective for all legal intents and  
29 purposes.

1 (b) The veto shall be communicated by the city mayor to the  
2 sanggunian within ten (10) days; otherwise, the ordinance shall be deemed  
3 approved as if he signed it.

4 SEC. 17. *Veto Power of the City Mayor.* – (a) The city mayor may veto  
5 any ordinance of the sangguniang panlungsod on the ground that it is *ultra*  
6 *vires* or prejudicial to public welfare, stating his reasons thereof in writing.

7 (b) The city mayor shall have the power to veto any particular item or  
8 items of an appropriations ordinance, an ordinance or resolution adopting a  
9 local development plan, any public investment program or an ordinance  
10 directing the payment of money or creating liability. In such case, the vetoed  
11 item or items shall not take effect unless the sangguniang panlungsod overrides  
12 the veto in the manner herein provided; otherwise, the item or items in the  
13 appropriations ordinance of the previous year corresponding to those vetoed, if  
14 any, shall be deemed enacted.

15 (c) The city mayor may veto an ordinance or resolution only once. The  
16 sanggunian may override the veto by two-thirds (2/3) vote of all its members,  
17 thereby making the ordinance effective even without the approval of the city  
18 mayor.

19 SEC. 18. *Review of Barangay Ordinances by the Sangguniang*  
20 *Panlungsod.* – (a) Within ten (10) days after the enactment, the sangguniang  
21 barangay shall furnish copies of all barangay ordinances to the sangguniang  
22 panlungsod for review as to whether the ordinance is consistent with law and  
23 city ordinances.

24 (b) If the sangguniang panlungsod fails to take action on barangay  
25 ordinances within thirty (30) days from receipt thereof, the same shall be  
26 deemed approved.

27 (c) If the sangguniang panlungsod finds the barangay ordinance  
28 inconsistent with law or city ordinances, the sangguniang panlungsod shall,  
29 within thirty (30) days from receipt thereof, return the same with its comments

1 and recommendations to the sangguniang barangay concerned for adjustment,  
2 amendment or modification; in which case, the effectivity of the barangay  
3 ordinance is suspended until such time as the revision called for is effected.

4 SEC. 19. *Enforcement of Disapproved Ordinances or Resolutions.* –

5 Any attempt to enforce any ordinance or any resolution approving the local  
6 development plan and public investment program after disapproval thereof  
7 shall be sufficient ground for the suspension or dismissal of the official or  
8 employee concerned.

9 SEC. 20. *Effectivity of Ordinances or Resolutions.* – (a) Unless

10 otherwise stated in the ordinance or the resolution approving the local  
11 development plan and public investment program, the same shall take effect  
12 after ten (10) days from the date a copy thereof is posted in a bulletin board at  
13 the entrance of the city hall and in at least two other conspicuous places in the  
14 City of Navotas.

15 (b) The secretary of the sangguniang panlungsod shall cause the  
16 posting of an ordinance or resolution in the bulletin board at the entrance of the  
17 city hall and in at least two conspicuous places in the City of Navotas not later  
18 than five days after approval thereof. The text of the ordinance or resolution  
19 shall be disseminated and posted in *Filipino or English*, and the secretary of the  
20 sangguniang panlungsod shall record such fact in a book kept for the purpose,  
21 stating the dates of approval and posting.

22 (c) The main features of the ordinance or resolution duly enacted or  
23 adopted shall, in addition to being posted, be published once in a local  
24 newspaper of general circulation within the City: *Provided*, That in the  
25 absence thereof, the ordinance or resolution shall be published in any  
26 newspaper of general circulation: *Provided, further*, That the gist of all  
27 ordinances with penal sanctions shall also be published in a newspaper of  
28 general circulation.

## ARTICLE VI

DISQUALIFICATIONS AND SUCCESSION FOR  
ELECTIVE CITY OFFICIALS

1  
2  
3  
4       SEC. 21. *Disqualifications for Elective City Officials.* – The following  
5 persons are disqualified from running for any elective position in the City:

6       (a) Those sentenced by final judgment for an offense involving moral  
7 turpitude or for an offense punishable by one year or more of imprisonment,  
8 within two years after serving sentence;

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

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

12       (d) Those with dual citizenship;

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

15       (f) Permanent residents in a foreign country or those who have  
16 acquired the rights to reside abroad and continue to avail of the same right after  
17 the effectivity of the Local Government Code of 1991; and

18       (g) The insane or feeble-minded.

19       SEC. 22. *Permanent Vacancy in the Office of the City Mayor and City*  
20 *Vice Mayor.* – (a) If a permanent vacancy occurs in the office of the city  
21 mayor, the city vice mayor concerned shall become the city mayor. If the vice  
22 mayor refuses to assume the position of the city mayor, the highest ranking  
23 sangguniang panlungsod member shall become the city mayor. If a permanent  
24 vacancy occurs in the office of the city vice mayor, the highest ranking  
25 sangguniang panlungsod member, or in case of his permanent incapacity, the  
26 second highest ranking sangguniang panlungsod member shall become the city  
27 mayor or city vice mayor, as the case may be. Subsequent vacancies in the  
28 said offices shall be filled automatically by the other sanggunian members  
29 according to their ranking as defined herein.

1 (b) A tie between or among the highest ranking sangguniang  
2 panlungsod members shall be resolved by drawing of lots.

3 (c) The successors as defined herein shall serve only the unexpired  
4 terms of their predecessors.

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

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

13 SEC. 23. *Permanent Vacancies in the Sangguniang Panlungsod.* --  
14 Permanent vacancies in the sangguniang panlungsod where automatic  
15 succession as provided above does not apply shall be filled by appointments in  
16 the following manner:

17 (a) The President, through the Executive Secretary, shall make the  
18 aforesaid appointment;

19 (b) Only the nominee of the political party under which the sanggunian  
20 member concerned had been elected shall be appointed in the manner herein  
21 provided. The appointee shall come from the same political party as that of the  
22 sanggunian member who caused the vacancy and shall serve the unexpired  
23 term of the vacant office.

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

1           (c) In case the permanent vacancy is caused by a sanggunian member  
2 who does not belong to any political party, the city mayor shall, upon  
3 recommendation of the sangguniang panlungsod, appoint a qualified person to  
4 fill the vacancy; and

5           (d) In case of vacancy in the representation of the youth, the barangay  
6 and other sectors in the sangguniang panlungsod, said vacancy shall be filled  
7 automatically by the official next-in-rank of the organization concerned.

8           SEC. 24. *Temporary Vacancy in the Office of the City Mayor.* – (a)  
9 When the city mayor is temporarily incapacitated to perform his duties for  
10 physical or legal reasons such as, but not limited to, leave of absence, travel  
11 abroad and suspension from office, the city vice mayor shall automatically  
12 exercise the powers and perform the duties and functions of the city mayor,  
13 except the power to appoint, suspend or dismiss employees which can only be  
14 exercised if the period of temporary incapacity exceeds thirty (30) working  
15 days.

16           (b) Said temporary incapacity shall terminate upon submission to the  
17 sangguniang panlungsod of a written declaration by the city mayor that he has  
18 reported back to office. In case where the temporary incapacity is due to legal  
19 cause, the city mayor shall also submit necessary documents showing the said  
20 legal cause no longer exists.

21           (c) When the city mayor is traveling within the country but outside the  
22 territorial jurisdiction for a period not exceeding three consecutive days, he  
23 may designate in writing the officer-in-charge of his office. Such authorization  
24 shall specify the powers and functions that the local official concerned shall  
25 exercise in the absence of the city mayor, except the power to appoint, suspend  
26 or dismiss employees.

27           (d) In the event, however, that the city mayor fails or refuses to issue  
28 such authorization, the city vice mayor or the highest ranking sangguniang  
29 panlungsod member, as the case may be, shall have the right to assume the

1 powers, duties and functions of the said office on the fourth (4<sup>th</sup>) day of  
2 absence of the city mayor, subject to the limitations provided in subsection  
3 hereof.

4 (e) Except as provided above, the city mayor shall, in no case,  
5 authorize any local official to assume the powers, duties and functions of the  
6 office other than the city vice mayor or the highest ranking sangguniang  
7 panlungsod member, as the case may be.

## 8 ARTICLE VII

### 9 THE APPOINTIVE OFFICIALS OF THE CITY:

#### 10 THEIR QUALIFICATIONS, POWERS AND DUTIES

11 SEC. 25. *The Secretary to the Sangguniang Panlungsod.* – (a) There  
12 shall be a secretary to the sangguniang panlungsod who shall be a career  
13 official with the rank and salary equal to a head of a department or office who  
14 shall be appointed by the city vice mayor with the concurrence of the majority  
15 of all sangguniang panlungsod members as provided herein.

16 (b) No person shall be appointed secretary to the sangguniang  
17 panlungsod unless he is a citizen of the Philippines, a resident of the City, of  
18 good moral character, a holder of a master's degree preferably in law,  
19 commerce or public administration from a recognized college or university and  
20 a first grade civil service eligible or its equivalent.

21 (c) The secretary of the sangguniang panlungsod shall receive a  
22 minimum monthly compensation equivalent to Salary Grade Twenty-five (25)  
23 as prescribed under the Salary Standardization Law and the implementing  
24 guidelines issued pursuant thereto, and such compensation, emoluments and  
25 allowances as may be determined by law.

26 (d) The secretary to the sanggunian shall take charge of the office of  
27 the sangguniang panlungsod, and shall:

28 (1) Attend meetings of the sangguniang panlungsod and keep a journal  
29 of its proceedings;

1           (2) Keep the seal of the City and affix the same with his signature to all  
2 ordinances, resolutions and other official acts of the sangguniang panlungsod  
3 and present the same to the presiding officer for his signature;

4           (3) Forward to the city mayor for approval, copies of ordinances  
5 enacted by the sangguniang panlungsod duly certified by the presiding officer;

6           (4) Furnish, upon request of any interested party, certified copies of  
7 records of public character in his custody, upon payment to the city treasurer of  
8 such fees as may be prescribed by ordinance;

9           (5) Record in a book kept for the purpose, all ordinances and  
10 resolutions enacted or adopted by the sangguniang panlungsod, with the dates  
11 of passage and publication thereof;

12           (6) Keep his office and all nonconfidential records therein open to the  
13 public during usual business hours;

14           (7) Translate into Pilipino all ordinances and resolutions immediately  
15 after their approval and cause the publication of the same together with the  
16 original version in the manner provided for under the Local Government Code  
17 of 1991;

18           (8) Take custody of the local archives and, where applicable, the local  
19 library and annually account for the same; and

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

23           SEC. 26. *The City Treasurer.* -- (a) The city treasurer shall be appointed  
24 by the Secretary of Finance from a list of at least three ranking eligible  
25 recommendees of the city mayor, subject to civil service law, rules and  
26 regulations.

27           (b) The city treasurer shall be under the administrative supervision of  
28 the city mayor, to whom he shall report regularly on the tax collection efforts  
29 of the City.



1 (c) No person shall be appointed city treasurer unless he is a citizen of  
2 the Philippines, a resident of the City, of good moral character, a holder of a  
3 college degree preferably in commerce, public administration or law from a  
4 recognized college or university and a first grade civil service eligible or its  
5 equivalent. He must have acquired experience in treasury or accounting service  
6 for at least five years.

7 (d) The city treasurer shall receive a minimum monthly compensation  
8 equivalent to Salary Grade Twenty-five (25) as prescribed under the Salary  
9 Standardization Law and the implementing guidelines issued pursuant thereto,  
10 and such compensation, emoluments and allowances as may be determined by  
11 law.

12 (e) The city treasurer shall take charge of the city treasury office, and  
13 shall:

14 (1) Advices the city mayor, the sangguniang panlungsod and other  
15 local government and national officials concerned regarding disposition of  
16 local government funds and on such other matters relative to public finance;

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

19 (3) Take charge of the disbursement of all funds of the City and other  
20 funds, the custody of which may be entrusted to him by law or other competent  
21 authority;

22 (4) Inspect private commercial and industrial establishments within the  
23 jurisdiction of the City in relation to the implementation of tax ordinances,  
24 pursuant to the provisions of the Local Government Code of 1991;

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

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

1           SEC. 27. *The Assistant City Treasurer.* – (a) The assistant city treasurer  
2 may be appointed by the Secretary of Finance from a list of at least three  
3 ranking eligible *recommendees* of the city mayor, subject to civil service law,  
4 rules and regulations.

5           (b) No person shall be appointed assistant city treasurer unless he is a  
6 citizen of the Philippines, a resident of the City, of good moral character, a  
7 holder of a college degree preferably in commerce, public administration or  
8 law from a recognized college or university and a first grade civil service  
9 eligible or its equivalent. He must have acquired at least five years experience  
10 in treasury or accounting.

11           (c) The assistant city treasurer shall receive a minimum monthly  
12 compensation equivalent to Salary Grade Twenty-three (23) as prescribed  
13 under the Salary Standardization Law and the implementing guidelines issued  
14 pursuant thereto, and such other compensation, emoluments and allowances as  
15 may be determined by law.

16           (d) The assistant city treasurer shall assist the city treasurer and  
17 perform such other duties as the latter may assign him. He shall have authority  
18 to administer oaths concerning notices and notifications to those delinquent in  
19 the payment of the real property tax and concerning official matters relating to  
20 the accounts of the city treasurer or otherwise arising from the offices of the  
21 city treasurer and the city assessor.

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

1 (b) The city assessor shall receive a minimum monthly compensation,  
2 equivalent to Salary Grade Twenty-five (25) as prescribed under the Salary  
3 Standardization Law and the implementing guidelines issued pursuant thereto,  
4 and such compensation, emoluments and allowances as may be determined by  
5 law.

6 (c) The city assessor shall take charge of the city assessor's office, and  
7 shall:

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

10 (2) Initiate, review and recommend changes in policies and objectives,  
11 plans and programs, techniques, procedures and practices in the evolution and  
12 assessment of real properties for taxation purposes;

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

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

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

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

21 (7) Exercise the functions of appraisal and assessments primarily for  
22 taxation purposes of all real properties in the City;

23 (8) Prepare a schedule of the fair market value of the different classes  
24 of real properties in accordance with the provisions of the Local Government  
25 Code of 1991;

26 (9) Issue, upon request of any interested party, certified copies of  
27 assessment upon payment of a service charge or fee to the city treasurer;

1           (10) Submit every semester a report of all assessments as well as  
2 cancellation and modification of assessment to the city mayor and the  
3 sangguniang panlungsod; and

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

7           SEC. 29. *The Assistant City Assessor.* – (a) The assistant city assessor  
8 must be a citizen of the Philippines, a resident of the City, of good moral  
9 character, a holder of a college degree preferably in civil or mechanical  
10 engineering, commerce or any related course from a recognized college or  
11 university and a first grade civil service eligible or its equivalent. He must  
12 have acquired experience in assessment or in any related field for at least three  
13 years immediately preceding the date of his appointment.

14           (b) The assistant city assessor shall receive such compensation,  
15 emoluments and allowances as may be determined by law.

16           (c) The assistant city assessor shall assist the city assessor and  
17 perform such other duties as the latter may assign to him. He shall have  
18 authority to administer oaths on all declarations of real property for purposes  
19 of assessment.

20           SEC. 30. *The City Engineer.* – (a) The city engineer must be a citizen  
21 of the Philippines, a resident of the City, of good moral character and a  
22 licensed civil engineer. He must have acquired experience in the practice of  
23 his profession for at least five years immediately preceding the date of his  
24 appointment.

25           (b) The city engineer shall receive a minimum monthly compensation  
26 equivalent to Salary Grade Twenty-five (25) as prescribed under the Salary  
27 Standardization Law and the implementing guidelines issued pursuant thereto,  
28 and such compensation, emoluments and allowances as may be determined by  
29 law.

1 (c) The city engineer shall take charge of the city engineering office,  
2 and shall;

3 (1) Initiate, review and recommend changes in policies and objectives,  
4 plans and programs, techniques, procedures and practices in infrastructure  
5 development and public works, in general, of the City;

6 (2) Advise the city mayor on infrastructure, public works and other  
7 engineering matters;

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

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

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

17 SEC. 31. *The Assistant City Engineer.* – (a) The assistant city engineer  
18 must be a citizen of the Philippines, a resident of the City, of good moral  
19 character, a holder of a college degree preferably in civil or mechanical  
20 engineering, commerce or any related course from a recognized college or  
21 university and a first grade civil service eligible or its equivalent. He must  
22 have acquired experience in assessment or in any related field for at least three  
23 years immediately preceding the date of his appointment.

24 (b) The assistant city engineer shall assist the city engineer and perform  
25 such other duties as the latter may assign to him.

26 (c) The assistant city engineer shall receive a minimum monthly  
27 compensation equivalent to Salary Grade Twenty-three (23) as prescribed  
28 under the Salary Standardization Law and the implementing guidelines issued

1 pursuant thereto, and such other compensation, emoluments and allowances as  
2 may be determined by law.

3 SEC. 32. *The City Health Officer.* – (a) The city health officer must be  
4 a citizen of the Philippines, a resident of the City, of good moral character and  
5 a licensed medical practitioner. He must have acquired experience in the  
6 practice of his profession for at least five years immediately preceding the date  
7 of his appointment.

8 (b) The city health officer shall receive a minimum monthly  
9 compensation equivalent to Salary Grade Twenty-five (25) as prescribed under  
10 the Salary Standardization Law and the implementing guidelines issued  
11 pursuant thereto, and such compensation, emoluments and allowances as may  
12 be determined by law.

13 (c) The city health officer shall take charge of the office of the city  
14 health services, and shall:

15 (1) Supervise the personnel and staff of the said office, formulate  
16 program implementation guidelines, and rules and regulations for the operation  
17 guidelines, and rules and regulations for the operation of the said office for the  
18 approval of the city mayor in order to assist him in the efficient, effective and  
19 economical implementation of health services programs geared to implement  
20 health-related projects and activities;

21 (2) Formulate measures for the consideration of the sangguniang  
22 panlungsod and provide technical assistance and support to the city mayor in  
23 carrying out activities to ensure the delivery of basic services and provision of  
24 adequate facilities relative to health services provided under Section 17 of the  
25 Local Government Code of 1991;

26 (3) Develop plans and strategies and, upon approval thereof by the city  
27 mayor, implement the same, particularly those which have to do with health  
28 programs and projects which the city mayor is empowered to implement and

1 which the sangguniang panlungsod is empowered to provide for under the  
2 Local Government Code of 1991;

3 (4) In addition to the foregoing duties and functions, the city health  
4 officer shall:

5 (aa) Formulate and implement policies, plans and projects to promote  
6 the health of the people in the City;

7 (bb) Advise the city mayor and the sangguniang panlungsod on matters  
8 pertaining to health;

9 (cc) Execute and enforce all laws, ordinances and regulations relating  
10 to health;

11 (dd) Recommend to the sangguniang panlungsod, through the local  
12 health board, the passage of such ordinance as he may deem necessary for the  
13 preservation of public health;

14 (ee) Recommend the prosecution of any violation of sanitary laws,  
15 ordinances or regulations;

16 (ff) Direct the sanitary inspection of all business establishments selling  
17 food items or providing accommodation, such as hotels, motels, lodging  
18 houses and the like, in accordance with the Sanitation Code;

19 (gg) Conduct health information campaigns and render health  
20 intelligence services; and

21 (hh) Coordinate with other government agencies and nongovernment  
22 organizations involved in the promotion and delivery of health services;

23 (5) Be in the frontline of the delivery of health services, particularly  
24 during and in the aftermath of man-made and natural disasters and calamities;  
25 and

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

1           SEC. 33. *The Assistant City Health Officer.* – (a) The assistant city  
2 health officer must be a citizen of the Philippines, a resident of the City, of  
3 good moral character and a licensed medical practitioner. He must have  
4 acquired experience in assessment or in any related field for at least three years  
5 immediately preceding the date of his appointment.

6           (b) The assistant city health officer shall assist the city health officer  
7 and perform such other duties as the latter may assign to him.

8           (c) The assistant city health officer shall receive a minimum monthly  
9 compensation equivalent to Salary Grade Twenty-three (23) as prescribed  
10 under the Salary Standardization Law and the implementing guidelines issued  
11 pursuant thereto, and such other compensation, emoluments and allowances as  
12 may be determined by law.

13          SEC. 34. *The City Civil Registrar.* – (a) The city civil registrar must be  
14 a citizen of the Philippines, a resident of the City, of good moral character, a  
15 holder of a college degree from a recognized college or university and a first  
16 grade civil service eligible or its equivalent. He must have acquired  
17 experience in civil registry work for at least five years immediately preceding  
18 the date of his appointment.

19          (b) The city civil registrar shall receive a minimum monthly  
20 compensation equivalent to Salary Grade Twenty-five (25) as prescribed under  
21 the Salary Standardization Law and the implementing guidelines issued  
22 pursuant thereto, and such compensation, emoluments and allowances as may  
23 be determined by law.

24          (c) The city civil registrar shall be responsible for the civil registration  
25 program in the City of Navotas pursuant to the Civil Registry Law, the Civil  
26 Code and other pertinent laws, rules and regulations issued to implement them.

27          (d) The city civil registrar shall take charge of the office of the city  
28 civil registry, and shall:



1           (1) Develop plans and strategies and, upon approval thereof by the  
2 city mayor, implement the same, particularly those which have to do with the  
3 management and administration-related programs and projects which the city  
4 mayor is empowered to implement and which the sangguniang panlungsod is  
5 empowered to provide for under the Local Government Code of 1991;

6           (2) In addition to the foregoing duties and functions, the city civil  
7 registrar shall:

8           (aa) Accept all registrable documents and judicial decrees affecting the  
9 civil status of persons;

10          (bb) File, keep and preserve in a secure place the books required by  
11 law;

12          (cc) Transcribe and enter immediately upon receipt, all registrable  
13 documents and judicial decrees affecting the civil status of persons in the  
14 appropriate civil registry books;

15          (dd) Transmit to the Office of the Civil Registrar-General within the  
16 prescribed period duplicate copies of registered documents required by law;

17          (ee) Issue certified transcript or copies of any certificate or registered  
18 document upon payment of the required fees to the treasurer;

19          (ff) Receive applications for the issuance of a marriage license and  
20 after determining that the requirements and supporting certificates and  
21 publication thereof for the prescribed period have been complied with, issue  
22 the license upon payment of the authorized fee to the treasurer; and

23          (gg) Coordinate with the National Statistics Office in conducting  
24 educational campaigns for vital registration and assist in the preparation of  
25 demographic and other statistics for the City of Navotas;

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

1           SEC. 35. *The Assistant City Civil Registrar.* – (a) The assistant city  
2 civil registrar must be a citizen of the Philippines, a resident of the City, of  
3 good moral character and a holder of a college degree from a recognized  
4 college or university and a first grade civil service eligible or its equivalent.  
5 He must have acquired experience in assessment or in any related field for at  
6 least three years immediately preceding the date of his appointment.

7           (b) The assistant city civil registrar shall assist the city civil registrar  
8 and perform such other duties as the latter may assign to him.

9           (c) The assistant city civil registrar shall receive a minimum monthly  
10 compensation equivalent to Salary Grade Twenty-three (23) as prescribed  
11 under the Salary Standardization Law and the implementing guidelines issued  
12 pursuant thereto, and such other compensation, emoluments and allowances as  
13 may be determined by law.

14           SEC. 36. *The City Accountant.* – (a) The city accountant must be a  
15 citizen of the Philippines, a resident of the City, of good moral character and a  
16 certified public accountant. He must have acquired experience in the treasury  
17 or accounting service for at least five years immediately preceding the date of  
18 his appointment.

19           (b) The city accountant shall receive a minimum monthly compensation  
20 equivalent to Salary Grade Twenty-five (25) as prescribed under the Salary  
21 Standardization Law and the implementing guidelines pursuant thereto, and  
22 such compensation, emoluments and allowances as may be determined by law.

23           (c) The city accountant shall take charge of both the office of the  
24 accounting and internal audit services, and shall:

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

26           (2) Prepare and submit financial statements to the city mayor and to the  
27 sangguniang panlungsod;

28           (3) Apprise the sangguniang panlungsod and other officials on the  
29 financial condition and operation of the City;

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

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

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

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

9           (8) Post individual disbursements to the subsidiary ledger and index  
10 cards;

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

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

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

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

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

22           SEC. 37. *The Assistant City Accountant.* - (a) The assistant city  
23 accountant must be a citizen of the Philippines, a resident of the City, of good  
24 moral character and a certified public accountant. He must have acquired  
25 experience in assessment or in any related field for at least three years  
26 *immediately preceding the date of his appointment.*

27           (b) The assistant city accountant shall assist the city accountant and  
28 perform such other duties as the latter may assign to him.

1           (c) The assistant city accountant shall receive a minimum monthly  
2 compensation equivalent to Salary Grade Twenty-three (23) as prescribed  
3 *under the Salary Standardization Law and the implementing guidelines* issued  
4 pursuant thereto, and such other compensation, emoluments and allowances as  
5 may be determined by law.

6           SEC. 38. *The City Social Welfare and Development Officer.* -- (a) The  
7 city social welfare and development officer must be a citizen of the  
8 Philippines, a resident of the City, of good moral character, a duly licensed  
9 social worker or a holder of a college degree preferably in sociology or any  
10 other related course from a recognized college or university and a first grade  
11 civil service eligible or its equivalent. He must have acquired experience in  
12 the practice of social work for at least five years immediately preceding the  
13 date of his appointment.

14           (b) The city social welfare and development officer shall receive a  
15 minimum monthly compensation equivalent to Salary Grade Twenty-five (25)  
16 as prescribed under the *Salary Standardization Law and the implementing*  
17 *guidelines* issued pursuant thereto, and such compensation, emoluments and  
18 allowances as may be determined by law.

19           (c) The city social welfare and development officer shall take charge of  
20 the office of social welfare and development, and shall;

21           (1) Formulate measures for the approval of the sangguniang  
22 panlungsod and provide technical assistance and support to the city mayor in  
23 carrying out measures to ensure the delivery of basic services and the provision  
24 of adequate facilities relative to social welfare and development services;

25           (2) Develop plans and strategies and, upon approval thereof by the city  
26 mayor, implement the same, particularly those which have to do with social  
27 welfare programs and projects which the city mayor is empowered to  
28 implement and which the sangguniang panlungsod is empowered to provide for  
29 under the Local Government Code of 1991;

1           (3) Be in the frontline of delivery of services particularly those which  
2 have to do with immediate relief and assistance during and in the aftermath of  
3 man-made and natural disasters and calamities;

4           (4) Recommend to the sangguniang panlungsod and advise the city  
5 mayor on all other matters related to social welfare and development services  
6 which will improve the livelihood and living conditions of the inhabitants; and

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

10           SEC. 39. *The Assistant Social Welfare and Development Officer.* – (a)

11 The assistant city social welfare and development officer must be a citizen of  
12 the Philippines, a resident of the City, of good moral character and a duly  
13 licensed social worker or a holder of a college degree preferably in sociology  
14 or any other related course from a recognized college or university and a first  
15 grade civil service eligible or its equivalent. He must have acquired  
16 experience in social welfare and development or in any related field for at least  
17 three years immediately preceding the date of his appointment.

18           (b) The assistant city social welfare and development officer shall  
19 assist the city social welfare and development officer and perform such other  
20 duties as the latter may assign to him.

21           (c) The assistant city social welfare and development officer shall  
22 receive a minimum monthly compensation equivalent to Salary Grade  
23 Twenty-three (23) as prescribed under the Salary Standardization Law and the  
24 implementing guidelines issued pursuant thereto, and such other compensation,  
25 emoluments and allowances as may be determined by law.

26           SEC. 40. *The City Budget Officer.* – (a) The city budget officer must be

27 a citizen of the Philippines, a resident of the City, of good moral character, a  
28 holder of a college degree preferably in accounting, economics, public  
29 administration or any related course from a recognized college or university

1 and a first grade civil service eligible or its equivalent. He must have acquired  
2 experience in government budgeting or in any related field for at least five  
3 years immediately preceding the date of his appointment.

4 (b) The city budget officer shall receive a minimum monthly  
5 compensation equivalent to Salary Grade Twenty-five (25) as prescribed under  
6 the Salary Standardization Law and the implementing guidelines pursuant  
7 thereto, and such compensation, emoluments and allowances as may be  
8 determined by law.

9 (c) The city budget officer shall take charge of the city budget office,  
10 and shall:

11 (1) Prepare forms, orders and circulars embodying instructions on  
12 budgetary and appropriation matters for the signature of the city mayor;

13 (2) Review and consolidate the budget proposals of different  
14 departments and offices of the City;

15 (3) Assist the city mayor in the preparation of the proposed legislation  
16 and submit comments and recommendations thereon;

17 (4) Study and evaluate budgetary implementation of proposed  
18 legislation and submit comments and recommendations thereon;

19 (5) Submit periodic budgetary reports to the Department of Budget and  
20 Management;

21 (6) Coordinate with the city treasurer, the city accountant and the city  
22 planning and development officer for the purpose of budgeting;

23 (7) Assist the sangguniang panlungsod in reviewing the approved  
24 budgets of component barangays;

25 (8) Coordinate with the city planning and development coordinator in  
26 the formulation of the development plan of the City; and

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

1           SEC. 41. *The City Planning and Development Officer.* - (a) The city  
2 planning and development officer must be a citizen of the Philippines, a  
3 resident of the City, of good moral character, a holder of a college degree  
4 preferably in urban planning, development studies, economics, public  
5 administration or any related course from a recognized college or university  
6 and a first grade civil service eligible or its equivalent. He must have acquired  
7 experience in development planning or in any related field for at least five  
8 years immediately preceding the date of his appointment.

9           (b) The city planning and development officer shall receive a minimum  
10 monthly compensation equivalent to Salary Grade Twenty-five (25) as  
11 prescribed under the Salary Standardization Law and the implementing  
12 guidelines issued pursuant thereto, and such compensation, emoluments and  
13 allowances as may be determined by law.

14           (c) The city planning and development officer shall take charge of the  
15 city planning and development coordinating office, and shall:

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

18           (2) Conduct continuing studies, researches and training programs  
19 necessary to evolve plans and programs for implementations;

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

22           (4) Monitor and evaluate the implementation of the different  
23 development programs, projects and activities in the City in accordance with  
24 the approved development plan;

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

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

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

3           (8) Exercise supervision and control over the secretariat of the Local  
4 Development Council; and

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

8           SEC. 42. *The City Administrator.* – (a) The city administrator must be a  
9 citizen of the Philippines, a resident of the City, of good moral character, a  
10 holder of a college degree preferably in public administration, law or any other  
11 related course from a recognized college or university and a first grade civil  
12 service eligible or its equivalent. He must have acquired experience in  
13 management and administrative work for at least five years immediately  
14 preceding the date of his appointment.

15           (b) The term of the city administrator is coterminous with that of his  
16 appointing authority.

17           (c) The city administrator shall receive a minimum monthly  
18 compensation equivalent to Salary Grade Twenty-five (25) as prescribed under  
19 the Salary Standardization Law and the implementing guidelines issued  
20 pursuant thereto, and such compensation, emoluments and allowances as may  
21 be determined by law.

22           (d) The city administrator shall take charge of the city administrator's  
23 office, and shall:

24           (1) Develop plans and strategies and, upon approval thereof by the city  
25 mayor, implement the same, particularly those which have to do with the  
26 management and administration-related programs and projects which the city  
27 mayor is empowered to implement and which the sangguniang panlungsod is  
28 empowered to provide for under the Local Government Code of 1991;



1 (2) In addition to the foregoing duties and functions, the city  
2 administrator shall assist in the coordination of the work of all the officials of  
3 the City under the supervision, direction and control of the city mayor and, for  
4 this purpose, he may convene the chiefs of offices and other officials of the  
5 City;

6 (3) Be in the frontline of the delivery of administrative support  
7 services, particularly those related to the situations during and in the aftermath  
8 of man-made and natural disasters and calamities;

9 (4) Recommend to the sangguniang panlungsod and advise the city  
10 mayor on all matters relative to the management and administration of the City;  
11 and

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

15 SEC. 43. *The City Legal Officer.* -- (a) The city legal officer must be a  
16 citizen of the Philippines, a resident of the City, of good moral character and a  
17 member of the Philippine bar. He must have practiced his profession for at  
18 least five years immediately preceding the date of his appointment.

19 (b) The term of the city legal officer shall be coterminous with that of  
20 his appointing authority.

21 (c) The city legal officer shall receive a minimum monthly  
22 compensation equivalent to Salary Grade Twenty-five (25) as prescribed under  
23 the Salary Standardization Law and the implementing guidelines issued  
24 pursuant thereto, and such compensation, emoluments and allowances as may  
25 be determined by law.

26 (d) The city legal officer, the chief legal counsel of the City, shall take  
27 charge of the office of the city legal service, and shall:

28 (1) Formulate measures for the consideration of the sangguniang  
29 panlungsod and provide legal assistance and support to the city mayor in

1 carrying out the delivery of basic services and the provision of adequate  
2 facilities;

3 (2) Develop plans and strategies and, upon approval thereof by the  
4 city mayor, implement the same, particularly those which have to do with  
5 *programs and projects related to legal services which the city mayor is*  
6 *empowered to implement and which the sangguniang panlungsod is*  
7 *empowered to provide for under the Local Government Code of 1991;*

8 (3) In addition to the foregoing duties and functions, the city legal  
9 officer shall:

10 (aa) Represent the City in all civil actions and special proceedings  
11 wherein the City or any official thereof, in his official capacity, is a party;

12 (bb) When required by the city mayor or sanggunian, draft ordinances,  
13 contracts, bonds, leases and other instruments involving any instruments  
14 already drawn;

15 (cc) Render his opinion in writing on any question of law when  
16 requested to do so by the city mayor or sanggunian;

17 (dd) Investigate or cause to be investigated any local official or  
18 employee for administrative neglect or misconduct in office and recommend  
19 the appropriate action to the city mayor or sanggunian, as the case may be;

20 (ee) When directed by the city mayor or sanggunian, initiate and  
21 prosecute, in the interest of the City, any civil action on any bond, lease or  
22 other contract upon any breach or violation thereof; and

23 (ff) *Review and submit recommendations on ordinances approved and*  
24 *executive orders issued by component units;*

25 (4) Recommend measures to the sangguniang panlungsod and advise  
26 the city mayor on all matters related to upholding the rule of law;

27 (5) Be in the frontline of protecting human rights and prosecuting any  
28 violations thereof, particularly those which occur during and in the aftermath  
29 of man-made or natural disasters and calamities; and

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

4           SEC. 44. *The City General Services Officer.* – (a) The city general  
5 services officer must be a citizen of the Philippines, a resident of the City, of  
6 good moral character, a holder of a college degree in public administration,  
7 business administration or management from a recognized college or university  
8 and a first grade civil service eligible or its equivalent. He must have acquired  
9 experience in general services, including management of supply, solid waste  
10 disposal and general sanitation for at least five years immediately preceding  
11 the date of his appointment.

12           (b) The city general services officer shall receive a minimum monthly  
13 compensation equivalent to Salary Grade Twenty-five (25) as prescribed under  
14 the Salary Standardization Law and the implementing guidelines issued  
15 pursuant thereto, and such compensation, emoluments and allowances as may  
16 be determined by law.

17           (c) The city general services officer shall take charge of the office of  
18 the general services, and shall:

19           (1) Formulate measures for the consideration of the sangguniang  
20 panlungsod and provide technical assistance and support to the city mayor in  
21 carrying out measures to ensure the delivery of basic services and the provision  
22 of adequate facilities which require general services expertise and technical  
23 support services;

24           (2) Develop plans and strategies and, upon approval thereof by the city  
25 mayor, implement the same, particularly those which have to do with the  
26 general services supportive of the welfare of the inhabitants of the City which  
27 the city mayor is empowered to implement, and which the sangguniang  
28 panlungsod is empowered to provide for under the Local Government Code of  
29 1991;

1           (3) In addition to the foregoing duties and functions, the city general  
2 services officer shall:

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

6           (bb) With the approval of the city mayor, assign building or land space  
7 to local officials or other public officials who, by law, are entitled to space;

8           (cc) Recommend to the city mayor the reasonable rental rates for local  
9 government properties, whether real or personal, which will be leased to public  
10 or private entities, owned by the City;

11           (dd) Recommend to the city mayor reasonable rental rates for private  
12 properties which may be leased for the official use of the City;

13           (ee) Maintain and supervise janitorial, security, landscaping and other  
14 related services in all local government public buildings and other real  
15 property, whether owned or leased by the City;

16           (ff) Collate and disseminate information regarding prices, shipping  
17 and other costs of supplies and other items commonly used by the City;

18           (gg) Perform archival and record management with respect to records  
19 of offices and developments of the City; and

20           (hh) Perform all other functions pertaining to supply and property  
21 management and enforce policies on records creation, maintenance and  
22 disposal;

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

27           (5) Recommend to the sangguniang panlungsod and advise the city  
28 mayor on all matters relative to general services; and

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

4           SEC. 45. *The City Environment and Natural Resources Officer.* – (a)  
5 The city environment and natural resources officer must be a citizen of the  
6 Philippines, a resident of the City, of good moral character, a holder of a  
7 college degree preferably in environment, forestry, agriculture or any other  
8 related course from a recognized college or university and a first grade civil  
9 service eligible or its equivalent. He must have acquired experience in  
10 environment and natural resources management, conservation and utilization  
11 work for at least five years immediately preceding the date of his appointment.

12           (b) *The city environment and natural resources officer shall receive a*  
13 *minimum monthly compensation equivalent to Salary Grade Twenty-five (25)*  
14 *as prescribed under the Salary Standardization Law and the implementing*  
15 *guidelines issued pursuant thereto, and such compensation, emoluments and*  
16 *allowances as may be determined by law.*

17           (c) *The city environment and natural resources officer shall take charge*  
18 *of the office of the environment and natural resources, and shall:*

19           (1) *Formulate measures for the consideration of the sangguniang*  
20 *panlungsod and provide assistance and support to the city mayor in carrying*  
21 *out measures to ensure the delivery of basic services and the provision of*  
22 *adequate facilities relative to environment and natural resources services as*  
23 *provided for under Section 17 of the Local Government Code of 1991;*

24           (2) *Develop plans and strategies and, upon approval thereof by the city*  
25 *mayor, implement the same, particularly those which have to do with the*  
26 *environment and natural resources programs and projects which the city mayor*  
27 *is empowered to implement and which the sangguniang panlungsod is*  
28 *empowered to provide for under the Local Government Code of 1991;*

1           (3) In addition to the foregoing duties and functions, the city  
2 environment and natural resources officer shall:

3           (aa) Establish, maintain, protect and preserve communal forests,  
4 watersheds, tree parks, mangroves, greenbelts, commercial forests and similar  
5 forest projects, like industrial tree farms and agro-forestry projects;

6           (bb) Provide extension service to beneficiaries of forest development  
7 projects and render assistance for natural resources-related conservation and  
8 utilization activities consistent with ecological balance;

9           (cc) Promote the small-scale mining and utilization of mineral  
10 resources, particularly the mining of gold; and

11           (dd) Coordinate with government agencies and nongovernmental  
12 organizations in the implementation of measures to prevent and control land,  
13 air and water pollution, with the assistance of the Department of Environment  
14 and Natural Resources;

15           (4) Be in the frontline of the delivery of services concerning the  
16 environment and natural resources, particularly in the renewal and  
17 rehabilitation of the environment during and in the aftermath of man-made and  
18 natural disasters and calamities;

19           (5) Recommend to the sangguniang panlungsod and advise the city  
20 mayor on all matters relative to protection, conservation, maximum utilization,  
21 application of appropriate technology and other matters related to the  
22 environment and natural resources; and

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

26           SEC. 46. *The City Architect.* – (a) The city architect must be a citizen  
27 of the Philippines, a resident of the City, of good moral character and a duly  
28 licensed architect. He must have practiced his profession for at least five years  
29 immediately preceding the date of his appointment.

1 (b) The city architect shall receive a minimum monthly compensation  
2 equivalent to Salary Grade Twenty-five (25) as prescribed under the Salary  
3 Standardization Law and the implementing guidelines issued pursuant thereto,  
4 and such compensation, emoluments and allowances as may be determined by  
5 law.

6 (c) The city architect shall take charge of the Office of the  
7 Architectural Planning and Design, and shall:

8 (1) Formulate measures for the consideration of the sangguniang  
9 panlungsod and provide technical assistance and support to the city mayor in  
10 carrying out measures to ensure the delivery of basic services and the provision  
11 of adequate facilities relative to architectural planning and design;

12 (2) Develop plans and strategies and, upon approval thereof by the  
13 city mayor, implement the same, particularly those which have to do with  
14 architectural planning and design programs and projects which the city mayor  
15 is empowered to implement and which the sangguniang panlungsod is  
16 empowered to provide for under the Local Government Code of 1991;

17 (3) In addition to the foregoing duties and functions, the city architect  
18 shall:

19 (aa) Prepare and recommend, for consideration of the sanggunian, the  
20 architectural plan and design for the City or a part thereof, including the  
21 renewal of slums and blighted areas, land reclamation activities, the greening  
22 of land and appropriate planning of marine and foreshore areas;

23 (bb) Review and recommend for appropriate action of the sanggunian  
24 or the mayor as the case may be, the architectural plans and designs submitted  
25 by governmental and nongovernmental entities or individuals particularly those  
26 for undeveloped, underdeveloped and poorly-designed areas; and

27 (cc) Coordinate with government, nongovernment entities and  
28 individuals involved in the aesthetics and the maximum utilization of the land

1 water within the jurisdiction of the City, compatible with environmental  
2 integrity and ecological balance;

3 (4) Be in the frontline of the delivery of services involving architectural  
4 *planning and design*, particularly those related to the redesigning of spatial  
5 distribution of basic facilities and physical structures during and in the  
6 aftermath of man-made and natural disasters and calamities;

7 (5) Recommend to the sangguniang panlungsod and advise the city  
8 mayor on all matters relative to architectural planning and design as it relates  
9 to the total socioeconomic development of the City; and

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

13 SEC. 47. *The City Human Resource Development Officer.* - (a) The  
14 city human resource development officer must be a citizen of the Philippines, a  
15 resident of the City, of good moral character, a holder of a college degree  
16 preferably in psychology or any related course from a recognized college or  
17 university and a first grade civil service eligible or its equivalent. He must have  
18 acquired experience in personnel administration for at least five years  
19 immediately preceding the date of his appointment.

20 (b) The city human resource development officer shall receive a  
21 minimum monthly compensation equivalent to Salary Grade Twenty-five (25)  
22 as prescribed under the Salary Standardization Law and the implementing  
23 guidelines issued pursuant thereto, and such compensation, emoluments and  
24 allowances as may be determined by law.

25 (c) The city human resource development officer shall take charge of  
26 the human resource development office, and shall:

27 (1) Develop a human resource management program for approval by  
28 the city mayor and the sangguniang panlungsod;



1           (2) Assist the city mayor in implementing the city's policies and  
2 programs relative to *recruitment and selection, appointments, training,*  
3 *promotion, compensations and other personnel actions involving officials and*  
4 *employees of the City;*

5           (3) Recommend to the *sangguniang panlungsod* and advise the city  
6 mayor on all matters relative to human resource management and development;

7           (4) Establish and maintain a sound personnel program for the City  
8 designed to promote career development and uphold the *merit principle* in the  
9 local government service;

10          (5) Conduct a continuing organizational development of the City, with  
11 the end in view of instituting effective administrative reforms; and

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

15          SEC. 48. *The City Information Officer.* – (a) The city information  
16 officer must be a citizen of the Philippines, a resident of the City, of good  
17 moral character, a holder of a college degree preferably in journalism or mass  
18 *communications or any related course from a recognized college or university*  
19 and a first grade civil service eligible or its equivalent. He must have acquired  
20 experience in writing articles and research papers or writing for print,  
21 television or broadcast media for at least five years immediately preceding the  
22 date of his appointment.

23          (b) The city information officer shall receive a minimum monthly  
24 compensation equivalent to Salary Grade Twenty-five (25) as prescribed under  
25 the Salary Standardization Law and the implementing guidelines issued  
26 pursuant thereto, and such compensation, emoluments and allowances as may  
27 be determined by law.

28          (c) The city information officer shall take charge of the office on public  
29 information, and shall:

1 (1) Formulate measures for the consideration of the sangguniang  
2 panlungsod and provide technical assistance and support to the city mayor in  
3 providing the information and research data required for the delivery of basic  
4 services and the provision of adequate facilities so that the public becomes  
5 aware of said services and may fully avail of the same;

6 (2) *Develop plans and strategies and, upon approval thereof by the city*  
7 *mayor, implement the same, particularly those which have to do with public*  
8 *information and research data to support programs and projects which the city*  
9 *mayor is empowered to implement and which the sangguniang panlungsod is*  
10 *empowered to provide for under the Local Government Code of 1991;*

11 (3) In addition to the foregoing duties and functions, the city  
12 information officer shall:

13 (aa) *Provide relevant, adequate and timely information to the City and*  
14 *its residents;*

15 (bb) *Furnish information and data the City to government agencies or*  
16 *offices as may be required by law or ordinance and nongovernmental*  
17 *organizations to be furnished to said agencies and organization; and*

18 (cc) *Maintain effective liaison with the various sectors of the community*  
19 *on matters and issues that affect the livelihood and the quality of life of the*  
20 *inhabitants and encourage support for programs of the local and national*  
21 *governments;*

22 (4) *Be in the frontline in providing information during and in the*  
23 *aftermath of man-made and natural disasters and calamities, with special*  
24 *attention to the victims thereof, to help minimize injuries and casualties during*  
25 *and after the emergency, and to accelerate relief and rehabilitation;*

26 (5) *Recommend to the sangguniang panlungsod and advise the city*  
27 *mayor on all matters relative to public information and research data as it*  
28 *relates to the total socioeconomic development of the City; and*

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

4           **SEC. 49. *The City Cooperatives Officer.*** – (a) The city cooperatives  
5 officer must be a citizen of the Philippines, a resident of the City, of good  
6 moral character, a holder of a college degree preferably in business  
7 administration with special training on cooperatives or any related course from  
8 a recognized college or university and a first grade civil service eligible or its  
9 equivalent. He must have acquired experience in cooperatives development  
10 for at least five years immediately preceding the date of his appointment.

11           (b) *The city cooperatives officer shall receive such compensation,*  
12 *emoluments and allowances as may be determined by law.*

13           (c) The city cooperatives officer shall take charge of the office for the  
14 development of cooperatives, and shall:

15           (1) Formulate measures for the consideration of the sangguniang  
16 panlungsod and provide technical assistance and support to the city mayor in  
17 carrying out measures to ensure the delivery of basic services and the provision  
18 of facilities through the development of cooperatives, and in providing access  
19 to such services and facilities;

20           (2) Develop plans and strategies and, upon approval thereof by the city  
21 mayor, implement the same, particularly those which have to do with the  
22 integration of cooperatives principles and methods in programs and projects  
23 which the city mayor is empowered to implement and which the sangguniang  
24 panlungsod is empowered to provide for under the Local Government Code of  
25 1991;

26           (3) In addition to the foregoing duties and functions, the city  
27 cooperatives officer shall:

28           (aa) Assist in the organization of cooperatives;

1 (bb) Provide technical and other forms of assistance to existing  
2 cooperatives to enhance their viability as an economic enterprise and social  
3 organization; and

4 (cc) Assist cooperatives in establishing linkages with government  
5 agencies and nongovernmental organizations involved in the promotion and  
6 integration of the concept of cooperatives in the livelihood of the people and  
7 other community activities;

8 (4) Be in the frontline of cooperatives organization, rehabilitation or  
9 viability enhancement, particularly during and in the aftermath of man-made  
10 and natural disasters and calamities, to aid in their survival and, if necessary,  
11 subsequent rehabilitation;

12 (5) Recommend to the sangguniang panlungsod and advise the city  
13 mayor on all other matters relative to cooperatives development and viability  
14 enhancement which will improve the livelihood and quality of life and  
15 inhabitants; and

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

19 SEC. 50. *The City Population Officer.* – (a) The city population officer  
20 must be a citizen of the Philippines, a resident of the City, of good moral  
21 character, a holder of a college degree preferably with specialized training in  
22 population development from a recognized college or university and a first  
23 grade civil service eligible or its equivalent. He must have acquired  
24 experience in the implementation of programs on population development or  
25 responsible parenthood for at least five years immediately preceding the date  
26 of his appointment.

27 (b) The city population officer shall receive such compensation,  
28 emoluments and allowances as may be determined by law.

1 (c) The city population officer shall take charge of the office of the  
2 population development, and shall:

3 (1) Formulate measures for the consideration of the sangguniang  
4 panlungsod and provide technical assistance and support to the city mayor in  
5 carrying out measures to ensure the delivery of basic services and the provision  
6 of adequate facilities relative to the integration of the population development  
7 principles and in providing access to said services and facilities;

8 (2) Develop plans and strategies and, upon approval thereof by the city  
9 mayor, implement the same, particularly those which have to do with the  
10 integration of population development principles and methods in programs and  
11 projects which the city mayor is empowered to implement and which the  
12 sangguniang panlungsod is empowered to provide for under the Local  
13 Government Code of 1991;

14 (3) In addition to the foregoing duties and functions, the city  
15 population officer shall:

16 (aa) Assist the city mayor in the implementation of the constitutional  
17 provisions relative to population development and the promotion of  
18 responsible parenthood;

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

22 (cc) Implement appropriate population training programs responsive to  
23 the cultural heritage of the inhabitants; and

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

27 SEC. 51. *The City Agriculturist.* – (a) The city agriculturist must be a  
28 citizen of the Philippines, a resident of the City, of good moral character, a  
29 holder of a college degree preferably in agriculture or any other related course

1 from a recognized college or university and a first grade civil service eligible  
2 or its equivalent. He must have practiced his profession in agriculture or  
3 acquired the experience for at least five years preceding the date of his  
4 appointment.

5 (b) The city agriculturist shall receive such compensation, emoluments  
6 and allowances as may be determined by law.

7 (c) The city agriculturist shall take charge of the office for agricultural  
8 services, and shall:

9 (1) Formulate measures for the approval of the sangguniang  
10 panlungsod and provide technical assistance and support to the city mayor in  
11 carrying out measures to ensure the delivery of basic services and the provision  
12 of adequate facilities relative to agricultural services;

13 (2) Develop plans and strategies and, upon approval thereof by the city  
14 mayor, implement the same, particularly those which have to do with  
15 agricultural programs and projects which the city mayor is empowered to  
16 implement and which the sangguniang panlungsod is empowered to provide for  
17 under the Local Government Code of 1991;

18 (3) In addition to the foregoing duties and functions, the city  
19 agriculturist shall:

20 (aa) Ensure that maximum assistance and access to resources in the  
21 production, processing and marketing of agricultural and aquaculture and  
22 marine products are extended to farmers, fishermen and local entrepreneurs;

23 (bb) Conduct or cause to be conducted location-specific agricultural  
24 researches and assist in making available the appropriate technology arising  
25 out of and disseminating information on basic research on crops, prevention  
26 and control of plant diseases and pests and other agricultural matters which  
27 will maximize productivity;

28 (cc) Assist the city mayor in the establishment and extension services of  
29 demonstration farms on aquaculture and marine products;

1 (dd) Enforce rules and regulations relating to agriculture and  
2 aquaculture; and

3 (ee) Coordinate with government agencies and nongovernmental  
4 organizations which promote agricultural productivity through appropriate  
5 technology compatible with environmental integrity;

6 (4) Be in the frontline of the delivery of basic agricultural services,  
7 particularly those needed for the survival of the inhabitants during and in the  
8 aftermath of man-made and natural disasters and calamities;

9 (5) Recommend to the *sangguniang panlungsod* and advise the city  
10 mayor on all other matters related to agriculture and aquaculture which will  
11 improve the livelihood and living conditions of the inhabitants; and

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

15 SEC. 52. *The City Veterinarian.* – (a) The city veterinarian must be a  
16 citizen of the Philippines, a resident of the City, of good moral character and a  
17 licensed doctor of veterinary medicine. He must have practiced his profession  
18 for at least three years immediately preceding the date of his appointment.

19 (b) The city veterinarian shall receive such compensation, emoluments  
20 and allowances as may be determined by law.

21 (c) The city veterinarian shall take charge of the office of veterinary  
22 services, and shall:

23 (1) Formulate measures for consideration of the *sangguniang*  
24 *panlungsod* and provide technical assistance and support to the city mayor in  
25 carrying out measures to ensure the delivery of basic services and the provision  
26 of adequate facilities;

27 (2) Develop plans and strategies and, upon approval thereof by the city  
28 mayor, implement the same, particularly those which have to do with  
29 veterinary-related activities which the city mayor is empowered to implement

1 and which the sangguniang panlungsod is empowered to provide for under the  
2 Local Government Code of 1991;

3 (3) In addition to the foregoing duties and functions, the city  
4 veterinarian shall:

5 (aa) Advise the city mayor on all matters pertaining to the slaughter of  
6 animals for human consumption and the regulation of slaughterhouses;

7 (bb) Regulate the keeping of domestic animals;

8 (cc) Regulate and inspect poultry, milk and dairy products for public  
9 consumption;

10 (dd) Enforce all laws and regulations for the prevention of cruelty to  
11 animals; and

12 (ee) Take the necessary measures to eradicate, prevent or cure all  
13 forms of animal diseases;

14 (4) Be in the frontline of veterinary-related activities, such as the  
15 outbreak of highly contagious and deadly diseases and in situations resulting in  
16 the depletion of animals for work and for human consumption, particularly  
17 those arising from and in the aftermath of man-made and natural disasters and  
18 calamities;

19 (5) Recommend to the sangguniang panlungsod and advise the city  
20 mayor on all matters relative to veterinary services which will increase the  
21 number and improve the quality of livestock, poultry and other domestic  
22 animals used for work or human consumption; and

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

26 SEC. 53. *The City Building Official.* – The city building official must  
27 be a citizen of the Philippines, a resident of the City, of good moral character  
28 and a licensed engineer or a licensed architect. He must have acquired  
29 experience in the practice of his profession for at least five years.



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

3 (c) The city building official shall take charge of the office of the city  
4 building official, and shall:

5 (1) Process and take appropriate on action applications for building  
6 permits;

7 (2) Oversee and ensure the proper implementation of the National  
8 Building Code and city ordinances pertaining to buildings and similar  
9 structures;

10 (3) Recommend to sangguniang panlungsod and advise the city mayor  
11 on matters involving buildings and similar structures; and

12 (4) Perform such other duties and functions and exercise *such other*  
13 powers as provided for under the Local Government Code of 1991, and those  
14 that are prescribed by law or ordinance.

15 SEC. 54. *The City Tourism Officer.* – (a) The city tourism officer must  
16 be a citizen of the Philippines, a resident of the City, of good moral character,  
17 a holder of a college degree preferably with specialized training in tourism  
18 development from a recognized college or university and a first grade civil  
19 service eligible or its equivalent. He must have acquired experience in the  
20 implementation of programs on tourism development for at least five years  
21 immediately preceding the date of his appointment.

22 (b) The city tourism officer shall receive such compensation,  
23 emoluments and allowances as may be determined by law.

24 (c) The city tourism officer shall take charge of the city tourism office  
25 and shall assist the city mayor and the local tourism council in developing and  
26 implementing programs, and shall:

27 (1) Encourage the local government unit to enact local legislation  
28 adopting the Department of Tourism (DOT) accreditation standards for  
29 tourism facilities and services;



1           SEC. 56. *The City Jail Service.* – (a) There shall be established and  
2 maintained in the City a secured, clean and adequately equipped jail for the  
3 custody and safekeeping of prisoners, any fugitive from justice, or person  
4 detained awaiting investigation or trial and/or transfer to the national  
5 penitentiary, and/or violent mentally ill person who endangers himself or the  
6 safety of others, duly certified as such by the proper medical health officer,  
7 pending the transfer to a mental institution.

8           (b) The city jail service shall be headed by a city jail warden who must  
9 be a graduate of a four year course in psychology, psychiatry, sociology,  
10 nursing, social work or criminology, who shall assist in the immediate  
11 rehabilitation of individuals or detention of prisoners. Great care must be  
12 exercised so that the human rights of these prisoners are respected and  
13 protected, and their spiritual and physical well-being are properly and promptly  
14 attended to. Likewise, the City shall ensure that proper separate detention  
15 centers for juveniles and women are provided for.

16           SEC. 57. *The City Register of Deeds Office.* – There shall be  
17 established in the City a Registry of Deeds Office, subject to the standards,  
18 rules and regulations as may be promulgated by the Department of Justice  
19 (DOJ), and shall discharge its duties under the general supervision of the  
20 administrator of the Land Registration Authority and the Secretary of the DOJ.

21           SEC. 58. *The City Register of Deeds.* – (a) The city register of deeds  
22 shall be the head of the City Register of Deeds Office. He must be a citizen of  
23 the Philippines, a resident of the City, of good moral character, a member of  
24 the Integrated Bar of the Philippines and must have practiced his profession for  
25 at least five years immediately preceding the date of his appointment.

26           (b) The city register of deeds shall receive such compensation,  
27 emoluments and allowances as may be determined by law.



1           SEC. 64. *Plebiscite.* – The City of Navotas shall acquire corporate  
2 existence upon the ratification of its creation by a majority of the votes cast by  
3 the qualified voters in a plebiscite to be conducted in the present Municipality  
4 of Navotas within thirty (30) days from the approval of this Act. The expenses  
5 for such plebiscite shall be borne by the Municipality of Navotas. The  
6 Commission on Elections shall conduct and supervise such plebiscite.

7           SEC. 65. *Applicability of Laws.* – The provision of the Local  
8 Government Code of 1991, and such laws as are applicable to highly-  
9 urbanized cities shall govern the City of Navotas insofar as they are not  
10 inconsistent with the provisions of this Act.

11          SEC. 66. *Separability Clause.* – If any part of this Act is declared  
12 invalid or unconstitutional, the other parts or provisions thereof shall remain  
13 valid and effective.

14          SEC. 67. *Reservation.* – Nothing herein contained shall preclude the  
15 determination by the appropriate agency or forum of boundary disputes or  
16 cases involving questions of territorial jurisdiction between the City of Navotas  
17 and any of the adjoining local government units even after the effectivity of  
18 this Act.

19          SEC. 68. *Repealing Clause.* – All laws, decrees, rules and regulations  
20 or parts thereof inconsistent with the provisions of this Act are hereby  
21 repealed, amended or modified accordingly.

22          SEC. 69. *Effectivity.* – This Act shall take effect upon its complete  
23 publication in at least two newspapers of general circulation.

Approved,