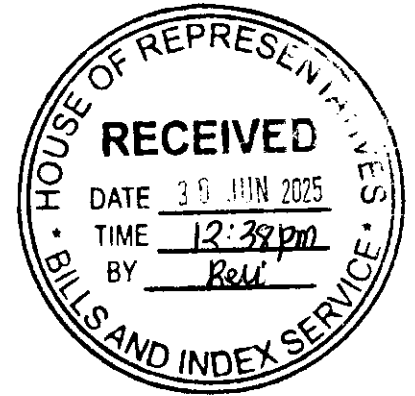




Republic of the Philippines  
**HOUSE OF REPRESENTATIVES**  
Quezon City, Metro Manila



**TWENTIETH CONGRESS**  
First Regular Session

House Bill No. 173

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**Introduced by Representative MARLESA “DOC MARLY” HOFER-HASIM**

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#### **EXPLANATORY NOTE**

The Province of Zamboanga Sibugay was established in 2001 pursuant to Republic Act No. 8973. Serving as the provincial capital, the Municipality of Ipil is strategically located at the heart of the Zamboanga Peninsula. It is the site of the provincial capitol, and is composed of twenty-eight (28) barangays with a total land area of 366.90 square kilometers

Notably, Zamboanga Sibugay does not have a city within its territorial jurisdiction. This proposed measure, therefore, seeks to convert the Municipality of Ipil into a component city, to be known as the “City of Ipil.” As of 2025, the municipality of Ipil is already qualified to be a 5th class city based on its income in accordance with existing government standards.

In Zamboanga Sibugay, the Municipality of Ipil has long been the hub of commerce, administration, and services. It is therefore high time for the formal recognition of its true potential through the process of cityhood. By becoming a city, it will be able to more effectively address the needs of its growing population and contribute to the province's development objectives by enhancing its fiscal autonomy and institutional capacity.

As of the May 2020 census conducted by the Philippine Statistics Authority, Ipil recorded a population of 89,401, making it the most populous municipality in the Province of Zamboanga Sibugay and the second most populous in Region IX. Ipil has evolved in recent years into a crucial component of the region's growth and a suitable site for future industrial developments. Its central role in determining the province's socio-economic trajectory is evident in its consistent growth in critical sectors such as healthcare, education, commerce, recreation, and housing. These aforementioned developments have a positive impact on communities in neighboring municipalities and provinces, in addition to local residents.

Ipil's healthcare system is anchored by institutions such as the Doctor George Tacao Hofer Medical Center, Ipil Doctor's Hospital, Dr. Henry De Villa Memorial Hospital, and M. Simon Hospital, ensuring access to quality medical services. The expansion of its recreational infrastructure and tourism areas, as evidenced by Buluan Island and the establishment of facilities such as swimming pool and private owned resorts, promote tourism and community well-being.

A vibrant base of local enterprises complements the local economy, which is supported by agriculture and a growing commercial sector that includes significant establishments such as Gaisano Grand Ipil and national food chains like Jollibee, Mcdonalds, Chowking and 7-Eleven.

Education continues to be a fundamental component of Ipil's growth. Medina College, Universidad de Zamboanga, and Western Mindanao State University are among the institutions of

higher learning located in Municipality of Ipil. Additionally, the Department of Education oversees a number of senior high schools and elementary schools in the Municipality of Ipil.

Furthermore, in accordance to our constitution, it is a declared policy of the State to promote local autonomy and to support the decentralization of powers to local government units (LGUs), enabling them to become self-reliant and effective partners in nation-building. In line with this policy, the conversion of municipalities that have demonstrated the capacity for self-governance into component cities provides the institutional framework for better service delivery, economic development, and inclusive governance.

Section 1 of the Republic Act No. 11683 otherwise known as "An Act Amending Section 450 of Republic Act No. 7160, Otherwise Known as the Local Government Code of 1991, as amended by the Republic Act 9009, which provides for the Requisites for the Conversion of A Municipality into a Component City, and For Other Purposes' states that,

“A municipality or a cluster of barangays with a locally generated average annual income, as certified by the Department of Finance, of at least Four Hundred Million Pesos (P400,000,000.00) for the last two (2) consecutive years based on 2012 constant prices may also be converted into a component city if it has either a population of not less than one hundred thousand (100,000) inhabitants as certified by the PSA or a contiguous territory of at least one hundred (100) square kilometers, as certified by the Land Management Bureau: Provided, That three (3) years after the effectivity of this Act and every three (3) years thereafter, the threshold amount of Four Hundred Million Pesos (P400,000,000.00) shall be increased by five percent (5%).”

Anent thereto, based on the latest available data, Municipality of Ipil recorded an annual income of ₱452.8 million in 2022, thereby satisfying the income requirement prescribed under Republic Act No. 11983, otherwise known as the New Income Classification Law for Local Government Units.

In light of the foregoing, the immediate passage and favorable consideration of this measure is respectfully and earnestly sought.



**MARLESA “DOC MARLY” HOFER-HASIM**  
Representative, 2<sup>nd</sup> District of Zamboanga Sibugay



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**AN ACT**  
**CONVERTING THE MUNICIPALITY OF IPIL IN THE PROVINCE OF**  
**ZAMBOANGA SIBUGAY INTO A COMPONENT CITY TO BE KNOWN AS**  
**THE CITY OF IPIL**

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

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

3           **SECTION 2. *The City of Ipil*** – The Municipality Ipil shall be converted into a  
4 component city to be known as the City of Ipil, hereinafter referred to as "the City", which  
5 shall comprise the present territory of the Municipality Ipil, Province of Zamboanga  
6 Sibugay, located in Region IX.

7           The territorial jurisdiction of the City shall be within the present metes and bounds  
8 of Ipil, namely:

9  
10    1. Bacalan

11    2. Bangkerohan

12    3. Buluan

13    4. Caparan

14    5. Domandan

- 1 6.Don Andres
- 2 7.Doña Josefa
- 3 8.Guituan
- 4 9.Ipil Heights
- 5 10.Labe
- 6 11.Logan
- 7 12.Tirso Babiera (Lower Ipil Heights)
- 8 13.Lower Taway
- 9 14.Lumbia
- 10 15.Maasin
- 11 16.Magdaup
- 12 17.Makilas
- 13 18.Pangi
- 14 19.Poblacion
- 15 20.Sanito
- 16 21.Suclema
- 17 22.Taway
- 18 23.Tenan
- 19 24.Tiayon
- 20 25.Timalang
- 21 26.Tomitom
- 22 27.Upper Pangi
- 23 28.Veteran's Village (Ruiz)

24           Containing a land area of three hundred sixty-six point ninety (366.90) square  
25 kilometers, as certified by the Land Management Bureau as of the effectivity of this Act.

26           The boundaries of the City shall be those established by existing laws,  
27 administrative issuances, and official maps as may be certified by the National Mapping  
28 and Resource Information Authority (NAMRIA) and the Land Registration Authority  
29 (LRA).

30           The foregoing provision shall be without prejudice to the resolution, by the  
31 appropriate agency or forum, of existing boundary disputes or cases involving questions of  
32 territorial jurisdiction between the City of Ipil and the adjoining local government units

1 (LGUs): *Provided*, That the territorial jurisdiction of the disputed area or areas shall remain  
2 with the LGU exercising powers, prerogatives and authorities over such disputed area or  
3 areas under Republic Act No. 7160, otherwise known as the Local Government Code of  
4 1991, as amended, until the final resolution of the case.

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

11 (a) To have continuous succession in its corporate name;

12 (b) To sue and be sued;

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

14 (d) To acquire, hold and convey real or personal property;

15 (e) To enter into any contract agreement; and

16 (f) To exercise such other powers, prerogatives, or authorities granted to  
17 corporations, subject to the limitations provided under the Local Government Code of  
18 1991, as amended, this Act or other laws.

19 The City shall have a common seal and it may continue using, modify, or change  
20 their existing corporate seals: *Provided*, That any change of corporate seal shall be  
21 registered with the Department of the Interior and Local Government (DILG).

22  
23 **SECTION 4. *General Powers.*** - The City shall exercise the power to levy taxes,  
24 fees and charges; to close and open roads, streets, alleys, parks or squares; to take, purchase,  
25 receive, hold, lease, convey and dispose of real and personal property for the general  
26 interests of the City; to expropriate or condemn private property for public use; to contract  
27 and be contracted with, to sue and be sued; to prosecute and defend to final judgment and  
28 execution suits wherein the City is involved or interested in; and to exercise all the powers  
29 under Sections 18, 19, 20, and 21 of the Local Government Code of 1991, as amended,  
30 subject to the limitations provided therein.

31  
32 **SECTION 5. *General Welfare Clause.*** - The City shall exercise the powers  
33 expressly granted, those necessarily implied therefrom, as well as powers necessary,

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

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

10  
11 **SECTION 6. *Liability for Damages.*** - The City and its officials shall not be  
12 exempt from liability for death or injury to persons and damage property.

13 **SECTION 7. *Jurisdiction of the City.*** - The jurisdiction of the City, for police  
14 purposes, shall be coextensive with its territorial jurisdiction and for the purpose of  
15 protecting and ensuring the purity of the water supply of the City, such police jurisdiction  
16 shall also extend over all the territory within the drainage area of such water supply, or  
17 within one hundred meters (160 m.) of any reservoir, conduit, canal, aqueduct or pumping  
18 station used in connection with the city water service.

19 The Municipal Trial Court in Cities of the City of Ipil and the municipal trial courts  
20 of the adjoining cities and municipalities shall have concurrent jurisdiction to try felonies  
21 and offenses committed within the said drainage area or areas within said spaces of one  
22 hundred meters (100 m.) of any reservoir, conduit, canal, aqueduct or pumping station used  
23 in connection with the City water service delivery.

24 The court first taking jurisdiction of such felonies and offenses shall have  
25 jurisdiction to try cases to the exclusion of others. The police force of the municipalities  
26 and cities concerned shall have concurrent jurisdiction with the police forces of the City  
27 for maintenance of good order and the enforcement of ordinances throughout said zone,  
28 area or space. Any license that may be issued within said zone, area, or space shall be  
29 granted by the proper authorities of the city or municipality concerned, and the fees arising  
30 therefrom shall accrue to the treasury of the said city or municipality concerned.

31  
32 **ARTICLE II**  
33 **OFFICIALS IN GENERAL**

34 **SECTION 8. *The Officials of the City of Ipil.***

1 (a) There shall be in the City of *Ipil*, a City Mayor, a City Vice-Mayor, Sangguniang  
2 Panlungsod members, a Secretary to the Sangguniang Panlungsod, a City Treasurer and an  
3 Assistant City Treasurer, a City Assessor and an Assistant City Assessor, a City  
4 Accountant, a City Budget Officer, a City Planning and Development Officer, a City  
5 Engineer and Assistant City Engineer, a City Building Official, a City Health Officer and  
6 an Assistant City Civil Registrar, a City Administrator, a City Legal Officer, a City Social  
7 Worker and Development Officer, a City Veterinarian, a City General Services Officer and  
8 a City Register of Deeds.

9 (b) In addition, thereto, the City Mayor may appoint a City Environment and  
10 Natural Resources Officer, a City Architect, a City Information Officer, a City  
11 Cooperatives Officer, a City Population Officer, a City Public Order and Safety Officer, a  
12 City Agriculturist, a City Human Resource Management Officer, and a City Tourism  
13 Officer.

14 (c) The Sangguniang Panlungsod may:

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

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

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

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

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

33

34

1 **ARTICLE III**

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

3 **SECTION. 9. *The City Mayor.***

4 (a) The City Mayor shall be the Chief Executive of the City and shall be elected at  
5 large by the qualified voters of the City.

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

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

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

20 (a) For efficient, effective, and economical governance the purpose of which is the  
21 general welfare of the City and its inhabitants, the City Mayor shall:

22 (b) Exercise general supervision and control over all programs, projects, services,  
23 and activities of the City Government and, in this connection, shall:

24 (i) Determine the guidelines of city policies and be responsible to the  
25 Sangguniang Panlungsod for the program of government;

26 (ii) Direct the formulation of the City Development Plan with the assistance  
27 of the City Development Council and upon approval thereof by the Sangguniang  
28 Panlungsod, implement the same;

29 (iii) Present the program of government and propose policies and projects  
30 for the consideration of the Sangguniang Panlungsod at the opening of the regular  
31 session of the Sangguniang Panlungsod every calendar year and, as often as may  
32 be deemed necessary, as the general welfare of the inhabitants and the needs of the  
33 City Government may require;

34 (iv) Initiate and propose legislative measures to the Sangguniang  
35 Panlungsod and, as often as may be deemed necessary, provide such information

1 and data needed or requested by said Sanggunian in the performance of its  
2 legislative functions;

3 (v) Appoint all officials and employees whose salaries and wages are wholly  
4 or mainly paid out of city funds and whose appointments are not otherwise provided  
5 under the Local Government Code of 1991, as amended, and this Act, and those  
6 whose appointment the City Mayor may be authorized by law to appoint;

7 (vi) Represent the City in all its business transactions and sign in its behalf  
8 all bonds, contracts, obligations, and such other documents upon the authority of  
9 the Sangguniang Pnalungsod or pursuant to law or ordinance;

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

12 (vii) Determine the time, manner and place of payment of salaries or wages  
13 of the officials and employees of the City, in accordance with law or ordinance;

14 (ix) Allocate and assign office space to the City and other officials and  
15 employees who, by law or ordinance, are entitled to such space in the city hall and  
16 other buildings owned or leased by the City Government;

17 (x) Ensure that all executive officials and employees of the City faithfully  
18 discharge their duties and functions as provided for by law and the Local  
19 Government Code of 1991, as amended, and cause to be instituted administrative  
20 or judicial proceedings against any official or employee of the City, who may have  
21 committed an offense in the performance of official duties;

22 (xi) Examine the books, records and other documents of all offices,  
23 officials, agents or employees of the City, and in aid of the executive powers and  
24 authority of the City Mayor, require all national officials and employees stationed  
25 in or assigned to the City to make available such books, records and other  
26 documents in their custody except those classified by law as confidential;

27 (xii) Furnish copies of executive orders issued by the City mayor to the  
28 Office of the Provincial Governor within seventy-two (72) hours after their  
29 issuance;

30 (xiii) Visit component barangays of the City, at least once every six (6)  
31 months, to deepen his understanding of problems and conditions, to listen and to  
32 give appropriate counsel to local officials and inhabitants, to inform  
33 component barangay officials and inhabitants of general laws and  
34 ordinances which especially concern them, and other wise, conduct visits and  
35 inspections to ensure that the governance of the City will improve the quality of life  
36 of inhabitants;

1 (xiv) Act on leave applications of appointed officials and employees and the  
2 commutation of the monetary value of their leave credits in accordance with law;

3 (xv) Authorize official trips of city officials and employees outside of the  
4 City for a period not exceeding thirty (30) days: *Provided*, That trips abroad for  
5 longer period may be authorized in accordance with the Local Government Code  
6 of 1991, as amended;

7 (xvi) Call upon any national official or employee stationed in or assigned to  
8 the City for advice on matters affecting the City and make recommendations  
9 thereon;

10 (xvii) Coordinate with said officials or employees in the formulation and  
11 the implementation of plans, programs and projects; and when appropriate, initiate  
12 an administrative or judicial action against a National Government official or  
13 employee, who may have committed an offense in the performance of the official  
14 duties while stationed in or assigned to the City;

15 (xviii) Authorize payment for medical case, necessary transportation,  
16 subsistence, hospital or medical fees of city officials and employees who are injured  
17 while in the performance of their official duties and functions, subject to availability  
18 of funds;

19 (xix) Solemnize marriages, any provision of law to the contrary  
20 notwithstanding;

21 (xx) Conduct an annual Palarong Panlungsod which shall feature traditional  
22 sports and disciplines included in national and international games, in coordination  
23 with the Department of Education (DepEd); and

24 (xxi) Submit to the provincial governor of the following reports an annual  
25 report containing a summary of all matters pertinent to the management,  
26 administration and development of the City and all information and data relative to  
27 its political, social and economic conditions; supplemental reports when  
28 unexpected events and situations arise at any time during the year, particularly  
29 when man-made or natural disasters or calamities affect the general welfare of  
30 the City.

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

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

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

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

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

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

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

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

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

29 (vi) Require owners of illegally constructed houses, buildings or other  
30 structures to obtain the necessary permits, subject to such fines and penalties as  
31 may be imposed by law or ordinance, or to make necessary changes in the  
32 construction of the same when said construction violates any law or ordinance, or  
33 to order the demolition or removal of said house, building or structure within the  
34 period prescribed by law or ordinance;

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

1 (viii) Provide efficient and effective property and supply management for  
2 the City Government, and protect the funds, credits, rights and other properties of  
3 the City; and

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

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

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

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

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

21 (d) The City Mayor shall hold office in the City Hall of the City of Ipil.

22  
23 **SECTION. 10. *The City Vice-Mayor.***

24 (a) There shall be a City Vice-Mayor who shall be elected in the same manner as the City  
25 Mayor and shall at the time of the election possess the same qualifications as the City  
26 Mayor. The City Vice-Mayor shall hold office for three (3) years, unless sooner removed,  
27 and who shall not serve for more than three (3) consecutive terms in the same position,  
28 shall receive a monthly compensation corresponding to SG 26 as prescribed under the  
29 Compensation and Position Classification Act of 1989, as amended, and the implementing  
30 guidelines issued pursuant thereto, and such other compensation, emoluments and  
31 allowances as may be determined by law.

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

33 (1) Act as presiding officer of the Sangguniang Panlungsod and sign all warrants  
34 drawn on the City Treasury for all expenditures appropriated for the operation of  
35 the Sangguniang Panlungsod.

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

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

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

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

#### 14 15 **ARTICLE IV**

#### 16 **THE SANGGUNIANG PANLUNGSOD**

##### 17 18 **SECTION 11. *Composition and Compensation.***

19 (a) The Sangguniang Panlungsod, the legislative body of the City, shall be composed of  
20 the City Vice-Mayor as the presiding officer, ten (10) regular Sanggunian Members, the  
21 President of the City Chapter of the Liga ng mga Barangay, the President of the Panlungsod  
22 na Pederasyon ng mga Sangguniang Kabataan and the three (3) sectoral representatives  
23 from the following sectors, as members: one (1) from the woman sector; and, as shall be  
24 determined by the Sangguniang Panlungsod within ninety (90) days prior to the holding of  
25 the local elections, one (1) from the agricultural or industrial workers sector; and one (1)  
26 from the other sectors, including the urban poor, indigenous cultural communities, or  
27 persons with disabilities (PWDs).

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

30 (c) The members of the Sangguniang Panlungsod shall receive a minimum monthly  
31 compensation corresponding to SG 25 as prescribed under the Compensation and Position  
32 Classification Act of 1989, as amended, and the implementing guidelines issued pursuant  
33 thereto.

##### 34 35 **SECTION 12. *Powers, Duties, and Functions.***

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

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

10 (i) Review all ordinances approved by the Sangguniang Barangay and  
11 executive orders issued by the Punong Barangay to determine whether these are  
12 within the scope of the prescribed powers of the Sangguniang Barangay and of the  
13 Punong Barangay;

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

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

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

24 (v) Enact ordinances intended to prevent, suppress and impose appropriate  
25 penalties for habitual drunkenness in public places, mendicancy, prostitution,  
26 establishment and maintenance of houses of ill-repute, gambling and other  
27 prohibited games of chance, fraudulent devices and ways to obtain money or  
28 property, drug addiction, maintenance of drug dens, drug pushing, juvenile  
29 delinquency, the printing, distribution or exhibition of obscene or pornographic  
30 materials or publications, and such other activities inimical to the welfare and  
31 morals of the inhabitants of the City

32 (vi) Protect the environment and impose appropriate penalties for acts  
33 which endanger the environment, such as dynamite fishing and other forms of  
34 destructive fishing, illegal logging, smuggling of logs, smuggling of natural  
35 resources products and of endangered species of flora and fauna, slash-and-burn

1 farming and such other activities which result in pollution or in the acceleration of  
2 siltation of rivers and lakes, or in ecological imbalance;

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

6 (viii) Consistent with the Compensation and Position Classification Act of  
7 1989, as amended, determine the positions and the salaries, wages, allowances and  
8 other emoluments and benefits of officials and employees paid wholly or mainly  
9 from city funds and provide for expenditures necessary for the proper conduct of  
10 programs, projects, services, and activities of the City Government;

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

15 (x) Provide a mechanism and the appropriate funds therefor to ensure the  
16 safety and protection of all City Government property, public documents, or records  
17 such as those relating to property inventory, land ownership, record of births,  
18 marriages, deaths, assessments, taxation, accounts, business permits and such other  
19 records and documents of public interest in the offices and department of the  
20 government;

21 (xi) When the finance of the City Government allow, provide for additional  
22 allowances and other benefits to judges, prosecutors, public elementary and high  
23 school teachers, and other National Government officials stationed in or assigned  
24 to the City;

25 (xii) Provide legal assistance to barangay officials who, in the performance  
26 of their official duties or on the occasion thereof, have to invite judicial proceedings  
27 or defend themselves against legal actions; and

28 (xiii) Provide for group insurance or additional insurance coverage for all  
29 barangay officials, including members of barangay tanod brigades and other service  
30 units, by public or private insurance companies, when the finances of the City  
31 Government allow and coverage.

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

1 farming and such other activities which result in pollution or in the acceleration of  
2 siltation of rivers and lakes, or in ecological imbalance;

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

6 (viii) Consistent with the Compensation and Position Classification Act of  
7 1989, as amended, determine the positions and the salaries, wages, allowances and  
8 other emoluments and benefits of officials and employees paid wholly or mainly  
9 from city funds and provide for expenditures necessary for the proper conduct of  
10 programs, projects, services, and activities of the City Government;

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

15 (x) Provide a mechanism and the appropriate funds therefor to ensure the  
16 safety and protection of all City Government property, public documents, or records  
17 such as those relating to property inventory, land ownership, record of births,  
18 marriages, deaths, assessments, taxation, accounts, business permits and such other  
19 records and documents of public interest in the offices and department of the  
20 government;

21 (xi) When the finance of the City Government allow, provide for additional  
22 allowances and other benefits to judges, prosecutors, public elementary and high  
23 school teachers, and other National Government officials stationed in or assigned  
24 to the City;

25 (xii) Provide legal assistance to barangay officials who, in the performance  
26 of their official duties or on the occasion thereof, have to invite judicial proceedings  
27 or defend themselves against legal actions; and

28 (xiii) Provide for group insurance or additional insurance coverage for all  
29 barangay officials, including members of barangay tanod brigades and other service  
30 units, by public or private insurance companies, when the finances of the City  
31 Government allow and coverage.

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

18 (3) Subject to the provisions of the Local Government Code of 1991, as amended, enact  
19 ordinances that grant franchises and authorize the issuance of permits or licenses, upon  
20 conditions and for purpose that promote the general welfare of the inhabitants of the City,  
21 and pursuant to this legislative authority, perform the following duties and functions:

22 (i) Fix and impose reasonable fees and charges for all services rendered by the  
23 City Government to private persons or entities;

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

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

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

34 (v) Any law to the contrary notwithstanding, authorize and license the  
35 establishment, operation and maintenance of cockpits, and regulate cockfighting and

1 commercial breeding of gamecocks: *Provided*, That existing rights should not be  
2 prejudiced;

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

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

12 (4) Regulate activities relative to the use of land, buildings and structure within the City in  
13 order to promote the general welfare and for said purpose shall:

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

15 (ii) Within the concurrence of the majority of the members of the Sangguniang  
16 Panlungsod expressed during a meeting, deny the entry of legalized gambling by  
17 ordinance into any part of the City;

18 (iii) Require that buildings and the premises thereof and any land within the City  
19 be kept and maintained in a clean and sanitary condition; impose penalties for any violation  
20 thereof; or upon failure to comply with said requirement, have the work done at the expense  
21 of the owner, administrator or tenant concerned; or require the filling of any land or premise  
22 to a grade necessary for proper sanitation;

23 (iv) Regulate the disposal of clinical and other wastes from hospitals, clinics and  
24 other similar establishments;

25 (v) Regulate the establishment, operation and maintenance of cafes, restaurants,  
26 beer houses, hotels, motels, inns, pension houses, lodging houses and other similar  
27 establishments, including tourist guides and transportation;

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

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

33 (viii) Regulate the establishment, operation, and maintenance of any entertainment  
34 or amusement facilities, including theaters, circuses, billiard halls, public dancing schools,  
35 public dance halls, sauna baths, massage parlors, and other places for entertainment or

1 amusement; regulate such other events or activities for amusement or entertainment,  
2 particularly those which tend to disturb the community or annoy the inhabitants, or  
3 require the suspension or suppression of the same; or prohibit certain forms of  
4 amusement or entertainment in order to protect the social and moral welfare of the  
5 community;

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

8 (x) Enforce impounding activities to contain stray animals; designate a pounding  
9 area; regulate the keeping of animals in homes or as a part of business, and the slaughter,  
10 sale or disposition of the same; and adopt measures to prevent and penalize animal cruelty.

11 (5) Approve ordinances which shall ensure the efficient and effective delivery of the basic  
12 services and facilities as provided under Section 17 of the Local Government Code of 1991,  
13 as amended, and in addition to said services and facilities, shall:

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

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

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

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

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

32 (vi) Subject to existing law, establish and provide for the maintenance, repair, and  
33 operation of an efficient waterworks system to supply water for the City's  
34 inhabitants and to purify the source of water supply; regulate the construction,  
35 maintenance, repair and use of hydrants, pumps, cisterns and reservoirs; protect the purity  
36 and quantity of the water supply of the City and, for this purpose, extend the coverage of

1 appropriate ordinances over all territories within the drainage area of said water supply  
2 and within one hundred (100) meters of the reservoir, canal, conduit, aqueduct,  
3 pumping station or watershed used in connection with the water service; and regulate  
4 the consumption, use or wastage of water and fix and collect charges therefor;

5 (vii) Regulate the drilling and excavation of the ground for the laying of water, gas,  
6 sewer, and other pipes, telecommunication cable wires and the construction, repair  
7 and maintenance of public drains, sewers, cesspools, tunnels and similar structures;  
8 regulate the placing of poles and the use of cross walks, curbs and gutters; adopt  
9 measures to ensure public safety against open canals, manholes, live wires and  
10 other similar hazards to life and property; and regulate the construction and use of  
11 private water closets, privies and other similar structures in buildings and homes;

12 (viii) Regulate the placing, stringing, attaching, installing, repair, and construction  
13 of all gas mains, electric telegraph and telephone wires, conduits, meters and other  
14 apparatus; and provide for the correction, condemnation or removal of the same when  
15 found to be dangerous, defective, or otherwise hazardous to the welfare of the inhabitants;

16 (ix) Subject to the availability of funds and to existing laws, rules and regulations,  
17 establish and provide for the operation of vocational and technical schools and  
18 similar post-secondary institutions and, with the approval of the DepEd and Technical  
19 Education and Skills Development Authority (TESDA), as the case may be, fix and  
20 collect reasonable tuition fees and other school charges in educational institutions  
21 supported by the City Government;

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

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

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

29 (xiii) Provide for the care of PWDs, paupers, the elderly, the sick, persons of  
30 unsound mind, abandoned minors, juvenile delinquents, drug dependents, abused children  
31 and the youth below eighteen (18) years of age; and subject to availability of funds,  
32 establish and provide for the operation of centers and facilities for the said needy and  
33 disadvantaged persons;

34 (xiv) Establish and provide for the maintenance and improvement of jails and  
35 detention centers, institute a sound jail management program, and appropriate funds for  
36 the subsistence of detained and convicted prisoners in the City;

1 (xv) Establish a council which shall promote culture and the arts, coordinate with  
2 government agencies and nongovernmental organizations and, subject to the  
3 availability of funds, appropriate funds for the support and development of the same; and

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

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

11  
12 **ARTICLE V**

13 **PROCESS OF LEGISLATION**

14 **SECTION 13. *Internal Rules of Procedure.***

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

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

19 (1) The organization of the Sangguniang Panlungsod and the election of its officers  
20 as well as the creation of standing committees which shall include the committees on  
21 Appropriations, Revenues, Engineering and Public Works, Education and Health, Women  
22 and Family, Human Rights, Youth and Sports Development, Environmental Protection,  
23 Peace and Order and Traffic, and Cooperatives; the general jurisdiction of each  
24 committees; and the election of the chairperson and members of each committee;

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

26 (3) The legislative process;

27 (4) The parliamentary procedures which include the conduct of members during  
28 sessions;

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

1 of at least one (1) year for any crime involving moral turpitude shall be automatically  
2 expelled from the Sangguniang Panlungsod; and

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

4  
5 **SECTION 14. *Full Disclosure of Financial and Business Interests of***  
6 ***Sangguniang Panlungsod Members.***

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

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

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

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

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

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

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

34 **SECTION 15. *Sessions.***

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

5 (b) When the public interest so demands, special sessions may be called by the City  
6 Mayor or by a majority of the members of the Sangguniang Panlungsod.

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

11 (d) In the case of special sessions of the Sangguniang Panlungsod, a written notice  
12 to the members shall be served personally at the members' usual place of residence at least  
13 twenty-four (24) hours before the special session is held.

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

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

#### 19 **SECTION 16. *Quorum.***

20 (a) A majority of all the members of the Sangguniang Panlungsod, who have been  
21 elected and qualified, shall constitute a quorum to transact official business. Should a  
22 question of quorum be raised during a session, the presiding officer shall immediately  
23 proceed to call the roll of the members and thereafter announce the results.

24 (b) Where there is no quorum, the presiding officer may declare a recess until such  
25 time as a quorum is constituted, or a majority of the members present may adjourn from  
26 day to day and may compel the immediate attendance of any member absent without  
27 justifiable cause by designating a member of the Sangguniang Panlungsod to escort a  
28 member to the place where the session is being conducted, with the assistance of a member  
29 or members of the police force assigned in the territorial jurisdiction of the City of Ipil, to  
30 arrest and present the absent member at the session.

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

#### 34 **SECTION 17. *Approval of Ordinances.***

1 (a) The Sangguniang Panlungsod shall present to the City Mayor every ordinance  
2 enacted. Each page thereof shall contain the affixed signature of the City Mayor in case of  
3 approval. Otherwise, the ordinance shall be vetoed and returned with statements of  
4 objections to the Sangguniang Panlungsod, which may proceed to reconsider the same. The  
5 Sangguniang Panlungsod may override the veto of the City Mayor by two-thirds (2/3) vote  
6 of all its members, thereby making the ordinance effective for all legal intents and  
7 purposes.

8 (b) The City Mayor shall communicate the veto to the Sangguniang Panlungsod within ten  
9 (10) days; otherwise, the ordinance shall be deemed approved as if it has been signed.

10 **SECTION 18. *Veto Power of the City Mayor.***

11 (a) The city Mayor may veto any ordinance of the Sangguniang Panlungsod on the  
12 ground that it is ultra vires or prejudicial to the public welfare, and shall state the reasons  
13 for the veto in writing.

14 (b) The City Mayor shall have the power to veto any particular item or items of an  
15 appropriates ordinance, an ordinance or resolution adopting a local development plan and  
16 public investment program, or an ordinance directing the payment of money or creating  
17 liability. In such case, the veto shall not affect the item or items which are not objected to.  
18 The vetoed item or items shall not take effect unless the Sangguniang Panlungsod overrides  
19 the veto in the manner herein provided; otherwise, the item or items in the appropriations  
20 ordinance of the previous year corresponding to those vetoed, if any, shall be deemed re-  
21 enacted.

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

26  
27 **SECTION 19 . *Review of City Ordinances by the Sangguniang Panlalawigan.***

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

32 (b) Within thirty (30) days after receipt of copies of such ordinances and  
33 resolutions, the Sangguniang Panlalawigan shall examine the documents or transmit them  
34 to the Provincial Attorney, or if there be none, to the Provincial Prosecutor for prompt  
35 examination. The provincial Attorney or the Provincial Prosecutor shall, within a period of  
36 ten (10) days from receipt of the documents, inform the Sangguniang Panlalawigan in

1 writing of their comments or recommendations, which may be considered by the  
2 Sangguniang Panlalawigan in making its decision.

3 (c) If the Sangguniang Panlalawigan finds that such an ordinance or resolution is  
4 beyond the power conferred upon the Sangguniang Panlungsod, it shall declare such  
5 ordinance or resolution invalid in whole or in part. The Sangguniang Panlalawigan shall  
6 enter its action in the minutes and shall advise the corresponding city authorities of the  
7 action it has taken.

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

11  
12 **SECTION 20. *Review of Barangay Ordinances by the Sangguniang***  
13 ***Panlungsod.***

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

17 (b) If the Sangguniang Panlungsod fails to take action on barangay ordinance within  
18 thirty (30) days from receipt thereof, the same shall be deemed approved.

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

25  
26 **SECTION 21. *Enforcement of Disapproved Ordinances or Resolutions.*** - Any  
27 attempt to endorse any ordinance or any resolution approving the local development plan  
28 and public investment program, after the disapproval thereof, shall be sufficient ground for  
29 the suspension or dismissal of the official or employee concerned.

30  
31 **SECTION 22. *Effectivity of Ordinances or Resolutions.***

32 (a) Unless otherwise stated in the ordinance or the resolution approving the local  
33 development plan and public investment program, the same shall take effect after ten (10)  
34 days from the date of a copy thereof is posted in a bulletin board at the entrance of the City

1 Hall of Ipil, and in at least two (2) other conspicuous places in the City of Ipil not later than  
2 five (5) days after approval thereof.

3 (b) The Secretary of the Sangguniang Panlungsod shall cause the posting of an  
4 ordinance or resolution in the bulletin board at the entrance of the City Hall, and in at least  
5 two (2) conspicuous places in the City not later than five (5) days after approval thereof.

6 The text of the ordinance or resolution shall be disseminated and posted in Filipino  
7 or English and in the language or dialect understood by the majority of the people in the  
8 City, and the Secretary of the Sangguniang Panlungsod shall record such fact in a book  
9 kept for the purpose, stating the dates of approval and posting.

10 ( c ) The gist of all ordinances with penal sanctions shall be posted at prominent  
11 places in the City Hall, for a minimum period of three (3) consecutive weeks. Such  
12 ordinances shall also be published in a newspaper of general circulation within the City  
13 and in the City's official website.

14  
15 **ARTICLE VI**

16 **DISQUALIFICATIONS AND SUCCESSION FOR ELECTIVE CITY OFFICIALS**

17 **SECTION 23. *Disqualifications for Elective City Officials.*** - The following  
18 persons are disqualified from running for any elective position in the City:

19 (a) Those sentenced by final judgment for an offense involving moral turpitude or  
20 an offense punishable by one (1) year or more imprisonment, within two (2) years after  
21 serving sentence;

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

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

25 (d) Those with dual citizenship as a result of naturalization;

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

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

30 (g) The insane or feeble-minded.

31  
32 **SECTION 24. *Permanent Vacancy in the Offices of the City Mayor and City***  
33 ***Vice-Mayor.*** - If a permanent vacancy occurs in the office of the City Mayor, the City  
34 Vice-mayor shall become the City Mayor. If a permanent vacancy occurs in the office of

1 the City Vice-mayor, the highest ranking Sangguniang Panlungsod member or, in case of  
2 the latter's permanent incapacity, the second highest ranking Sangguniang Panlungsod  
3 member shall become the City Mayor or City Vice-Mayor, as the case may be. Subsequent  
4 vacancies in the said offices shall be filled automatically by the other Sangguniang  
5 Panlungsod members according to their ranking as defined under the Local Government  
6 Code of 1991, as amended.

7 For purpose of this Act, a permanent vacancy arises when an elective local officials  
8 fills in a higher vacant office, refuses to assume office, fails to qualify, dies, is removed  
9 from office, voluntarily resigns or is otherwise permanently incapacitated to discharge the  
10 functions of the office.

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

15

16 **SECTION 25. *Permanent Vacancies in the Sangguniang Panlungsod.* -**

17 Permanent vacancies in the Sangguniang Panlungsod where automatic succession, as  
18 provided above, does not apply shall be filled by appointments in the following manner:

19 (1) The Provincial Governor shall make the aforesaid appointments;

20 (2) Only the nominee of the political party under which the Sangguniang  
21 Panlungsod member concerned had been elected and whose elevation to the position next  
22 higher in rank created the last vacancy in the Sangguniang Panlungsod shall be nominated  
23 in the manner provided herein. The appointee shall come from the political party as that of  
24 the Sangguniang Panlungsod member who caused the vacancy and shall serve the  
25 unexpired term of the vacant office.

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

31 (3) In case the permanent vacancy is caused by a Sangguniang Panlungsod  
32 member who does not belong to any political party, the City Mayor shall, upon  
33 recommendation of the Sangguniang Panlungsod, appoint a qualified person to fill the  
34 vacancy; and

1 (4) In case of vacancy in the representation of the youth and the barangay in the  
2 Sangguniang Panlungsod, said vacancy shall be filled automatically by the official  
3 next in rank of the organization concerned.  
4

5 **SECTION 26. *Temporary Vacancy in the Office of the City Mayor.***

6 (a) When the City Mayor is temporarily incapacitated to perform the duties for  
7 physical or legal reasons such as, but not limited to, leave of absence, travel abroad, or  
8 suspension from office, the City Vice-Mayor or the highest ranking Sangguniang  
9 Panlungsod member, as the case may be, shall automatically exercise the powers and  
10 perform the duties and functions of the City Mayor, except the power to appoint, suspend  
11 or dismiss employees which can only exercised if the period of temporary incapacity  
12 exceeds thirty (30) working days.

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

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

22 (d) If the City Mayor fails or refuses to issue such authorization, the City Vice-  
23 Mayor or the highest ranking Sangguniang Panlungsod member, as the case may be, shall  
24 have the right to assume the powers, duties and functions of the said office on the fourth  
25 (4th) day of absence of the City Mayor, subject to the limitations provided in subsection  
26 (c) hereof.

27 (e) Except as provided above, the City Mayor shall, in no case, authorize any local  
28 official to assume the powers, duties and functions of the office, other than the City Vice-  
29 Mayor or the highest ranking Sangguniang Panlungsod member, as the case may be.  
30

31 **ARTICLE VII**

32 **THE APPOINTIVE OFFICIALS OF THE CITY:**

33 **QUALIFICATIONS, POWERS AND DUTIES**

34 **SECTION 27. *The Secretary to the Sangguniang Panlungsod.***

1 (a) There shall be a Secretary of the Sangguniang Panlungsod who shall be a career  
2 official with the rank and salary equal to a head of a department or office.

3 (b) The Secretary to the Sangguniang Panlungsod must be a citizen of the  
4 Philippines, a resident of the City of Ipil, of good moral character, a holder of a bachelor's  
5 degree preferably in law, commerce, or public administration conferred by a recognized  
6 college or university, and a first-grade civil service eligible or its equivalent.

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

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

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

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

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

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

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

26 (7) Keep his or her office and all non-confidential records therein open to  
27 the public during usual business hours;

28 (8) Translate into the dialect used by the majority of the inhabitants all  
29 ordinance and resolutions immediately after their approval and cause the  
30 publication of the same together with the original version in the manner provided  
31 under the Local Government Code of 1991, as amended;

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

1 (10) Perform other duties and functions and exercise such other powers as  
2 provided under the Local Government Code of 1991, as amended, and those  
3 that may be prescribed by law or ordinance relative to his position.  
4

5 **SECTION 28. *The City Treasurer.***

6 (a) The City Treasurer shall be appointed by the Secretary of the Department of  
7 Finance (DOF) from a list of at least three (3) ranking eligible recommendees of the City  
8 Mayor, subject to civil service law, rules and regulations.

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

12 (c) The City Treasurer must be a citizen of the Philippines, a resident of the City of  
13 Ipil, of good moral character, a holder of a bachelor's degree in commerce, public  
14 administration, or law from recognized college or university, a first grade civil service  
15 eligible or its equivalent and must have acquired at least five (5) years of expiration in  
16 treasury or accounting service.

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

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

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

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

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

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

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

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

1           **SECTION 29. *Assistant City Treasurer.***

2           (a) The Assistant City Treasurer may be appointed by the Secretary of the DOF  
3 from a list of at least three (3) ranking eligible recommendees of the City Mayor, subject  
4 to civil service law, rules and regulations;

5           (b) The Assistant City Treasurer must be a citizen of the Philippines, a resident of  
6 the City of Ipil of good moral character, a holder of bachelor's degree preferably in  
7 commerce, public administration or law from a recognized college or university, a first  
8 grade civil service eligible or its equivalent and must have acquired at least five (5) years  
9 experience in treasury or accounting service.

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

12          (d) The Assistant City Treasurer shall have authority to administer oaths concerning  
13 notices and notifications to those delinquent in the payment of the real property tax and  
14 concerning official matters relating to the accounts of the City Treasurer or otherwise  
15 arising in the office of the City Treasurer and the City Assessor.

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

18  
19           **SECTION 30. *The City Assessor.***

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

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

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

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

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

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

- 1 (4) Install and maintain real property identification and accounting system;
- 2 (5) Prepare, install, and maintain a system of tax mapping, showing  
3 graphically all properties subject to assessment and gather all data concerning  
4 the same;
- 5 (6) Conduct frequent physical surveys to verify and determine whether all  
6 real properties within the City are properly listed in the assessment rolls;
- 7 (7) Exercise the functions of appraisal and assessment primarily for taxation  
8 purposes of all real properties in the City;
- 9 (8) Prepare a schedule of the fair market value of the different classes of  
10 real properties in accordance with the provisions of the Local Government Code  
11 of 1991, as amended;
- 12 (9) Issue, upon request of any interested party, certified copies of  
13 assessment records of real properties and all other records relative to its assessment,  
14 upon payment of a service charge or fee to the City Treasurer;
- 15 (10) Submit every semester a report of all assessments, as well as  
16 cancellations and modifications of assessments to the City Mayor and the  
17 Sangguniang Panlungsod;
- 18 (11) Attend personally or through an authorized representative all sessions  
19 of the Local Board of Assessment Appeals whenever an assessment is subject of  
20 an appeal, and present or submit any information or record in the possession of  
21 the City Property Valuation and Assessment Department as may be required by  
22 the Board; and
- 23 (12) Perform such other duties and functions, and exercise such other  
24 powers as provided under the Local Government Code of 1991, as amended, and  
25 those that are prescribed by law or ordinance.

26

27 **SECTION 31. *The Assistant City Assessor.***

28 (a) The Assistant City Assessor must be a citizen of the Philippines, a resident of  
29 the City of Ipil, of good moral character, a holder of a bachelor's degree preferably in civil  
30 or mechanical engineering, commerce, or any other related course from a recognized  
31 college or university, a first grade civil service eligible or its equivalent and must have  
32 acquired at least three (3) years experience in real property assessment work or in any  
33 related field immediately preceding the date of the appointment.

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

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

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

5  
6 **SECTION 32. *The City Accountant.***

7 (a) The City Accountant must be a citizen of the Philippines, a resident of the City  
8 of Ipil, of good moral character, a certified public accountant and must have acquired  
9 experience in either treasury or accounting work immediately preceding the date of the  
10 appointment for at least five (5) years.

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

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

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

16 (2) Prepare and submit financial statements to the City Mayor and to the  
17 Sangguniang Panlungsod;

18 (3) Apprise the Sangguniang Panlungsod and other officials on the financial  
19 condition and operations of the City;

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

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

24 (6) Prepare statements of cash advances, liquidations, salaries, allowances,  
25 reimbursement and remittances pertaining to the City;

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

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

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

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

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

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

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

8  
9 **SECTION 33. *The City Budget Officer.***

10 (a) The City Budget Officer must be a citizen of the Philippines, a resident of the  
11 City of Ipil, of good moral character, a holder of bachelor's degree preferably in accounting,  
12 economics, public administration or any related course from a recognized college or  
13 university, a first grade civil service eligible or its equivalent, and must have acquired at  
14 least five (5) years experience in government budgeting or in any related field immediately  
15 preceding the date of appointment.

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

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

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

22 (2) Review and consolidate the budget proposals of the different  
23 departments and offices of the City;

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

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

28 (5) Submit periods budgetary reports to the Department of Budget and  
29 Management (DBM);

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

32 (7) Assist the Sangguniang Panlungsod in reviewing the approved budgets  
33 of component barangays;

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

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

6  
7  
8 **SECTION 34. *The City Planning and Development Officer.***

9 (a) The City Planning and Development Officer must be a citizen of the Philippines,  
10 a resident of the City of Ipil, of good moral character, a holder of a bachelor's degree  
11 preferably in urban planning, development studies, economics, public administration, or in  
12 any related course from a recognized college or university, a first grade civil service  
13 eligible or its equivalent, and must have at least five (5) years experience in development  
14 planning or in any related field immediately preceding the date of the appointment.

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

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

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

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

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

25 (4) Monitor and evaluate the implementation of the different development  
26 programs, projects and activities in the City in accordance with the  
27 approved development plan;

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

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

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

1 (8) Exercise supervision and control over the secretariat of the Local  
2 Development Council; and

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

6  
7 **SECTION 35. *The City Engineer.***

8 (a) The City Engineer must be a citizen of the Philippines, a resident of the City of  
9 Ipil, of good moral character, a licensed civil engineer, and must have practiced the  
10 engineering profession for at least five (5) years.

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

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

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

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

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

22 (4) Provide engineering service to the City, including investigation and survey,  
23 engineering designs, feasibility studies and project management; and

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

27  
28  
29  
30 **SECTION 36. *The Assistant City Engineer.***

31 (a) The Assistant City Engineer must be a citizen of the Philippines, a resident of  
32 the City of Ipil of good moral character, a holder of a bachelor's degree preferably in civil  
33 or mechanical engineering, commerce or any related course from a recognized college or

1 university and a first grade civil service eligible or its equivalent and must have practiced  
2 the engineering profession or any related field for at least three (3) years.

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

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

7  
8 **SECTION 37. *The City Building Official.***

9 (a) The City Building Official shall be appointed by the Secretary of the Department  
10 of Public works and Highways (DPWH) from a list of at least three (3) ranking eligible  
11 recommendees of the City Mayor, subject to civil service law, rules and regulations.

12 (b) The City Building Official shall be under the administrative supervision of the  
13 City Mayor, to whom the City Building Official shall report regularly;

14 (c) The City Building Official must be a citizen of the Philippines, a resident of the  
15 City of Ipil of good moral character, a licensed architect or civil engineer, a member of  
16 good standing of a duly accredited organization of his profession and have practiced his  
17 profession for at least five (5) years with diversified and professional experience in building  
18 design and construction, and attended and successfully completed a seminar workshop on  
19 Presidential Decree No. 1096, otherwise known as the National Building Code, conducted  
20 by the DPWH.

21 (d) The City Building Official shall take charge of the City Building Office,  
22 independent of the City Engineering Office, and shall:

23 (1) Be primarily responsible for the enforcement of the provisions of the National  
24 Building Code and its implementing rules and regulations, as well as circulars,  
25 memoranda, opinions and decisions/orders issued pursuant thereto. His actions  
26 shall always be guided by appropriate orders/directives from the Secretary;

27 (2) Have overall administrative control and/or supervision over all works pertinent  
28 to buildings/structures in his area of responsibility and shall be charged with the  
29 processing of all permit applications and certificates as well as the issuance of the  
30 same;

31 (3) Ensure that all changes, modifications, and alterations in the design plans during  
32 the construction phase shall not start until the modified design plan has been  
33 evaluated and the necessary amendatory permit issued;

34 (4) Undertake annual inspections of all buildings/structures and keep an up-to-date  
35 record of their status;

1 (5) Keep a permanent record and accurate account of all fees and other charges  
2 fixed and authorized to be collected and received under Presidential Decree No.  
3 1096, otherwise known as the National Building Code; and

4 (6) Perform other duties and functions, and exercise such other powers as provided  
5 under the National Building Code, as amended, and those that are prescribed by  
6 law or ordinance, or as may thereafter be delegated to him from time to time.

7  
8 **SECTION 38. *The City Health Officer.***

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

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

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

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

21 (2) Formulate measures for the consideration of the Sangguniang Panlungsod and  
22 provide technical assistance and support to the City Mayor in carrying out activities  
23 to ensure the delivery of basic services and provision of adequate facilities relative  
24 to health services provided under Section 17 of the Local Government Code of  
25 1991, as amended;

26 (3) Develop plans and strategies, and upon approval thereof by the City Mayor,  
27 implement these with the health programs and projects which the City Mayor is  
28 empowered to implement and which the Sangguniang Panlungsod is empowered to  
29 implement and which the Sangguniang Panlungsod is empowered to provide under  
30 the Local Government Code of 1991, as amended;

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

34 (5) Supervise the delivery of basic health service, all city health centers, hospitals,  
35 and clinics in accordance with city and national health policies and programs such

1 as those on dental health, maternal health, family planning, nutrition,  
2 immunization, and environmental safety and sanitation;

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

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

6 (ii) Advise the City Mayor and the Sangguniang Pnalungsod on matter's  
7 pertaining to health;

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

10 (iv) Recommend to the Sangguniang Panlungsod, through the Local  
11 Health Board, the passage of such ordinances necessary for the  
12 preservation of public health;

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

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

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

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

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

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

28  
29 **SECTION 39. *The Assistant City Health Officer.***

30 (a) The Assistant City Health Officer must be a citizen of the Philippines, a resident  
31 of the City of Ipil of good moral character, a licensed medical practitioner, and must have  
32 practiced the medical profession for at least three (3) years.

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

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

3  
4 **SECTION 40. *The City Civil Registrar.***

5 (a) The City Civil Registrar must be a citizen of the Philippines, a resident of the  
6 City of Ipil, of good moral character, a holder of a bachelor's degree from a recognized  
7 college or university, a first grade civil service eligible or its equivalent and must have  
8 acquired at least five (50 years experience in civil registry work.

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

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

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

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

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

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

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

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

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

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

1 (vi) Receive applications for the issuance of a marriage license and,  
2 after determining that the requirements and supporting certificates  
3 and publication thereof for the prescribed period have been  
4 complied with, issue the license upon payment of the authorized fee  
5 to the City Treasurer; and

6 (vii) Coordinate with the Philippine Statistics Authority (PSA) in  
7 conducting educational campaigns for vital registration and assist  
8 in the preparation of demographic data and other statistics for the  
9 City of Ipil; and

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

13  
14 **SECTION 41. *The Assistant City Civil Registrar.***

15 (a) The Assistant City Civil Registrar must be a citizen of the Philippines, a  
16 resident of the City of Ipil of good moral character, a holder of bachelor's degree from a  
17 recognized college or university, a first grade civil service eligible, and must have acquired  
18 at least three (3) years experience in civil registry work or any related field.

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

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

23  
24 **SECTION 42. *The City Administrator.***

25 (a) The City Administrator must be a citizen of the Philippines, a resident of the  
26 City of Ipil, of good moral character, a holder of a bachelor's degree preferably in public  
27 administration, law, or any other related course from a recognized college or university, a  
28 first grade civil service eligible or its equivalent, and must have acquired at least five (5)  
29 years of experience in management and administrative work.

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

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

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

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

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

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

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

14 (5) Be in the frontline of the delivery of administrative support services,  
15 particularly those related to situation during and in the aftermath of man-  
16 made and natural disasters or calamities;

17 (6) Recommend to the Sangguniang Panlungsod and the City Mayor  
18 policies, programs and activities, relative to the management and administration of  
19 the City; and

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

23  
24 **SECTION 43. *The City Legal Officer.***

25 (a) The City Legal Officer must be a citizen of the Philippines, a resident of the  
26 City of Ipil, of good moral character, a member of the Philippine Bar, and must have  
27 practices the law profession for at least five (5) years.

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

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

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

- 1 (1) Formulate measures and ordinances for the consideration of the Sangguniang  
2 Panlungsod and provide legal assistance and support to the City Mayor in carrying  
3 out the delivery of basic services and provisions of adequate facilities;
- 4 (2) Develop plans and strategies, and upon approval thereof by the City Mayor,  
5 implement the same, particularly those which have to do with programs and  
6 projects related to legal services which the City Mayor is empowered to implement  
7 and which the Sangguniang Panlungsod is empowered to provide;
- 8 (3) Represent the City in all civil actions and special proceedings wherein the LGU  
9 or any official thereof, in official capacity, is a party: *Provided*, That in actions or  
10 proceedings where the City of Ipil is a party adverse to the provincial government  
11 or to another component city or municipality, a special legal officer may be  
12 employed to represent the adverse party;
- 13 (4) When required by the City Mayor or Sangguniang Panlungsod, draft ordinances,  
14 contracts, bonds, leases and other instruments involving any interest of the City and  
15 provide comments and recommendations on any instruments already drawn;
- 16 (5) Render an opinion in writing on any question of law when requested to do so  
17 by the City Mayor or Sangguniang Panlungsod;
- 18 (6) Investigate or cause to be investigated any local official or employee for  
19 administrative neglect or misconduct in office and recommend the appropriate  
20 action to the City Mayor or Sangguniang Panlungsod, as the case may be;
- 21 (7) Investigate or cause to be investigated any person, firm, or corporation holding  
22 any franchise or exercising any public privilege for failure to comply with any term  
23 or condition in the grant of such franchise or privilege, and recommend appropriate  
24 action to the City mayor or Sangguniang Panlungsod, as the case may be;
- 25 (8) When directed by the City Mayor or Sangguniang Panlungsod, initiate and  
26 prosecute, in the interest of the City, any civil action on any bond, lease, or other  
27 contract upon any breach or violation thereof;
- 28 (9) Review and submit recommendation on ordinances approved and executive  
29 orders issued by component units;
- 30 (10) Advise the City Mayor on all matters related to upholding the rule of law;
- 31 (11) Be in the frontline of protecting human rights and prosecuting any violations  
32 thereof, particularly those which occur during and in the aftermath of man-made  
33 and natural disasters or calamities and

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

5 **SECTION 44. *The City Social Welfare and Development Officer.***

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

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

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

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

21 (2) In addition to the foregoing duties, the City Social Welfare and  
22 Development Officer shall:

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

26 (ii) Provide relief and appropriate crisis intervention for victims of  
27 abuse and exploitation and recommend appropriate measures to  
28 deter further abuse and exploitations;

29 (iii) Assist in the City Mayor in implementing the barangay level  
30 program for the total development and protection of children up to  
31 six (6) years of age;

32 (iv) Facilitate the implementation of welfare programs for the  
33 disabled, elderly and victims of drug addition, the rehabilitation of  
34 prisoners and parolees, the prevention of juvenile delinquency and

1 such other activities which would eliminate and minimize the ill-  
2 effects of poverty;

3 (v) Initiate and support youth welfare program that will enhance the  
4 role of youth in nation-building;

5 (vi) Coordinate with government agencies and nongovernmental  
6 organizations whose purpose is the promotion and the protection of  
7 all the needy, disadvantaged, underprivileged or impoverished  
8 groups or individuals, particularly those identified to be vulnerable  
9 and high risk to exploitation, abuse and neglect;

10 (3) Be in the frontline of the delivery of services particularly those  
11 concerned with immediate relief and assistance during and in the aftermath of man-  
12 made and natural disasters and calamities;

13 (4) Recommend to the Sangguniang Panlungsod and advise the City  
14 Mayor on all other matters related to social welfare and development services  
15 that will improve the livelihood and living conditions of the City's inhabitants; and

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

19  
20 **SECTION 45. *The City Veterinarian.***

21 (a) The City Veterinarian must be a citizen of the Philippines, a resident of the City  
22 of Ipil, of good moral character, a licensed doctor of veterinary medicine and must have  
23 practiced the profession for at least three (3) years.

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

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

28 (1) Formulate measures for the consideration of the Sangguniang  
29 Panlungsod and provide technical assistance and support to the City Mayor in  
30 carrying out measures to ensure the delivery of basic services and provision of  
31 adequate facilities;

32 (2) Develop plans and strategies, and upon approval thereof by the City  
33 mayor, implement the same, particularly those which have to do with veterinary-  
34 related activities which the City Mayor is empowered to implement and which the  
35 Sangguniang Panlungsod is empowered to provide;

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

3 (4) Regulate the keeping of domestic animals;

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

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

7 (7) Take the necessary measures to eradicate, prevent or cure all forms of  
8 animal disease;

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

13 (9) Recommend to the Sangguniang Panlungsod and advise the City  
14 Mayor on all matter relative to veterinary services which will increase the number  
15 and improve the quality of livestock, poultry and other domestic animals used for  
16 work or human consumption; and

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

20  
21 **SECTION 46. *The City General Services Officer.***

22 (a) The City General Services Officer must a citizen of the Philippines, a resident  
23 of the City of Ipil of good moral character, a holder of a bachelor's degree in public  
24 administration, business administration, or management conferred by a recognized college  
25 or university, a first grade civil service eligible or its equivalent and must have acquired at  
26 least five (5) years experience in general services, including the management of supply,  
27 property, solid waste disposal and general sanitation.

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

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

32 (1) Formulate measures for the consideration of the Sangguniang Panlungsod and  
33 provide technical assistance and support to the City Mayor in carrying out measures to  
34 ensure the delivery of basic services and provisions of adequate facilities that require  
35 general services expertise in technical support services;

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

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

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

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

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

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

18 (8) Collate and disseminate information regarding prices, shipping and other costs  
19 of supplies and other items commonly used by the City;

20 (9) Perform archival and record management with respect to records of offices and  
21 departments of the City;

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

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

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

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

32  
33 **SECTION 47. *The City Environment and Natural Resources Officer.***

34 (a) The City Environment and Natural Resources Officer must be a citizen of the  
35 Philippines, a resident of the City of Ipil, of good moral character, a holder of a bachelor's

1 degree preferably in environment, forestry, agriculture or any other related course from a  
2 recognized college or university, a first grade civil service eligible or its equivalent and  
3 must have acquired at least five (5) years experience in environment and natural resources  
4 management, conservation, and utilization work.

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

7 (c) The City Environment and Natural Resources Officer shall take charge of the  
8 Office of the Environment Service Department, and shall:

9 (1) Formulate measures and ordinances for the consideration of the Sangguniang  
10 Panlungsod and provide assistance and support to the City Mayor in carrying out  
11 measures to ensure the delivery of basic services and provisions of adequate  
12 facilities relative to environment and natural resources services as provided under  
13 Section 17 of the Local Government Code of 1991, as amended;

14 (2) Develop plans and strategies, and upon approval thereof by the City Mayor,  
15 implement the same, particularly those which have to do with environment and  
16 natural resources programs and projects which the City Mayor is empowered to  
17 implement and which the Sangguniang Panlungsod is empowered to provide;

18 (3) Establish, maintain, protect and preserve communal forests, watersheds, tree  
19 parks, mangroves, green belt lands, commercial forests and similar projects like  
20 industrial tree farms and agro-forestry projects;

21 (4) Provide extension services to beneficiaries of forest development projects and  
22 technical, financial and infrastructure assistance;

23 (5) Manage and maintain seed banks and produce seedlings for forest and tree  
24 parks;

25 (6) Provide extension services to beneficiaries of forest development projects and  
26 render assistance for natural resources-related conservation and utilization  
27 activities consistent with ecological balance;

28 (7) Coordinate with government agencies and nongovernmental organizations in  
29 the implementation of measures to prevent and control land, air, and water  
30 pollution with the assistance of the Department of Environment and Natural  
31 Resources (DENR);

32 (8) Be in the frontline of the delivery of services concerning the environment and  
33 natural resources, particularly in the renewal and rehabilitation of the environment  
34 during and in the aftermath of man-made and natural disasters and calamities;

1 (9) Recommend measures to the Sangguniang Panlungsod and advise the City  
2 Mayor on all matters relative to the protection, conservation, maximum utilization,  
3 application of appropriate technology and other matters related to the environment  
4 and natural resources; and

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

8  
9 **SECTION 48. *The City Architect.***

10 (a) The City Architect must be a citizen of the Philippines, a resident of the City of  
11 Ipil, of good moral character, a duly licensed architect and must have practiced the  
12 architectural profession for at least five (5) years.

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

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

17 (1) Formulate measures for the consideration of the Sangguniang Panlungsod and  
18 provide technical assistance and support to the City Mayor in carrying out measures to  
19 ensure the delivery of basic services and provision of adequate facilities relative to  
20 architectural planning and design;

21 (2) Develop plans and strategies, and upon approval thereof by the City Mayor,  
22 implement the same, particularly those which have to do with architectural planning and  
23 design programs and projects which the City Mayor is empowered to implement and which  
24 the Sangguniang Panlungsod is empowered to provide;

25 (3) Prepare and recommend for consideration of the Sangguniang Panlungsod the  
26 architectural plan and design for the City or a part thereof, including the renewal of slums  
27 and blighted areas, land reclamation activities, the greening of landscapes, the development  
28 of appropriate plans for the preservation and protection of marine and foreshore areas;

29 (4) Review and recommend for appropriate action of the Sangguniang Panlungsod  
30 or City Mayor, as the case may be, the architectural plans and design submitted by  
31 governmental and nongovernmental entities or individuals, particularly those for  
32 undeveloped, underdeveloped, and poorly designated areas;

33 (5) Coordinate with government and nongovernmental entities and individuals  
34 involved in the aesthetics and the maximum utilization of the land and water within the

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

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

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

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

11

12 **SECTION 49. *The City Information Officer.***

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

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

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

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

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

30 (2) Develop plans and strategies, and upon approval thereof by the City Mayor,  
31 implement the same, particularly those which have to do with public information and  
32 research data to support programs and projects which the City Mayor is empowered to  
33 implement and which the Sangguniang Panlungsod is empowered to provide;

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

1 (4) Furnish information and data on the local government agencies or offices as  
2 may be required by law or ordinance, and nongovernmental organization to be furnished  
3 to said agencies and organizations;

4 (5) Maintain effective liaison with the various sectors of the community on matters  
5 and issues that affect the livelihood and the quality of life of the City's inhabitants and  
6 encourage support for programs of the local and National Government;

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

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

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

17  
18 **SECTION 50. *The City Cooperatives Officer.***

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

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

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

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

33 (2) Develop plans and strategies, and upon approval thereof by the City Mayor,  
34 implement the same, particularly those which have to do with the integration of

1 cooperatives principles and methods in programs which the City Mayor is empowered to  
2 implement and which the Sangguniang Panlungsod is empowered to provide;

3 (3) Assist in the organization of cooperatives;

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

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

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

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

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

18  
19 **SECTION 51. *The City Population Officer.***

20 (a) The City Population Officer must be a citizen of the Philippines, a resident of  
21 the City of Ipil, of good moral character, a holder of a bachelor's degree in any of the social  
22 science discipline conferred by a recognized college or university, and preferably  
23 specialized training in population development, a first grade civil service eligible or its  
24 equivalent and must have acquired at least five (5) years experience in the implementation  
25 of programs on population development or responsible parenthood.

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

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

30 (1) Formulate measures for the consideration of the Sangguniang Panlungsod and  
31 provide technical assistance and support to the City mayor in carrying out measures to  
32 ensure the delivery of basic services and provision of adequate facilities through the  
33 integration of the population development principles and in providing access to said  
34 services and facilities;

1 (2) Develop plans and strategies, and upon approval thereof by the City Mayor,  
2 implement the same, particularly those which have to do with the integration of population  
3 development principles and methods in program and projects which the City Mayor is  
4 empowered to implement and which the Sangguniang Panlungsod is empowered to  
5 provide; and

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

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

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

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

16  
17 **SECTION 52. *The City Agriculturist.***

18 (a) The City Agriculturist must be a citizen of the Philippines, a resident of the City  
19 of Ipil, of good moral character, a holder of a bachelor's degree in agriculture or any other  
20 related course conferred by a recognized college or university, a first grade civil service  
21 eligible or its equivalent, and must have practiced the agriculture profession or acquired at  
22 least five (5) years experience in agriculture or a related field.

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

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

27 (1) Formulate measures for consideration of the Sangguniang Panlungsod and  
28 provide technical assistance and support to the City Mayor in carrying out measures to  
29 ensure the delivery of basic services and provision of adequate facilities relative to  
30 agricultural services;

31 (2) Develop plans and strategies, and upon approval thereof by the City Mayor,  
32 implement the same, particularly those which have to do with agricultural programs  
33 and projects which the City Mayor is empowered to implement and which the  
34 Sangguniang Panlungsod is empowered to provide;

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

1 (i) Ensure that maximum assistance and access to resources in the production,  
2 processing and marketing of agricultural and aqua-cultural and marine products are  
3 extended to farmers, fishermen, and local entrepreneurs;

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

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

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

11 (v) Coordinate with government agencies and nongovernmental organizations  
12 which promote agricultural productivity through applied technology compatible with  
13 environmental integrity.

14 (4) Be in the frontline in the delivery of basic agricultural services and provide  
15 technical advice to farmers and fisher-folk in the adoption of critical climate adaptation  
16 and disaster mitigation practices and techniques, and ensure the availability of staple food  
17 such as rice, corn, and produce especially in preparation for an impending natural calamity,  
18 and in the aftermath of man-made or natural disasters;

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

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

25  
26 **SECTION 53. *The City Human Resource Management Officer.***

27 (a) The City Human Resource Management Officer must be a citizen of the  
28 Philippines, a resident of the City of Ipil of good moral character, a holder of a bachelor's  
29 degree preferably in human resource, psychology, and other related course conferred by a  
30 recognized college or university, a first grade civil service eligible or its equivalent and  
31 must have acquired at least five (5) years experience in organization design and strategic  
32 workforce planning, recruitment and staffing, performance management, compensation  
33 and benefits, and training and development traffic management immediately preceding the  
34 date of appointment.

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

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

5 (1) Develop a human resource management plan aimed at improving the  
6 productivity and professional growth of the City Government's employees, and  
7 recommend the same to the City Mayor, and if warranted, to the Sangguniang  
8 Panlungsod for approval and implementation;

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

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

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

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

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

22  
23 **SECTION 54. *The City Tourism Officer.***

24 (a) The City Tourism Officer must be a citizen of the Philippines, a resident of the  
25 City of Ipil, of good moral character, a holder of a bachelor's degree in tourism or a related  
26 field conferred by a recognized college or university, and preferably specialized training in  
27 tourism development, a first grade civil service eligible or its equivalent, and must have  
28 acquired at least five (5) years experience in implementing programs on tourism  
29 development.

30 (b) The City Tourism Officer shall receive such compensation, emoluments and  
31 allowances as may be determined by law.

32 (c) The City Tourism Officer shall assist the City mayor and the local tourism  
33 council in developing and implementing programs and shall:

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

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

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

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

7 (5) Support the LGU in promoting festivals, fiestas and other tourism-related  
8 activities; and

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

12  
13 **SECTION 55. *The Public Order and Safety Officer.***

14 The City Public Order and Safety Officer must be a citizen of the Philippines, a  
15 resident of the City of Ipil, of good moral character, a holder of a bachelor's degree from a  
16 recognized college or university and a first grade civil service eligible or its equivalent. He  
17 must have acquired experience in public safety management for at least five (5) years  
18 immediately preceding the date of his appointment.

19  
20 **ARTICLE VIII**

21 **THE CITY FIRE STATION SERVICE, THE CITY JAIL**  
22 **SERVICE, THE CITY SCHOOLS DIVISION, AND THE CITY**  
23 **PROSECUTION SERVICE**

24 **SECTION 56. *The City Fire Station Service.***

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

29 (b) The City Fire Station Service shall be responsible for the provision of various  
30 emergency services such as rescue and evacuation of injured people related to fire incidents  
31 and, in general, fire prevention and suppression measures to secure the safety of life and  
32 property of the citizenry.

33 (c) The City Fire Station Service shall be headed by a City Fire Marshal whose  
34 qualifications shall be as provided under Republic Act No. 9263, as amended, otherwise

1 known as the "Bureau of Fire Protection and Bureau of Jail Management and Penology  
2 Professionalization Act of 2004".

3  
4 **SECTION 57. *The City Jail Service.***

5 (a) At least five (5) months from the commencement of the corporate existence of  
6 the City, the DILG shall establish and maintain a secured, clean, adequately equipped and  
7 sanitary jail facility for the custody and safekeeping of prisoners, any fugitive from justice,  
8 or person detained awaiting investigation or trial or transfer to the national penitentiary, or  
9 a violent mentally-ill persona who may endanger oneself or the safety of others, as duly  
10 certified by the proper medical health officer, prior to the transfer of such person to a mental  
11 institution.

12 (b) The City Jail Service shall be headed by a City Jail Warden whose qualifications  
13 shall be provided for under Republic Act No. 9263, as amended, otherwise known as the  
14 "Bureau of Fire Protection and Bureau of Jail Management and Penology  
15 Professionalization Act of 2004". The Provincial Jail Warden shall assist in the immediate  
16 rehabilitation of individuals or detention of prisoners. Great care must be exercised so that  
17 human rights of these prisoners are respected and protected, and their spiritual and physical  
18 well-being are properly and promptly attended to.

19  
20 **SECTION 58. *The City Schools Division.*** - The Department of Education  
21 (DepEd) shall establish and maintain a City Schools Division of the City of Ipil whose area  
22 of jurisdiction will cover all the school districts within the City.

23 The City Schools Division shall be headed by a City Schools Division  
24 Superintendent who must possess the necessary qualifications required by the DepEd.

25  
26 **SECTION 59. *The City Prosecution Service.***

27 (a) The Department of Justice (DOJ) shall, within two (2) months from the  
28 commencement of the corporate existence of the City, establish and maintain a prosecution  
29 service. It shall be headed by a City Prosecutor, who shall be assigned by such number of  
30 assistant prosecutors as may be necessary, and whose qualifications, manner of  
31 appointment, rank, salary and benefits shall be governed by existing laws covering  
32 prosecutors in the DOJ. The City Prosecution Service shall be organizationally part of the  
33 DOJ, and under the supervision and control of the Secretary of the DOJ.

34 (b) The City Prosecutor shall handle the criminal prosecution in the municipal trial  
35 courts in the City as well as in the regional trial courts, for criminal cases originating in the

1 territory of the City, and shall render to or for the City such services as are required by law,  
2 ordinance, or regulation of the DOJ.

3 (c) The Secretary of Justice shall always ensure the adequacy and quality of  
4 prosecution service in the City and for this purpose, shall, in the absence or lack or  
5 insufficiency in number of assistant city prosecutors as provided hereinabove, designate  
6 from among the assistant provincial prosecutors a sufficient number to perform and  
7 discharge the function of the City Prosecution Service as provided hereinabove.

8  
9 **ARTICLE IX**  
10 **THE CITY REGISTRY OF DEEDS**

11 **SECTION 60. *The City Registry of Deeds Office.*** - There shall be established in  
12 the City a Registry of Deeds Office, subject to the standards, rules, and regulations as may  
13 be promulgated by the DOJ, which shall discharge its duties under the general supervision  
14 of the Administrator of the Land Registration Authority and the Secretary of the DOJ.

15  
16 **SECTION 61. *The City Register of Deeds.***

17 (a) The City Register of Deeds shall be the head of the City Registry of Deeds  
18 Office, He must be a citizen of the Philippines, of good moral character, a member of the  
19 Integrated Bar, and must have practiced his profession for at least five (5) years  
20 immediately preceding the date of his appointment.

21 (b) The City Register of Deeds shall receive such compensation, emoluments, and  
22 allowances as may be determined by law.

23 (c) The City Register of Deeds shall take charge of the City Registry of Deeds  
24 Office and shall perform such duties and functions and exercise such other powers as  
25 provided by law.

26  
27 **ARTICLE X**  
28 **TRANSITORY AND FINAL PROVISIONS**

29 **SECTION 62. *Municipal Ordinances Existing at the Time of the Approval of***  
30 ***this Act.*** - All municipal ordinances of Ipil existing at the time of the approval of this Act  
31 shall continue to be in force within the City of Ipil until the Sangguniang Panlungsod shall  
32 provide otherwise.

1           **Section 63. *Plebiscite.*** - The City of Ipil shall acquire corporate existence upon the  
2 ratification of its creation by a majority of the votes cast by the qualified voters in a  
3 plebiscite to be conducted within sixty (60) days from the approval of this Act.

4           The Commission on Elections (COMELEC) shall conduct and supervise such  
5 plebiscite. The expenses for such plebiscite shall be borne by Ipil.  
6

7           **SECTION 64. *Holdover Authority of the Officials of Ipil.*** - The present elective  
8 officials of Ipil shall continue to exercise their powers and functions until such time that a  
9 new election is held and the duly-elected officials shall have already qualified and assumed  
10 their offices. Appointive officials and employees of Ipil shall, likewise, continue exercising  
11 their functions and duties and they shall automatically be absorbed by the City Government  
12 of the City of Ipil.  
13

14           **SECTION 65. *Succession Clause.*** - The City of Ipil shall succeed to all the assets,  
15 properties, liabilities and obligations of Ipil.  
16

17           **SECTION 66. *Election of Provincial Governor and Sangguniang Panlalawigan***  
18 ***Members of the Province of Zamboanga Sibugay.*** - The qualified voters of the City of  
19 Ipil shall be qualified to vote and run for any elective position in the elections for provincial  
20 governor, provincial vice governor, Sangguniang Panlalawigan members and other  
21 elective offices of the Province of Zamboanga Sibugay.  
22

23           **SECTION 67. *Jurisdiction of the Province of Zamboanga Sibugay.*** - The City of  
24 Ipil shall, unless otherwise provided by law, continue to be under the jurisdiction of the  
25 Province of Zamboanga Sibugay.  
26

27           **SECTION 68. *Suspension of Increase in Rates of Local Taxes.*** - No increase in  
28 the rates of local taxes shall be imposed by the City of Ipil within the period of five (5)  
29 years from its acquisition of corporate existence.  
30

31           **SECTION 69. *Legislative District.*** - Until otherwise provided by law, the City of  
32 Ipil shall continue to be part of the Second Legislative District of the Province of  
33 Zamboanga Sibugay.  
34

1           **SECTION 70. *Applicability of Laws.*** - The provisions of the Local Government  
2 Code of 1991, as amended, and such other laws as are applicable to component cities shall  
3 govern the City of Ipil insofar as they are not inconsistent with the provisions of this Act.  
4

5           **SECTION 71. *Separability Clause.*** - If, for any reason or reasons, any part or  
6 provision of this Charter shall be held unconstitutional, invalid or inconsistent with the  
7 Local Government Code of 1991, as amended, the other parts or provisions hereof which  
8 are not affected shall continue to be in full force and effect.  
9

10           **SECTION 72. *Effectivity.*** - This Act shall take effect fifteen (15) days after its  
11 publication in the Official Gazette or in a newspaper of general circulation.  
12

13           *Approved,*