

Republic of the Philippines  
**HOUSE OF REPRESENTATIVES**  
Quezon City

**Eighteenth Congress**  
First Regular Session

1900  
HOUSE BILL NO. \_\_\_\_\_



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Introduced by Hon. Mark O. Go

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**EXPLANATORY NOTE**

This bill seeks to revise the current charter of the City of Baguio to cater to the present needs of the city and its people.

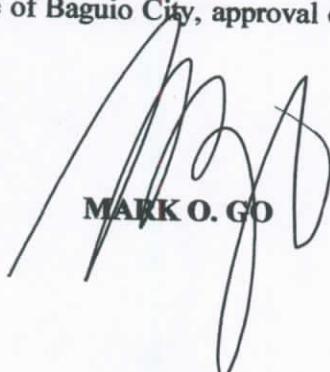
The charter of Baguio City took effect on September 1, 1909 by virtue of Sections 2540-2574 of the Revised Administrative Code of 1917, as amended. The social, economic and political situation during the early years of Baguio City was so much different from that of the present. Thus, there is a great need to revise the charter to enable it to keep up with the fast-changing times and to address the city's present problems, issues and concerns.

It can be recalled that there were already bills revising the charter of Baguio City filed during the Thirteenth (HB3617), Fourteenth (HB 2813), Fifteenth (HB 121), Sixteenth (HB 4772) and Seventeenth (HB 8240) Congresses. President Benigno S. Aquino III vetoed HB 121 during the 15<sup>th</sup> Congress.

The present proposed measure still carries similar objectives, primarily to include the effective implementation of the city government's land use development plan, settlement of the boundary dispute of the city with the adjoining Municipality of Tuba, addressing the problem in the disposition of alienable and disposable public lands with the Baguio town site reservation, and the creation of a more responsive taxation system and revenue generating projects.

Having consulted and dialogued with resource persons and stakeholders, this proposed bill made the necessary changes to address the objections raised by President Aquino when he vetoed a similar bill (HB121) in the past. The present bill makes it clear among others, that the Department of Environment and Natural Resources retains exclusive mandate over control and supervision of alienable and disposable public lands and that the revised charter does not interfere in the disposition of public properties owned by the Bases Conversion and Development Authority.

In view of the foregoing considerations, in order to achieve effectiveness and efficiency in local governance and to promote the general welfare of the people of Baguio City, approval of this bill is highly and earnestly recommended.



MARK O. GO

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**AN ACT REVISING THE CHARTER OF THE CITY OF BAGUIO**

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

**ARTICLE I**

**GENERAL PROVISIONS**

**SECTION 1. *Short Title.*** – This Act shall be known as the “Revised Charter of the City of Baguio”.

**SEC. 2. *Declaration of Objectives and Core Values.*** – The objectives and aspirations of the City of Baguio, hereinafter referred to as the City, are as follows:

(a) To make the City of Baguio a home of dynamic and diverse cultures; to be a center of education, trade and tourism in consonance with the laws of nature and environment; and to be managed by sincere and steadfast leaders who are God-fearing in partnership with responsible citizenry;

(b) To adopt an integrated life cycle approach to environmental protection and management; preserve and restore the historical and heritage value of the City; promote eco-cultural tourism and tourism-related microenterprises; ensure the sustenance of the City as an educational center of Northern Luzon; and develop and implement an investment portfolio and a progressive marketing strategy;

(c) To attain effectiveness and efficiency in local governance; to advance the City's competitiveness; and to uphold and promote the general welfare and ensure the delivery of basic services; and

(d) To maximize the exercise of the proprietary functions of the City for the general welfare; the provision of basic services and facilities, such as adequate and safe water supply, effective liquid and solid wastes management, efficient traffic and transportation management, sound housing and disaster risk reduction management policies; preserve and protect its natural resources such as watersheds and other protected areas; and effectively manage its economic enterprises and generate and utilize resources, subject to such limitations as provided for under this Act.

In the pursuit of the foregoing purposes, public officials and employees of the City shall be guided by the core values of service, integrity, competence, transparency, accountability, and resourcefulness.

**SEC.3.Territorial Boundaries.** –The City of Baguio City comprises the present territorial boundaries herein established and described as follows:

The City of Baguio is bounded on the South, and Southwest, by the Municipality of Tuba; on the North, by the Municipality of La Trinidad and on the East, by the Municipality of Itogon all in the Province of Benguet.

Beginning at point marked City Boundary Monument “(CBM) #1” on the City Boundary Map, being the intermediate point along the old CBM#2 and CBM#3, which is the tri-boundary between Barangays Fort Del Pilar, Loakan Proper and the area between Loakan Proper and Camp 7;

thence, N. 79° 41' W.,472.02 meters to point CBM#2;  
thence, N. 79° 21' W.,1006.42 meters to point CBM#3;  
thence, N. 78° 59' W.,2950.40 meters to point CBM#4;  
thence, N. 19° 56' W.,2450.86 meters to point CBM#5;  
thence, N. 19° 35' W.,1841.55 meters to point CBM#6;  
thence, N. 19° 56' W.,3049.03 meters to point CBM#7;  
thence, S. 86° 13' E., 1564.90 meters to point CBM#8;  
thence, S. 85° 48' E., 2063.03 meters to point CBM#9;  
thence, S. 86° 06' E., 387.51 meters to point CBM#10;  
thence, S. 88° 33' E., 612.11 mteres to point CBM#11;  
thence, S. 89° 11' E., 217.20 meters to point CBM#12;  
thence, S. 87° 32' E., 182.22 meters to point CBM#13;  
thence, S. 88° 44' E., 589.16 meters to point CBM#14;  
thence, S. 88° 52' E., 222.36 meters to point CBM#15;  
thence, S. 81° 26' E., 446.10 meters to point CBM#16;  
thence, S. 81° 41' E., 900.62 meters to point CBM#17;  
thence, S. 80° 40' E., 1029.54 meters to point CBM#18;  
thence, N. 88° 59' E., 959.93 meters to point CBM#19;  
thence, S. 00° 18' E., 1054.74 meters to point CBM#20;  
thence, S. 00° 57' E., 428.97 meters to point CBM#21;  
thence, S. 06° 18' E., 518.00 meters to point CBM#22;  
thence, S. 07° 58' E., 1231.07 meters to point CBM#23;  
thence, S. 07° 29' E., 1747.50 meters to point CBM#24;  
thence, S. 06° 47' E., 434.47 meters to point CBM#25;  
thence, S. 10° 03' W., 341.82 meters to point CBM#26;  
thence, S. 10° 36' W. 1842.43 meters to point CBM#27;  
thence, N. 79° 11' W. 2458.42 meters to point of beginning.

The City of Baguio has a total land area of five thousand seven hundred fifty two and .0056/100 (5,752.0056) hectares.

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

- (a) To exercise continuous succession in its corporate name;
- (b) To sue and be sued;
- (c) To use a corporate seal;
- (d) To acquire and convey real and personal property;
- (e) To enter into contracts; and
- (f) To exercise such other powers as are granted to corporations, subject to the limitations provided for under this Act and other laws.

**SEC. 5. *General Powers of the City.*** – The City shall have a common seal and may alter the same at pleasure: *Provided*, That any change of the corporate seal shall be registered with the Department of the Interior and Local Government (DILG). It shall exercise the powers to levy taxes, fees and charges; to close and open roads, streets, alleys, parks, or squares; to take, purchase, receive, hold, lease, convey, and dispose of real and personal property for the general interests of the City; to expropriate or condemn private property for public use; to contract and to be contracted with; to sue and be sued; to prosecute and defend to final judgment and execution suits wherein the City is involved or interested in; and to receive all the powers as are granted to corporations or as herein conferred.

## ARTICLE II

### CITY OFFICIALS

**SEC. 6. *Officials of the City of Baguio.*** – (a) The officials of the City are the City Mayor, City Vice Mayor, *Sangguniang Panlungsod* members, secretary to the *Sangguniang Panlungsod*, city treasurer, city assessor, city engineer, city buildings and architecture officer, city health officer, city civil registrar, city accountant, city social welfare and development officer, city budget officer, city planning and development officer, city administrator, city legal officer, city general services officer, city veterinarian, city human resource management officer, city parks management officer, city tourism officer, city public information officer, and city librarian.

(b) In addition thereto, the City Mayor may appoint a city agriculturist, a city population officer, a city environment and natural resources officer, a city cooperatives officer, and a city solid and liquid wastes management officer.

(c) The *Sangguniang Panlungsod* shall:

- (1) Maintain existing offices not mentioned in subsections (a) and (b) hereof;
- (2) Create such other offices as may be necessary to carry out the purposes of the city government; or
- (3) Consolidate the functions of any office with those of another in the interest of efficiency and economy.

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

(e) Elective and appointive city officials shall receive such compensation, allowances, and other emoluments as may be determined by law or ordinance, subject to the budgetary limitations on

personal services prescribed under Title Five, Book II of Republic Act No. 7160, otherwise known as the "Local Government Code of 1991", as amended: *Provided*, That no increase in compensation of the City Mayor, City Vice Mayor and *Sangguniang Panlungsod* members shall take effect until after the expiration of the full term of the local officials approving such increase.

### ARTICLE III

#### CITY MAYOR

**SEC. 7. City Mayor.** – The City Mayor, as the chief executive of the city government, shall exercise such powers and perform such duties and functions as provided for under Section 455 of the Local Government Code of 1991, as amended, and other laws and ordinances passed by the *Sangguniang Panlungsod*.

The City Mayor shall receive a minimum monthly compensation corresponding to Salary Grade Thirty (30) as prescribed under Republic Act No. 6758, otherwise known as the "Compensation and Position Classification Act of 1989", as amended, and the implementing guidelines issued pursuant thereto.

### ARTICLE IV

#### CITY VICE MAYOR

**SEC. 8. City Vice Mayor.** – The City Vice Mayor shall be the presiding officer of the *Sangguniang Panlungsod* and shall exercise the duties and functions as provided for under Section 456 of the Local Government Code of 1991, as amended, and other laws and ordinances passed by the *Sangguniang Panlungsod*.

The City Vice Mayor shall receive a minimum monthly compensation corresponding to Salary Grade Twenty-eight (28) as prescribed under the "Compensation and Position Classification Act of 1989", as amended, and the implementing guidelines issued pursuant thereto.

### ARTICLE V

#### SANGGUNIANG PANLUNGSOD

**SEC. 9. Composition.** – (a) The *Sangguniang Panlungsod*, the legislative body of the City, shall be composed of the City Vice Mayor as presiding officer, the twelve (12) elected regular *Sangguniang Panlungsod* members, the president of the city chapter of the *Liga ng mga Barangay*, the president of the *Pederasyon ng mga Sangguniang Kabataan*, and the sectoral representatives, as members.

(b) In addition thereto, there shall be three (3) sectoral representatives: one (1) from the women, and as shall be determined by the *Sangguniang Panlungsod* within ninety (90) days prior to the holding of the local elections; one (1) member representing the agricultural or industrial workers sector; and one (1) member from other sectors, including the urban poor, indigenous cultural communities, or persons with disabilities.

(c) The regular members of the *Sangguniang Panlungsod*, and sectoral representatives shall be elected in the manner provided by law.

**SEC. 10. Powers, Duties, Functions and Compensation.** – (a) The *Sangguniang Panlungsod*, as the legislative body of the City, shall exercise powers, duties and functions as provided for under Section 458 of the Local Government Code of 1991, as amended, and other laws and ordinances

passed by the *Sangguniang Panlungsod*. It shall enact ordinances and approve resolutions and appropriate funds for the general welfare of the City and its inhabitants pursuant to Section 16 of the Local Government Code of 1991, as amended, and in the proper exercise of the corporate and general powers of the City as provided for under Sections 4 and 5 of this Charter.

(b) The members of the *Sangguniang Panlungsod* of the City shall receive a minimum monthly compensation corresponding to Salary Grade Twenty-five (25) as prescribed under the "Compensation and Position Classification Act of 1989", as amended, and the implementing guidelines issued pursuant thereto.

## ARTICLE VI

### QUALIFICATIONS, DISQUALIFICATIONS AND SUCCESSION OF ELECTIVE CITY OFFICIALS

**SEC. 11. Qualifications and Disqualifications.** – The elective city officials of the City shall possess the same qualifications and disqualifications as those enumerated in Sections 39 and 40 respectively of the Local Government Code of 1991, as amended.

**SEC. 12. Permanent Vacancy in the Offices of the City Mayor and the City Vice Mayor.** – (a) If a permanent vacancy occurs in the office of the City Mayor, the City Vice Mayor concerned shall become the City Mayor. If a permanent vacancy occurs in the office of the City Vice Mayor, the highest ranking *Sangguniang Panlungsod* member or, in case of permanent inability, the second highest ranking *Sangguniang Panlungsod* member shall become the City Mayor or the City Vice Mayor, as the case may be. Subsequent vacancies in the said offices shall be filled automatically by the other *Sanggunian* members according to their ranking as defined herein.

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

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

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

(e) For purposes of succession as provided herein, ranking in the *Sanggunian* shall be determined on the basis of the proportion of votes obtained by each winning candidate of the total number of registered voters in the constituency in the immediately preceding local election.

**SEC. 13. Permanent Vacancies in the Sangguniang Panlungsod.** – Permanent vacancies in the *Sangguniang Panlungsod* where automatic successions provided above does not apply shall be filled by appointment in the following manner:

(a) The President, through the Executive Secretary, shall make the aforesaid appointment.

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

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

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

(d) In case of vacancy in their presentation of the youth and the barangay in the *Sanggunian*, said vacancy shall be filled automatically by the official next-in-rank of the organization concerned.

## ARTICLE VII

### APPOINTIVE CITY OFFICIALS AND THEIR QUALIFICATIONS, FUNCTIONS, DUTIES AND RESPONSIBILITIES

**SEC. 14. Secretary to the Sangguniang Panlungsod.**— (a) There shall be a secretary to the *Sangguniang Panlungsod* who shall be a career official with the rank and salary equal to a head of a department or office.

(b) No person shall be appointed secretary to the *Sangguniang Panlungsod* unless that person is a citizen of the Philippines, a resident of the City, of good moral character, a holder of a college degree preferably in law, commerce or public administration obtained from a recognized college or university, and a first grade civil service eligible or its equivalent.

(c) The secretary to the *Sanggunian* shall take charge of the office of the *Sangguniang Panlungsod* and shall perform such duties and functions and exercise such powers as provided for under the Local Government Code of 1991, as amended, and those that are prescribed by law or ordinance.

**SEC. 15. City Treasurer.**— (a) The city treasurer shall be appointed by the Secretary of the Department of Finance from a list of at least three(3) ranking eligible recommendees of the City Mayor, subject to civil service law, rules and regulations.

(b) The city treasurer shall be under the administrative supervision of the City Mayor to whom the city treasurer shall report regularly on the tax collection efforts in the City.

(c) The city treasurer must be a citizen of the Philippines, a resident of the City, of good moral character, a holder of a college degree preferably in commerce, public administration or law from a recognized college or university, a first grade civil service eligible or its equivalent, and must have acquired experience in treasury or accounting service for at least five (5) years immediately preceding the date of the appointment.

(d) The city treasurer shall take charge of the city treasury office, and shall:

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

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

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

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

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

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

**SEC. 16. *City Assessor.*** – (a) The city assessor must be a citizen of the Philippines, a resident of the City, of good moral character, a holder of a college degree preferably in civil or mechanical engineering, commerce or any other related course from a recognized college or university, a first grade civil service eligible or its equivalent, and must have acquired experience in real property assessment work or in any related field for at least five (5) years immediately preceding the date of the appointment.

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

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

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

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

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

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

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

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

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

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

(10) Submit every semester a report of all assessments, as well as cancellation and modification of assessment to the City Mayor and the *Sangguniang Panlungsod*.

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

**SEC. 17. *City Engineer.*** – (a) The city engineer must be a citizen of the Philippines, a resident of the City, of good moral character, a licensed civil engineer, and must have acquired experience in the practice of the civil engineering profession for at least five (5) years immediately preceding the date of the appointment.

(b) The city engineer shall take charge of the city engineering office, and shall:

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

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

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

(4) Provide engineering services to the City, including investigations and surveys, engineering designs, feasibility studies, and project management.

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

**SEC. 18. *City Buildings and Architecture Officer.***— (a) The city buildings and architecture officer must be a citizen of the Philippines, a resident of the City, of good moral character, a licensed architect or civil engineer, and must have acquired experience in the practice of architecture or civil engineering profession for at least five (5) years immediately preceding the date of the appointment.

(b) The city buildings and architecture officer shall take charge of the city buildings and architecture office, and shall:

(1) Initiate, review, and recommend changes in policies and objectives, plans, programs, techniques, procedures, practices, and guidelines on vertical infrastructure development and other related public works for the City;

(2) Administer, coordinate, supervise, and control the construction, maintenance, improvement, and repair of vertical infrastructure development and other related public works (i.e., signages and billboards, fences, etc.) in the City;

(i) Enforce the provisions of the National Building Code of the Philippines and other issuances relevant to vertical infrastructure development;

(ii) Undertake the investigation and recommend appropriate actions on violations of the National Building Code of the Philippines and other relevant issuances; and

(iii) Provide support or assistance in the enforcement of sanctions or decisions, such as the demolition of structures, when necessary.

(3) Prepare detailed engineering plans for vertical infrastructure development projects and other related public works for the City;

(4) Ensure compliance by all entities and individuals with the approved zoning plan for the City;

(5) Participate in the planning of special projects for the City and implement components within its scope of responsibility; and

(6) Manage and maintain all city government-owned vertical structures.

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

**SEC. 19. City Health Officer.**— (a) The city health officer must be a citizen of the Philippines, a resident of the City, of good moral character, a licensed medical doctor, and must have acquired experience in the practice of the medical profession for at least five (5) years immediately preceding the date of the appointment.

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

(1) Supervise the personnel and staff of the health services office, formulate program implementation guidelines and rules and regulations for the operation of said office for the approval of the City Mayor in order to assist the latter in the efficient, effective and economical implementation of health services programs geared to implement health-related projects and activities;

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

(3) Develop plans and strategies and, upon approval thereof by the City Mayor, implement the same, particularly those which have to do with health programs and projects which the City Mayor is empowered to implement and which the *Sangguniang Panlungsod* is empowered to provide for under the Local Government Code of 1991, as amended;

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

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

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

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

(iv) Recommend to the *Sangguniang Panlungsod*, through the local health board, the passage of such ordinance as may be necessary for the preservation of public health;

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

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

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

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

(ix) Be in the frontline of the delivery of health services, particularly during and in the aftermath of man-made and natural disasters and calamities.

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

**SEC. 20. City Civil Registrar.** — (a) The city civil registrar must be a citizen of the Philippines, a resident of the City, of good moral character, a holder of a college degree from a recognized

college or university, a first grade civil service eligible or its equivalent, and must have acquired experience in civil registry work for at least five (5) years immediately preceding the date of the appointment.

(b) The city civil registrar shall be responsible for the civil registration program in the City pursuant to the Civil Registry Law, the Civil Code and other pertinent law, rules and regulations issued to implement them.

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

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

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

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

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

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

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

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

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

(vii) Coordinate with the Philippine Statistics Authority in the conduct of education campaigns for vital registration and assist in the preparation of demographic and other statistics for the City.

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

**SEC. 21. *City Accountant*.**— (a) The city accountant must be a citizen of the Philippines, a resident of the City, of good moral character, a certified public accountant, and must have acquired experience in treasury or accounting service for at least five (5) years immediately preceding the date of the appointment.

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

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

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

- (3) Apprise the *Sangguniang Panlungsod* and other officials on the financial condition and operation of the City;
- (4) Certify to the availability of budgetary allotment from which expenditures and obligations may be properly charged;
- (5) Review the supporting documents before the preparation of vouchers to determine the completeness of requirements;
- (6) Prepare statements of cash advances, liquidations, salaries, allowances, reimbursements, and remittances pertaining to the City;
- (7) Prepare statements of journal vouchers and liquidations of the same and other adjustments related thereto;
- (8) Post individual disbursements to the subsidiary ledger and index cards;
- (9) Maintain individual ledgers for officials and employees of the City pertaining to payrolls and deductions;
- (10) Record and post in index cards details of purchased furniture, fixtures and equipment, including the disposal thereof, if any;
- (11) Account for all issued requests for obligations and maintain and keep all records and reports related thereto; and
- (12) Prepare journals and the analysis of obligations and maintain and keep all records and reports related thereto.

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

**SEC. 22. *City Social Welfare and Development Officer.*** – (a) The city social welfare and development officer must be a citizen of the Philippines, a resident of the City, of good moral character, a duly licensed social worker, a holder of a college degree preferably in sociology, social work or any other related course obtained from a recognized college or university, a first grade civil service eligible or its equivalent, and must have acquired experience in the practice of social work for at least five (5) years immediately preceding the date of the appointment.

(b) The city social welfare and development officer shall take charge of the office of social welfare and development, and shall:

- (1) Formulate measures for the approval of the *Sangguniang Panlungsod* and provide technical assistance and support to the City Mayor in carrying out measures to ensure the efficient delivery of basic services and the provision of adequate facilities relative to social welfare and development services as provided for under the Local Government Code of 1991, as amended;

- (2) Develop plans and strategies and, upon approval thereof by the City Mayor, implement the same, particularly those which have to do with social welfare programs and projects which the City Mayor is empowered to implement and which the *Sangguniang Panlungsod* is empowered to provide for under the Local Government Code of 1991, as amended;

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

(4) Recommend to the *Sangguniang Panlungsod* and advise the City Mayor on all other matters related to social welfare and development services which will improve the livelihood and living conditions of the people of the City.

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

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

(b) The city budget officer shall take charge of the city budget office, and shall:

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

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

(3) Assist the City Mayor in the preparation of the budget and during budget hearings;

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

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

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

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

(8) Coordinate with the city planning and development officer the formulation of the city development plan.

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

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

(b) The city planning and development officer shall take charge of the city planning and development office, and shall:

- (1) Formulate integrated economic, social, physical, and other development plans and policies for consideration of the City;
  - (2) Conduct continuing studies, researches, and training programs necessary to evolve plans and programs for implementation;
  - (3) Integrate and coordinate all sectoral plans and studies undertaken by the different functional groups or agencies;
  - (4) Monitor and evaluate the implementation of different development programs, projects and activities in the City in accordance with the approved development plans;
  - (5) Prepare comprehensive plans and other development planning documents for the consideration of the local development council;
  - (6) Analyze the income and expenditure patterns, and formulate and recommend fiscal plans and policies for consideration of the finance committee of the City as provided for under the Local Government Code of 1991, as amended;
  - (7) Promote people's participation in development planning within the City; and
  - (8) Exercise supervision and control over the secretariat of the local development council.
- (c) Exercise such other duties and functions and perform other powers as provided for under the Local Government Code of 1991, as amended, and those that are prescribed by law or ordinance.

**SEC. 25. *City Administrator.*** – (a) The city administrator must be a citizen of the Philippines, a resident of the City, of good moral character, a holder of a college degree preferably in public administration, law or any other related course from a recognized college or university, a first grade civil service eligible or its equivalent, and must have acquired experience in management and administrative work for at least five (5) years immediately preceding the date of the appointment.

- (b) The term of the city administrator shall be coterminous with that of the appointing authority.
- (c) The city administrator shall take charge of the office of the city administrator, and shall:
- (1) Develop plans and strategies and, upon approval thereof by the City Mayor, implement the same, particularly those which have to do with the management and administration-related programs and projects which the City Mayor is empowered to implement and which the *Sangguniang Panlungsod* is empowered to provide for under the Local Government Code of 1991, as amended;
  - (2) In addition to the foregoing duties and functions, the city administrator shall:
    - (i) Assist in the coordination of the work of all the officials of the City under the supervision, direction and control of the City Mayor and, for this purpose, the latter may convene the chiefs of offices and other officials of the City;
    - (ii) Establish and maintain a sound personnel program for the City designed to promote career development and uphold the merit principle in the City; and
    - (iii) Conduct a continuing organizational development of the City with the end in view of instituting effective administrative reforms.

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

(4) Recommend to the *Sangguniang Panlungsod* and advise the City Mayor on all matters relative to the management and administration of the City.

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

**SEC. 26. *City Legal Officer.***— (a) The city legal officer must be a citizen of the Philippines, a resident of the City, of good moral character, a member of the Integrated Bar of the Philippines, and must have practiced law for at least five (5) years immediately preceding the date of the appointment.

The term of the city legal officer shall be coterminous with that of the appointing authority.

(b) The city legal officer, as the chief legal counsel of the City, shall take charge of the office for legal services, and shall:

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

(2) Develop plans and strategies, and upon approval thereof by the City Mayor, implement the same, particularly those which have to do with programs and projects related to legal services which the City Mayor is empowered to implement and which the *Sangguniang Panlungsod* is empowered to provide for under the Local Government Code of 1991, as amended;

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

(i) Represent the City in all civil actions and special proceedings wherein the City or official thereof, in official capacity, is a party: *Provided*, That, in actions or proceedings where the City is the party adverse to the provincial government or to another city, a special legal officer may be employed to represent the adverse party;

(ii) When required by the City Mayor, draft ordinances, contracts, bonds, leases and other instruments involving any interest of the City and provide comments and recommendations on any instruments already drawn;

(iii) Render opinion in writing on any question of law when requested to do so by the City Mayor or *Sanggunian*;

(iv) Investigate or cause to be investigated any local official for administrative neglect or misconduct in office and recommend appropriate action to the City Mayor or *Sanggunian*;

(v) Investigate or cause to be investigated any person, firm or corporation holding any franchise or exercising any public privilege for failure to comply with any term or condition in the grant of such franchise or privilege and recommend appropriate actions to the City Mayor or to the *Sangguniang Panlungsod*;

(vi) When directed by the City Mayor, initiate and prosecute, in the interest of the City, any civil action on any bond, lease or other contract upon any breach or violation thereof; and

(vii) Review and submit recommendations on ordinances approved and execute orders issued by the City Mayor.

(4) Recommend measures to the *Sanggunian* and advise the City Mayor on all matters related to upholding the rule of law; and

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

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

**SEC. 27. *City General Services Officer.*** – (a) The city general services officer must be a citizen of the Philippines, a resident of the City, of good moral character, a holder of a college degree in public administration, business administration or business management from a recognized college or university, a first grade civil service eligible or its equivalent, and must have acquired experience in general services, including the management of supply and property for at least five (5) years immediately preceding the date of the appointment.

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

(1) Formulate measures for the consideration of the *Sangguniang Panlungsod* and provide technical assistance and support to the City Mayor in carrying out measures to ensure the delivery of basic services and the provision of adequate facilities pursuant to Section 17 of the Local Government Code of 1991, as amended, and which require general services expertise and technical support services;

(2) Develop plans and strategies and, upon approval thereof by the City Mayor, implement the same, particularly those which have to do with the general services supportive of the welfare of the inhabitants of the City which the City Mayor is empowered to implement, and which the *Sangguniang Panlungsod* is empowered to provide for under the Local Government Code of 1991, as amended;

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

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

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

(iii) Recommend to the City Mayor the reasonable rental rates of local government properties, whether real or personal, which may be leased to public or private entities by the City;

(iv) Maintain and supervise janitorial, security, landscaping and other related services in all public buildings and other real property, whether owned or leased by the City;

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

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

(vii) Perform all other functions pertaining to supply and property management heretofore performed by the city treasurer, and enforce policies on records creation, maintenance, and disposal.

(4) Be in the frontline of general services-related activities, such as the possible and imminent destruction or damage to records, supplies, properties and structures and the orderly and sanitary clearing up of waste materials or debris, particularly during and in the aftermath of man-made and natural disasters and calamities; and

(5) Recommend to the *Sangguniang Panlungsod* and advise the City Mayor on all matters relative to general services.

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

**SEC. 28. *City Veterinarian*.**— (a) The city veterinarian must be a citizen of the Philippines, a resident of the City, of good moral character, a licensed doctor of veterinary medicine, and must have practiced veterinary profession for at least three (3) years immediately preceding the date of the appointment.

(b) The city veterinarian shall take charge of the office for veterinary services, and shall:

(1) Formulate measures for the consideration of the *Sangguniang Panlungsod* and provide technical assistance and support to the City Mayor in carrying out measures to ensure the delivery of basic services and the provision of adequate facilities pursuant to Section 17 of the Local Government Code of 1991, as amended;

(2) Develop plans and strategies and, upon approval thereof by the City Mayor, implement the same, particularly those which have to do with veterinary-related activities which the City Mayor is empowered to implement and which the *Sangguniang Panlungsod* is empowered to provide for under the Local Government Code of 1991, as amended.

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

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

(ii) Regulate the keeping of domestic animals;

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

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

(v) Take the necessary measures to eradicate, prevent or cure all forms of animal diseases.

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

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

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

**SEC. 29. *City Human Resource Management Officer.*** – (a) The city human resource management officer must be a citizen of the Philippines, a resident of the City, of good moral character, a human resource management or development practitioner, a holder of a college degree in management or any other related course from a recognized college or university, a first grade civil service eligible or its equivalent, and must have acquired experience in the practice of human resource management or development, the administration, execution, coordination, and supervision of activities involving personnel operations, and the implementation of civil service laws, rules and regulations for at least five (5) years immediately preceding the date of the appointment.

(b) The city human resource management officer shall take charge of the human resource management office, and shall:

(1) Develop a human resource management program for approval by the City Mayor and the *Sangguniang Panlungsod*;

(2) Assist the City Mayor in implementing the City's policies and programs relative to recruitment and selection, appointment, training, promotion, compensation, and other personnel actions involving officials and employees of the City;

(3) Recommend to the *Sangguniang Panlungsod* and advise the City Mayor on all matters relative to human resource management and development;

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

(5) Conduct a continuing organization development of the City, with the end in view of instituting effective administrative reforms.

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

**SEC. 30. *City Parks Management Officer.*** – (a) The city parks management officer must be a citizen of the Philippines, a resident of the City, of good moral character, a duly licensed sanitary engineer or a holder of a college degree in forestry, watershed and parks and recreation management, or any other related course from a recognized college or university, a first grade civil service eligible or its equivalent, and must have acquired experience in solid and liquid waste management, general sanitation, forestry, watershed and parks management for at least five (5) years immediately preceding the date of the appointment.

(b) The city parks management officer shall take charge of the city parks management office, and shall:

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

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

(3) Be in the frontline of the delivery of basic services concerning parks, particularly in the renewal and rehabilitation of parks and in the aftermath of man-made and natural disasters and calamities; and

(4) Recommend to the *Sangguniang Panlungsod* and advise the City Mayor on all matters relative to protection, conservation, application of technology, maintenance and other matters related to parks management.

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

**SEC. 31. *City Tourism Officer.*** – (a) The city tourism officer must be a citizen of the Philippines, a resident of the City, of good moral character, a holder of a college degree preferably with specialized training in tourism development obtained from a recognized college or university, a first grade civil service eligible or its equivalent, and must have acquired experience in the implementation of programs on tourism development for at least five (5) years immediately preceding the date of the appointment.

(b) The city tourism officer shall take charge of the city tourism office, and shall:

(1) Encourage the City to enact local legislation adopting the Department of Tourism (DOT) accreditation standards for tourism facilities and services;

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

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

(4) Pursue the implementation of the national tourism master plans, the national ecotourism strategy and the area specific plans of national and local government units; and

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

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

**SEC. 32. *City Public Information Officer.*** – (a) The city public information officer must be a citizen of the Philippines, a resident of the City, of good moral character, a holder of a college degree preferably in journalism, mass communications or any related course from a recognized college or university, and a first grade civil service eligible or its equivalent. The city public information officer must have acquired experience in writing articles and research papers or in writing for print, television or broadcast media for at least five (5) years immediately preceding the date of the appointment.

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

(1) Formulate measures for the consideration of the *Sangguniang Panlungsod* and provide technical assistance and support to the City Mayor in providing the information with research data

required for the delivery of basic services and the provision of adequate facilities so that the public becomes aware of said services and may fully avail of the same;

(2) Develop plans and strategies and, upon approval thereof by the City Mayor, implement the same, particularly those which have to do with public information and research data to support programs and projects which the City Mayor is empowered to implement and which the *Sangguniang Panlungsod* is empowered to provide for under the Local Government Code of 1991, as amended;

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

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

(ii) Furnish information and data on the City to government agencies or offices as may be required by law or ordinance; and nongovernmental organizations to be furnished to said agencies and organizations; and

(iii) Maintain effective liaison with the various sectors of the community on matters and issues that affect the livelihood and the quality of life of the inhabitants and encourage support for programs of the local and national government.

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

(5) Recommend to the *Sangguniang Panlungsod* and advise the City Mayor on all matters relative to public information and research data as it relates to the total socioeconomic development of the City.

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

**SEC. 33. *City Librarian.*** — (a) The city librarian must be a citizen of the Philippines, a resident of the City, of good moral character, a holder of a college degree preferably in library science or any related course from a recognized college or university, a licensed librarian, a first grade civil service eligible or its equivalent, and must have acquired experience in library administration for at least five (5) years immediately preceding the date of the appointment.

(b) The city librarian shall take charge of the city library, and shall:

(1) Formulate plans and programs to carry out a responsive and effective delivery of free library services to students, professionals, and the general public;

(2) Determine policies, rules and regulations on the operation and management of the city library;

(3) Acquire library facilities and equipment;

(4) Manage the procurement of books, periodicals, documents, and papers of research value through purchase, donation, or allocation from the national library for the collection development of the City library, either in print or in digital format;

- (5) Maintain and continually upgrade the operation of the internet and electronic library (e-library) services of the City library in order to keep abreast with the fast changing trends in information and science and technology for fast and global access to unlimited information;
- (6) Maintain and continually upgrade the operation of the online public access catalog or computerized catalog for easier and faster access to the various collections of the City library;
- (7) Adopt and administer a system of classifying, cataloguing, filing, indexing and labeling in the preparation of library reading materials, in print and digital format, in accordance with the modern trends of library science;
- (8) Prepare the annual budget of the City library; submit appropriate reports; rates efficiency rating of subordinates; and attend meetings, conferences, and seminars;
- (9) Provide technical assistance in the establishment and operation of barangay libraries in the City pursuant to Republic Act No. 7743, otherwise known as the Philippine Library Law; and
- (10) Maintain/upkeep the City library building and its premises, and safeguard and preserve its contents.

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

**SEC. 34. *City Agriculturist.*** – (a) The city agriculturist must be a citizen of the Philippines, a resident of the City, of good moral character, a holder of a college degree preferably in agriculture or any other related course from a recognized college or university, a first grade civil service eligible or its equivalent, and must have practiced the profession in agriculture or have acquired the experience for at least five (5) years immediately preceding the date of the appointment.

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

- (1) Formulate measures for the approval of the *Sangguniang Panlungsod* and provide technical assistance and support to the City Mayor in carrying out said measures to ensure the delivery of basic services and provision of adequate facilities relative to agricultural services as provided for under Section 17 of the Local Government Code of 1991, as amended;
- (2) Develop plans and strategies and, upon approval thereof by the City Mayor, implement the same, particularly those which have to do with agricultural programs and projects which the City Mayor is empowered to implement and which the *Sangguniang Panlungsod* is empowered to provide for under the Local Government Code of 1991, as amended;
- (3) In addition to the foregoing duties and functions, the city agriculturist shall:
  - (i) Ensure that maximum assistance and access to resources in the production, processing, and marketing of agricultural and aquacultural and marine products are extended to farmers, fishermen, and local entrepreneurs;
  - (ii) Conduct or cause to be conducted location-specific agricultural researches and assist in making available the appropriate technology arising out of said researches and disseminating information on basic research on crops, prevention and control of plant diseases and pests, and other agricultural matters which will maximize productivity;
  - (iii) Assist the City Mayor in the establishment of demonstration farms or aquaculture and marine products;

- (iv) Enforce rules and regulations relating to agriculture and aquaculture; and
  - (v) Coordinate with government agencies and nongovernmental organizations which promote agricultural productivity through appropriate technology compatible with environmental integrity.
- (4) Be in the frontline of the delivery of basic agricultural services particularly those needed for the survival of the inhabitants during and in the aftermath of man-made and natural disasters and calamities; and
- (5) Recommend to the *Sangguniang Panlungsod* and advise the City Mayor on all other matters related to agriculture and aquaculture which will improve the livelihood and living conditions of the inhabitants.
- (c) Exercise such other duties and functions and perform other powers as provided for under the Local Government Code of 1991, as amended, and those that are prescribed by law or ordinance.

**SEC. 35. *City Population Officer.*** – (a) The city population officer must be a citizen of the Philippines, a resident of the City, of good moral character, a holder of a college degree preferably with specialized training in population development from a recognized college or university, a first grade civil service eligible or its equivalent, and must have acquired experience in the implementation of programs on population development or responsible parenthood for at least five (5) years immediately preceding the date of the appointment.

- (b) The city population officer shall take charge of the office of the population development, and shall:
- (1) Formulate measures for the consideration of the *Sangguniang Panlungsod* and provide technical assistance and support to the City Mayor in carrying out measures to ensure the delivery of basic services and the provision of adequate facilities relative to the integration of population development principles and in providing access to said services and facilities;
  - (2) Develop plans and strategies and, upon approval thereof by the City Mayor, implement the same, particularly those which have to do with the integration of population development principles and methods in programs and projects which the City Mayor is empowered to implement and which the *Sangguniang Panlungsod* is empowered to provide for under the Local Government Code of 1991, as amended;
  - (3) In addition to the foregoing duties and functions, the city population officer shall:

- (i) Assist the City Mayor in the implementation of the constitutional provisions relative to population development and the promotion of responsible parenthood;
- (ii) Establish and maintain an updated data bank for program operations, development planning and an educational program to ensure the people's participation in and understanding of population development; and
- (iii) Implement appropriate training programs responsive to the cultural heritage of the inhabitants.

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

**SEC. 36. *City Environment and Natural Resources Officer.*** – (a) The city environment and natural resources officer must be a citizen of the Philippines, a resident of the City, of good moral

character, a holder of a college degree preferably in environment, forestry, agriculture, or any other related course from a recognized college or university, a first grade civil service eligible or its equivalent, and must have acquired experience in environmental protection and ecology, and natural resources management, conservation, and utilization work for at least five (5) years immediately preceding the date of the appointment.

(b) The city environment and natural resources officer shall take charge of the city environment and natural resources office, and shall:

(1) Formulate measures for the *Sangguniang Panlungsod* and provide technical assistance and support to the City Mayor, in carrying out measures to ensure the delivery of basic services and provision of adequate facilities relative to environment and natural resources services as provided for under the Local Government Code of 1991, as amended;

(2) Develop plans and strategies on environmental and natural resources programs and projects and implement the same, particularly those which have to do with environment and natural resources programs and projects which the City Mayor is empowered to implement and which the *Sangguniang Panlungsod* is empowered to provide for under the Local Government Code of 1991, as amended;

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

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

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

(iii) Manage and maintain seed banks and produce seedlings for forests and tree parks;

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

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

(vi) Coordinate with government agencies and nongovernmental organizations in the implementation of measures to prevent and control land, air and water pollution with the assistance of the Department of Environment and Natural Resources (DENR).

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

(5) Recommend to the *Sangguniang Panlungsod* and advise the City Mayor on all matters relative to the protection, conservation, maximum utilization, application of appropriate technology, and other matters related to the environment and natural resources.

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

**SEC. 37. *City Cooperatives Officer.*** – (a) The city cooperatives officer must be a citizen of the Philippines, a resident of the City, of good moral character, a holder of a college degree preferably in business administration with special training on cooperatives or any related course from a recognized college or university, a first grade civil service eligible or its equivalent, and must have acquired experience in cooperatives development for at least five (5) years immediately preceding the date of the appointment.

(b) The city cooperatives officer shall take charge of the office of the development cooperatives, and shall:

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

(2) Develop plans and strategies and, upon approval thereof by the City Mayor, implement the same, particularly those which have to do with the integration of cooperatives principles and methods in programs and projects which the City Mayor is empowered to implement and which the *Sangguniang Panlungsod* is empowered to provide for under the Local Government Code of 1991, as amended;

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

(i) Assist in the organization of cooperatives;

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

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

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

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

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

**SEC. 38. *City Solid and Liquid Wastes Management Officer.*** – (a) The city solid and liquid wastes management officer must be a citizen of the Philippines, a resident of the City, of good moral character, a holder of a college degree preferably in environment, ecology, engineering, solid and liquid wastes management or any related course from a recognized college or university, and a holder of a first grade civil service eligibility or its equivalent. He must have acquired experience in environmental and natural resources management, conservation and utilization or environmental engineering for at least five (5) years.

(b) The city solid and liquid wastes management officer shall take charge of the office of the city solid and liquid wastes management, and shall:

(1) Initiate the formulation and implementation of a comprehensive and integrated Solid and Liquid Wastes Management and Monitoring Plan (SLWMMP) for the City in accordance with the parameters of sustainable urban development and management set for the City and all related national and local environmental laws, standards and issuances;

(2) The city solid and liquid wastes management officer shall:

(i) Develop and recommend specific policies, guidelines, plans and programs, practices, techniques and measures to implement component or details of solid and liquid wastes management plan;

(ii) Consult and coordinate with all concerned sectors of the City in the formulation, implementation and monitoring of the SLWMMP and its components such as the solid waste management, liquid waste management, air ambience, water quality and watershed management;

(iii) Enforce regulatory measures to manage properly solid and liquid wastes as provided in national and local legal issuances; and

(iv) Source out assistance in all forms from international, national and local partners to ensure implementation of the SLWMMP and its components, subject to the approval and guidelines set by the city government.

(3) Operate and maintain facilities and equipment related to the components of the SLWMMP; and

(4) Review sewerage plans submitted to the office of the building official for the issuance of building permits and endorse the application if result of the review is favorable.

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

## ARTICLE VIII

### BOARDS AND COUNCILS

**SEC. 39. Boards and Councils.** – The local boards and councils created pursuant to the Local Government Code of 1991, as amended, such as the City School Board, City Health Board, City Development Council, and City Peace and Order Council, shall continue to exist and function as provided for by law. Other local bodies such as the City Tourism Council, the City Convention and Visitors Bureau, the Sister-Cities Committee, the Character City Committee, the City Traffic and Transportation Management Committee, Office of the Local Zoning Officer, the City Disaster and Risk Reduction Management Council, the City Solid Waste Management Board, the City Market Authority, and the Burnham Park Management Authority shall continue to exist and function as provided for by law or ordinance.

## ARTICLE IX

### BAGUIO TOWNSITE RESERVATION AND WATERSHEDS

**SEC. 40. Alienable and Disposable Lands.** – All alienable and disposable land within the Baguio Town site Reservation shall be disposed of and awarded by the DENR through the grant of residential free patent, town site sales, or other modes of disposition pursuant to Republic Act No. 10023, otherwise known as the Free Patent Act; Commonwealth Act No. 141, otherwise known as the Public Land Act; and such other laws authorizing the disposition of the lands to qualified actual occupants thereon.

The application of Republic Act No. 10023 shall always consider the Zoning Ordinance and the City Land Use Plan. Hence, alienable and disposable public land covered by a town site sales application filed with the DENR covering areas exceeding two hundred (200) square meters shall not be subdivided for processing under a residential free patent application.

Alienable and disposable lands between roads and titled properties and lands adjoining legal easements along creeks and rivers with an area of two hundred (200) square meters, more or less, and which are not occupied by houses nor covered by vested rights, be immediately delineated, marked and corners monumented not later than twelve (12) months from its effectiveness, shall form part of the greenbelt areas of Baguio City, and shall not be awarded to private individuals.

**SEC. 41. Conduct of Subdivision Survey.** – In coordination with the DENR, the City shall advance the cost for the conduct of a subdivision survey of all its alienable and disposable public lands which are part of its town site reservation in accordance with its land use development plan, and segregate therein the areas for public use such as road systems, greenbelt areas, playground lots, health center sites, school sites and danger zones, as determined by geosciences experts from the Mines and Geosciences Bureau (MGB) of the DENR.

**SEC. 42. Special Committee on Lands.** – There shall be created a Special Committee on Lands to assist the DENR and to serve as venue for the resolution of all land-related issues in the City. It shall protect the interest of the City and its long-time occupants, especially the review of: (i) all ancestral land claims; (ii) the conversion of lands; and (iii) disposition of public lands including, if possible, the streamlining of the modes of disposition to those most appropriate for the City in order to achieve a balanced development while ensuring land tenure security and equity.

The Special Committee on Lands shall be chaired by the City Mayor or City Vice Mayor or the Committee on Land Use and Urban Development, with DENR as co-chair and National Commission on Indigenous Peoples (NCIP) as vice chair.

**SEC. 43. City Watersheds.** – The Baguio City Government shall protect, preserve and develop its watersheds and shall impose penal sanctions on anyone who infringes on the said water sources of the City. The forest reservations and water sources within the Bases Conversion and Development Authority (BCDA) lands shall remain under the jurisdiction of the BCDA.

## ARTICLE X

### ANCESTRAL LANDS

**SEC. 44. Ancestral Lands.** – Pursuant to Republic Act No. 8371, otherwise known as “The Indigenous Peoples Rights Act of 1997”, legitimate ancestral lands are considered private properties or lands and are not part of the Baguio Town site Reservation.

The applications covering lands which are subject to pending ancestral land claims before the NCIP shall not be processed and shall not be acted upon pursuant to this Act from the moment the said ancestral land claims have been denied with finality.

## ARTICLE XI

### CAMP JOHN HAY RESERVATION

**SEC. 45. *Camp John Hay Reservation.*** – The Camp John Hay Reservation covering a total land area of 6,254,105 square meters, which was transferred to the BCDA by virtue of Republic Act No.7227, as amended, otherwise known as the “Bases Conversion and Development Act of 1992”, as amended, is not part of the Baguio Townsite Reservation.

## ARTICLE XII

### TRANSITORY PROVISIONS

**SEC. 46. *Ordinances Prior to the Approval of this Act.*** – All ordinances and resolutions of the City of Baguio existing at the time of the approval of this Act shall continue to be in force and effect until the *Sangguniang Panlungsod* of the City shall declare otherwise.

**SEC. 47. *Incumbent Representative and Other Elective and Appointive Officials.*** – The incumbent Representative of the Lone Legislative District of the City of Baguio and other elective and appointive officials of the City shall continue to exercise their powers and functions until the expiration of their terms of office, pursuant to the Constitution and existing laws.

**SEC. 48. *Lone Legislative District.*** – Until otherwise provided by law, the City of Baguio shall continue to exist as a lone legislative district.

**SEC. 49. *Identity of the City.*** – The City shall retain its identity as a highly-urbanized city, and shall remain part of the Cordillera Administrative Region. The City may form part of any growth corridor that will be established or of any aggrupation of LGUs that shall undertake to consolidate or coordinate their efforts, services, and resources for purposes commonly beneficial to them such as those being undertaken by the City, and the municipalities of La Trinidad, Itogon, Sablan, Tuba, and Tublay, commonly known as the BLISTT.

## ARTICLE XII

### FINAL PROVISIONS

**SEC. 50. *Applicability of Laws.*** – The provisions of the Local Government Code of 1991, as amended, and such other laws applicable to highly-urbanized cities shall govern the City.

**SEC. 51. *Separability Clause.*** – If any part or provision of this Act is declared invalid or unconstitutional, the other parts or provisions hereof shall remain valid and effective.

**SEC. 52. *Repealing Clause.*** – The provisions of the Charter of the City of Baguio as contained in Act No.2711, otherwise known as the “Revised Administrative Code of 1917”, as amended, and all other laws, decrees, rules and regulations or parts thereof inconsistent with the provisions of this Act are hereby repealed, amended or modified accordingly.

**SEC. 53. *Effectivity.*** – This Act shall take effect fifteen (15) days after its publication in the *Official Gazette* or in a newspaper of general circulation.

*Approved,*