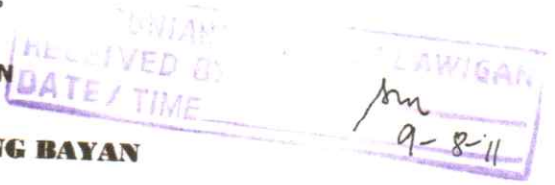




Republic of the Philippines  
Province of Isabela  
MUNICIPALITY OF PALANAN



### OFFICE OF THE SANGGUNIANG BAYAN

Excerpt from the minutes of the Regular Session of the Sangguniang Bayan of Palanan, Isabela held at the SB Session Hall on August 1, 2011.

**PRESENT:**

Hon. Pacita Mona Q. Atanacio	Mun. Vice-Mayor/Presiding Officer
Hon. Angelina A. Bernardo	SB Member
Hon. Marcos O. Cabaldo	SB Member
Hon. Robert B. Neri	SB Member
Hon. Leonardo E. Vila	SB Member
Hon. Gloria D. Cauilan	SB Member
Hon. Rodolfo M. Bernardo, Jr.	SB Member
Hon. Irene B. Gonzales	SB Member
Hon. Angelito A. Bernardo	LMB President

**ABSENT:**

Hon. Isabelo F. Salazar	SB Member
Hon. Earl John Angelo S. Bernardo	SK Federation President

### MUNICIPAL ORDINANCE NO. 2011 - 12

**AN ORDINANCE CREATING THE MUNICIPAL HOUSING BOARD OF PALANAN, ISABELA, DEFINING ITS CLEARING HOUSE FUNCTIONS PURSUANT TO EXECUTIVE ORDER NO. 708, SERIES OF 2008, AND FOR OTHER PURPOSES.**

Be it ordained by the Sangguniang Bayan of Palanan, Isabela in Session assembled that:

**Section 1 - CREATION** - Pursuant to Executive Order No. 708, series of 2008, there is hereby created a Local Housing Board which shall be called as Municipal Housing Board of Palanan, Isabela.

**Section 2 - COMPOSITION** - The Municipal Housing Board of Palanan, Isabela, which shall hereinafter be referred to as the "Board", shall be composed of the following:

**Chairperson:** Municipal Mayor  
**Members:**

1. Chairperson, Sanggunian Committee on Housing and Urban Development or its equivalent;
2. Municipal Planning and Development Coordinator (MPDC);
3. Municipal Engineer;
4. A representative from the Presidential Commission for the Urban Poor;
5. A representative of a duly accredited People's Organization and operating in the municipality. Provided, that a People's Organization (PO) which is already represented in the Local Development Council may be concurrently represented in the Board; and
6. A representative of a SEC-registered and duly accredited Non-Governmental Organization and operating in the municipality. Provided, that a Non-Governmental Organization which is already represented in the Local Development Council may be concurrently represented in the board.

**Section 3 - POWERS AND FUNCTIONS** - As the sole Clearing House for eviction and demolition activities concerning informal settlers in danger areas, public places and government projects, the Board shall exercise the following powers and functions:

1. Monitor all evictions and demolitions, whether voluntary, Extra-Judicial, Summary or Court- Ordered;

2. Require the proponent of eviction and demolition, i.e., National Government, Department, Agency, Institution or Local Government or its duly authorized representative, to first secure from the Board the checklist, guidelines and eviction and demolition Compliance Certificate prior to the actual implementation thereof and thereafter, to submit to the Board the completed checklists, attested to under oath by the proponent and indicating that:
  - a. Adequate consultations with the affected families were undertaken;
  - b. Adequate resettlement site and relocation facilities are made available; and
  - c. The provisions of Section 3, paragraph 1 of the implementing Rules and Regulations of Section 28 of Republic Act No. 7279 (Pre-relocation) have been complied with.

**Section 4 – APPLICATION FOR AN EVICTION AND DEMOLITION COMPLIANCE CERTIFICATE –**  
Every proponent of an Extra-Judicial eviction and demolition, whether administrative or summary, shall, prior to actual eviction and demolition, secure a Compliance Certificate from the Board. The process of applying for the said certificate shall be as follows:

1. In the case of an administrative eviction and demolition involving the underprivileged and homeless, the proponent shall obtain from the Board, the proper application form for Certificate of Compliance and submit the same together with the required documents as listed in the appropriate checklist at least Fifteen (15) days prior to the actual conduct of eviction and demolition.

In the case of a summary eviction and demolition, the proponent shall likewise obtain an application for Certificate of Compliance. Provided, that the application shall be submitted at least seven (7) working days prior to the actual conduct of the same, pursuant to the rules on summary demolitions. However, in the event that the affected persons are found to be among those subject to administrative eviction or demolition, the Board shall immediately inform the proponent and require the proper application for Certificate of Compliance.

In the case of a voluntary eviction and demolition, the proponent shall obtain from the Board the proper application for certificate of Compliance and submit the same together with the required documents as listed in the appropriate checklist at least Fifteen (15) working days prior to the actual conduct of eviction and demolition.

2. If the application is sufficient in form and substance, the Board, upon verification, approves the application, issues the proper Certificate of Compliance and notifies the proponent;
3. The certification shall indicate the name of the proponent, the purpose and the location of the area applied for eviction and demolition, a statement of compliance to the pertinent rules covering the eviction or demolition applied for, an authorization or approval for the rendering of police assistance, validity period, the date of issuance, and the authorized signature.
4. If the application is incomplete in form and substance, the Board informs the proponent and the latter has to comply with the deficiency within Ten (10) working days from notification, with the exception of a summary eviction and demolition which shall be complied with within Three (3) working days from notification.

In the event that the deficiency is not complied with within the periods mentioned herein, the proponents shall be required to re-apply for a new Compliance Certificate.

5. In cases where the board issues a certification or the proponent has already complied with the deficient requirements for application and thus acquired a certification, the eviction and demolition will proceed as a matter of course.

**Section 5 – AUTHORIZED POLICE ASSISTANCE** – A proponent of an eviction and demolition, maybe provided with duly authorized police assistance only upon prior compliance with the statutory requirements under Sections 27, 28 and 30 of Republic Act No. 7279 and their implementing rules and regulations, checklist and Compliance Certificate requirements, or with the written notice requirements when applicable, as certified or authorized by the Board.

In the case of a Court-ordered demolition, police assistance shall only be allowed under the following circumstances:

1. In pursuance of any Court Order specifying police action or assistance;
2. In any case or event where voluntary eviction and dismantling of structures are agreed upon, in writing, by the concerned parties, and approved by the Board;
3. In the case of a local infrastructure project where police assistance is required;
4. In the case of national Infrastructure projects, Provided, however, that the duly authorized official of the Board has approved the same in writing; and
5. In any other case of eviction and demolition where police assistance is necessary to preserve peace and order. Provided, however, that the duly authorized official of the Board has approved the same in writing.

For purposes of the above, a written request by the Sheriff for police assistance in the implementation of a Court Order or Writ with certified copies of the said Order or Writ annexed therein shall suffice for the police to render assistance without further need of obtaining the approval of the Board. In lieu of the approval of the Board, the concerned PNP Officer shall merely inform the Board in writing of the date of eviction and demolition at least Three (3) days prior to the actual conduct of the same. The written notice shall contain copies of the Sheriff's request for police assistance, the Order or Writ to be implemented and other pertinent documents.

In any of the circumstances specified above, the members of the PNP tapped to provide police assistance must be in the proper uniform and in appropriate cases, carry with them the necessary documents supporting the provision of police action or assistance.

The provisions of the above notwithstanding, the request for police assistance shall be subject to the pertinent guidelines and regulations of the Philippine National Police (PNP).

**Section 6 – OVERSIGHT** – The Board shall, in coordination with other Government Agencies including the proponent, oversee the conduct of evictions and demolitions in accordance with sections 27, 28 and 30 of RA 7279 and their implementing rules and regulations.

In the case of an Extra-Judicial eviction and demolition as defined in the implementing guidelines of Executive Order No. 152, series of 2002, the Compliance Certificate applications shall constitute inputs for data-banking activities, and serve as advance notice to ensure Board's presence or representative during the conduct of an eviction and demolition.

In the case of a Court-Ordered eviction and demolition, the Board shall establish the appropriate measures to monitor the same in coordination with pertinent government agencies.

**Section 7 – MEETING AND QUORUM** – The Board shall meet at least once a month or as often as may be deemed necessary. The presence of the Chairman and the majority of the members of the Board shall constitute a quorum to transact official business.

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**Section 8 – EXECUTIVE COMMITTEE** – The Board shall create a Three-Member Executive Committee (Execom) from among its members to represent it and act in its behalf when it is not in Session. The Mayor or his duly designated representative shall head the EXECOM.

**Section 9 – SECRETARIAT** – The Board shall appoint at least Two (2) staff who will act as secretariat of the Board.

**Section 10 – BUDGET** - The Municipal Government shall appropriate at least one Percent (1%) of its Annual Internal Revenue Allotment (IRA) for the operations and activities of the Board.

**Section 11 – COOPERATION OF CONCERNED AGENCIES** – The Board shall coordinate with all concerned Government Agencies, such as the Department of Interior and Local Government (DILG), Philippine National Police (PNP), Department of Social Welfare and development (DSWD), Department of Public Works and Highways (DPWH), Department of Health (DOH), Housing and Urban Development Coordinating Council (HUDCC), National Housing Authority (NHA) and the Presidential Commission for the Urban Poor (PCUP) to ensure the effective and efficient implementation of this ordinance.

**Section 12 – SUBMISSION OF PERIODIC REPORTS** – The Board shall submit quarterly reports to the Department of the Interior and Local Government (DILG), through the DILG Regional Office, relative to the status of compliance with the provisions of this Ordinance and the pertinent provisions of laws governing eviction, demolition and relocation activities.

**Section 13 – PENALTIES** – Failure to comply with the statutory requirements as stated in this Memorandum Circular, or any act of misrepresentation or fraud in connection with any information contained in any verification report or any application for Certificate of Compliance or in securing the same, shall subject the government officials or employees responsible for such omission, misrepresentation or fraud to:

1. Disciplinary action under Book I, Title Two, Chapter 4 of the Local Government Code; or
2. Prosecution under the penalty clause of Republic Act. No. 7279, to quote:

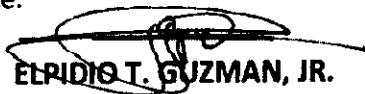
**Section 45 – Penalty Clause** – Any person who violates any provision of this Act shall be imposed the penalty of not more than Six (6) years of imprisonment or a fine of not less than Five Thousand (Php 5,000.00) Pesos but not more than One Hundred Thousand (Php 100,000.00) Pesos or both, at the discretion of the Court.

**Section 14 – REPEALING CLAUSE** – All Ordinances and other Municipal Issuances, or any part or parts hereof, which are inconsistent with the provisions of this ordinance are hereby repealed or modified accordingly.

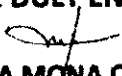
**Section 15 – SEPARABILITY CLAUSE** – Should any provision of this Ordinance be declared invalid, the validity of the other provisions hereof shall be unaffected thereby.

**Section 16 – EFFECTIVITY** – This ordinance shall take effect upon its approval.

*I hereby attest to the correctness of the foregoing Ordinance.*

  
**ELPIDIO T. GUZMAN, JR.**  
Secretary to the Sanggunian

**ATTESTED AND CERTIFIED  
TO BE DULY ENACTED:**

  
**PACITA MONA Q. ATANACIO**  
Mun. Vice-Mayor/Presiding Officer

Municipal Ordinance No. 2011- 12 – Creating the Municipal Housing Board of Palanan, Isabela...

  
HON. ANGELINA A. BERNARDO  
SB Member

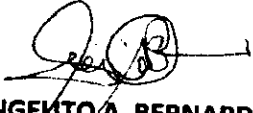
  
HON. RODOLFO M. BERNARDO, JR.  
SB Member

  
HON. MARCOS O. CABALDO  
SB Member

  
HON. GLORIA D. CAULAN  
SB Member

  
HON. ROBERT B. NERI  
SB Member

  
HON. IRENE B. GONZALES  
SB Member

  
HON. ANGELO A. BERNARDO  
LMB President

  
HON. LEONARDO E. VILA  
SB Member

APPROVED:

  
ANGELO A. BERNARDO  
Municipal Mayor