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

EIGHTEENTH CONGRESS
2nd Regular Session

House Bill No. 7362

Introduced by Representatives ERIC GO YAP and PAOLO Z. DUTERTE

EXPLANATORY NOTE

Baliwag is one of the oldest towns in the Province of Bulacan. Historical records show that it was the 10th town founded by the Agustinians in the province in 1733, after having been a cabecerría or barangay in Quingua (now Plaridel). Its foundation was made official in the provincial charter on May 15, 1734.

Following the law which provides for the conversion of a municipality into a component city, Baliwag meets the average annual income and population requirements. At present, Baliwag prides itself as a home to over 157,000 residents who unceasingly contribute to its booming economy, development, and progress. For Fiscal Years 2016 and 2017, the Bureau of Local Government Finance certified that the Average Annual income of Baliwag is Php 100,000,719, based on the 2000 constant prices.

This bill seeks to convert the Municipality of Baliwag into a component city in the Province of Bulacan to be known as the Baliwag City. This conversion will venture on the full economic potential of the Baliwag – as it shall pave the way for more development and added services to the growing population. Moreover, it will provide the means to properly address issues and concerns of its constituents.

The conversion of Baliwag into a component city has also been endorsed by multi-sectoral groups, government officials and employees, barangay officials, civic groups and the majority residents of its 27 barangays.

In view of the foregoing, approval of this bill is earnestly sought.

ERIC GO YAP  

PAOLO Z. DUTERTE
Republic of the Philippines  
HOUSE OF REPRESENTATIVES  
Quezon City, Metro Manila  

EIGHTEENTH CONGRESS  
2nd Regular Session  

House Bill No. 7362  

Introduced by Representatives ERIC GO YAP and PAOLO Z. DUTERTE  

AN ACT  
CONVERTING THE MUNICIPALITY OF BALIWAG INTO A COMPONENT CITY TO BE KNOWN AS BALIWAG CITY  

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

ARTICLE I. GENERAL PROVISIONS  

SECTION 1. Title. This Act shall be known as the Charter of Baliwag City.  

SECTION 2. Baliwag City. The Municipality of Baliwag shall be converted into a component city to be known as Baliwag City, hereinafter referred to as the City, which shall comprise the present territory of the Municipality of Baliwag in the Province of Baliwag.  

SECTION 3. Corporate Powers of the City. The City constitutes a political body corporate and as such is endowed with the attribute 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:  

To have a continuous succession in its corporate name;  
To sue and be sued;  
To have and use a corporate seal;  
To acquire and convey real or personal property;  
To enter into contracts; and  
To exercise such other powers as are granted to corporations, subject to the limitations provided by this Act and other laws.  

SECTION 4. General Powers of the City. The City shall have a common seal and may alter the same at pleasure. It shall exercise the powers to levy taxes and close roads, streets, alleys, parks or squares. It may take, purchase, receive hold, lease, convey, and dispose of real and personal property for the general interest of the City,
condemn private property for public use, contract and be contracted with, sue and be sued, prosecute and defend to final judgment and execution suits wherein said City is a party, and exercise all the powers as are granted to corporations and/or hereinafter conferred.

SECTION 5. Liability of Damages. The City and its officials shall not be liable for death or injury to persons or damage to property done or caused as a consequence or result of discharge or performance of official functions within the scope of their duties.

SECTION 6. Jurisdiction of the City. The jurisdiction of Baliwag City, for police purposes only, shall be coextensive, and for the purpose of protecting and insuring the purity of the water supply of the City, such police jurisdiction shall also extend over all territory within the drainage area of such water supply, or within one hundred meters (100 m.) of any reservoir, conduit, canal, aqueduct, or pumping station used in connection with the city water service. The city court of the City shall have concurrent jurisdiction with the city or municipal court of the adjoining municipalities or cities, to try crimes and misdemeanors committed within said drainage area, or within said spaces of one hundred meters (100m). The court first taking cognizance of such an offense shall have jurisdiction to try said cases to the exclusion of others. The police force of the several municipalities and cities concerned shall have concurrent jurisdiction with the police force of the City for the maintenance of good order and the enforcement of ordinances throughout said zone, area, or spaces. But any license that may be issued within said zone, area, or spaces shall be granted by the proper authorities of the city or municipality concerned, and the fees arising there from shall accrue to the treasury of the said city or municipality concerned and not the city.

ARTICLE II. CITY OFFICIALS IN GENERAL

SECTION 7. The Officials of Baliwag City. (a) There shall be in Baliwag City a City Mayor, a Vice Mayor, Sangguniang Panlungsod members, a secretary, to the Sangguniang Panlungsod, a city treasurer and an assistant city treasurer, a city assessor, a city accountant, a city budget officer, a city planning and development coordinator, a city engineer, a city health officer, a city local civil registrar, a city administrator, a city legal officer, a city social welfare and social development officer, a city agriculturist and a city general services officer.

In addition thereto, the City Mayor may appoint a city architect, a city information officer, a city information and technology officer, a city human resource and management officer, a city environmental and natural resources officer, a city public order and safety officer, a city veterinarian, a city disaster risk reduction and management officer, a city business permit and licensing officer, a city economic and investment promotions officer, a city youth and development officer, a city population officer, a city nutrition officer, a city tourism officer, and a city PESO Manager.
The Baliwag City may:

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

Create such other offices as may be necessary to carry out the purposes of the City; or

Consolidate the functions of any office with those of another in the interest of efficiency and economy;

Unless otherwise provided herein, all appointive city officials of the City 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.

ARTICLE III. THE CITY MAYOR AND VICE-MAYOR

SECTION 8. The City Mayor. The City Mayor shall be the chief executive of the city. He shall be elected at large by the qualified voters of the city. No person shall be eligible for the position of the City Mayor unless at the time of the election he is at least twenty-three (23) years of age, an actual resident of the city for at least one (1) year prior to his election, and a qualified voter therein. He shall hold office for three (3) years, unless sooner removed, and shall receive a minimum monthly compensation corresponding to salary grade thirty (30) as prescribed under Republic Act No. 6758 and the implementing guidelines issued pursuant thereto.

The City Mayor, as the chief executive of the city government, shall exercise such powers and perform such duties and functions as provided herein:

Exercise those powers expressly granted to him by law, those necessarily implied there from, as well as powers necessary, appropriate, or incidental for the efficient and effective governance of the City, and those which are essential to the promotion of general welfare:

Determine the guidelines of city policies and be responsible for the Sangguniang Panlungsod for the program of government;

Direct the formulation of the city development plan, with the assistance of the city development council, and upon approval thereof by the Sangguniang Panlungsod, implement the same;

Present the program of government and propose policies and projects for the for the consideration of the Sangguniang Panlungsod at the opening of the regular session of the Sangguniang Panlungsod every calendar year and as often as may be deemed necessary as the general welfare of the inhabitants and the needs of the city government may require;
Initiate and propose legislative measures to the Sangguniang Panglungsod and as often as may be deemed necessary, provide such information and data needed or requested by said Sanggunian in the performance of its legislative functions;

Appoint all officials and employees whose salaries and wages wholly or mainly paid out of city funds and whose appointments are not otherwise provided for in this Act, as well as those he may be authorized by law to appoint;

Represent the City in all its business transactions and sign on its behalf all bonds, contracts, and obligations, and such other documents upon authority of the Sangguniang Panglungsod or pursuant to law or ordinance;

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

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

Allocate and assign office space to the City and other officials and employees who, by law or ordinance, are entitled to such space in the city hall and other buildings owned and leased by the city government;

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

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

Furnish copies of executive orders issued by him to the Office of the Governor within seventy-two (72) hours after their issuance;

Visit component barangays of the City at least once every six (6) months to deepen his understanding of problems and conditions, listen and give appropriate counsel to local officials and inhabitants of general laws and ordinances which especially concern them, and otherwise conduct visits and inspections to ensure that the governance of the City will improve the quality of life of the inhabitants;

Act on leave applications of officials and employees appointed by him and the commutation of the monetary value of their leave credits in accordance with law;

Authorize official trips of city officials and employees outside of the City for a period not exceeding thirty (30) days; Provided, that the trips abroad or for a longer period may be authorized in accordance with the Local Government Code;
Call upon any national official employee stationed in or assigned in the City to advise him on matters affecting the City and to make recommendations thereon; coordinate with said officials or employees in the formulation and implementation of plans, programs, and projects; and when appropriate, initiate any administrative or judicial action against a national government official or employee who may have committed an offense in the performance of his official duties while stationed in or assigned to the City;

Authorize payment for medical care, necessary transportation, subsistence, hospital or medical fees of city officials and employees who are injured while in the performance of their official duties and functions, subject to availability of funds;

Solemnize marriages, any provision of law to the contrary notwithstanding;

Conduct an annual Palarong Pambansa, which shall feature traditional sports and disciplines included in national and international games, in coordination with the Department of Education; and

Submit to the Office of the Governor the following reports: (i) an annual report containing a summary of all matters pertinent to the management, administration, and development of the City and all information and data relative to its political, social and economic conditions; and (ii) supplemental reports when unexpected events and situations arise at any time during the year, particularly when man-made or natural disasters or calamities affect the general welfare of the City;

Enforce all laws and ordinances relative to the governance of the City and in the exercise of its appropriate corporate powers, as well as implement all approved policies, programs, projects, services, and activities of the City;

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

Call conventions, conferences, seminars, or meetings of elective and appropriate officials of the City, including national officials and employees stationed in or assigned to the City, at such time and place and on such subject as he may deem important for the promotion of the general welfare of the local government unit and its inhabitants;

Issue such executive orders for the faithful and appropriate enforcement and execution of laws and ordinances;

Be entitled to carry necessary firearm within his territorial jurisdiction;

Act as the deputized representative to the National Police Commission, formulate the peace and order plan of the City and upon its approval, implement the same; and as such, exercise general and operational control and supervision over the local police forces in the City, in accordance with Republic Act No. 6975; and
Call upon the appropriate law enforcement agencies to suppress disorder,

riot, lawless violence, rebellion or sedition, or to apprehend violators of the law when
public interest so requires and the City police forces are inadequate to cope with the
situation of the violators;

Initiate and maximize the generation of resources and revenues, and apply the same
to the implementation of development plans, programs, objectives and priorities,
particularly those resources and revenues programmed for agro-industrial
development and countryside growth and progress;

Require each head of an office or department to prepare and submit an estimate of
appropriations for the ensuing calendar year, in accordance with the budget
preparation process in accordance with the provisions of the Local Government Code;

Prepare and submit to the Sanggunian for approval the executive and supplemental
budgets of the City for the ensuing calendar year in the manner provided for under
the Local Government Code;

Ensure that all taxes and other revenues of the City are collected, and that city funds
are applied to the payment of expenses and settlement of obligations of the City in
according with law or ordinance;

Issue licenses and permits and suspend or revoke the same for any violation of the
conditions upon which said licenses or permits had been issued, pursuant to law or
ordinance;

Issue permits, without need of approval therefore from any national agency, for the
holding of activities for any charitable or welfare purpose, excluding prohibited
games of chance or shows contrary to law, public policy and public morals;

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

Adopt the adequate measures to safeguard and conserve land, mineral, marine, forest
and other resources of the City;

Provide efficient and effective property and supply management in the City; and
protect the funds, credits, rights and other properties of the City; and

Institute or cause to be instituted administrative or judicial proceedings for violation
of ordinances in the collection of taxes, fees or charges, and for the recovery of funds
and property; and cause the City to be defended against all suits to ensure that its
interests, resources, and rights shall be adequately protected.
Ensure the delivery of basic services and the provision of adequate facilities and, in addition thereto:

Ensure that the construction and repair of roads and highways funded by the national government shall be, as far as practicable, carried out in spatially contiguous manner and in coordination with the construction and repair of the roads and bridges of the City;

Coordinate the implementation of technical services, including public works and infrastructure programs, rendered by national offices;

Perform such other duties and functions and exercise such other powers, as provided for under Republic Act No. 7160, otherwise known as the Local Government Code of 1991, and those that are prescribed by law or ordinance.

SECTION 9. The City Vice Mayor. There shall be a Vice-Mayor who shall be elected in the same manner as the City Mayor and shall at the time of his election possess the same qualifications as the City Mayor. He shall hold office for three (3) years, unless sooner removed, and shall receive a monthly compensation corresponding to salary grade twenty-eight (28) as prescribed under Republic Act No. 6758 and the implementing guidelines pursuant thereto:

The Vice Mayor shall:

Act as presiding officer of the Sangguniang Panlungsod and sign all warrants drawn on the city treasury for all expenditures appropriated for the operation of the Sangguniang Panlungsod;

Subject to civil service law, rules and regulations, appoint all officials and employees of the Sangguniang Panlungsod, except those whose manner of appointment is specifically provided for under existing laws;

Assume the office of the City Mayor for the unexpired term of the latter in the event of permanent vacancy;

Exercise the powers and perform the duties and functions of the City Mayor in cases of temporary vacancy; and

Perform such other duties and functions and exercise such other powers as provided for under Republic Act No. 7160, otherwise known as the Local Government Code of 1991, and those that are prescribed by law or ordinance.

ARTICLE IV. THE SANGGUNIANG PANLUNGSOD
SECTION 10. The Sangguniang Panlungsod. The Sangguniang Panlungsod, the legislative body of the City, shall be composed of the City Vice Mayor as presiding officer, the regular Sanggunian members, the president of the city chapter of the Liga ng mga Barangay, the president of the Panlungsod na Federasyon ng mga Sangguniang Kabataan, and the sectoral representatives, as members.

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) from the industrial workers; and one (1) from other sectors, including the urban poor or disabled persons.

The regular members of the Sangguniang Panlungsod and the sectoral representatives shall be elected in the manner as may be provided for by law. The elective members of the Sangguniang Panlungsod shall possess the same qualifications as that of the City Mayor and vice-mayor. They shall receive such compensation, emoluments, and allowances as may be determined by law.

The Sangguniang Panlungsod shall:

Approve ordinances and pass resolutions necessary for an efficient and effective government and, in this connection shall:

Review all ordinances approved by the Sangguniang Barangay and executive orders issued by the Punong Barangay to determine whether these are within the scope of the prescribed powers of the Sanggunian and the Punong Barangay;

Maintain peace and order by enacting measures to prevent and suppress lawlessness, disorder, riot, violence, rebellion or sedition and impose penalties for the violation of said ordinance;

Approve ordinances imposing a fine not exceeding Five thousand pesos (P 5,000.00) or an imprisonment for a period not exceeding one (1) year, or both at the discretion of the court, for the violation of a city ordinance;

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

Enact ordinances intended to prevent, suppress and impose appropriate penalties for habitual drunkenness in public places. Vagrancy, mendicancy, prostitution, establishment and maintenance of houses of ill repute, gambling and other prohibited games of chance, fraudulent devices and ways to obtain money or property, drug addiction, maintenance of drug dens, drug pushing, juvenile delinquency, the printing, distribution or exhibition of obscene or pornographic materials or publications, and such other activities inimical to the welfare and morals of the inhabitants of the City;
Protect the environment and impose appropriate penalties for acts which endanger the environment and such other activities which result in pollution, acceleration of eutrophication of rivers or of ecological imbalance;

Subject to the provisions of the Local Government Code and pertinent laws, determine the powers and duties of officials and employees of the City;

Determine the positions and the salaries, wages, allowances and other emoluments and benefits of officials and employees paid wholly or mainly from city funds and provide for expenditure necessary for the proper conduct of programs, projects, services, and activities of the city government;

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

Provide a mechanism and the appropriate funds therefore, to ensure the safety and protection of all city government property, public documents, or records such as those relating to property inventory, land ownership, records of births, marriages, deaths, assessments, taxation accounts, business permits, and such other records and documents of public interest in the offices and departments of the city government;

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

Provide legal assistance to barangay officials who, in the performance of their official duties or on the occasion thereof, have to initiate judicial proceedings or defend themselves against legal action; and

Provide for group insurance or additional insurance coverage for all barangay officials, including members of barangay tanod brigades and other service units, with public or private insurance companies; when the finances of the city government allow said coverage;

Generate and maximize the use of resources and revenues for the development plans, program objectives, and priorities of the City, with particular attention to agro-industrial development and city-wide growth and progress:

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

Subject to the provisions of Book II of the Local Government Code and applicable laws and upon the majority vote of all the members of the Sangguniang Panlungsod, enact
ordinances levying taxes, fees and charges, prescribing the rate thereof for general and specific purposes, and granting tax exemptions, incentives or reliefs;

Subject to the provisions of the Local Government Code and upon the majority vote of all the members of the Sangguniang Panlungsod, authorize the City Mayor to negotiate and contract loans and other forms of indebtedness;

Subject to the provisions of Book II of the Local Government Code and applicable laws and upon the majority vote of all the members of the Sangguniang Panlungsod, enact ordinances authorizing the floating of bonds or other instruments of indebtedness, for the purpose of raising funds to finance development projects;

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

Prescribe reasonable limits and restraints on the use of property within the jurisdiction of the City;

Adopt a comprehensive land use for the City;

Reclassify land within the jurisdiction of the City, subject to the pertinent provisions of the Local Government Code;

Enact integrated zoning ordinances in consonance with the approved comprehensive land use plan, subject to existing laws, rules and regulations; establish fire limits or zones, particularly in populous centers; and regulate the construction, repair or modifications of buildings within said fire limits or zones in accordance with the provisions of the Fire Code;

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

Subject to the provisions of Book II of the Local Government Code, control fishing and related activities within the City rivers and waters;

With the concurrence of at least two-thirds (2/3) of all the members of the Sangguniang Panlungsod, grant tax exemptions, incentives or reliefs to entities engaged in community growth-inducing industries, subject to the provisions of the Local Government Code;
Grant loans or provide grants to other local government units or to national, provincial, and city charitable, benevolent or educational institutions: Provided, that said institutions are operated and maintained within the City;

Regulate the numbering of residential, commercial, and other buildings;

and

Regulate the inspection, weighing and measuring of article of commerce;

Subject to the provisions of the Local Government Code of 1991, enact ordinances granting franchises and authorizing the issuance of permits or licenses, upon such conditions and for such purposes intended to promote the general welfare of the inhabitants of the City and, pursuant to this legislative authority, shall:

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

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

Provide for and set the terms and conditions under which public utilities owned by the City shall be operated by the city government, and prescribe the conditions under which the same may be leased to private persons or entities, preferably cooperatives;

Regulate the display of and fix the license fees for signs, signboards, or bill boards at the place or places where the profession or business advertised thereby is, in whole or in part, conducted;

Any law to the contrary notwithstanding, authorize and license the establishment, operation, and maintenance of cockpits, and regulate cockfighting and commercial breeding of gamecocks, Provided, that the existing rights should not be prejudiced;

Subject to the guidelines, prescribed by the Department of Transportation and Communication, regulate the operation of tricycles and grant franchises for the operation thereof within the territorial jurisdiction of the City; and

Upon approval by a majority vote of all the members of the Sangguniang Panlungsod, grant a franchise to any person, partnership, corporation, or cooperative to do business within the City; establish, construct, operate and maintain ferries, wharves, markets or slaughterhouses; or undertake such other activities within the City as may be allowed by existing laws: Provided, That cooperatives shall be given preferences in the grant of such franchise;

Regulate the activities relative to the use of land, buildings and structures within the City in order to promote the general welfare and, for said purpose, shall:
Declare, prevent, or abate any nuisance;

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

Regulate the disposal of clinical and other wastes from hospitals, clinics, and other similar establishments;

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

Regulate the sale, giving away or dispensing any intoxicating malt, vino, mixed, or fermented liquors at any retail outlet;

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

Regulate the establishment, operation, and maintenance of any entertainment or amusement facilities, including the theatrical performances, circuses, billiard pools, public dancing schools, public dance halls, sauna baths, massage parlors, and other places for entertainment or amusement; regulate such other events or activities for amusement or entertainment, particularly those which tend to disturb the community or annoy the inhabitants, or require the suspension or suppression of the same; or prohibit certain forms of amusement or entertainment in order to protect the social and moral welfare of the community;

Provide for the impounding of stray animals; regulate the keeping of animals in homes or as part of business and the slaughter, sale or disposition of the same; and adopt measures to prevent and penalize cruelty to animals; and

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

Approve ordinances which shall ensure the efficient and effective delivery of the basic services and facilities as provided for under the Local Government Code and, in addition to said services and facilities, shall:

Provide the establishment, maintenance, protection, and conservation of tree parks and green belts;

Establish markets, slaughterhouses or animal corrals and authorize the operation thereof by the city government; and regulate the construction and operation of private markets, talipapas or other similar buildings and structures;
Authorize the establishment, maintenance and operation by the city government of ferries, wharves, and other structures intended to accelerate productivity related to marine life and the preservation thereof;

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

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

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

Subject to existing laws, establish and provide for the maintenance, repair and operation of an efficient waterworks system to supply water for the inhabitants and to purify the source of the water supply; regulate the construction, maintenance, repair and use of hydrants, pumps, cisterns and reservoirs; protect the purity and quantity of the water supply of the City and, for this purpose, extend the coverage of appropriate ordinances over all territory within the drainage area of solid water supply and within one hundred meter (100 m.) of the reservoir, conduit, canal, aqueduct, pumping station, or watershed used in connection with the water service; and regulate the consumption, use or wastage of water and fix and collect charges therefore;

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

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

Subject to the availability of funds and to existing laws, rules and regulations, establish and provide for the operation of vocational and technical schools and similar post-secondary institutions and, with the approval of the Department of Education and
subject to existing law on tuition fees, fix and collect reasonable tuition fees and other school charges in educational institutions supported by the city government;

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

Approve measures and adopt quarantine regulations to prevent the introduction and spread of diseases;

Provide for an efficient and effective system of solid waste and garbage collection and prohibit littering and placing or throwing of garbage, refuse and other filth and wastes;

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

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

Establish a city council whose purpose is the promotion of culture and the arts, coordinate with government agencies and nongovernmental organization and, subject to the availability of funds, appropriate funds for the support and development of the same; and

Establish a city council for the elderly and senior citizens which shall formulate policies and adopt measures mutually beneficial to the elderly and to the community; provide incentives for nongovernmental agencies and entities and, subject to the availability of funds, appropriate funds to support programs and projects for the benefit of the elderly; and

Perform such other duties and functions and exercise such other powers as provided for under Republic Act No. 7160, otherwise known as the Local Government Code of 1991, and those that are prescribed by law or ordinance.

ARTICLE V. PROCESS OF LEGISLATION

SECTION 11. Internal Rules of Procedure. On the first regular session following the election of its members and within ninety (90) days thereafter, the Sangguniang Panlungsod shall adopt or update its existing rules of procedure.

The rules of procedure shall provide the following:
The organization of the Sanggunian and the election of its officers as well as the creation of standing committees which shall include, but shall not be limited to, the committees on appropriations, revenues, engineering and public works, education and health, women and family, human rights, youth and sports development, environmental protection, peace and order and traffic, and cooperatives; the general jurisdiction of each committee; and the election of the chairman and members of each committee;

The order and calendar of business for each session;

The legislative process;

The parliamentary procedures which include the conduct of members during sessions;

The discipline of members for disorderly behavior and absences without justifiable cause for four (4) consecutive sessions, for which they may be censured, reprimanded, or excluded from the session, suspended for not more than sixty (60) days, or expelled: Provided, That the penalty of suspension or expulsion shall require the concurrence of at least two-thirds (2/3) vote of all the Sanggunian members: Provided, further, that a member convicted by final judgment to imprisonment of at least one (1) year for any crime involving moral turpitude shall be automatically expelled from the Sanggunian; and

Such other rules as the Sanggunian may adopt.

**SECTION 12. Full Disclosure of Financial and Business Interest of Sangguniang Panlungsod Member.** Every Sangguniang Panlungsod member shall, upon assumption to office, make a full disclosure of his business and financial interest. He shall also disclose any business, financial, or professional relationship or any relation by affinity or consanguinity within the fourth civil degree, which he may have with any person, firm or entity affected by any ordinance or resolution under consideration by the Sanggunian of which he is a member, which relationship may result in conflict of interest. Such relationship shall include:

Ownership of stock or capital, or investment, in the entity or firm to which the ordinance or resolution may apply; and

Contracts or agreements with any person or entity which the ordinance or resolution under consideration may affect.

In the absence of a specific constitutional or statutory provision applicable to this situation, "conflict of interest" refers in general to one where it may be reasonably deduced that a member of a Sanggunian may not act in the public interest due to some private, pecuniary, or other personal considerations that may tend to affect his judgment to the prejudice of the service or the public.

The disclosure required under this Act shall be made in writing and submitted to the secretary of the Sanggunian or the secretary of the committee of which he is a member.
The disclosure shall, in all cases, form part of the record of the proceedings and shall be made in the following manner:

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

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

SECTION 13. Sessions. On the first day of the session immediately following the election of its members, the Sangguniang Panlungsod shall, by resolution, fix the day, time, and place of its regular sessions. The minimum number of regular sessions shall be once a week for the Sangguniang Panlungsod, and twice a month for the Sangguniang Barangay.

When public interest so demands, special sessions may be called by the City Mayor or by a majority of the members of the Sanggunian.

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

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

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

The Sanggunian shall keep a journal and record of its proceedings which may be published upon resolution of the Sangguniang Panlungsod.

SECTION 14. Quorum. A majority of all the members of the Sanggunian who have been elected and qualified shall constitute a quorum to transact official business. Should a question of quorum be raised during a session, the presiding officer shall immediately proceed to call the roll of the members and thereafter announce the results.

Where there is no quorum, the presiding officer may declare a recess until such time as a quorum is constituted, or a majority of the members present may adjourn from day to day and may compel the immediate attendance of any member absent without justifiable cause by designating a member of the Sanggunian, to be assisted by a
member or members of the police force assigned in the territorial jurisdiction of Baliwag City, arrest the absent member and present him at the session.

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

SECTION 15. Approval of Ordinances. Every ordinance enacted by the Sangguniang Panlungsod shall be presented to the City Mayor. If the City Mayor approves the same, he shall affix his signature on each and every page thereof; otherwise, he shall veto it and return the same with his objections to the Sanggunian, which may proceed to reconsider the same. The Sanggunian may override the veto of the City Mayor by two-thirds (2/3) vote of all its members, thereby making the ordinance or resolution effective for all legal intents and purposes.

The veto shall be communicated by the City Mayor to the Sanggunian within ten (10) days; otherwise, the ordinance shall be deemed approved as if he had signed it.

SECTION 16. Veto Power of the City Mayor. The City Mayor may veto any ordinance of the Sangguniang Panlungsod on the ground that it is ultra vires or prejudicial to the public welfare, stating his reasons therefore in writing.

The City Mayor shall have the power to veto any particular item or items of an appropriation ordinance, an ordinance of resolution adopting a local development plan and public investment program, or an ordinance directing the payment of money or creating liability. In such a case, the veto shall not affect the item or items which are not objected to. The vetoed item or items shall not take effect unless the Sangguniang Panlungsod overrides the veto in the manner herein provided; otherwise, the item or items in the appropriations ordinance of the previous year corresponding to those vetoed, if any, shall be deemed reenacted.

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

SECTION 17. Review of Barangay Ordinances by the Sangguniang Panlungsod. Within ten (10) days after its enactment, the Sangguniang barangay shall furnish copies of all barangay ordinances to the Sangguniang Panlungsod for review as to whether the ordinance is consistent with law and city ordinance.

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

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

**SECTION 18. Enforcement of Disapproved Ordinances or Resolutions.** Any attempt to enforce any ordinance or any resolution approving the local development plan and public investment program after the disapproval thereof, shall be sufficient ground for the suspension or dismissal of the official or employee concerned.

**SECTION 19. Effectivity of Ordinances or Resolutions.** Unless otherwise stated in the ordinance or the resolution approving the local development plan and public investment program, the same shall take effect after ten (10) days from the date a copy thereof is posted in a bulletin board at the entrance of the city hall of Baliwag, and in at least two (2) other conspicuous places in Baliwag City.

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

The text of the ordinance or resolution shall be disseminated and posted in Filipino or English and the secretary of the Sangguniang Panlungsod shall record such fact in a book kept for the purpose, stating the dates of approval and posting.

The main features of the ordinance or resolution duly enacted or adopted shall, in addition to being posted, be published once in a local newspaper of general circulation within the City: Provided, that in the absence thereof the ordinance or resolution shall be published in any newspaper of general circulation: Provided, further, that the gist of all ordinances with penal sanctions shall also be published in a newspaper of general circulation.

**ARTICLE VI. DISQUALIFICATION AND SUCCESSION OF ELECTIVE CITY OFFICIALS**

**SECTION 20. Disqualification for Elective Public City Officials.** The following persons are disqualified from running for any elective position in the City:

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

Those removed from offices as a result of an administrative case;
Those convicted by the final judgment for violating the oath of allegiance to the Republic of the Philippines;
Those with dual citizenship;
Fugitives from justice in criminal or non-political cases here and abroad;
Permanent residents in a foreign country or those who have acquired the right to reside abroad and continue to avail of the same right after the effectivity of the Local Government Code; and

The insane or feeble-minded.

SECTION 21. Permanent Vacancy in the Office of the City Mayor and Vice-Mayor. 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 vice-mayor, the highest ranking Sangguniang Panlungsod member or, in case of his permanent incapacity, the second highest ranking Sangguniang Panlungsod member shall become the City Mayor or 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.

A tie between or among the highest ranking Sangguniang Panlungsod members shall be resolved by the drawing of lots. The successor as defined herein shall serve only the unexpired terms of their predecessors. For purpose of this Act, a permanent vacancy arises when an elective local official fills a higher vacant office, refuses to assume office, fails to qualify, dies, is removed from offices, voluntarily resigns or otherwise permanently incapacitated to discharge the function of his office. For purposes of succession as provided in this Act, ranking in the Sanggunian shall be determined on the basis of the proportion of votes obtained by each winning candidates to the total number of registered voters in the city in the immediately preceding local election.

SECTION 22. Permanent Vacancy in the Sanggunian. Permanent vacancies in the Sangguniang Panlungsod where automatic succession as provided above does not apply shall be filled by appointment in the following manner:

The Governor, shall make the aforesaid appointment;

Only the nominee of the political party under which the Sanggunian member concerned had been elected shall be appointed in the manner herein 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 qua non, 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 therefore;

In case the permanent vacancy is caused by a Sanggunian member who does not belong to any political party, the City Mayor shall, upon recommendation of the Sangguniang Panlungsod, appoint a qualified person to fill the vacancy; and
In case of vacancy in the representation of the youth and the barangay in the Sangguniang Panlungsod, said vacancy shall be filled automatically by the official next in the rank of the organization concerned.

SECTION 23. Temporary Vacancy in the Office of the City Mayor. When the mayor is temporarily incapacitated to perform his duties for physical or legal reasons such as, but not limited to, leave of absence, travel abroad, and suspension from office, the city vice-mayor, or the highest ranking Sangguniang Panlungsod member shall automatically exercise the powers and performs the duties and function of the City Mayor, except the power to appoint, suspend, or dismiss employees which can only be exercised if the period of temporary incapacity exceeds thirty (30) working days.

Said temporary incapacity shall terminate upon submission to the Sangguniang Panlungsod of written declaration by the City Mayor that he has reported back to office. In cases where the temporary incapacity is due to legal causes, the City Mayor shall also submit necessary documents showing that said legal causes no longer exist.

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

In the event, however, that the City Mayor fails or refuses to issue such authorization, the city vice-mayor, or the highest ranking Sangguniang Panlungsod member, as the case may be, shall have the right to assume the powers, duties and function of the said office on the fourth day of his absence of the City Mayor, subject to the limitation provided in subsection (c) hereof.

Except as provided above, the City Mayor shall in no case authorize any local official to assume the powers, duties, and functions of the office, other than city vice-mayor, or the highest ranking Sangguniang Panglunsod Official.

ARTICLE VII. CITY OFFICES IN GENERAL

SECTION 24. City Offices. There shall be established in the City Government of Baliwag the following offices for its elective officials:

The office of the City Mayor;

The office of the City Vice Mayor; and

The individual offices of the members of the Sangguniang Panlungsod.

The City shall likewise establish the following offices:

The Office of the City Administrator;
The City Treasurer's Department;
The City Assessment Department;
The City Accounting Department;
The City Budget Department;
The City Business Permit and Licensing Department;
The City Economic Enterprise Department;
The City Agriculture Department;
The City Engineering Department;
The City Planning and Development Department;
The City General Services Department;
The City Legal Department;
The City Human Resource and Management Department;
The City Information and Communication Technology Department;
The City Health Department;
The City Social Welfare Department;
The City Local Civil Registrar Department;
The City Public Order and Safety Department;
The City Disaster and Risk Reduction and Management Department; and
The City Environmental Services Department;

The City Mayor, as the chief executive of the City, shall have the power to designate the heads of the aforementioned departments, subject to the concurrence of the members of the Sangguniang Panlungsod.

ARTICLE VIII. THE APPOINTEE OFFICIALS OF THE CITY; THEIR QUALIFICATIONS, POWER AND DUTIES

SECTION 25. The Secretary to the Sangguniang Panlungsod. There shall be a Secretary to the Sangguniang Panlungsod with the rank and salary equal to a head of department or office, who shall be appointed by the city vice mayor.

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

The Secretary to the Sangguniang Panlungsod shall take charge of the office of the Sangguniang Panlungsod and shall:

Attend meetings of the Sangguniang Panlungsod and keep a journal of its proceedings;

Keep the seal of the City and affix the same with his signature to all ordinances, resolutions, and other official acts of the Sangguniang Panlungsod and present the same to the presiding officer for his signature.
Forward to the City Mayor, for approval, copies of the ordinances enacted by the
Sangguniang Panlungsod and to the Sangguniang Panlungsod and duly certified by
the presiding officer;

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

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

Keep his office and non-confidential records therein open to the public during the
usual business hours;

Translate into the dialect used by the majority of the inhabitants all ordinances and
resolutions immediately after their approval, and cause the publication of the same
together with the original version in the manner provided under the Local
Government Code;

Take custody of the local archives and, where applicable, the local library and
annually account for the same; and

Perform such other duties and functions and exercise such other powers as provided
for under Republic Act. No. 7160, otherwise known as Local Government Code of
1991, and those that are prescribed by law or ordinance.

SECTION 26. The City Treasurer. The City Treasurer shall be appointed by
the Secretary of Finance from a list of at least three (3) ranking eligible recommended
of the City Mayor, subject to civil service law, rules and regulations.

The City Treasurer shall be under the administrative supervision of the City Mayor,
to whom he shall report regularly on the tax collection efforts of the City.

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

The City Treasurer shall receive such compensation, emoluments, and allowances as
may be determined by law.

The City Treasurer shall take charge of the treasury office and shall:
Advise the City Mayor, the Sangguniang Panlungsod, and other local government and national officials concerned regarding disposition of local government funds and on such other matters relative to public finance;

Take custody and exercise proper management of the funds of the City;

Take charge of the disbursement of all funds of the City and such other funds the custody of which may be entrusted to him by law or other competent authority;

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.

Maintain and update the tax information system of the City; and

Perform such other duties and functions and exercise such other powers as provided for under Republic Act. 7160, otherwise known as the Local Government Code of 1991, and those that are prescribed by law or ordinance.

**SECTION 27. The Assistant City Treasurer.** The Assistant City Treasurer may be appointed by the Secretary of Finance from a list of at least three (3) ranking eligible recommendees of the City Mayor, subject to civil service law, rules and regulations.

No person shall be appointed assistant city treasurer unless he is a citizen of the Philippines, a resident of Baliwag City, of good moral character, a holder of a college degree preferably in commerce, public administration, or law from a recognized college or university, and a first grade civil service eligible or its equivalent.

He must have acquired at least five (5) years experience in treasury or accounting.

The Assistant City Treasurer shall receive such compensation, emoluments, and allowances as may be determined by law.

The Assistant City Treasurer shall assist the City Treasurer and perform such other duties as the latter may assign to him. He shall have authority to administer oaths concerning notices and notifications to those delinquent in the payment of the real property tax concerning official matter relating to the accounts of the city treasurer and the city assessor.

**SECTION 28. The City Assessor.** The City Assessor must be a citizen of the Philippines, a resident of Baliwag City, of good character, and a licensed Real Estate Services Practitioner pursuant to the Republic Act 9646 otherwise known as the Real Estate Services Act of the Philippines. He must have acquired experience in real property assessment work or in any related field for at least five (5) years immediately preceding the day of his appointment.

The City Assessor shall receive such compensation, emoluments and allowances as may be determined by law.
The City Assessor shall take charge of the City Assessor’s office, and shall:

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

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

Establish a systematic method of real property assessment;

Install and maintain a real property identification and accounting system;

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

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

Exercise the functions of appraisal and assessment primarily for taxation purposes of all real properties in the City;

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;

Issue, upon request of any interested party, certified copies of assessment records of all real property and all other records relative to its assessment, upon payment of a service charge or fee to the city treasurer.

Submit every semester a report of all assessments, as well as cancellations and modifications of assessments, to the City Mayor and the Sangguniang Panlungsod; and

Perform such other duties and functions and exercise such other powers as provided for under Republic Act No. 7160, otherwise known as the Local Government code of 1991, and those that are prescribed by law or ordinance.

SECTION 29. The City Accountant. The City Accountant must be a citizen of the Philippines, a resident of Baliwag City, of good moral character, and a certified public accountant. He must have acquired experience in the treasury or accounting service for at least five (5) years immediately preceding the day of his appointment.

The City Accountant shall receive such compensation, emoluments, and allowances as may be determined by law.

The City Accountant shall take charge of both the office on accounting and internal audit services and shall:
Install and maintain an internal audit system in the City;

Prepare and submit financial statements to the City Mayor, and to the Sangguniang Panlungsod;
Apprise the Sangguniang Panlungsod and other officials on the financial condition and operations of the City;
Certify the availability of budgetary allotment of which expenditures and obligations may be properly charged;
Review supporting documents before preparation of vouchers to determine completeness of requirements;
Prepare statements of cash advances, liquidation, salaries, allowances, reimbursements, and remittances pertaining to the City;
Post individual disbursements to the subsidiary ledger and index cards;
Maintain individual ledgers for officials and employees of the City pertaining to payrolls and deductions;
Record and post in index cards details of purchased furniture, fixtures, and equipment, including disposal thereof, if any;
Account for all issued requests for obligations and maintain and keep all records and reports related thereto;
Prepare journals and the analysis of obligations and maintain and keep all records and reports related thereto; and
Perform such other duties and functions and exercise such other powers as provided for under Republic Act NO. 7160, otherwise known as the Local Government Code of 1991, and those that are prescribed by law or ordinance.

SECTION 30. The City Budget Officer. The City Budget Officer must be a citizen of the Philippines, a resident of Baliwag 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, and a first grade civil service eligible or its equivalent. He must have acquired experience in government budgeting or in any related field for at least five (5) years immediately preceding the date of his appointment.

The City Budget Officer shall receive such compensation, emoluments, and allowances as may be determined by law.

The City Budget Officer shall take charge of the city budget office and shall:

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

Review and consolidate the budget proposals of different departments and offices of the City;
Assist the City Mayor, in preparation of the budget and during budget hearings;

Study and evaluate budgetary reports implications of proposed legislation and submit comments and recommendations thereon;
Submit periodic budgetary reports to the Department of Budget and Management;
Coordinate with the city treasurer, the city accountant, and the city planning and developments coordinator for the purpose of budgeting;
Assist the Sangguniang Panlungsod in the reviewing the approved budgets of components of the City;
Coordinate with the City Planning and Development Coordinator in the formulation of the development plan of the City; and
Perform such other duties and functions and exercise such other powers as provided for under Republic Act 7160, other wise known as the Local Government Coe of 1991, and those that are prescribed by law or ordinance.

SECTION 32. The City Planning and Development Coordinator. The City Planning and Development Coordinator must be a citizen of the Philippines, a resident of Baliwag City, of good moral character, a holder of a college degree preferably in urban planning, development studies, economics, public administration, or any related course from a recognized college or university, and a first grade civil service eligible or its equivalent. He must have acquired experience in development planning or in any related field for at least five (5) years immediately preceding the date of his appointment.

The City Planning and Development Coordinator shall receive such compensation, emoluments, and allowances as may be determined by law.

The City Planning and Development Coordinator shall take charge of the city planning and development office and shall:

Formulate integrated economic, social, physical, and other development plans and policies for consideration of the City;
Conduct continuing studies, researches, ad training programs necessary to evolve plans and programs for implementation;
Integrate and coordinate all sectoral plans and studies undertaken by the different functional groups of agencies;
Monitor and evaluate the implementation of the different development programs, projects, and activities in the City in accordance with the approved development plan;
Prepare comprehensive plans and other development planning documents for the consideration of the local development council;
Analyze the income and expenditure patterns, and formulate and recommend fiscal plans and policies for consideration of the finance committee of the Sangguniang Panlungsod;
Promote people participation in development planning within the city; and

Perform such other duties and functions and exercise such other powers as provided for under Republic Act No. 7160, otherwise known as the Local Government Code of 1991, and those that are prescribed by law or ordinance.

SECTION 33. The City Engineer. The City Engineer must be a citizen of the Philippines, a resident of Baliwag City, of good moral character, and a licensed engineer. He must have acquired experience in the practice of his profession for at least five (5) years immediately preceding the date of his appointment.
The City Engineer shall receive such compensations, emoluments, and allowances as may be determined by law.

The City Engineer shall take charge of the city engineering office and shall:

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

Advise the City Mayor in infrastructure, public works, and other engineering matters;

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

Provide engineering services to the City, including investigation and survey, engineering designs, feasibility studies, and project management; and

Perform such other duties and functions and exercise such other powers as provided for under Republic Act No. 7160, otherwise known as the Local Government Code of 1991, and those that are prescribed by law or ordinance.

SECTION 34. The City Health Officer. The City Health Officer must be a citizen of the Philippines, a resident of Baliwag City, of good moral character, and a licensed medical practitioner. He must have acquired experience in the practice of his profession for at least five (5) years immediately preceding the date of his appointment.

The City Health Officer shall receive such compensations, emoluments, and allowances as may be determined by law.

The City Health Officer shall take charge of the office of the city health services and shall:

Supervise the personnel and staff of said office, formulate program implementation guidelines and rules and regulation for the operation of the said office for the approval of the City Mayor, in order to assist him in the efficient, effective, and economical implementation of a health services program geared to implementation of health-related projects and activities.

Formulate measures for the consideration of the Sangguniang Panlungsod and provide technical assistance and support to the mayor, in carrying out activities to ensure the delivery of basic services and provision of adequate facilities relative to health services;

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;

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

Perform such other duties and functions and exercise such other powers as provided for under Republic Act No. 7160 otherwise known as the Local Government Code of 1991, and those that are prescribed by the law or ordinance.

SECTION 35. The City Civil Registrar. The City Civil Registrar must be a citizen of the Philippines, a resident of Baliwag City, of good moral character, a holder of a college degree from a recognized college or university, and a first grade civil service eligible or its equivalent. He must have acquired experience in civil registry work for at least five (5) years immediately preceding the date of his appointment.

The City Civil Registrar shall receive such compensations, emoluments, and allowances as may be determined by law.

The City Civil Registrar shall be responsible for the civil registration program in Baliwag City, pursuant to the civil registry law, the civil code, and other pertinent laws, rules and regulations issued to implement them.

The City Civil Registrar shall take charge of the office of the city civil registry and shall:

Develop plans and strategies and upon approval thereof by the City Mayor, implement the same, particularly those which have to do with civil registry programs and projects which the City Mayor is empowered to implement and which the Sangguniang Panlungsod is empowered to provide; and

Perform such other duties and functions and exercise such other powers as provided for under Republic Act No. 7160 otherwise known as the Local Government Code of 1991, and those that are prescribed by the law or ordinance.

SECTION 36. The City Administrator. The City Administrator must be a citizen of the Philippines, a resident of Baliwag City, of good moral character, holding a degree preferably in public administration, law, or any related course from a recognized college or university, and a first grade civil service eligible or its equivalent. He must have acquired management and administration work for at least five (5) years immediately preceding the date of his appointment.

The City Administrator shall receive such compensations, emoluments, and allowances as may be determined by law.

The City Administrator shall take charge of the office of the city administrator and shall:
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;

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

Recommend to the Sangguniang Panlungsod and advise the City Mayor on all matters relative to the management and administration of the City; and

Perform such other duties and functions and exercise such other powers as provided for under Republic Act No. 7160 otherwise known as the Local Government Code of 1991, and those that are prescribed by the law or ordinance.

SECTION 37. The City Legal Officer. The City Legal Officer must be a citizen of the Philippines, a resident of Balitag City, of good moral character, and a member of the Philippine bar. He must have practiced his profession for at least (5) years immediately preceding the date of his appointment.

The City Legal Officer shall receive such compensations, emoluments, and allowances as may be determined by law.

The City Legal Officer, the chief legal counsel of the City, shall take charge of the office for legal services and shall take charge of the office for legal services and shall:

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 provisions of adequate facilities;

Develop plans and strategies and upon approval thereof by the City Mayor, implement the same, particularly those which have something 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;

Recommend measures to the Sangguniang Panlungsod and advise the City Mayor on all matters related to upholding the rule of law;

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 and natural disasters and calamities; and

Perform such other duties and functions and exercise such other powers as provided for under Republic Act No. 7160 otherwise known as the Local Government Code of 1991, and those that are prescribed by the law or ordinance.
SECTION 38. The City Social Welfare and Development Officer. The City Social Welfare and Development Officer must be a citizen of the Philippines, a resident of Baliwag City, of good moral character, a duly licensed social worker or a holder of degree preferably in sociology or any related course from a recognized college or university, and a licensed social worker. He must have practiced his profession for at least (5) years immediately preceding the date of his appointment.

The City Social Welfare and Development Officer shall receive such compensations, emoluments, and allowances as may be determined by law.

The City Social Welfare and Development Officer shall take charge of the office and social welfare and development and shall:

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 delivery of basic services and provision of adequate facilities relative to social welfare and development services;

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;

Be in the frontline of service delivery, particularly those which have to do with immediate relief during in and in assistance in the aftermath of man-made and natural disasters and calamities;

Recommend 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 condition of the inhabitants;

Perform such other duties and functions and exercise such other powers as provided for under Republic Act No. 7160 otherwise known as the Local Government Code of 1991, and those that are prescribed by the law or ordinance.

SECTION 39. The City Environment and Natural Resources Officer. The City Environment and Natural Resources Officer must be a citizen of the Philippines, a resident of Baliwag City, of good moral character, a holder of degree preferably in environment, forestry, agriculture or any related course from a recognized college or university, and a first grade civil service eligible or its equivalent. He must have practiced his profession for at least (5) years immediately preceding the date of his appointment.

The City Environment and Natural Resources Officer shall receive such compensations, emoluments, and allowances as may be determined by law.

The City Environment and Natural Resources Officer shall take charge of the office on environment and natural resources and shall:
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 provision of adequate facilities relative to environment and natural resources services;

Develop plans and strategies and upon approval thereof by the City Mayor, implement the same, particularly those which have something to do with programs and projects related to environment and natural resources which the City Mayor is empowered to implement and which the Sangguniang Panlungsod is empowered to provide;

Be in the frontline of delivery of 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 disasters and calamities;

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; and

Perform such other duties and functions and exercise such other powers as provided for under Republic Act No. 7160 otherwise known as the Local Government Code of 1991, and those that are prescribed by the law or ordinance.

SECTION 40. The City Agriculturist. The City Agriculturist must be a citizen of the Philippines, a resident of Baliwag City, of good moral character, a holder of a college degree in agriculture obtained from a recognized college or university, a licensed agriculturist and shall acquired the experience in a related field for at least five (5) years immediately preceding the date of his appointment.

The City Agriculturist shall receive compensation, emoluments and allowances as may be determined by law.

The City Agriculturist shall take charge of the Office of the Agricultural Services, and shall:

(a) 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 delivery of basic services and the provision of adequate facilities relative to agricultural services;

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

(c) 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 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 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 and extension services of demonstration farms on aquaculture and marine products;

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

(v) Coordinate with government agencies and nongovernmental organizations in the promotion of agricultural productivity through applied technology compatible with environmental integrity;

(d) Be in the frontline of the delivery of basic agricultural services, particularly those needed for the survival of the City’s inhabitants during and in the aftermath of man-made and natural disasters or calamities;

(e) 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 the living conditions of the inhabitants; and

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

SECTION 41. The City Enterprise and Economic Manager. – The City Enterprise and Economic Officer must be a citizen of the Philippines, a resident of Baliwag City, of good moral character, a holder of degree preferably in business administration or any other related course from a recognized college or university, and a first grade civil service eligible or its equivalent. He must have experience in enterprise and cooperative management and investment promotions for at least (5) years immediately preceding the date of his appointment.

The City Enterprise and Economic Manager shall receive such compensations, emoluments, and allowances as may be determined by law.

The City Enterprise and Economic Manager shall take charge of the office for the development of local enterprise, as well as cooperatives, and shall:

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 provision of adequate facilities through the
development of local enterprises and cooperatives, and in providing access to such service and facilities;

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 business promotion and cooperative principles and methods in programs and projects which the City Mayor is empowered to implement and which the Sangguniang Panlungsod is empowered to provide;

Be in the frontline of enterprise development, particularly during and in the aftermath of man-made and natural calamities and disasters, to aid in their survival and, if necessary, subsequent rehabilitation;

Recommend to the Sangguniang Panlungsod and advise the City Mayor on all other matters relative to enterprise and cooperative development and viability-enhancement which will improve the livelihood and quality of life of inhabitants; and

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

SECTION 42. The Business Permit and Licensing Officer. The City Business Permit and Licensing Officer must be a citizen of the Philippines, a resident of Baliwag City, of good moral character, a holder of degree on business administration or any other related course from a recognized college or university, and a first grade civil service eligible or its equivalent. He must have experience in business permit and licensing for at least (5) years immediately preceding the date of his appointment.

The City Business Permit and Licensing Officer shall receive such compensations, emoluments, and allowances as may be determined by law.

The City Business Permit and Licensing Officer shall take charge of the office and shall:

Adopt, formulate, and recommend measures, effective systems, procedures and practices in the issuance and renewal of business permits.

Adopt, formulate and recommend measures to regulate the entry and operations of all business establishments in the City, particularly monitoring and imposition of mandatory standards to ensure compliance with applicable laws, rules and regulations in order to protect the interests of the public and to promote commercial activity for the general welfare of the City.

Recommend to the Sangguniang Panlungsod and advise the City Mayor on all other matters relative to efficient business tax collection

Develop plans and strategies relative to generating more revenues for the city, and upon approval thereof by the City Mayor, implement the same.
Perform such other duties and functions, and exercise such other powers as may be prescribed by law or ordinance.

SECTION 43. The City General Services Officer. The City General Services Officer must be a citizen of the Philippines, a resident of Baliwag City, of good moral character, a holder of degree on public administration and management, engineering, business administration or any other related course from a recognized college or university, and a first grade civil service eligible or its equivalent. He must have acquired experience in general services, including procurement, management of supplies and property, building maintenance, and general sanitation for at least five (5) years immediately preceding the date of his appointment.

The City General Services Officer shall receive such compensations, emoluments, and allowances as may be determined by law.

The City General Services Officer shall take charge of the office on general services and shall:

Formulate measures for the consideration of Sangguniang Panlungsod and provide technical assistance and support to the City Mayor in carrying out measures to ensure the delivery of services and provision of adequate facilities which require general services expertise and technical support services;

Develop plans and strategies and upon approval thereof by the City Mayor, implement the same, particularly those which have to do with general services supportive of the welfare of the inhabitants of the City which the City Mayor is empowered to provide;

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;

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

Recommend to the Sangguniang Panlungsod and advise the City Mayor on all other matters relative to general services; and

Perform such other duties and functions and exercise such other powers as provided for under Republic Act No. 7160, otherwise known as the Local Government Code of 1991, and those that are prescribed by law or ordinance.

SECTION 44. City Disaster Risk Reduction and Management Officer. The City Disaster Risk Reduction and Management Officer must be a citizen of the Philippines, a resident of Baliwag City, of good moral character, a public administration and
management, engineering, or any other related course from a recognized college or university, and a first grade civil service eligible or its equivalent. He must have acquired experience in disaster preparedness, risk reduction and management, emergency response, and incident command system, for at least five (5) years immediately preceding the date of his appointment.

The City Disaster Risk Reduction and Management Officer shall receive such compensations, emoluments, and allowances as may be determined by law.

The City Disaster Risk Reduction and Management Officer shall take charge of the office and shall:

Set the direction, development, implementation and coordination of disaster risk reduction and management programs within the city;

Consolidate local disaster risk information which includes natural hazard, vulnerabilities, and climate change risk, and maintain a local risk map;

Organize and conduct training, orientation, and knowledge management activities on disaster risk reduction and management at the local level;

Formulate and implement a comprehensive and integral local disaster risk reduction and management plan in accordance with the national, regional and provincial framework, and policies on disaster risk reduction in close coordination with the local development councils, recommend the same, and upon approval thereof by the City Mayor, and Sangguniang Panlungsod, implement the same.

Be in the frontline of disaster preparedness and management, particularly during and in the aftermath of man-made and natural calamities and disasters, to aid in the survival and, if necessary, subsequent rehabilitation of affected individuals and/or communities;

Be in the frontline on the delivery of quick response and services, particularly those related to situations during and in the aftermath of man-made and natural disasters and calamities.

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

SECTION 45. City Environment and Natural Resources Officer. The City Environment and Natural Resources Officer must be a citizen of the Philippines, a resident of Baliwag City, of good moral character, a holder of a college degree preferably in environment, forestry, agriculture or in 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 environment and natural resources protection, management, conservation and utilization work for at least five (5) years immediately preceding the date of his appointment.
The City Environment and Natural Resources Officer shall receive compensation, emoluments and allowances as may be determined by law.

The City Environment and Natural Resources Officer shall take charge of the City Environment Service Department, and shall:

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 environment and natural resources services as provided for under Section 17 of the Local Government Code of 1991, as amended;

Develop plans and strategies and, upon approval thereof by the City Mayor, implement these with the environment and natural resources programs and projects which the City Mayor is empowered to implement and which the Sangguniang Panlungsod is empowered to provide;

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);

Be in the frontline of the delivery of 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 disasters or calamities;

Recommend measures 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; and

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

SECTION 46. City Public Order and Safety Officer. The City Public Order and Safety Officer must be a citizen of the Philippines, a resident of Baliwag City, of good moral character, a holder of a college degree preferably in engineering, public administration and 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 traffic management and road safety for at least five (5) years immediately preceding the date of his appointment.

The City Public Order and Safety Officer shall receive compensation, emoluments and allowances as may be determined by law.

The City Public Order and Safety Officer shall take charge of the City Public Order and Safety Office, and shall:
Establish and maintain a system to monitor peace and order and other public safety concerns in Baliwag City, and report the status and update thereof to the City Mayor;

Formulate plans, programs and activities to maintain and enhance public safety in the City and recommend the same to the City Mayor and if warranted to the Sangguniang Panlungsod.

Coordinate with, and assist, national and local law enforcement agencies, including concerned offices of the City Government and Barangay Government, on the proper implementation of laws and ordinances, including extending assistance, as auxiliary unit, in the conduct of public safety services.

Secure facilities owned or used by the City and provide civil security assistance to ensure safety of the officers and employees of the City Government;

Provide security coverage for City activities and other sanctioned events;

Conduct training and seminars for members to enhance knowledge and enhance capability on law enforcement, public safety and disaster management;

Undertake advocacy activities to raise community awareness on specific issues affecting public safety and order as well as engage in specific activities intended to promote public safety and order and disaster management.

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

**SECTION 47. Information and Communication Technology Officer.** The City Information and Communication Technology Officer must be a citizen of the Philippines, a resident of Baliwag City, of good moral character, a holder of a college degree preferably in computer science or engineering and 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 software and hardware development for at least five (5) years immediately preceding the date of his appointment.

The City Information and Communication Technology Officer shall receive compensation, emoluments and allowances as may be determined by law.

The City Information and Communication Technology Officer shall take charge of the City Information and Communication Technology Office, and shall:

Be in the frontline of all high technology aided projects and programs of the City Government.

Design and supervise software developments, and maintenance of the general ICT environment of the City Government and its people.
Develop ICT policies and programs that will promote accessibility and proficiency in ICT usage, moreover, improve efficiency in government operations, and recommend the same to the City Mayor, and if warranted to the Sangguniang Panlungsod, for approval and implementation.

Ensure all installed system are working according to its dedicated usage.

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

SECTION 48. City Human Resource and Management Officer. The City Human Resource and Management Officer must be a citizen of the Philippines, a resident of Baliwag City, of good moral character, a holder of a college degree preferably in human resource, psychology and other related course obtained from a recognized college or university, a first grade civil service eligible or its equivalent and must have acquired experience organization design and strategic workforce planning, recruitment and staffing, performance management, compensation and benefits, and training and development for at least five (5) years immediately preceding the date of his appointment.

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

The Human Resource and Management Officer shall take charge of the City Public Order and Safety Office, and shall:

Develop a human resource management plan aimed improving the productivity and professional growth of the city employees, and recommend the same to the City Mayor and if warranted to the Sangguniang Panlungsod, for approval and implementation.

Ensure the recruitment, selection and placement is merit and fitness based;

Design, develop, coordinate, implement, deliver and evaluate training programs that support organization objectives that are aligned with the organization’s strategic plans;

Develop and implement heads and staff development programs that support the organization’s succession plan;

Design and propose appropriate organizational structure and staffing pattern (OSSP) that aligns to the mandate and long term plans of the local government unit;

Ensure implementation of Strategic Performance Management System and submission of Individual Performance Contract Review form;

Ensure results-based performance and rewards recognition; and
Perform such other duties and functions, and exercise such other powers as may be prescribed by law or ordinance.

SECTION 49. Other City Officials. – In addition to the officials enumerated above, Baliwag City shall also have the following officials with the corresponding qualifications, duties, functions, and compensation:

(1) The City Architect. The City Architect must be a citizen of the Philippines, a resident of Baliwag City, of good moral character, and a duly licensed architect. He must have practiced his profession for at least five (5) years immediately preceding the date of his appointment.

The City Architect shall receive such compensations, emoluments, and allowances as may be determined by law.

The City Architect shall take charge of the office on architectural planning and design and shall:

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 provision of adequate facilities relative to architectural planning and design;

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

Be in the frontline of service delivery, particularly those which have to do with redesigning of spatial distribution of basic facilities and physical structures during in and in assistance in the aftermath of man-made and natural disasters and calamities;

Recommend to the Sangguniang Panlungsod and advise the City Mayor on all other matters relative to architectural planning and design as it relates to the total socioeconomic development of the City; and

Perform such other duties and functions and exercise such other powers as provided for under Republic Act No. 7160 otherwise known as the Local Government Code of 1991, and those that are prescribed by the law or ordinance.

(2) The City Veterinarian. The City Veterinarian must be a citizen of the Philippines, a resident of Baliwag City, of good moral character, and a licensed doctor of veterinary medicine. He must have practiced his profession for at least five (5) years immediately preceding the date of his appointment.

The City Veterinarian shall receive such compensations, emoluments, and allowances as may be determined by law.
The City Veterinarian shall take charge of the office of veterinary services and shall:

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 provision of adequate facilities;

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;

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

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

Perform such other duties and functions and exercise such other powers as provided for under Republic Act No. 7160 otherwise known as the Local Government Code of 1991, and those that are prescribed by the law or ordinance.

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

(3) The City Information Officer. –The City Information Officer must be a citizen of the Philippines, a resident of Baliwag City, of good moral character, a holder of degree preferably in journalism, mass communication or any other related course from a recognized college or university, and a first grade civil service eligible or its equivalent. He must have experience in writing articles and research papers, or in writing for at least three (3) years immediately preceding the date of his appointment.

The City Information Officer shall receive such compensations, emoluments, and allowances as may be determined by law.

The City Information Officer shall take charge of the unit on public information and shall:

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

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;

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 minimizing injuries and casualties during and after the emergency, and to accelerate relief and rehabilitation;

Recommend to the Sangguniang Panlungsod and advise the City Mayor on all other matters relative to public information and research data as it relates to the total socioeconomic development of the City; and

Perform such other duties and functions and exercise such other powers as provided for under Republic Act No. 7160 otherwise known as the Local Government Code of 1991, and those that are prescribed by the law or ordinance.

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

The City Population Officer shall receive such compensations, emoluments, and allowances as may be determined by law.

The City Population Officer shall take charge of the population development unit and shall:

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 provision of adequate facilities relative to the integration of the population development, principles and in providing access to said services and facilities;

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; and

Perform such other duties and functions and exercise such other powers as provided for under Republic Act No. 7160 otherwise known as the Local Government Code of 1991, and those that are prescribed by the law or ordinance.

(5) The City Youth Affairs Officer. The City Youth Affairs Officer must be a citizen of the Philippines, a resident of Baliwag City, of good moral character, a holder of degree
preferably in Community Development, Public Administration, and other related course from a recognized college or university, and a first grade civil service eligible or its equivalent. He must have experience in the implementation of programs for youth leadership, and sports development for three (3) years immediately preceding the date of his appointment.

The Youth Affairs Officer shall receive such compensations, emoluments, and allowances as may be determined by law.

The Youth Affairs Officer take charge of the office on population development and shall:

(a) Develop plans and strategies and upon the approval thereof of the city mayor, implement the same, particularly those which have to do with youth and sports programs and projects which the city mayor is empowered to implement and which the Sangguniang Panlungsod is empowered to provide; and

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

(6) The City Cooperative Officer. The City Cooperative Officer must be a citizen of the Philippines, a resident of the Baliwag City, of good moral character, a holder of degree preferably in business administration with special training in cooperatives or any other related course from a recognized college or university, and a first grade civil service eligible or its equivalent. He must have experience in cooperatives organization and management for at least five (5) years immediately preceding the date of his appointment.

The City Cooperative Officer shall receive such compensations, emoluments, and allowances as may be determined by law.

The City Cooperative Officer shall take charge of the unit for the development of cooperatives and shall:

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 provision of adequate facilities through the development of cooperatives, and in providing access to such service and facilities;

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 cooperative principles and methods in programs and projects which the city mayor is empowered to implement and which the Sangguniang Panlungsod is empowered to provide;

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

Perform such other duties and functions and exercise such other powers as provided for under Republic Act No. 7160 otherwise known as the Local Government Code of 1991, and those that are prescribed by the law or ordinance.

(7) The City Community and Barangay Affairs Officer. The City Community and Barangay Affairs Officer must be a citizen of the Philippines, a resident of Baliwag City, of good moral character, a holder of degree, preferably in community development, public administration, or any other related course from a recognized college or university, and a first grade civil service eligible or its equivalent. He must have experience in the implementation of programs on community affairs, sectoral mobilization and community based organizations, and barangay coordination for at least three (3) years immediately preceding the date of his appointment.

The City Community and Barangay Affairs Officer shall receive such compensations, emoluments, and allowances as may be determined by law.

The City Community and Barangay Affairs Officer shall take charge of the community affairs unit and shall:

Design, and implement special projects for purposes of developing, strengthening and maintaining linkages with that various local public (the urban poor, community based organizations; civic groups non-government organizations and the local government).

Lead the implementation of special projects to empower, recognize, and strengthen relations with barangay officials and volunteer workers.

Coordinate and supervise different community programs of activities to respond to the needs of the barangay and residents in communities.

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

(7) The City PESO Manager. The City PESO Manager must be a citizen of the Philippines, a resident of Baliwag City, of good moral character, a holder of degree of psychology, business administration or any other related course from a recognized college or university, and a first grade civil service eligible or its equivalent. He must have experience in the implementation of programs on population development or responsible parenthood for at least three (3) years immediately preceding the date of his appointment.

The City PESO Manager shall receive such compensations, emoluments, and allowances as may be determined by law.
The City PESO Manger shall take charge of the Employment Services Unit and shall:

Ensure prompt and efficient delivery of employment facilitation services as well as to provide timely information on labor market and DOLE Programs.

Be in the front line of the delivery of the following core services: Labor Market Information, Referral and Placement, Employment Coaching and Career Counseling.

Lead the implementation of the following program: Special Program for the Employment of Students (SPES), Job Fairs, PhilJobnet / PESO Employment Information System (PEIS), National Skills Registry Program (NSRP, DOLE Government Internship Program (DOLE-GIP, Tulong Pangkabuhayan para sa Ating Disadvantaged Workers (TUPAD), DOLE Integrated Livelihood and Emergency Employment Program (DILEEP).

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

(8) The City Tourism Officer. The City Tourism Officer must be a citizen of the Philippines, a resident of Baliwag City, of good moral character, a holder of degree, preferably in Tourism or any related course from a recognized college or university, and a first grade civil service eligible or its equivalent. He must have experience in the implementation of programs for development and promotion of local history, arts, and culture for at least three (3) years immediately preceding the date of his appointment.

The City Tourism Officer shall receive such compensations, emoluments, and allowances as may be determined by law.

The City Tourism Officer shall take charge of the office of the Tourism, Arts and Culture Unit, and shall:

Design, and implement special program on cultural and heritage preservation, local history, arts, and culture;

Develop the creative talents of artists and artisans

Intensify tourism marketing and promotion

Improve delivery of library services, and e-resource center

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

(9) The City Nutrition Officer. The City Nutrition Officer must be a citizen of the Philippines, a resident of Baliwag City, of good moral character, and a registered Nutritionist- Dietitian in accordance with the Republic Act 10862 otherwise known as the Nutrition and Dietetics Law. He must have experience in the implementation of
programs on population development or responsible parenthood for at least three (3) years immediately preceding the date of his appointment.

The City Nutrition Officer shall receive such compensations, emoluments, and allowances as may be determined by law.

The City Nutrition Officer shall take charge of the office on population development and shall:

Lead the efforts of the local government in addressing hunger and malnutrition concerns of the municipality.

Recommend in the policy and program formulation and coordination, Capacity development; promotion of good nutrition; nutrition surveillance; resource generation and mobilization, advocacy; and partnership and alliance building.

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


SECTION 50. The City Fire Station Service. There shall be established in the City at least one (1) fire station with adequate personnel, firefighting facilities and equipment, subject to the standards, rules and regulations as may be promulgated by the Department of the Interior and Local Government. The City shall provide the necessary land or site of the station.

The City Fire Station Service shall be headed by a City Fire Marshall whose qualifications shall be as those provided for under Republic Act No. 9263, as amended, otherwise known as the “Bureau of Fire Protection and Bureau of Jail Management and Penology Professionalization Act of 2004”.

The City Fire Station Service shall be responsible for the fire protection and various emergency services such as rescue and evacuation of injured people at fire-related incidents and, in general, all fire prevention and suppression measures to secure the safety of life and property of the citizenry.

SECTION 51. The City Jail Service. There shall be established and maintained in the City a secured, cleaned, adequately equipped, and sanitary jail for the custody and safekeeping of prisoners, any fugitive from justice, or person detained, awaiting investigation or trial and / or transfer to the national penitentiary, and / or violent mentally-ill person who endangers himself or the safety of others, duly certified as such as by the proper medical health officer, pending the transfer to a mental institution.
The City Jail Service shall be headed by a City Jail Warden who must be a graduate of a four-year course in psychology, psychiatry, sociology, nursing, social work or criminology who shall assist in the immediate rehabilitation of individuals or detention of prisoners. Great care must be exercised so that the human rights of these prisoners are respected and protected, and their spiritual and physical well-being are properly and promptly attended to.

SECTION 52. The City Schools Division. (a) There shall be established and maintained by the Department of Education (DepEd), a city schools division of the Baliwag City whose area of jurisdiction will cover all the school districts within the City.

(b) The city schools division shall be headed by a City Schools Division Superintendent who must possess the necessary qualifications required by the DepEd.

SECTION 53. The City Prosecution Service. (a) There shall be established in the City, a city prosecution service to be headed by a City Prosecutor and such number of assistant city prosecutors, as may be necessary, who shall be organizationally part of the Department of Justice (DOJ), and under the supervision and control of the Secretary of Justice and whose qualifications, manner of appointment, rank, salary and benefits shall be governed by existing laws covering prosecutors in the DOJ.

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

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

ARTICLE X. TRANSITORIAL AND FINAL PROVISIONS

SECTION 54. Municipal Ordinances Existing at the Time of the Approval of this Act. All municipal ordinances of the Municipality of Baliwag existing at the time of the approval of this Act shall continue to be in force within Baliwag City until the Sangguniang Panlungsod shall, by ordinance, provide otherwise.

SECTION 55. Plebiscite. Baliwag City shall acquire corporate existence upon the ratification of its creation by a majority of the votes cast by the qualified voters in a plebiscite to be conducted in the present Municipality of Baliwag within sixty (60) days from the approval of this Act. The expenses for such plebiscite shall be borne by the Municipality of Baliwag. The Commission on Elections shall conduct and supervise such plebiscite.
SECTION 56. Officials of Baliwag City. The present elective officials of the Municipality of Baliwag shall continue to exercise their powers and functions until such time that a new election is held and the duly elected officials shall have already qualified and assumed their offices. The two (2) additional members of the Sangguniang Panlungsod shall be appointed by the City Mayor and shall assume office until such time that the regular members of the Sangguniang Panlungsod have been elected and qualified in the next national and local elections after the effectivity of this Act. Appointive officials and employees of the municipality shall likewise continue exercising their functions and duties and they shall be automatically absorbed by the city government of the Baliwag City.

SECTION 57. Legislative Districts. Until otherwise provided by law, Baliwag City shall continue to be a part of the Second Legislative District of the Province of Bulacan.

SECTION 58. Succession Clause. Baliwag City shall succeed to all the assets, properties, liabilities and obligations of the Municipality of Baliwag.

SECTION 59. Election of Provincial Governor and Sangguniang Panlalawigan Members of the Province of Bulacan. The qualified voters of the Baliwag City shall be qualified to vote and run for any elective position in the elections for provincial governor, provincial vice governor, Sangguniang Panlalawigan members and other elective officials for the Province of Bulacan.

SECTION 60. Jurisdiction of the Province of Bulacan. Baliwag City shall, unless otherwise provided by law, continue to be under the jurisdiction of the Province of Bulacan.

SECTION 61. Suspension of Increase in Rates of Local Taxes. No increase in the rates of local taxes shall be imposed by the City within the period of ten (10) years from its acquisition of corporate existence.

SECTION 62. Applicability of Laws. -The provisions of Republic Act No. 7160, otherwise known as the Local Government Code of 1991, Presidential Decree No. 824, and other laws pertaining to Province of Bulacan and such laws as are applicable to cities shall govern Baliwag City insofar as they are not inconsistent with the provisions of the Act.

SECTION 63. Reservation. Nothing herein contained shall preclude the determination by the appropriate agency or forum of boundary disputes or cases involving questions of territorial jurisdiction between Baliwag City and any of the adjoining local government units even after the effectivity of this Act.

SECTION 64. Effectivity Clause. This Act shall take effect upon its approval.

Approved,