



Republic of the Philippines  
Province of Bulacan  
MUNICIPALITY OF BULAKAN



OFFICE OF THE MUNICIPAL MAYOR

**EXECUTIVE ORDER NO. 2022 - 45**  
Series of 2022

**AN ORDER REORGANIZING THE LOCAL HOUSING BOARD  
OF THE MUNICIPALITY OF BULAKAN.**

**WHEREAS**, Republic Act 7160, known as Local Government Code of 1991, Section 18 states that the Local Government Units, shall have the power and authority to establish any organization that shall efficiently and effectively implement its development plans, programs and projects;

**WHEREAS**, the Local Housing Board is a local special body devoted to address shelter concerns through the formulation, development of a comprehensive and integrated housing and land development program of the Local Government Unit;

**NOW, THEREFORE, I, VERGEL C. MENESES**, Municipal Mayor of the Municipality of Bulakan, by virtue of the powers vested in me by law do hereby reorganize the Local Housing Board with the following duties and functions:

**SECTION I. COMPOSITION.** The Local Housing Board shall be composed of the following:

Chairman	<b>HON. VERGEL C. MENESES</b> Municipal Mayor
Vice Chairman	<b>DR. REYNALDO P. GLORIA</b> Municipal Administrator
Members	<b>HON. ARON RONALD R. CRUZ</b> SB Chairman, Committee on Public Works & Housing  <b>MR. RIZALDY SAMONTE</b> MENRO - Designate  <b>MRS. LEONORA B. MAGDANGAL</b> Municipal Treasurer  <b>MR. RAMON JACINTO RODRIGO</b> Municipal Assessor  <b>ENGR. MA. EMMIE FERNANDO</b> Municipal Engineer  <b>MR. ARCHIE CORONEL</b> MLGOO  <b>PLTCOL NESTOR BULATAO JR.</b> Chief of Police - PNPBulakan

**MRS. MA. VICTORIA MORELOS**  
Municipal Welfare & Development Officer

**DR. PRISCILLA NAVARRO**  
District Supervisor, DepEdBulacan

**ENGR. JOSE ALBERT FERRER**  
Municipal Planning & Development Council

**MRS. PRISCILLA DS. REYES**  
Representative, Casa Meneses HOA

Representative from HUDCC – Bulacan

Representative from HDMF – Bulacan

Representative from SHFC - Bulacan

## **SECTION II. FUNCTIONS.**

The Local Housing Board shall have the following functions:

1. Policy making body on shelter and urban development matters;
2. Ensure the Implementation of UDHA;
3. Assist LGU in the preparation of Local Shelter Plan and Comprehensive Land Use Plan;
4. Recommend/identify housing related projects;
5. Assist LGU's in review and approved of subdivision plans;
6. Assist LGU's in monitoring compliance to balance housing;
7. Act as One-Stop-Shop Processing Center for Housing Permits;
8. Recommend use/allocation of Special Housing Fund; and
9. Act as clearing house for eviction and demolition.

## **SECTION III. ROLE OF STAKEHOLDERS**

1. Implementation of housing related projects;
2. Creation of local housing office, designation of unit, personnel; and
3. Review process and approve application for housing development.

### **HUDCC and DILG**

1. Assist in the Organization of LHB;
2. Capability Building of the LHB; and
3. Coordination with other National Government Agencies.

### **PRIVATE SECTOR**

1. Private inputs to improve shelter planning and delivery;
2. Advocate for greater participation and partnership among civil society;
3. Monitor UDHA compliance; and
4. Monitor Implementation of Local Shelter Plan.

**SECTION IV. CREATION OF LOCAL HOUSING OFFICE.** The LGU shall create a Local Housing Office which shall be under the supervision of the Local Chief Executive or the Office of the Mayor. The composition and its responsibilities are as follows:

1. The Office shall implement the policies, plans and programs adopted by the Board;
2. The Local Housing Office shall serve on a may appoint a general manager; and
3. The Local Housing Office may be composed of the following divisions:

A. Administrative/Records division

- Documentation
- Collection
- Records
- Managements

B. Technical Division

- Plan preparation
- Physical Survey
- Land/Title research
- Documentation for permits
- Project Management
- Conduct of demolition and eviction

C. Community Affairs Division

- Social preparation
- Census tagging
- Trainings
- Accreditation of Community Association

**SECTION V. EFFECTIVITY.** This Executive Order shall take effect immediately.

**DONE** in the Municipality of Bulakan, Province of Bulakan, this 5<sup>th</sup> day of October 2022.

  
**VERGEL C. MENESES**  
Municipal Mayor