



Republic of the Philippines
Province of Bulacan
MUNICIPALITY OF BULAKAN



OFFICE OF THE MUNICIPAL MAYOR

EXECUTIVE ORDER NO. 31

Series of 2021

**REORGANIZATION OF LOCAL HOUSING BOARD IN 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 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 power vested in me by law do hereby organize local housing board with the following duties and functions:

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

Chairman	HON. VERGEL C. MENESES Municipal Mayor
Vice Chairman	HON. ALBERTO BITUIN SB Chairman, Housing and Finance
Members	DR. REYNALDO P. GLORIA Municipal Administrator
	HON. ROBERTO R. MORELOS ABC President
	MR. RIZALDY SAMONTE MENRO- Designate
	MRS. LEONORA B. MAGDANGAL Municipal Treasurer
	MR. RAMON JACINTO RODRIGO JR. Municipal Assessor
	ENGR. MA. EMMIE FERNANDO Municipal Engineer
	MR. ARCHIE CORONEL MLGOO

P/LTCOL DOMINADOR IGNACIO

Chief of Police - PNP Bulakan

DR. PRISCILLA NAVARRO

District Supervisor, DepEd Bulacan

ATTY. JORGE GARCIA

Political Affairs Consultant

**Representative from Housing and
Urban Development Coordinating
Council**

**Representative from Social Housing
Finance Corporation**

Secretariat

MRS. MA. VICTORIA MORELOS

Municipal Welfare & Development Officer

MR. JERICO CUNANAN

MPDC – OIC

MS. PRISCILLA REYES

Office of the Mayor

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 13th day of September 2021.


VERGEL C. MENESES
Municipal Mayor