



Republic of the Philippines
Province of Cavite
City of Imus

OFFICE OF THE CITY MAYOR

EXECUTIVE ORDER NO. 016

Series of 2025

**AN ORDER RECONSTITUTING THE LOCAL HOUSING BOARD
FOR THE CITY OF IMUS**

WHEREAS, Article XII, Section 9 of the 1987 Constitution provides that, "*The State shall, by law, and for common good, undertake, in cooperation with the private sector, continuing program. . . land reform and decent housing model, make available at affordable cost decent housing and basic services for the underprivileged and homeless citizens in ... resettlement areas*";

WHEREAS, Republic Act No. 7160 or the Local Government Code of 1991 mandates local government unit with the responsibility to provide basic services and facilities to include program and projects for low-cost housing and mass dwellings;

WHEREAS, Republic Act No. 7279 (Urban Development and Housing Act), also provides for the preparation of a comprehensive and continuing housing program, establish the mechanism, for each implementation and for other purposes;

WHEREAS, the Department of the Interior and Local Government issued Memorandum Circular No. 2008-143 addressed to the City Mayors, Municipal Mayors, Members of the Sangguniang Panglungsod and Sangguniang Bayan and DILG Regional Directors mandating the creation of a Local Housing Board;

WHEREAS, the Sangguniang Panglungsod of the City of Imus enacted Ordinance No. 2012-128 creating the Imus Local Housing Board;

WHEREAS, there is a need to reconstitute the existing members of the Local Housing Board due to personnel movement brought about by the recent elections;

NOW THEREFORE, I, HON. ALEX L. ADVINCULA, City Mayor of Imus, by virtue of the powers vested upon me, do hereby order the reconstitution of the City of Imus Local Housing Board.

Section 1. Purpose- The Local Housing Board will monitor and oversee all the conduct of eviction and demolition including court-ordered eviction and demolition, extra-judicial eviction and demolition, summary eviction and demolition pursuant to Urban Development and Housing Act (UDHA) and voluntary eviction;



Republic of the Philippines
Province of Cavite
City of Imus

OFFICE OF THE CITY MAYOR

and will serve as the sole clearing house for the eviction and demolition activities concerning informal settlers in danger areas public places and governmental projects in the City of Imus.

Section 2. Coverage- The Local Housing Board shall act as the sole clearing house for the eviction and demolition activities concerning informal settlers in:

- (a) Danger areas such as esteros, railroad tracks, garbage dumps, landfills, creeks, riverbanks, shorelines, waterways;
- (b) Public places such as sidewalks, public cemeteries, roads, parks and playgrounds; and
- (c) Governmental projects.

Section 3. Definition of Terms-

- (a) **Board-** refers to the City of Imus Local Housing Board.
- (b) **Eviction-** refers to the removal of a person and/or his belongings from a subject building/structure or area, in accordance with law.
- (c) **Demolition-** refers to the dismantling by the LGU (Local Government Unit) or any legal authorized agency of the government of all structures within the premises subject for clearing.
- (d) **Court- ordered Eviction and Demolition** – refers to eviction and demolition by virtue of a writ issued by a court of competent jurisdiction.
- (e) **Extra- judicial Eviction and Demolition-** refers to eviction and demolition without the need of a court order and pertains to the underprivileged and homeless citizens and their dwellings occupying:
 - 1. Danger areas;
 - 2. Public places; and
 - 3. Government infrastructure projects with available funding.



Republic of the Philippines
Province of Cavite
City of Imus

OFFICE OF THE CITY MAYOR

(f) **Summary Eviction and Demolition**- refers to the immediate removal and the dismantling by the LGUs or authorized government agency of structures of:

1. Professional squatters;
2. Members of squatting syndicate; and
3. New illegal structures.

(g) **Voluntary Eviction and Dismantling/Demolition**- refers to the act of willingly vacating subject premises and the dismantling/demolishing or allowing the dismantling or demolition of one's structure.

(h) **Underprivileged and homeless citizens**- the beneficiaries of the Urban Development and Housing Act or UDHA (Republic Act No. 7279) and to individuals or families residing in urban and urbanized areas:

1. Whose income or combined household income falls within the poverty threshold as defined by National Economic Development Authority (NEDA); and
2. Who do not own housing facilities.

(i) **Professional Squatters**- refer to those individuals or groups who:

1. Occupy lands without the express consent of the landowner and who have sufficient income for legitimate housing;
2. Have previously been awarded home lots or housing units by the Government but who sold, leased or transferred the same to settle illegally in the same place or urban area; and
3. Non- bonafide occupants and intruders of lands reserved for socialized housing.

(j) **Squatting Syndicate**- refers to a group of persons engaged in the business of squatter housing for profit or gain. The purpose of this group is contrary to law and said group is declared illegal.

Section 4. Composition- The City of Imus Local Housing Board shall be composed of the following:



Republic of the Philippines
Province of Cavite
City of Imus

OFFICE OF THE CITY MAYOR

Chairman	HON. ALEX L. ADVINCULA , <i>City Mayor</i>
Co-Chairman	HON. HOMER T. SAQUILAYAN , <i>City Vice Mayor</i>
Members	HON. DARWIN MARTI M. REMULLA , <i>City Councilor, SP-Committee on Housing and Urban Development</i>
	ENGR. GUIANA F. MONZON , <i>Acting City Planning and Development Officer</i>
	ENGR. CHRISTIAN MERVIN S. SARNO , <i>City Engineer</i>
	ATTY. LEONARD MARTIN E. SYJUCO , <i>City Legal Officer</i>
	MS. JOSEPHINE VILLANUEVA, RSW , <i>City Social Welfare and Development Officer</i>
	MR. RODERICK C. BIAZON , <i>City Planning and Development Office Staff</i>
	MR. ENRIQUE ROMEO MARTIN , <i>AIMHAI President, Accredited People's Organization</i>
	MR. LAURO D. MONZON , <i>Officer-In-Charge, Office of the City Administrator</i>
	A representative from the Presidential Commission for the Urban Poor
Secretariat	MR. JOSE FROILAN G. ABAD , <i>Local Housing Office, Informal Settler Families (ISF) Focal Person</i>

Section 5. Executive Committee - The Board shall create a three-member Executive Committee (ExeCom) from among its members to represent it and act in its behalf when it is not in session. The Mayor or the Vice - mayor shall head the Execom.

Section 6. Board Secretariat- The Board shall appoint at least two (2) staff who will act as Secretariat of the Board.



Republic of the Philippines
Province of Cavite
City of Imus

OFFICE OF THE CITY MAYOR

Section 7. Powers and Functions- As the sole clearing house for eviction and demolition activities concerning informal settlers in danger areas, public places and government projects, the Board shall exercise the following powers and functions:

- (a) Monitor all evictions and demolitions, whether voluntary, extra-judicial, summary, or court-ordered;
- (b) Require the proponent of an eviction and demolition, i.e., national government department, agency, institution or local government, or its duly authorized representative, to first secure from the Board the Checklist, Guidelines and Eviction and Demolition Compliance Certificate prior to the actual implementation thereof and, thereafter, to submit to the Board the completed Checklist attested under oath by the proponent and indicating that:
 1. Adequate consultations with the concerned families were undertaken;
 2. Adequate resettlement site and relocation facilities are made available; and
 3. The provisions of Section 3, paragraph 1 of the Implementing Rules and Regulations of Section 28 of Republic Act No. 7279 (Pre-relocation) have been complied with.
- (c) Based on the completed Checklist, and subject verification, issue an Eviction and Demolition Compliance Certificate on a proposed eviction and demolition.

Section 8. Meeting and Quorum- The Board shall meet at least once a month or as often as may be deemed necessary. The presence of the Chairman and the majority of the members of the Board shall constitute a quorum to transact the official business. In the absence of the Chairman, the Co - chairman will be the one who will preside the meeting. Provided, that there is a quorum on the said meeting.

Section 9. Procedure in Applying for an Eviction and Demolition Compliance Certificate- Every proponent of an extrajudicial eviction and demolition, whether administrative or summary, shall, prior to actual eviction or demolition, secure a Compliance Certificate from the Board. The process of applying for the said certificate shall be as follows:



Republic of the Philippines
Province of Cavite
City of Imus

OFFICE OF THE CITY MAYOR

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

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

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

- (b) If the application is sufficient in form and substance, the Board, upon verification, approves the application, issues the proper certificate of compliance and notifies the proponent.
- (c) The certification shall indicate the name of the proponent, the purpose and location of the area applied for eviction and demolition, a statement of compliance to the pertinent rules covering the eviction and demolition applied for, an authorization or approval for the rendering of police assistance, validity period, the date of issuance, and the authorized signature.
- (d) If the application is incomplete in form and substance, the Board informs the proponent and the latter has to comply with the deficiency within ten (10) working days from notification, with the exception of a summary eviction and demolition which shall be complied within three (3) working days from notification. In the event that the deficiency is not complied with within the



Republic of the Philippines
Province of Cavite
City of Imus

OFFICE OF THE CITY MAYOR

periods mentioned herein, the proponents shall be required to re-apply for a new compliance certificate.

- (e) In cases where the Board issues a certification or the proponent has already complied with the deficient requirements for application and thus acquired a certification, the eviction and demolition proceed as a matter of course.
- (f) Any act of misrepresentation or fraud in connection with any information contained in any verification report or any application for certificate of compliance or in securing the same, shall subject the government officials or employees responsible for such omission or misrepresentation to:
 1. Disciplinary action under Book I, Title Two, Chapter 4 of the Local Government Code; or
 2. Prosecution under the penalty clause of Republic Act No. 7279, quote:

Section 10. Exceptions- The Compliance Certificate requirement under the preceding section shall not cover the following:

- (a) Court - ordered evictions and demolitions;
- (b) Voluntary relocation;
- (c) Summary eviction and demolition of professional squatters and squatting syndicates and dismantling of new illegal structures; and
- (d) Evictions and demolitions undertaken by the National Housing Authority within its housing projects pursuant to Presidential Decree No. 1472 against illegal occupants of said housing projects and for violation by awardees of housing and other types of units of the terms and conditions of Lease Contracts, Deeds or Contracts of Sale or other types of agreements executed with the NHA.

Section 11. Police Assistance- A proponent of eviction and demolition may be provided with duly authorized police assistance only upon prior compliance with the statutory requirements under Sections 27, 28 and 30 of Republic Act No. 7279 and their implementing rules and regulations, checklist and compliance certificate



Republic of the Philippines
Province of Cavite
City of Imus

OFFICE OF THE CITY MAYOR

requirements, or with the written notice requirement when applicable, as certified or authorized by the Board.

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

- (a) In pursuance of any court order specifying police action or assistance;
- (b) In any case or event where voluntary eviction and dismantling of structures are agreed upon, in writing, by the concerned parties, and approved by the Board;
- (c) In the case of a local infrastructure project where police assistance is approved in writing by the duly authorized official of the Board;
- (d) In the case of a national infrastructure project. Provided, however, that the duly authorized official of the Board level has approved the same in writing; and
- (e) In any other case of eviction and demolition where police assistance is necessary to preserve peace and order. Provided, however, that the duly authorized official of the Board has approved the same in writing.

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

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



Republic of the Philippines
Province of Cavite
City of Imus

OFFICE OF THE CITY MAYOR

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

Section 12. Budget- At least One Hundred Thousand Pesos (P100,000.00) shall be appropriated from the City's annual appropriations for the exercise of the eviction and demolition operations and activities of the Board, the cost of administration, actual implementation and clearing operation.

Section 13. Coordination with national government agencies- The Board shall coordinate with all the concerned government agencies, such as the Department of the Interior and Local Government (DILG), Philippine National Police (PNP), Department of Social Welfare and Development (DSWD), Department of Public Works and Highways (DPWH), Department of Health (DOH), Bureau of Fire Protection (BFP), Housing and Urban Development Coordinating Council (HUDCC), the National Housing Authority (NHA), and the Presidential Commission for the Urban Poor (PCUP) to ensure the effective and efficient implementation of this Executive Order.

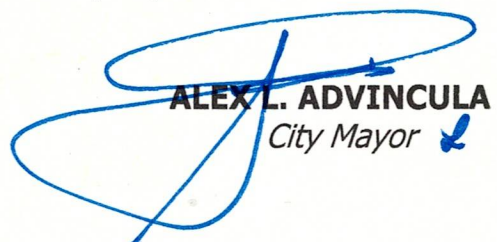
Section 14. Submission of Periodic Reports - The Board shall submit quarterly reports to the Department of the Interior and Local Government, through the DILG Regional Office, and to the Sangguniang Bayan of Imus, relative to the status of compliance with the provisions of this Executive Order and the pertinent provisions of laws governing eviction, demolition and relocation activities.

Section 15. Separability Clause- If for any reason, any part or provisions of this Executive Order shall be held unconstitutional or invalid, other parts or provisions which are not affected shall continue to be in full.

Section 16. Repealing Clause- All rules and regulations and other issuances or parts thereof, which are inconsistent with this Executive Order, are hereby repealed or modified accordingly.

Section 17. Effectivity- This Executive Order shall take effect immediately.

DONE and **SIGNED** this 10th day of March 2025, City of Imus.


ALEX L. ADVINCULA
City Mayor