



EXECUTIVE ORDER NO 35
Series of 2022

**CREATING THE COMMITTEE ON ACCREDITATION, SELECTION AND
MONITORING OF CIVIL SOCIETY ORGANIZATIONS, PRIVATE SECTORS AND
SIMILAR AGGRUPATIONS IN QUEZON CITY, DEFINING ITS COMPOSITION,
MANDATE AND FOR OTHER PURPOSES**

WHEREAS, the Philippine Constitution provides that the State shall facilitate the establishment of adequate consultation mechanisms for genuine people's participation in local governance;

WHEREAS, the Local Government Code of 1991 provides that local government units shall promote the establishment and operation of People's (POs) and Non-Governmental Organizations (NGOs)/Civil Society Organizations (CSOs) to become active partners in the pursuit of local autonomy;

WHEREAS, the Implementing Rules and regulations of the Local Government Code 1991 mandates local government units to promote the establishment and operation of People's Organizations, Non-Government Organizations/Civil Society Organizations (CSOs) and the Private Sector, to make them active partners in the pursuit of local autonomy, and to directly involve them in the plans, programs and projects or activities of the local government unit, such as, but not limited to, membership in Local Special Bodies (LSBs) and involvement in the delivery of basic services and facilities;

WHEREAS, there is a need to institutionalize and strengthen the constitutional and codal provisions to encourage continuous people's support and meaningful participation in the development of the city.

NOW, THEREFORE, I, MA. JOSEFINA G. BELMONTE, Mayor of Quezon City, by virtue of the powers vested in me by law, do hereby order:

SECTION 1. CREATION - There is hereby created a Committee on Accreditation, Selection and Monitoring of People's Organizations, Non-Governmental Organizations/Civil Society Organizations and Private Sector in Quezon City which shall be composed of the following departments and offices which shall also be known as the Executive Committee:

- Chairperson:** Chairperson, Committee on Public Affairs, Information and People's Participation, *Sangguniang Panlungsod*
- Vice Chairperson:** Vice Chairperson, Committee on Public Affairs, Information and People's Participation, *Sangguniang Panlungsod*
- Members:** Representative, Office of the Mayor
Representative, Office of the Vice Mayor
Secretary to the *Sangguniang Panlungsod*
Head, Barangay and Community Relations Department

22-316-1

City Planning and Development Officer
President, *Liga ng mga Barangay*, Quezon City
City Director, DILG - QC Field Office

SECTION 2. MANDATE - The Committee on Accreditation, Selection and Monitoring of People’s and Non-Government Organizations/Civil Society Organizations and Private Sector shall discharge the following duties and functions:

- a) Promote and mobilize People and Non-Government Organizations/Civil Society Organizations and Private Sector’s participation in governance;
- b) Formulate plans, policies and programs to effectively ensure people’s participation in the Local Special Bodies;
- c) Facilitate and monitor POs/NGOs/CSOs/Private Sector’s accreditation and election in the Local Special Bodies;
- d) Other duties and functions as may be assigned by the Mayor from time to time.

SECTION 3. TECHNICAL WORKING GROUP (TWG) - A Technical Working Group (TWG) is an organized technical and administrative assistance group which shall act on matters requiring the Committee’s immediate action, which shall be headed by the Barangay and Community Relations Department, and shall be composed of designated personnel as the Committee’s Secretariat. The TWG shall be composed of Fifteen (15) representatives from the following:

- a) Two (2) from DILG - QC
- b) One (1) from the Office of the Mayor
- c) One (1) from the Office of the Vice Mayor
- d) Three (3) from the Office of the Secretary to the *Sangguniang Panlungsod*
- e) Seven (7) from the Barangay and Community Relations Department
- f) One (1) from the City Planning and Development Department

SECTION 4. FUNCTIONS OF THE TWG - The TWG shall be responsible for the following:

- a) Ensure that the decisions of the Executive Committee are faithfully carried out;
- b) Provided technical support to the Executive Committee;
- c) Prepare reports, documents, proceedings and activities of the Committee;
- d) Assist the Executive Committee in the performance of its duties and functions;
- e) Provide the Executive Committee with the data and information essential to the formulation of plans, programs and activities; and
- f) Perform other functions as may be assigned by the Executive Committee.

SECTION 5. INDICATIVE ACTIVITIES - The following shall be the minor activities of the Committee which shall be complied with in accordance with the time frame as indicated:

INVENTORY AND DIRECTORY OF CSO	
Posting of Inventory Schedule and Existing List of CSOs	1st week of July
Conduct of Inventory	1st to 2nd week of July
Posting of Draft Updated List of CSOs and Verification of CSO Information	3rd to 4th week of July
Posting of Final Updated Directory of CSOs	4th week of July

CALL FOR ACCREDITATION	
Issuance of Notice of Call for Accreditation and Sending of Invitations to the CSO Conference	1st week of August
Conduct of CSO Conference	1st week of August
Submission of Requirements	2nd to 3rd week of August
ACCREDITATION PROPER	
Evaluation by the Sanggunian	3rd to 4th week of August
SELECTION OF REPRESENTATIVES TO THE LSBs	
Issuance of Notice of Meeting and Sending of Invitation to Accredited CSOs	1st week of September
Meeting to choose Representatives to LSBs	1st to 2nd week of September
RECONSTITUTION AND CONVENING OF LSBs	
Joint Organizational Meeting	3rd week of September
Issuance of EO Reconstituting LSBs	3rd to 4th week of September
CSO Capacity Development	October December

SECTION 6. DISSEMINATION - A copy of this Executive Order shall be furnished to the Office of the President and the Metropolitan Manila Development Authority (MMDA) and for this information and guidance pursuant to Section 455 (1) Paragraph (xvii) of Republic Act No. 7160 (Local Government Code of 1991), as amended.

SECTION 7. REPEALING CLAUSE - All other orders, issuances, rules and regulations or parts thereof, which are inconsistent with this Executive Order are hereby repealed, amended or superseded accordingly.

SECTION 8. EFFECTIVELY - This Order shall take effect immediately.

DONE, 18 August 2022, Quezon City.


MA. JOSEFINA G. BELMONTE
 City Mayor