



**EXECUTIVE ORDER NO. 02**  
Series of 2024

**ESTABLISHING THE 15-MINUTE CITY LEARNING AND APPLICATION TECHNICAL WORKING GROUP ("TWG 15"), PROVIDING AN INTERNATIONAL COLLABORATION MECHANISM, OBJECTIVES, AND FUNDING STRUCTURE THEREFOR**

**WHEREAS**, in the wake of the Covid-19 pandemic there has been renewed global appreciation of public health in cities, as well as for compact, self-sustaining neighborhoods that are resilient to crises and convenient for daily life;

**WHEREAS**, in May 2023, Quezon City Mayor Ma. Josefina G. Belmonte made an official visit to France, and experienced the benefits of planning and implementing compact neighborhoods in Paris, as implemented by Parisian Mayor Anne Hidalgo, and as planned by Professor Carlos Moreno and colleagues of the Chaire-ETI Research Group of the Paris-Sorbonne University. As a result, Mayor Belmonte instructed city department heads to ensure that Quezon City learn about the French model of the 15-minute City, and engage as needed with its proponents to train and mentor local officers and staff of the Quezon City Government;

**WHEREAS**, various efforts to rationalize and improve the urban planning, transportation system, and land use of the city have been undertaken in the recent past, as manifested by the Urban Design Code (SP-2508, S-2016), the Enhanced Local Climate Change Action Plan and by various Task Forces on streetlights and park redevelopment, in addition to the updating of the Comprehensive Land Use Plan and Comprehensive Development Plan, and should be integrated with any new learning about best practices abroad for urban planning and neighborhood development;

**WHEREAS**, the City Planning and Development Department, together with the Climate Change and Environmental Sustainability Department and the Office of the City Administrator, have initiated talks with the Chaire-ETI Research group at Paris-Sorbonne, headed by professors Catherine Gall and Carlos Moreno, who are willing to provide training and lectures subject to a formal engagement with Quezon City, which will involve international travel of either Quezon City learner-implementors or Chaire-ETI resource persons, as well as online mentoring and other forms of engagement between academe and planning practitioners.

**NOW, THEREFORE**, in the interest of public service and pursuant to existing laws and regulations involving and affecting planning, land use, neighborhood redevelopment, and community health of Quezon City, the 15-Minute City Learning and Application TWG is hereby constituted, and is to be governed by the following:

**SECTION 1. Composition 15-Minute City Learning and Application Technical Working Group, also known as "TWG 15":**

Chair: Office of the City Mayor (OCM)  
Vice Chair: Office of the City Administrator (OCA)

**Members:**

- a. City Planning and Development Department (CPDD)
- b. Climate Change and Environmental Sustainability Department (CCESD)
- c. Parks and Development and Administration Department (PDAD)

- d. Zoning Administration Unit (ZAU)
- e. City Architect Department
- f. City Engineering Department
- g. Traffic and Transport Management Department (TTMD)
- h. Department of Public Order and Safety – Green Transport Office (DPOS-GTO)
- i. Barangay Community Relations Department (BCRD)
- j. District Action Officers (District 1 to 6)
- k. A representative from the Sangguniang Panlungsod committee on planning, zoning and building matters
- l. An optional representative from the academe

The Departments/Offices shall submit to the Secretariat their respective designated permanent and alternate representatives for the Technical Working Group.

**SECTION 2. Duties and Functions of the 15-Minute City Learning and Application TWG.** The TWG 15 shall have the following powers and perform the following functions and duties:

- a. Formulate plans and programs for the facilitation of local and international trainings, in-person or online (virtual learning modalities) of the selected officials and staff of the Quezon City government, specific to the idea of planning and building compact, healthy neighborhoods patterned after the 15-minute City model in various cities that have successfully attempted similar efforts such as, but not limited to Paris, Melbourne, Singapore, or Copenhagen;
- b. Ensure that knowledge obtained during external workshops and study tours shall be cascaded or passed on thru internal workshops or trainings to the appropriate staff within a reasonable time, and that the same can be built upon or multiplied through research and extension services;
- c. Oversee the crafting and correctness of all contracts, memoranda of agreement/understanding will all involved external partners, such as training and knowledge providers, funders, sponsors, peer local governments and national agencies, and that the same are properly archived;
- d. Formulate an implementation plan which includes mapping of available basic services in the community to serve as basis in rendering designs for infrastructure improvement that would ensure accessibility of basic services to the community;
- e. Secure the necessary budget with local or international partners, and establish the necessary documentation therefor;
- f. Remain involved or ready to participate as a resource group in any undertakings by the city government to formulate a stand-alone 15-Minute City plan, or to integrate it in existing mandated plans, such as the Comprehensive Land Use Plan, the Comprehensive Development Plan, the Enhanced Local Climate Change Action Plan, as well as ad hoc project endeavors, recommendation of local legislation and policies, etc.; and
- g. All other tasks and functions as may be necessary and pertinent for the practicable achievement of the objectives of this Executive Order.

**SECTION 3. CHAIR.** The TWG 15 shall be chaired by the Office of the City Mayor, which shall delegate implementing authority to the Office of the City Administrator. The Chair may add or remove a member as needed, through written order, in order to effectively and efficiently implement the mandate of the TWG 15.

**SECTION 4. SECRETARIAT.** The Secretariat shall be responsible for providing assistance to TWG in the performance of their functions, specifically in the provision of administrative and logistical services, preparation of meeting agenda and local training materials, and documentation of meeting and TWG 15 – related activities as well as reporting to the Office of the City Mayor and the Office of City Administrator. Unless otherwise specified by the Chairperson of the TWG 15, the CPDD shall function as the secretariat for the TWG 15 matters, and shall appoint no less than two (2) staff for this responsibility.

**SECTION 5. FUNDING.** Until such time that the 15-Minute City Learning and Application Technical Working Group is given dedicated budget items for the purpose stated herein, the funding necessary to carry out functions of TWG 15 shall be sourced from the Office of the City Administrator or from any available funds of the City Planning and Development Department in accordance with the accounting and auditing management and procedures, other existing laws, rules and regulations. Provided however, that for international travel and hosting expenses, maximum effort shall be undertaken to obtain external funding, possibly from partners like the C40 Cities Group, the United Nations Environment Programme, and other multilateral institutions or NGOs, especially through the intermediation of the Climate Change and Environmental Sustainability Department.

**SECTION 6. DISSEMINATION.** Pursuant to Section 455 (1) Paragraph (vii) of Republic Act No. 7160 otherwise known as the Local Government Code of 1991, a copy of this Executive Order shall be furnished to the Office of the President and the Metropolitan Manila Development Authority (MMDA) for its information and guidance.

**SECTION 7. REPEALING CLAUSE.** All executive orders, circulars, memoranda, and other issuances inconsistent herewith are hereby repealed or modified accordingly.

**SECTION 8. SEPARABILITY CLAUSE.** The provisions of this Executive Order are hereby declared separable and in the event that any such provisions is declared unconstitutional, the other provisions which are not affected thereby shall remain in full force and effect.

**SECTION 9. EFFECTIVITY.** This Order shall take effect immediately.

DONE, 12 January 2024, Quezon City.

  
MA. JOSEFINA G. BELMONTE  
City Mayor