



Republic of the Philippines
Quezon City
OFFICE OF THE MAYOR

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Quezon City Hall Compound
Diliman, Quezon City
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EXECUTIVE ORDER NO. 07
Series of 2024

AN ORDER FOR THE RE-APPOINTMENT OF THE MEMBERS OF THE COMMITTEE ON DECORUM AND INVESTIGATION (CODI) FOR THE EXECUTIVE DEPARTMENT

WHEREAS, Rule VII, Section 10 of Memorandum Circular No. 12, series of 2020 of the Office of the City Mayor, provides for the creation of the Committee on Decorum and Investigation otherwise known as CODI for the Executive Department of the Quezon City Local Government Unit;

WHEREAS, the same rule and section of Memorandum Circular No. 12, series of 2020 of the Office of the City Mayor, states that the members of the CODI shall serve for a term of two (2) years, unless replaced earlier;

WHEREAS, Executive No. 12, series of 2022 of the Office of the City Mayor, provides the updated members of the Committee on Decorum and Investigation (CODI for the Executive Department, or Committee);

WHEREAS, in order to facilitate the resolution of outstanding cases and matters as required by the Committee on Decorum and Investigation Constitution, there is a need to re-appoint the current composition of the Committee;

NOW THEREFORE, I, MA. JOSEFINA G. BELMONTE, City Mayor of the Quezon City Local Government and Disciplining Authority of the Committee on Decorum and Investigation for the Executive Department, by virtue of the powers vested in me by law, do hereby re-appoint the members of the Committee on Decorum and Investigation, to be composed as follows;

Chairperson : **Atty. Sherry R. Gonzalvo**
City Assessor's Office

Vice Chairperson : **Mr. Michael Victor N. Alimurung**
City Administrator's Office

Members of the Committee:

Atty. Carlo L. Austria
City Legal Department

Dr. Theresita V. Atienza
Quezon City University

Ms. Ma. Margarita T. Santos
Business Permits and Licensing Department

Secretariat : **Gender and Development Council Office**

There shall likewise be one (1) representative from the Supervisory employees and one (1) representative from rank-and-file employees, and/ or one (1) representative for persons under Job Order/ Contract of Service. Representatives from the ranks of persons under Job Orders/ Contracts of Service shall only sit as a member of the Committee should one of the parties be under such an arrangement.

In case of inhibition of the Chairperson, the Committee shall select from among the remaining female members of the Committee to act as Chairperson, who shall only serve as such for that particular complaint or case. This Interim Chairperson may request from any of the City Department Heads to serve as an alternative additional member of the Committee, but only for that subject complaint or case.

In case of the inhibition of one of the Members, an alternative member from any of the City Department Heads may be requested by the Chairperson to serve as member only for the subject complaint or case, with such selection being in compliance with the proportionality requirement of female members of the Committee.

In case any of the employee representatives inhibits, the respective ranks shall recommend their respective representative to the Committee only for the subject complaint or case.

Further, each member of the Committee shall appoint at least **two (2) permanent alternates** and inform the secretariat of the same, in case of absence of the Committee Member, for the purpose of the committee's quorum.

The Committee on Decorum and Investigation shall perform and discharge all the functions, duties and responsibilities enumerated in Section No. 12 of the Memorandum Circular No. 12, s. 2020.

This order shall take effect immediately and shall remain effective until revoked.

Issued, FEBRUARY 14 2024, Quezon City.


MA. JOSEFINA G. BELMONTE
City Mayor 