



Republic of the Philippines
OFFICE OF THE CITY MAYOR
City of Davao

EXECUTIVE ORDER NO. 16
Series of 2022

AN ORDER CREATING AND CONSTITUTING THE SPECIAL PROJECTS MANAGEMENT BOARD DEFINING ITS FUNCTIONS, RESPONSIBILITIES, JURISDICTIONS AND ESTABLISHING POLICIES, GUIDELINES AND RULES AND REGULATIONS FOR THE OPERATION OF THE UNITS OF THE SPECIAL PROJECTS DIVISION UNDER THE CITY ECONOMIC ENTERPRISE OFFICE.

WHEREAS, the City Government of Davao owns lands of public dominion and government buildings and facilities for commercial purposes under the units of the Special Projects Division of the City Economic Enterprises Office, a revenue generating office of the City Government of Davao.

WHEREAS, the City Government of Davao has not established a policy making body for the purpose of addressing concerns and development of the units under the Special Projects Division of the City Economic Enterprises Office;

WHEREAS, there is a need for the creation of a policy making body to address all the concerns and issues affecting the management of the units under the Special Projects Division of the City Economic Enterprises Office as well as to formulate policies, laws, programs, and recommendations related thereto;

NOW, THEREFORE, I, SARA Z. DUTERTE, Mayor of the City of Davao, by virtue of the powers vested upon me by law, do hereby order the creation of the Special Projects Management BOARD defining its functions, responsibilities, and jurisdictions as follows:

SECTION 1. COMPOSITION. The Special Projects Management Board (BOARD) is tasked to serve as the policy making body in the management and development of the units under the Special Projects Division, to be composed of the following:

Chairperson:

- The City Mayor, or his/her authorized representative;

Vice Chairperson:

- The Assistant City Administrator for Operations, or his/her authorized representative;

Members:

Heads of the following Departments/Offices, or their authorized representative:

- City Economic Enterprises Office (CEE);
- City Treasurer's Office (CTO);
- City Legal Office (CLO);
- City Tourism Operations Office (CTOO); and,
- Sangguniang Panlungsod, Committee on Government Enterprise and Privatization.

The BOARD may recommend, from time to time, additional members to be appointed by the City Mayor in the interest of the service and for the effective discharge of its duties and functions.

SECTION 2. POWERS AND FUNCTIONS OF THE BOARD. The BOARD shall be vested with powers, functions, and duties, as follows:

- 2.1. Formulate and adopt policy guidelines and standards in the management and administration of the units under the Special Projects Division of the CEE;
- 2.2. Promulgate rules and regulations governing the operation, administration, and maintenance of the units under the Special Projects Division of the CEE;
- 2.3. Conduct periodic review of the operations of the units the Special Projects Division of the CEE;
- 2.4. Conduct raffle and drawing of lots for the allocation and awarding of vacant stalls/booths or spaces of the units under the Special Projects Division of the CEE, and certify the results thereof of for the approval of the City Mayor;
- 2.5. Deliberate on the revocation or cancellation of lease contract, closure of stall/space, or eviction of lessee from the stall/space for breach of contracts, or violation against the provisions of existing laws and ordinances;
- 2.6. Recommend such measures of action as may be necessary in the resolution of problems, in connection with the use and occupancy of stalls, or space of the units under the Special Projects Division of the CEE;
- 2.7. Adopt from time to time a budget for the administration and operation of the units under the Special Projects Division of the CEE to be drawn against the budget of the City Government of Davao; and,
- 2.8. Perform any acts necessary, proper, or incidental to the attainment of the purpose of units under the Special Projects Division of the CEE.

All policies and actions of the BOARD shall be subject to the approval of the City Mayor.

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SECTION 3. MEETING AND QUORUM. The BOARD shall hold a regular meeting at least once a month. Special meeting may be convened upon the call of the Chairperson or by the majority of the members of the BOARD. The presence of a simple majority of all the members of the BOARD shall constitute a quorum.

In the absence of the Chairperson and the Vice Chairperson, a temporary Presiding Officer shall be designated by the majority of the BOARD constituting a quorum.

SECTION 4. ADMINISTRATIVE SUPPORT. The Office of the City Administrator Economic Enterprises Management Division (City Economic Enterprises Office) shall be responsible in providing overall administrative and secretariat services to the BOARD, evaluate rental applications and recommend for approval by the BOARD.

SECTION 5. BUDGETARY REQUIREMENTS AND SOURCE OF FUNDS. The organizational and operational budgetary requirements of the BOARD including the corresponding compensation of personnel that may be assigned therein shall be sourced out from the existing budget of the CEE and/or the City Government of Davao.

SECTION 6. AREA OF COVERAGE. Being the owner of Lands of Public Dominion, Government Buildings and Facilities for Commercial Purposes and units occupied by the Lessees, the following areas covered under the Special Projects Division of the CEE are as follows:

- 6.1. Commercial Building at San Pedro corner C.M. Recto Streets;
- 6.2. Davao City Library Coffee Shop;
- 6.3. 2-story Concessionaires Building at the Sangguniang Panlungsod Compound;
- 6.4. Davao City Overland Transport Terminal Stalls/Booths;
- 6.5. Candelaria Commercial Spaces, Ecoland;
- 6.6. Davao Skate Park at Agdao Flyover; and,
- 6.7. Any existing and future undertaking wherein the operation and management may be assigned to the City Economic Enterprise.

SECTION 7. SEPARABILITY CLAUSE. If any part or provision of this Executive Order shall be declared invalid, the other portions or provisions hereof, which are not affected thereby, shall continue in full force and effect.

SECTION 8. REPEALING CLAUSE. All orders or parts thereof which are inconsistent with the provisions of this Executive Order are hereby repealed or modified accordingly.

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

DONE in the City of Davao, Philippines, this _____ day of MAY 05 2022, 2022.

SARA Z. DUTERTE

City Mayor

SEBASTIAN Z. DUTERTE
Acting City Mayor

Attested by:

ATTY. ZULEIKA T. LOPEZ

City Administrator



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