



Republic of the Philippines  
Province of Bulacan  
**MUNICIPALITY OF SANTA MARIA**  
**OFFICE OF THE MUNICIPAL MAYOR**



**EXECUTIVE ORDER NO. 007 -2024**

**"RECONSTITUTING THE MUNICIPAL DEVELOPMENT COUNCIL (MDC) OF THE  
MUNICIPALITY OF SANTA MARIA, BULACAN, IDENTIFYING ITS MEMBERS,  
THEIR DUTIES AND FUNCTIONS AND OTHER PURPOSES"**

**WHEREAS**, Article 182 of the Implementing Rules and Regulations of the Local Government Code of 1991 (Republic Act 7160) mandates the creation of the Local Development Council (LDC);

**WHEREAS**, provides that each local government unit shall have a multi-sectoral development plan to be initiated by its local development council (LDC) and approved by its sanggunian;

**WHEREAS**, the LDC shall assist the sangguniang bayan in setting the direction of economic and social development, and coordinating development efforts within its territorial jurisdiction;

**WHEREAS**, the synchronized 2023 Philippine Barangay and Sangguniang Kabataan Elections (BSKE) was held last October 30, 2023 which came up with new set of Punong Barangays and the composition of various Sangguniang Bayan Committees was changed which emphasize the need to reconstitute the Municipal Development Council and make the necessary adjustments in Executive Order No. 031-2022;

**WHEREAS**, based on the above premises, the Municipal Government would like to ensure the continuity of the functions and programs of the LDC;

**NOW, THEREFORE, I, BARTOLOME R. RAMOS**, Municipal Mayor of Santa Maria, Bulacan, by virtue of the power vested in me by law, do hereby order, **Reconstituting the Municipal Development Council (MDC) of the Municipality of Santa Maria, Bulacan, Identifying its Members, their Duties and Functions and other Purposes**, with the following stipulations.





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**SECTION I.** The Municipal Development Council shall be represented by the following members:

Chairman	:	<b>BARTOLOME R. RAMOS</b> Municipal Mayor
Co-Chairperson	:	<b>NARCISO L. GUEVARRA, M.D.</b> Gabay sa Kinabukasan – Sta. Maria, Bulacan, Inc.
Members	:	<b>SALVADOR A. PLEYTO</b> Congressman, District VI
		<b>NEIL B. MATEO</b> SB Chairman, Committee on Finance, Budget and Appropriations
		<b>24 BARANGAY CHAIRMEN</b>
		<b>Representative from different CSOs</b>
		<b>IVY S. PASCUAL</b> Patag Multipurpose Cooperative
		<b>MARIO N. DE JESUS</b> San Gabriel Rural Waterworks and Development Cooperative
		<b>EVELYN S. MENDOZA</b> Samahan ng Progresibong Magsasaka sa Pulong Buhangin
		<b>FLORITA DJ. LAZARO</b> Sto. Niño De Parada Multipurpose Cooperative





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**JOSELITO DV. MAGDAONG**

Guyong Transport Cooperative

**ROSAURO S. JOSE**

Federation of Senior Citizens  
Association of the Philippines  
(FSCAP)

**MARINA C. VIRGILIO**

Konsehong Pambayan para sa  
Kababaihan (KPK) Santa Maria  
Bulacan Inc.

**KRISTOFFER KENNETH DELA CRUZ**

Sta. Maria Business Association, Inc.  
(SMBAI)

**BERNARD V. MONGAS**

Lote ng Bagbaguin United Citizens  
Endevour Association, Inc.

**EMELIZA LAURENCIANA**

Catmon Multipurpose Cooperative  
Inc.

**RUFINA A. NOLASCO**

Daop-Palad Multipurpose  
Cooperative Inc.

**LAURO G. HERNANDEZ**

Municipal Agriculture and Fisheries  
Council

**SECTION II. DUTIES AND FUNCTIONS OF THE MDC.** The MDC shall perform the following functions:

- a) Formulate long-term, medium-term, and annual socioeconomic development plans and policies;
- b) Formulate the medium-term and annual public investment programs;





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- c) Appraise and prioritize socioeconomic development programs and projects;
- d) Formulate local investment incentives to promote the inflow and direction of private investment capital;
- e) Coordinate, monitor, and evaluate the implementation of development programs and projects; and
- f) Perform such other functions as may be provided by law or competent authority.

**SECTION III. EXECUTIVE COMMITTEE.** The Municipal Development Council Shall create an Executive Committee to represent it and act on its behalf when it is not in session. The Executive Committee shall be composed of the following as provided for in Section 111 of RA 7160.

Chairman	:	<b>BARTOLOME R. RAMOS</b> Municipal Mayor
Vice-Chairman	:	<b>NARCISO L. GUEVARRA – CSO</b> Gabay sa Kinabukasan – Sta. Maria, Bulacan, Inc.
Members	:	<b>NEIL B. MATEO</b> SB Chairman Committee on Finance, Budget and Appropriation
	:	<b>LEOVIGILDO A. RAMOS</b> ABC President

**SECTION IV. DUTIES AND FUNCTIONS OF THE EXECOM -** The ExeCom shall perform the following powers and functions:

- a) Ensure that the decisions of the council are faithfully carried out and implemented;
- b) Act on matters requiring immediate attention or action by the Council;
- c) Formulate policies, plans, and programs based on the general principles laid down by the Council; and
- d) Act on other matters that may be authorized by the Council.





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**SECTION V. SECRETARIAT.** The secretariat shall be responsible for providing technical support, documentation of the proceedings; preparation of reports and such other assistance as may be required in the discharge of its function.

- |                  |   |  |
|------------------|---|--|
| Head Secretariat | - | Municipal Planning and Development Coordinator |
| Members          | - | MPDO Staff                                     |

**SECTION VI. SECTORAL AND FUNCTIONAL COMMITTEES.** The sectoral Committees shall be as follows:

**SOCIAL DEVELOPMENT COMMITTEE**

- |             |   |  |
|-------------|---|--|
| Chairperson | - | Municipal Social Welfare and Development Officer                   |
| Members     | - | SB Chair, Social Services  |
|             | - | SB Chair, Women & Gender Equality                                  |
|             | - | SB Chair, Labor, Employment and OFW                                |
|             | - | SB Chair, Health, Sanitation and Nutrition                         |
|             | - | SB Chair, Education, Science and Technology and Skills Development |
|             | - | SB Chair, Family Relations   |
|             | - | SB Chair, Youth & Sports   |
|             | - | SB Chair, Peace, Public Order and Public Safety                    |
|             | - | MHO  |
|             | - | Nutrition Office   |
|             | - | PESO   |
|             | - | PNP  |
|             | - | BFP  |
|             | - | District Supervisor  |
|             | - | Punong Barangay of Caypombo  |
|             | - | Punong Barangay of Caysio  |
|             | - | Punong Barangay of Guyong  |
|             | - | Punong Barangay of Silangan  |
|             | - | Punong Barangay of Sta. Clara                                      |





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- Punong Barangay of Balasing
- Konsehong Pambayan para sa Kababaihan, President / Representative
- Las Palmas Subdivision-Phase 7 Homeowners, Association, Inc.
- Marjanaz Communities Multi-Purpose Cooperative
- Federations of Senior Citizens Association of the Phils. President / Permanent Alternate Representative

**ECONOMIC DEVELOPMENT COMMITTEE**

- |             |   |   |
|-------------|---|---|
| Chairperson | - | Municipal Agriculturist   |
| Members     | - | SB Chair, Market and Slaughterhouse                                   |
|             | - | SB Chair, Tourism, Cultural Affairs & Heritage                        |
|             | - | SB Chair, Trade, Commerce & Industry                                  |
|             | - | SB Chair, Games and Amusements  |
|             | - | SB Chair, Cooperatives  |
|             | - | SB Chair, Agriculture   |
|             | - | SB Chair, Information and Technology                                  |
|             | - | Market Master (Public Market)   |
|             | - | Slaughterhouse Master   |
|             | - | BPLO  |
|             | - | Municipal Tourism Officer   |
|             | - | Punong Barangay of Tumana   |
|             | - | Punong Barangay of San Vicente  |
|             | - | Punong Barangay of Parada   |
|             | - | Punong Barangay of Manggahan  |
|             | - | Punong Barangay of Buenavista   |
|             | - | Punong Barangay of Bagbaguin  |
|             | - | SMBAI President / Representative / Permanent Alternate Representative |





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- Catmon Multi-Purpose Coop.  
Representative / Permanent  
Alternate Representative
- Samahan ng Progresibong  
Magsasaka ng Pulong  
Buhangin-Chairman / Permanent  
Alternative Representative
- MAFC Chairman/ Permanent  
Alternate Representative

**INFRASTRUCTURE DEVELOPMENT COMMITTEE**

- |             |   |  |
|-------------|---|--|
| Chairperson | - | Municipal Engineer   |
| Members     | - | SB Chair, Public Works and Public<br>Utilities                 |
|             | - | ABC President  |
|             | - | Punong Barangay of Bulac                                       |
|             | - | Punong Barangay of Catmon                                      |
|             | - | Punong Barangay of Lalakhan                                    |
|             | - | Punong Barangay of Mahabang<br>Parang                          |
|             | - | Punong Barangay of Poblacion                                   |
|             | - | Punong Barangay of Pulong<br>Buhangin                          |
|             | - | MPDC   |
|             | - | Zoning Officer   |
|             | - | Santa Maria Water District<br>Representative                   |
|             | - | MERALCO Representative   |
|             | - | M. Parang Waterworks Cooperative                               |
|             | - | San Gabriel Waterworks /<br>Permanent Alternate Representative |

**ENVIRONMENTAL MANAGEMENT COMMITTEE**

- |             |   |  |
|-------------|---|--|
| Chairperson | - | MENRO  |
| Members     | - | SB Chair, Environmental Protection &<br>Natural Resources; |





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- SB Chair, DRRM/Climate Change Adaptation & Reduction
- GSO
- MDRRMO
- Sanitary Inspector
- Punong Barangay of Camangyanan
- Punong Barangay of Mag-Asawang Sapa
- Punong Barangay of San Gabriel
- Punong Barangay of San Jose Patag
- Punong Barangay of Sto. Tomas
- Punong Barangay of Sta. Cruz
- Lote ng Bagbaguin United Citizens Endeavor
- Association, Inc.
- Daop Palad MPC

**INSTITUTIONAL DEVELOPMENT COMMITTEE**

- |             |   |   |
|-------------|---|---|
| Chairperson | - | Municipal Administrator                                     |
| Members     | - | SB Chair, Blue Ribbon Committee                             |
|             | - | SB Chair, Good Government, Public Ethics & / Accountability |
|             | - | SB Chair, Justice and Human Rights                          |
|             | - | SB Chair, Ways and Means                                    |
|             | - | Mun. Planning & Devt. Coordinator                           |
|             | - | Municipal Budget Officer                                    |
|             | - | Municipal Accountant  |
|             | - | Municipal Treasurer   |
|             | - | HRMO  |
|             | - | SB Secretary  |
|             | - | MLGOO   |
|             | - | Gabay sa Kinabukasan – Sta. Maria, Bulacan, Inc.            |

**MUNICIPAL ZONING REVIEW COMMITTEE**

- |             |   |  |
|-------------|---|--|
| Chairperson | - | Municipal Planning & Devt. Coordinator |
|-------------|---|--|





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- Members
- SB Chair, Land Use and Agrarian Reform
  - ABC President
  - Municipal Assessor
  - Municipal Engineer
  - Mun. Environment & Natural Resources Officer
  - Mun. Disaster Risk Reduction and Mgt. Officer
  - Zoning Officer
  - Municipal Agrarian Reform Officer
  - Sto. Niño de Parada MPC,
  - Rotary Club of Mutya ng Santa Maria, Inc.
  - Three (3) Private Sector Representatives such as
- from Local Chamber of Commerce, local housing industry, federation of homeowner's associations, and academe

**SECTION VII. DUTIES AND FUNCTIONS OF THE SECTORAL COMMITTEES.** The members of the MDC Sectoral and Functional Committees shall perform the following functions:

- a) Provide the MDC with data and information essential to the formulation of plans, programs, and activities;
- b) Define sectoral or functional objectives, set targets, and identify programs, projects, and activities for the particular sector or function;
- c) Collate and analyze information and statistics and conduct related studies;
- d) Conduct public hearings on vital issues affecting the sector or function;
- e) Coordinate planning, programming, and implementation of programs, projects, and activities within each sector;
- f) Monitor and evaluate programs and projects; and
- g) Perform such other functions as may be assigned by the MDC.





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**SECTION VIII. MEETINGS AND QUORUM.**

- a) The MDC shall meet at least once every six (6) months or as often as may be necessary.
- b) A majority of the members of the council shall constitute a quorum. The affirmative vote of a majority of the members shall be necessary to approve plans, policies, and program and project proposals.

**SECTION IX. TECHNICAL ASSISTANCE TO THE COUNCIL.** All Municipal Government officers/Departments/Agencies are hereby enjoined to provide technical Assistance, support and cooperation to the Council.

**SECTION X. REPEALING CLAUSE.** All Executive Orders or issuances inconsistent with the provisions of this Executive Order are hereby repealed, superseded or modified accordingly

**SECTION X. EFFECTIVITY.** This Executive Order shall take effect immediately.

**DONE** this 1<sup>st</sup> day of February 2024 here at the Municipality of Santa Maria, Province of Bulacan.

  
**BARTOLOME R. RAMOS**  
Municipal Mayor

