Republic of the Philippines
CITY GOVERNMENT OF MUNTINLUPA
Sangguniang Panlungsod ng Muntinlupa

OFFICE OF THE SECRETARY
TO THE SANGGUNIANG PANLUNGSOD
MUNTINLUPA
CERTIFIED TRUE COPY
FROM THE ORIGINAL
DATE: 22 APR 2025 BY: Julia Diaboc

ORDINANCE NO. 2024-225

AN ORDINANCE CREATING THE MUNTINLUPA CITY HUMAN RIGHTS ACTION CENTER (MCHRAC), DEFINING ITS POWERS AND FUNCTIONS AND PROVIDING FUNDS THEREFOR, AMENDING FOR THIS PURPOSE ORDINANCE 2014-048

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Sponsored by: *Hon. Coun. Alexson V. Diaz*
Hon. Coun. Atty. Raul R. Corro
Hon. Coun. Paty Katy C. Boncayao
Hon. Coun. Atty. Rachel Katriel Ann C. Arciaga
Hon. Coun. Ivee Rhia Arciaga-Tadefa
Hon. Coun. Allan Rey A. Camilon
Hon. Coun. Jedidiah R. Presnedi, LPT
Hon. Coun. Ting D. Niefes
Hon. Coun. Mark Lester M. Baes
Hon. Coun. Francis Ian T. Bagatsing
Hon. Coun. Engr. Mamerto T. Sevilla, Jr.
Hon. Coun. Engr. Marissa C. Rongavilla
Hon. Coun. Engr. Arlene D. Hilapo
Hon. Coun. Cornelio M. Martinez
Hon. Coun. Rodolfo W. Moldez, Jr.
Hon. Coun. Allen F. Ampaya-LB President
Hon. Coun. Jonas Angelo L. Abadilla – SK Federation President

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WHEREAS, Article 2. Section 11 of the 1987 Philippine Constitution declares that the State values the dignity of every human person and guarantees full respect for human rights;

WHEREAS, Section 50 (b) (1) of the Local Government Code states that local government units at the level of provinces, cities, municipalities and barangays are mandated to create a Human Rights Committee (HRC) as one of the standing committees of the Sanggunian mandated to develop local policies and legislations that will address issues on human rights, rule of law and access to justice.

WHEREAS, the Internal Rules of the Sangguniang Panlungsod provided for the Committee on Human Rights as one of its standing committees;

WHEREAS, on 24 March 2014, the Sangguniang Panlungsod of Muntinlupa City passed Ordinance No. 14-048, establishing and operationalizing the Barangay Human Rights Action Center (BHRAC) in every barangay;

WHEREAS, the Department of Interior and Local Government (DILG) and the Commission on Human Rights (CHR) issued Joint Memorandum Circular No. 1 s. 2014 dated December 16, 2014, strengthening the BHRAC through the Human Rights Action Center and Rule of Law (HRAC & ROL) strategy:

CONCURRED:

DISTRICT 1:

COUN. ATTY. RAUL R. CORRO

COUN. ALEXSON V. DIAZ

COUN. PATY KATY C. BONCAYAO

COUN. ATTY. RACHEL C. ARCIAGA

COUN. IVEE RHIA ARCIAGA-TADEFA

COUN. ALLAN REY A. CAMILON

COUN. JEDIDIAH R. PRESNEDI, LPT

COUN. TING D. NIEFES

DISTRICT 2:

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COUN. FRANCIS IAN T. BAGATSING

COUN. ENGR. MAMERTO T. SEVILLA, JR.

COUN. ENGR. MARISSA C. RONGAVILLA

COUN. ENGR. ARLENE D. HILAPO

COUN. CORNELIO M. MARTINEZ

COUN. RODOLFO W. MOLDEZ, JR

COUN. ALLEN F. AMPAYA

COUN. JONAS ANGELO L. ABADILLA

U.P. LAW CENTER
OFFICE of the NATIONAL ADMINISTRATIVE REGISTER
Administrative Rules and Regulations
APR 25 2025
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BY:
TIME:

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COUN. ALLEN F. AMPAYA

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N°25-0473

WHEREAS, under the said JMC No. 1 s. 2014, there is a need to organize a Human Rights Committee and Action Team at the City level to ensure the mainstreaming of human rights, rule of law and access to justice in local governance, integration of human rights and access to justice principles in local legislative and executive actions, ensuring the accountability of local authorities in the promotion, protection and full realization of all human rights and instilling greater public awareness on human rights.

NOW, THEREFORE, BE IT ORDAINED AS IT IS HEREBY ORDAINED, by the 10th Sangguniang Panlungsod in session assembled that:

SECTION 1. Creation of the Muntinlupa City Human Rights Action Center. There is hereby created **Muntinlupa City Human Rights Action Center (MCHRAC)** under the Office of the City Mayor in coordination with the Commission on Human Rights, the Department of Interior and Local Government and various organizations. It shall act on human rights matters, including human rights promotion and complaints of human rights violations and shall be stationed at the Office of the City Attorney.

SECTION 2. Creation and Composition of the Human Rights Action Team. There is hereby created a **Human Rights Action Team (HRAcT)** which shall operate the Muntinlupa City Human Rights Action Center (MCHRAC) and shall ensure that all City offices operate in a human rights-based manner.

The **MCHRAcT** shall be composed of the following:

a) City Administrator as Chairperson
b) City Attorney as Co-Chairperson
c) SP Human Rights Committee Chairperson as Co-Chairperson

Members:

a) City Social Welfare and Development Officer
b) City Planning and Development Officer
c) City Health Officer
d) Public Information Officer
e) Schools Division Superintendent
f) BHRAO Association President
g) At least one (1) representative from civil society organizations/people's organizations/non-government organizations that advocate human rights
h) Muntinlupa City PNP Human Rights Affairs Officer
i) SK Federation President
j) Liga ng Barangay President
k) The members of the MCHRAcT shall undergo capacitation on human rights based local services delivery and governance.

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l) Sectorial representatives shall be recommended by majority of the members of the MCHRAcT and endorsed to the City Mayor for consideration and issuance of Executive Order.

SECTION 3. Duties and Responsibilities of The Muntinlupa City Human Rights Action Team (MCHRACT) - The **MCHRAcT** shall perform the following duties and responsibilities:

1. Develop and implement the human rights plan of the City.
2. Propose to the Sanggunian the integration of human rights programs, projects and activities in the annual budget appropriation.
3. Recommend appropriate legislations to the Human Rights Committee of the Sanggunian.
4. Utilize available resources for human rights promotion activities at the City level.
5. Spearhead and coordinate the implementation of human rights programs, projects and activities.
6. Serve as hubs for Access to Justice Network.
7. Posting of Human Rights Programs, Projects and Activities in the City's communication tools such as websites, bulletin boards, social media accounts and newsletters.
8. Provide legal and/or paralegal assistance to victims of human rights violations.
9. Encourage participation of local government officials and CSOs in human rights promotion activities.
10. Mobilize sectorial groups and locally-based people's organizations and civil society organizations in the community to participate in human rights activities.
11. Publish and feature articles on various human rights concerns and issues in the City's websites, talk shows, social media accounts, newsletters and bulletin boards.
12. Reproduce and disseminate Human Rights Information, Education and Communication (IEC) materials within the City level.
13. Serve as information centers on Human Rights Programs and Services including referral systems within the City. 14. Maintain and update the Directory of Human Rights Programs and Services within the City.
14. Organize the association of Human Rights Action Officers (HRAO) at the City level and support their operations.

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15. Strengthen linkages with the regional/field offices of CHR and DILG, other human rights service providers and civil society organizations in the implementation of human rights programs, projects and activities.
16. Organize capacity-building on human rights of all City officials in close coordination with regional/field officers of CHR and DILG.
17. Establish and maintain a database of human rights situationers including the monitoring of status of complaints of human rights violations referred to CHR Regional Offices and other appropriate agencies.
18. Provide CHR with copies of its plans, accomplishment reports, situationers and other pertinent documents on human rights.
19. Provide technical inputs human rights to the City Human Rights Committees.
20. Consolidate Semestral Human Rights Situationer Reports submitted by the BHRAcTs, submit the same to the CHR and DILG Regional Offices, and have it published in the city websites, newsletters and bulletin boards.
21. Assist the BHRAcTs in referral of complaints of human rights violations to CHR Regional Offices and other appropriate agencies and monitoring their status thereof.
22. Assist the BHRAcTs in the conduct of human rights advocacy, information and education activities.

SECTION 4. MCHRACT Secretariat. A MCHRACT Secretariat shall be created and lodged at the City Administrator Office and shall be composed of representatives from the Office of the City Administrator, City Planning and Development Office and City Social Welfare and Development Office.

SECTION 5. Function of the MCHRACT Secretariat . The MCHRACT Secretariat shall perform the following duties and responsibilities:

1. Receive, consolidate and prepare the Annual Human Rights Situationer Report submitted by the BHRACT.
2. Prepare minutes of the meeting.
3. Assist in coordinating human rights matters with concerned agencies.
4. Establish and maintain database of human rights reports.
5. Maintain and update a directory of HRACTs within the City.
6. Facilitate the administrative concerns of the HRACT.
7. Prepare updates on the complaints received and referred by BHRACT.

DISTRICT 1:

COUN. ATTY. RAUL R. CORRO

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COUN. PATY KATRINA BONCAYAO

COUN. ATTY. RACHEL C. ARCIAGA

COUN. IVEE RHIA ARCIAGA-TADEFA

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DISTRICT 1:

COUN. ATTY. RAUL R. CORRO

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COUN. ATTY. RACHEL C. ARCIAGA

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COUN. RODOLFO W. MOLDEZ, JR

COUN. ALLEN F. AMPAYA

COUN. JONAS ANGELO L. ABADILLA

SECTION 6. Creation of a Barangay Human Rights Action Center (BHRAC). There is hereby created a Barangay Human Rights Action Center (BHRAC), which shall be operated by the Barangay Human Rights Action Team (BHRACT). The BHRACT shall be composed of the following:

Barangay Human Rights Committee Chairperson as Chairperson

Members:

a) Barangay Secretary
b) Barangay Chief Tanod
c) Barangay Health Worker
d) Police Officer assigned in the barangay
e) Barangay VAWC Desk Officer
f) One (1) representative of the Barangay Council for the Protection of Children
g) One (1) representative of the Lupong Tagapamayapa
h) One (1) representative of the Barangay Peace and Order Committee
i) Principal from public or private school
j) Barangay Social Welfare and Development Officer, and
k) At least one (1) representative of civil society organization/non-government organization/people's organization.
l) Sangguniang Kabataan Council member

SECTION 7. Function of the BHRACT. The BHRACT shall perform the following duties and responsibilities:

1. Consolidate human rights reports from both barangay-based institutions (e.g. Lupong Tagapamayapa, VAWC Desks, BCPC etc.) and non- government entities (e.g. sectoral CSOs and purok leaders) in the community.
2. Submit semestral Barangay Human Rights Situationer Reports to the MCHRACT.
3. Receive complaints of human rights violations and refer the same to the nearest CHR Regional Offices and other appropriate agencies copy furnished the MCHRAcT and monitor the status thereof.

SECTION 8. *Budget Allocation* - The City of Muntinlupa shall provide in its Annual Budget a reasonable allocation of funds for the programs, projects and activities including capacity building of all local government officials on human rights, rule of law and access to justice and support for the establishment and operation of MCHRACs in an amount not less Office of the City Mayor, subject to pertinent accounting and auditing rules and under the regulations.

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SECTION 9. ***Separability Clause*** - If for any reason or reasons, any part or a provision of this Ordinance shall be held to be unconstitutional or invalid, other a parts or provisions hereof which are not affected thereby shall continue to be in full force or effect.

SECTION 10. ***Repealing Clause*** - All previous ordinances inconsistent with this Ordinance shall be deemed repealed or modified accordingly.

SECTION 11. ***Effectivity Clause*** - This Ordinance shall take effect fifteen (15) days after its publication in a newspaper of general circulation or its posting conspicuous places in the city hall and barangay halls in all barangays of the City.

ENACTED, by the 10th Sangguniang Panlungsod of Muntinlupa City this 8th day of July, 2024 on its 103rd Regular Session.

I HEREBY CERTIFY, as to the correctness of the foregoing ***Resolution***.

CECILIA C. LAZARTE
Secretary to the Sanggunian

ATTESTED:

ARTEMIO A. SIMUNDAC
City Vice-Mayor/Presiding Officer

APPROVED:

ROZZANO RUFINO B. BIAZON
City Mayor
Date: 18 JUL 2024

DISTRICT 1:

COUN. ATTY. RAUL R. CORRO

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