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Republic of the Philippines  
Province of Bulacan  
City of Malolos

## OFFICE OF THE CITY MAYOR

EXECUTIVE ORDER NO. 13  
Series of 2021

### AN ORDER PROVIDING FOR THE GUIDELINES ON THE DISTRIBUTION OF THE 'FINANCIAL ASSISTANCE TO NCR PLUS' FROM THE NATIONAL GOVERNMENT TO THE CONSTITUENTS OF THE CITY OF MALOLOS

**WHEREAS**, the President of the Republic of the Philippines has approved the grant of P22.9 Billion amount of emergency subsidy or ayuda to those affected by the implementation of the Enhanced Community Quarantine 2021;

**WHEREAS**, the Joint Memorandum Circular No. 1 Series of 2021 of the Department of the Interior and Local Government (DILG), Department of Social Welfare and Development (DSWD) and the Department of National Defense (DND) provides the guidelines in the implementation of the distribution of the financial assistance covered in the P22.9 Billion grant;

**WHEREAS**, the Joint Memorandum Circular provides that local government units shall contain in an Executive Order the type, manner, and process of distribution of the financial assistance prior to distribution;

**WHEREAS**, pursuant to Section 455, (2) (iii) of the Local Government Code of 1991, the City Mayor as the Chief Executive of the City Government, has the power to issue such executive orders for the faithful and appropriate enforcement and execution of laws and ordinances;

**NOW, THEREFORE, I, ENGR. GILBERT T. GATCHALIAN**, City Mayor of the City of Malolos, Bulacan, by the powers vested in me by law, do hereby order:

**SECTION 1. CREATION OF THE CITY GRIEVANCE AND APPEALS COMMITTEE.**  
There shall be created a City Grievance and Appeals Committee that shall act on complaints filed by affected Constituents of the City within 48 hours from receipt of the complaint.

**CHAIRMAN** : ATTY. CHRISTIAN PETER BAUTISTA  
City Legal Officer

**VICE CHAIRMAN** : MS. LOLITA SP. SANTOS, RSW  
City Social Welfare and Development Officer