



Republic of the Philippines
PROVINCE OF LEYTE
Provincial Capitol
Tacloban City

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PROVINCIAL LEGAL OFFICE

Item No.: **29**
Date: **18 2026 AUG**
Sangguniang Panlalawigan
Province of Leyte
RECEIVED
Date: **AUG 17 2026**
By: *[Signature]*

2nd INDORSEMENT
August 3, 2026

Respectfully returned to the Sangguniang Panlalawigan of Leyte, through the SP Secretary, the attached Ordinance No. 2026-16 of the Sangguniang Bayan of Hilongos, Leyte.

Issues/ concerns for review/recommendation/legal opinion is/are as follows:

- Ordinance No. 2026-16: **"Hilongos Building and Structural Regulation Ordinance of 2026. "**

REVIEW/RECOMMENDATION/LEGAL OPINION:

This office is of the opinion that the subject Ordinance is generally in accordance with its power under Section 447(a)(4)¹ of the Local Government Code of 1991 (R.A 7160), pursuant to PD 1096². Hence, we recommend for the declaration of its validity.

We hope to have assisted you with this request. Please note that the opinion rendered by this Office are based on the facts available and may vary or change when additional facts and documents are presented or changed. This opinion is likewise without prejudice to the opinions rendered by higher and competent authorities and/or the courts.

ATTY. JOSE RAYMUND A. ACOL
Provincial Legal Officer

¹ (4) Regulate activities relative to the use of land, buildings and structures within the municipality in order to promote the general welfare

² National Building Code

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OFFICE OF THE SANGGUNIANG PANLALAWIGAN

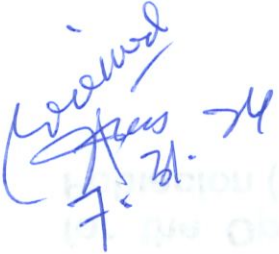
PROVINCE OF LEYTE
LEGAL OFFICE

RECEIVED

1ST INDORSEMENT
30 July 2026

By: 
Date: 7. 31. 26 Time: 9:12

The Provincial Legal Office is respectfully requested to review and submit recommendations on the herein enclosed **Municipal Ordinance No. 2026-16** of the **Municipality of Hilongos, Leyte**, entitled: **An Ordinance strengthening the local implementation and enforcement of the National Building Code of the Philippines (Presidential Decree No. 1096) and its implementing rules and regulations within the Municipality of Hilongos, Leyte, regulating building, fencing, demolition, occupancy, ancillary and other structural activities establishing local enforcement mechanisms, imposing administrative penalties and for other purposes.**


7. 31. 26


FLORINDA JILL S. UYVICO
Secretary to the Sanggunian



FILE



Republic of the Philippines
Province of Leyte
Municipality of Hilongos

Sangguniang Panlalawigan
Province of Leyte

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Date: JUL 30 2026
By: [Signature]



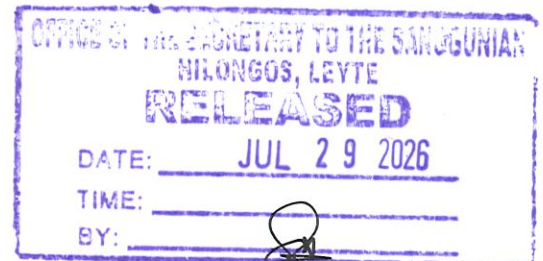
OFFICE OF THE SECRETARY TO THE SANGGUNIANG BAYAN

28 July, 2026

HON. LEONARDO M. JAVIER, JR.
Provincial Vice-Governor
Province of Leyte

Sir:

Greetings!



Respectfully forwarding fifteen (15) copies of the enacted **Municipal Ordinance No. 2026- 16** : "A Ordinance Strengthening The Local Implementation and Enforcement of the National Building Code of the Philippines (Presidential Decree No. 1096) and Its Implementing Rules and Regulations Within the Municipality of Hilongos, Leyte, Regulating Building, Fencing, Demolition, Occupancy, Ancillary and Other Structural Activities, Establishing Local Enforcement Mechanisms, Imposing Administrative Penalties and For Other Purposes"

- 1) Minutes of the Public Hearing
- 2) Duly Accomplished Attendance Sheet
- 3) Pictures
- 4) Certificate of Posting

Hoping this suffice.

Respectfully yours,

[Signature]

CATHERINE A. FABULAR, J.D.
Secretary to the Sanggunian



MUNICIPAL ORDINANCE NO. 2026-16

Date: JUL 30 2026
By: [Signature]

AN ORDINANCE STRENGTHENING THE LOCAL IMPLEMENTATION AND ENFORCEMENT OF THE NATIONAL BUILDING CODE OF THE PHILIPPINES (PRESIDENTIAL DECREE NO. 1096) AND ITS IMPLEMENTING RULES AND REGULATIONS WITHIN THE MUNICIPALITY OF HILONGOS, LEYTE; REGULATING BUILDING, FENCING, DEMOLITION, OCCUPANCY, ANCILLARY AND OTHER STRUCTURAL ACTIVITIES; ESTABLISHING LOCAL ENFORCEMENT MECHANISMS; IMPOSING ADMINISTRATIVE PENALTIES AND FOR OTHER PURPOSES

Authored by: **HON. MANUEL V. LORA**

Chairperson, Committee on Infrastructure, Public Works, and Special Projects

EXPLANATORY NOTE

WHEREAS, the Municipality of Hilongos, Leyte continues to experience growth and development brought about by increasing commercial activities, infrastructure expansion, and residential construction within its territorial jurisdiction. Alongside this progress comes the need to ensure that all buildings, structures, and other forms of construction are undertaken in an orderly, safe, lawful, and environmentally responsible manner;

WHEREAS, it has been observed that various structures within the Municipality are being erected, altered, occupied, or maintained without the necessary permits and clearances, or in areas affected by zoning restrictions, road rights-of-way, easements, salvage zones, agricultural land limitations, and other regulatory considerations. Such circumstances pose risks to public safety, environmental protection, disaster resilience, traffic management, and the overall orderly development of the Municipality;

WHEREAS, while National Building Code of the Philippines and its implementing rules and regulations provide national standards governing construction and structural safety, there remains a need for a localized regulatory framework that will strengthen enforcement, clarify local procedures, and address specific conditions and concerns within the Municipality of Hilongos;

WHEREAS, pursuant to the powers granted to local government units under Local Government Code of 1991, particularly on matters involving public safety, zoning, land use regulation, environmental protection, and the promotion of general welfare, this Ordinance is being proposed to establish comprehensive guidelines on building regulation, structural compliance, permitting requirements, enforcement mechanisms, and administrative penalties within the Municipality;

WHEREAS, this proposed "Hilongos Building and Structural Regulation Ordinance of 2026" seeks to promote responsible development, ensure compliance with existing laws and regulations, protect public welfare, and uphold the Municipality's vision of safe, resilient, and sustainable community development;

WHEREAS, accordingly, approval of this Ordinance is earnestly sought:

NOW THEREFORE, on motion of Hon. Manuel V. Lora, as seconded by Hon. Hon. Bernadeth M. Nerves, Hon. Francisco M. Ortega, and Hon. Aline B. Reoma;

MANUEL R. VILLAHERMOSA
Municipal Mayor

BERNADETH M. NERVES
SB Member

JOSEPH F. FULACHE
SB Member
(absent)

ALBERT R. VILLAHERMOSA
Municipal Vice-Mayor

CATHERINE A. FABULAR, J.D.
Secretary to the Sanggunian

RICHARD BENEDICT V. OGARIO
Ex-Officio Member/President,
Liga ng mga Barangay

MANUEL M. GABISAN
SB Member

CRIS ANTONIO B. ONG
SB Member

MANUEL V. LORA
SB Member

CECILIE ANTONIETTE C. SABRIDO
Ex-Officio Member / President, Pambayang Pederasyon ng
Sangguniang Kabataan

FRANCISCO M. ORTEGA
SB Member

TRINIDAD V. ZARATE
SB Member (on official travel)

ALINE B. REOMA
SB Member

BE IT ORDAINED BY THE Seventeenth Sangguniang Bayan of the Municipality of Hilongos in a regular session assembled that:

SECTION 1. TITLE - This Ordinance shall be known as the "**Hilongos Building and Structural Regulation Ordinance of 2026.**"

SECTION 2. DECLARATION OF POLICY

It is hereby declared the policy of the Municipality of Hilongos to promote public safety, orderly development, environmental protection, structural integrity, and proper land use regulation through the effective enforcement of the National Building Code of the Philippines, its Implementing Rules and Regulations, Zoning Ordinance, environmental laws, agrarian laws, easement regulations, and other related laws and regulations.

The Municipality recognizes the necessity of regulating construction activities, fencing, occupancy, and structural developments in order to protect agricultural lands, public easements, foreshore and salvage zones, waterways, road right-of-way, public infrastructure, and the general welfare of the people of Hilongos.

SECTION 3. SCOPE AND COVERAGE

This Ordinance shall apply to all persons, entities, contractors, developers, occupants, permittees, and property owners undertaking construction, alteration, repair, demolition, fencing, excavation, occupancy, land development, commercial structural activities and all ancillary construction activities within the territorial jurisdiction of the Municipality of Hilongos.

SECTION 4. ENFORCEMENT AUTHORITY

The provisions of this Ordinance shall be implemented and enforced by the Office of the Building Official in accordance with the National Building Code of the Philippines, its Implementing Rules and Regulations and other applicable laws.

In the absence, vacancy, incapacity, or temporary unavailability of a duly appointed Building Official, the Municipal Engineer or such other official as may be authorized under applicable laws, rules, regulations, or lawful designation shall perform such functions as may be lawfully exercised under the National Building Code and its Implementing Rules and Regulations.

For the effective implementation of this Ordinance, the Building Official or the official lawfully acting in such capacity may conduct inspections, issue notices, orders, and other lawful enforcement directives, recommend the suspension, cancellation, or revocation of permits issued by the Municipality whenever authorized by law, initiate demolition or abatement proceedings subject to applicable laws and due process, require proof of compliance with applicable permits, clearances, certifications, and approvals and coordinate with the appropriate municipal offices, barangays, and national government agencies as may be necessary for the enforcement of this Ordinance.

CATHERINE A. FABULAR, J.D.
Secretary to the Sanggunian

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Ex-Officio Member / President,
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Municipal Mayor

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(absent)

ALBERT R. VILLAHERMOSA
Municipal Vice-Mayor

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(absent)

ALBERT R. VILLAHERMOSA
Municipal Vice-Mayor

The Building Official shall likewise conduct administrative proceedings, receive evidence, determine the existence of violations, and impose the administrative sanctions and fines authorized under this Ordinance, subject to the requirements of due process.

SECTION 5. REQUIRED CLEARANCES

No Building Permit, Fencing Permit, Occupancy Permit, or Ancillary and Accessory Permit shall be issued unless the applicant secures the necessary clearances and endorsements, when applicable, from the Municipal Planning and Development Office or Zoning Administrator, Municipal Engineering Office, concerned Barangay, and such other agencies as may be required under existing laws and regulations.

Applications involving agricultural lands, Certificate of Land Ownership Award (CLOA) covered lands, national roads, foreshore areas, salvage zones, waterways, easements, or environmentally critical areas shall require the appropriate endorsements or clearances from the concerned national government agencies.

SECTION 6. BARANGAY CLEARANCE

It shall be unlawful for any person to construct a building or any other structure or contraption within the Municipality of Hilongos without first securing a barangay clearance from the Punong Barangay or duly authorized representative, preferably the committee chairperson on infrastructure of the barangay wherein the said building, structure or contraption is to be constructed;

Provided, however, that any application for the said barangay clearance which is not acted upon by the concerned barangay official within seven (7) days from the filing of the said application, is deemed approved and;

Provided further, that any denial of the application for the said barangay clearance may be appealed to the Municipal Mayor through the Office of the Building Official within ten (10) days from receipt of the notice of such denial, whose decision shall be final and executory, but without prejudice to any administrative, civil or criminal charges against any erring Barangay Official.

SECTION 7. NON-LEGALIZATION CLAUSE

The issuance of any building and/or other ancillary permits by the Municipality shall not be construed as recognition of ownership, validation of possession or occupancy.

SECTION 8. DEMOLITION OF ILLEGAL BUILDING, STRUCTURE OR CONTRAPTION

Any building, structure or contraption erected in any public place within the Municipality of Hilongos such as but not limited to streets, thoroughfares, sidewalks, plazas, or in any other public place intended for

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SB Member

public use or similar purpose are hereby declared as nuisance and illegal structure.

Such building, structure or contraption shall be demolished by the owner thereof or any of his authorized representative within ten (10) days from receipt of the notice to demolish.

Provided however, in the execution of eviction or demolition orders involving underprivileged and homeless citizens, said persons shall be given thirty (30) days from receipt of the notice to demolish to voluntarily vacate and demolish their structures

SECTION 9. PROCEDURE FOR DEMOLITION

Eviction or demolition as a practice shall be discouraged. Eviction or demolition, however, may be allowed under the following situations:

- When persons or entities occupy danger areas such as esteros, railroad tracks, garbage dumps, riverbanks, shorelines, waterways, and other public places such as sidewalks, roads, parks, and playgrounds;
- When government infrastructure projects with available funding are about to be implemented; or
- When there is a court order for eviction and demolition.

In the execution of eviction or demolition, the following shall be mandatory:

- For underprivileged and homeless citizens who have utilized the subject structures as their sole family home or dwelling, notice upon the effected persons or entities at least thirty (30) days prior to the date of eviction or demolition. Otherwise, the ten (10)-day notice rule as herein above-mentioned shall apply;
- Adequate consultations on the matter of settlement with the duly designated representatives of the families to be resettled and the affected communities in the areas where they are to be relocated;
- Presence of local government officials or their representatives during eviction or demolition;
- Proper identification of all persons taking part in the demolition;
- Execution of eviction or demolition only during regular office hours from Mondays to Fridays and during good weather, unless the affected families consent otherwise;
- No use of heavy equipment for demolition except for structures that are permanent and of concrete materials;

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- 7) Proper uniforms for members of the Philippine National Police who shall occupy the first line of law enforcement and observe proper disturbance control procedures; and

SECTION 10. DISPOSITION OF SEIZED DEMOLISHED ITEMS

Construction materials and personal property recovered during the implementation of a lawful demolition or abatement proceeding under this Ordinance shall remain the property of their lawful owner.

The owner, occupant, or duly authorized representative shall have the primary responsibility to immediately secure, remove, transport, relocate, store, or otherwise lawfully dispose of the recovered construction materials and personal property at his or her own expense, in a manner that does not obstruct public roads, sidewalks, easements, waterways, public places, or adjoining properties.

Where the owner, occupant, or duly authorized representative is unable to immediately remove the recovered materials or personal property, the Municipality may, upon request or when reasonably necessary to protect public safety, health, or convenience, provide assistance in hauling, transporting, or temporarily relocating the same to a suitable location designated by the owner or, when no such location is available, to a temporary storage area designated by the Municipality.

Any reasonable expenses incurred by the Municipality for hauling, transportation, temporary storage, security, preservation, inventory, or lawful disposal may be recovered from the owner in accordance with this Ordinance and other applicable laws, rules, and regulations.

Nothing in this Section shall be construed as transferring ownership of the recovered construction materials or personal property to the Municipality, except where the same are voluntarily abandoned or otherwise disposed of in accordance with applicable laws.

SECTION 11. PROHIBITED ACTS

It shall be unlawful for any person or entity to undertake construction, fencing, excavation, demolition, occupancy, or structural development without the necessary permit or in violation of the National Building Code, its Implementing Rules and Regulations, zoning ordinances, and this Ordinance.

Likewise prohibited are construction or fencing within road right-of-way, easements, salvage zones, foreshore areas, waterways, and other public properties without lawful authority; construction on agricultural lands inconsistent with agrarian and zoning laws; submission of false documents in permit applications; refusal to comply with lawful orders of the Office of the Building Official; and continuation of construction despite issuance of a Stop Work Order.

SECTION 12. AGRICULTURAL LANDS AND PROTECTED AREAS

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No building or fencing permit shall be issued over irrigated agricultural lands, Strategic Agriculture and Fisheries Development Zone (SAFDZ) areas, CLOA-covered lands, or agricultural lands without the proper conversion clearance or authority from the appropriate government agencies, unless otherwise allowed under existing laws and regulations.

No permanent structure, fence, commercial improvement, or obstruction shall likewise be allowed within foreshore areas, salvage zones, waterways, drainage easements, public easements, and road right-of-way without lawful authority and clearance from the proper agencies.

SECTION 13. NOTICES AND ENFORCEMENT ORDERS

Upon finding any violation of this Ordinance or related laws and regulations, the Office of the Building Official may issue Notices of Violation, Stop Work Orders, Cease and Desist Orders, and such other lawful enforcement directives necessary to ensure compliance.

Provided, however, the said order shall be lifted if and when the owner, builder, contractor, carpenter, or worker can show full compliance of all the necessary legal requirements for the said construction within a reasonable period of time.

Except in cases involving imminent danger to public safety or infrastructure, the builder shall be afforded reasonable opportunity to comply and explain.

SECTION 14. EXISTING STRUCTURES AND COMPLIANCE REVIEW

All existing buildings, structures, fences, and other improvements within the territorial jurisdiction of the Municipality of Hilongos, whether constructed before or after the effectivity of this Ordinance, shall remain subject to inspection by the Office of the Building Official to determine compliance with the National Building Code of the Philippines, this Ordinance, and other applicable laws, rules, and regulations.

Where, after inspection and evaluation, the Building Official determines that a building, structure, fence, or other improvement has been constructed, altered, occupied, or maintained in violation of the National Building Code of the Philippines, this Ordinance, or other applicable laws, the Building Official shall issue the appropriate Notice of Violation or such other lawful enforcement order as may be warranted.

Notices shall, whenever practicable, be served personally upon the owner, occupant, builder, contractor, or person responsible for the violation. If personal service cannot be affected, despite diligent efforts, service may be made by registered mail, substituted service upon a person of suitable age at the premises, posting of the notice in a conspicuous place on the property, or by such other means consistent with due process and applicable laws.

SECTION 15. CONTINUING VIOLATIONS

MANUEL R. VILLAHERMOSA
Municipal Mayor

BERNARDO M. NERVES
SB Member

JOSEPH F. FULACHE
SB Member
(absent)

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Municipal Vice-Mayor

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Each day that a violation continues after receipt of lawful notice shall constitute a separate offense.

SECTION 16. ADMINISTRATIVE PENALTIES

Any person found violating the provisions of this Ordinance shall, after due notice and hearing, be subject to the following administrative fines and regulatory sanctions:

- Construction without the required permit** — a fine of not less than Two Thousand Pesos (₱2,000.00) but not more than Two Thousand Five Hundred Pesos (₱2,500.00), without prejudice to the application of the administrative sanctions provided for under the National Building Code and its IRR;
- Construction of fences or enclosure structures without the required permit** — a fine of not less than Two Thousand Pesos (₱2,000.00) but not more than Two Thousand Five Hundred Pesos (₱2,500.00), without prejudice to the application of the administrative sanctions provided for under the National Building Code and its IRR;
- Construction within easements, salvage zones, road right-of-way, or other prohibited areas** — a fine of not less than Two Thousand Pesos (₱2,000.00) but not more than Two Thousand Five Hundred Pesos (₱2,500.00), without prejudice to removal or demolition proceedings authorized by law and without prejudice to the application of the administrative sanctions provided for under the National Building Code and its IRR;
- Failure or refusal to comply with a duly issued Stop Work Order** — a fine of Two Thousand Pesos (₱2,000.00) for every day of continued violation after receipt thereof;
- Submission of falsified documents, material misrepresentation, or concealment of relevant facts in relation to permit applications** — a fine of not less than Two Thousand Pesos (₱2,000.00) but not more than Two Thousand Five Hundred Pesos (₱2,500.00), without prejudice to the application of the administrative sanctions provided for under the National Building Code and its IRR and prosecution under existing laws.

The imposition of administrative fines under this Ordinance shall be without prejudice to the filing of appropriate civil, criminal, or administrative actions under existing laws, including the enforcement of penalties provided under National Building Code of the Philippines and other applicable special laws.

Administrative fines collected under this Ordinance shall accrue to the General Fund of the Municipality.

SECTION 17. DEMOLITION AND ABATEMENT OF DANGEROUS AND RUINOUS BUILDINGS OR STRUCTURES

MANUEL R. VILLAHERMOSA
Municipal Mayor

BERNARD M. NERVES
SB Member

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SB Member
(absent)

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Municipal Vice-Mayor

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Dangerous buildings are those which are herein declared as such or are structurally unsafe or not provided with safe egress, or which constitute a fire hazard, or are otherwise dangerous to human life, or which in relation to existing use, constitute a hazard to safety or health or public welfare because of inadequate maintenance, dilapidation, obsolescence, or abandonment or which otherwise contribute to the pollution of the site or the community to an intolerable degree.

When any building or structure is found or declared to be dangerous or ruinous, the Building Official shall order its repair, vacation or demolition depending upon the degree of danger to life, health, or safety. This is without prejudice to further action that may be taken under the provisions of Articles 482 and 694 to 707 of the Civil Code of the Philippines.

Provided, however, that in cases where the structure poses an imminent danger to life, public safety, public infrastructure, or property, the Municipality may undertake immediate emergency abatement, removal, or demolition measures consistent with applicable laws, rules, and regulations, without prejudice to the conduct of appropriate post-enforcement documentation and proceedings.

SECTION 18. MUNICIPAL BUILDING BOARD

There is hereby created a Municipal Building Board, which shall serve as the advisory and coordinating body of the Municipality in matters relating to the implementation and enforcement of this Ordinance.

The Municipal Building Board shall be composed of the following or their duly authorized representatives:

- Office of the Building Official – Chairperson;
- Sangguniang Bayan Committee on Infrastructure, Public Works and Special Projects
- Municipal Engineering Office;
- Municipal Planning and Development Office;
- Municipal Environment and Natural Resources Office (MENRO);
- Municipal Legal Office;
- Philippine National Police (PNP);
- Bureau of Fire Protection (BFP);
- Municipal Assessor's Office;
- Liga ng mga Barangay; and
- Representative from the private sector (a practicing contractor, builder, architect, or engineer from a recognized professional organization)

The Municipal Mayor may designate such other municipal offices, national government agencies, or technical experts as may be necessary to assist the Board in the performance of its functions.

The Municipal Building Board shall formulate policy recommendations, provide technical and legal guidance, promote inter-agency coordination, recommend enforcement strategies, review implementation issues, and perform such other advisory functions as may be

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(absent)

ALBERT R. VILLAHERMOSA
Municipal Vice-Mayor

necessary to ensure the effective implementation of this Ordinance. The Board shall not exercise powers vested by law exclusively in the Building Official under the National Building Code of the Philippines and its Implementing Rules and Regulations.

SECTION 19. INSPECTION AUTHORITY AND TECHNICAL WORKING GROUP COMPOSITION

There is hereby created a Technical Working Group (TWG), which shall serve as the Inspection Team of the Municipal Building Enforcement Task Force. The TWG shall conduct inspections, site verification, documentation, monitoring, and other field activities under the direction and supervision of the Building Official.

The TWG shall be composed of the following personnel or their duly designated representatives:

- Building Inspector or authorized technical personnel of the Office of the Building Official – Team Leader;
- Municipal Engineer or designated Municipal Engineering personnel;
- Municipal Planning and Development Office technical personnel;
- Municipal Environment and Natural Resources Office technical personnel;
- Municipal Legal Office representative, when legal issues or enforcement actions require legal assistance;
- Philippine National Police personnel, when necessary to maintain peace and order or ensure the safety of the inspection team;
- Bureau of Fire Protection personnel, when fire safety concerns are involved;
- Concerned Barangay Officials or Barangay Public Safety Officers (BPSOs), who shall assist in identifying the location, notifying concerned parties, and maintaining order during inspections; and
- Such other technical personnel or representatives from national government agencies as the Building Official may request, depending on the nature of the inspection.

SECTION 20. DUTY TO NOTIFY THE EXISTENCE OF ILLEGAL STRUCTURES

All Barangay Officials within the Municipality of Hilongos shall assist in the implementation of this Ordinance by monitoring the construction, alteration, repair, occupancy, or demolition of buildings, structures, or other contraptions within their respective barangays. Whenever they have reasonable grounds to believe that any construction or structure is being undertaken in violation of this Ordinance, the National Building Code of the Philippines, or other applicable laws, they shall promptly submit a written report to the Office of the Building Official for appropriate inspection and action.

Any citizen, resident, landowner, homeowner association, civic organization, or other interested person who has personal knowledge of any suspected violation of this Ordinance may likewise file a written complaint or report with the Office of the Building Official. Reports may be accompanied

CATHERINE A. FABULAR, J.D.
Secretary to the Sanggunian

RICHARD BENEDICT V. OGARIO
Ex-Officio Member / President,
Liga ng mga Barangay

MANUEL M. GABISAN
SB Member

CRIS ANTONIO B. ONG
SB Member

MANUEL V. LORA
SB Member

CECILIE ANTONIETTE C. SABRIDO
Ex-Officio Member / President, Pambayang Pederasyon ng
Sangguniang Kabataan

FRANCISCO M. ORTEGA
SB Member

TRINIDAD V. ZARATE
SB Member (on official travel)

ALINE B. REOMA
SB Member

MANUEL R. VILLAHERMOSA
Municipal Mayor

BERNADETH M. NERVES
SB Member

JOSEPH F. FULACHE
SB Member
(absent)

ALBERT R. VILLAHERMOSA
Municipal Vice-Mayor

by photographs, videos, location sketches, or other supporting evidence to facilitate verification.

Upon receipt of any report or complaint, the Office of the Building Official shall evaluate the same and, when warranted, conduct the necessary inspection and take such lawful enforcement action as may be authorized under the National Building Code of the Philippines, this Ordinance, and other applicable laws, rules, and regulations.

The Punong Barangay and their duly authorized representatives, shall assist the Office of the Building Official in the service of notices, maintenance of peace and order during inspections or enforcement operations, and such other lawful acts as may be necessary for the effective implementation of this Ordinance.

Barangay officials mentioned herein who, despite actual knowledge of an apparent violation of this Ordinance, willfully, through gross negligence, or in bad faith, fail or refuse to report the same to the Office of the Building Official within a reasonable period, or who knowingly tolerate, conceal, encourage, or facilitate violations of this Ordinance, may, after due notice and hearing, be subject to appropriate administrative, civil, or criminal proceedings in accordance with the Local Government Code of 1991, the Revised Penal Code, the Anti-Graft and Corrupt Practices Act, the Code of Conduct and Ethical Standards for Public Officials and Employees, and other applicable laws, without prejudice to the filing of appropriate complaints before the proper authorities.

SECTION 21. SEPARABILITY CLAUSE

If any provision of this Ordinance is declared unconstitutional or invalid, the remaining provisions not affected thereby shall continue to be in full force and effect.

SECTION 22. REPEALING CLAUSE

All ordinances, resolutions, executive issuances, rules and regulations, or parts thereof which are inconsistent with any provision of this Ordinance are hereby repealed, amended, or modified accordingly.

In particular, all provisions of Municipal Ordinance No. 2021-12, otherwise known as the "Hilongos Urban Development Ordinance of 2021," which are inconsistent with the provisions of this Ordinance, especially those relating to building regulation, structural compliance, permitting, enforcement, penalties, and demolition procedures, are hereby deemed repealed, amended, or superseded accordingly.

The remaining provisions of Municipal Ordinance No. 2021-12 which are not inconsistent herewith shall remain in full force and effect.

SECTION 23. EFFECTIVITY

This Ordinance shall take effect after compliance with the publication and posting requirements under applicable laws and regulations.

MANUEL R. VILLAHERMOSA
Municipal Mayor

BERNADETH M. NERVES
SB Member

JOSEPH F. FULACHE
SB Member
(absent)

ALBERT R. VILLAHERMOSA
Municipal Vice-Mayor

CATHERINE A. FABULAR, J.D.
Secretary to the Sanggunian

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Ligang mga Barangay

MANUEL M. GABISAN
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MANUEL V. LORAN
SB Member

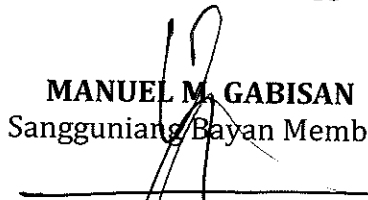
CECILLE ANTONIETTE C. SABRIDO
Ex-Officio Member / President, Pambayang Pederasyon ng
Sangguniang Kabataan

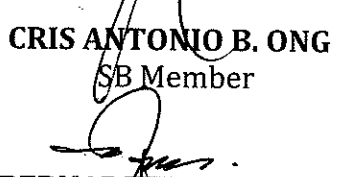
FRANCISCO M. ORTEGA
SB Member

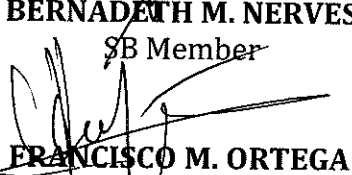
TRINIDAD V. ZARATE
SB Member (on official travel)

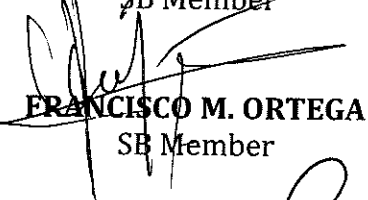
ALINE B. REOMA
SB Member

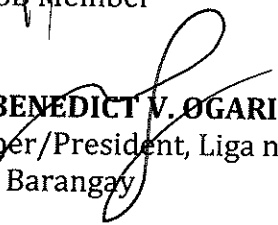
ENACTED this 6th day of July, 2026 during the Twenty-Seventh Regular Session for CY 2026 of the Seventeenth Sangguniang Bayan of Hilongos.


MANUEL M. GABISAN
Sangguniang Bayan Member


CRIS ANTONIO B. ONG
SB Member


BERNADETH M. NERVES
SB Member


FRANCISCO M. ORTEGA
SB Member


RICHARD BENEDICT V. OGARIO
Ex-Officio Member/President, Liga ng mga
Barangay

JOSEPH F. FULACHE
SB Member (*absent*)


MANUEL V. LORA
SB Member


ALINE B. REOMA
SB Member

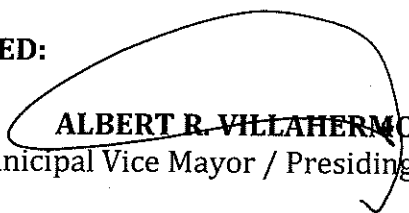
TRINIDAD V. ZARATE
SB Member (*on official travel*)


CECILLE ANTONIETTE C. SABRIDO
Ex-Officio Member/President,
Pambayang Pederasyon ng Sangguniang
Kabataan

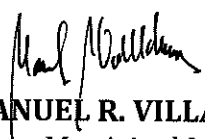
I HEREBY CERTIFY to the correctness of the foregoing ordinance.


CATHERINE A. FABULAR, J.D.
Secretary to the Sanggunian

ATTESTED:


ALBERT R. VILLAHERMOSA
Municipal Vice Mayor / Presiding Officer

APPROVED:


MANUEL R. VILLAHERMOSA
Municipal Mayor

Date: 7/27/26



Republic of the Philippines
Province of Leyte
Municipality of Hilongos
OFFICE OF THE SANGGUNIANG BAYAN



COMMITTEE ON INFRASTRUCTURE, PUBLIC WORKS, AND SPECIAL PROJECTS

MINUTES OF THE PUBLIC HEARING ON THE PROPOSED MUNICIPAL ORDINANCE ENTITLED: "AN ORDINANCE STRENGTHENING THE ENFORCEMENT OF THE NATIONAL BUILDING CODE AND ITS IMPLEMENTING RULES AND REGULATIONS WITHIN THE MUNICIPALITY OF HILONGOS, LEYTE, REGULATING BUILDING, FENCING, ANCILLARY AND OTHER STRUCTURAL DEVELOPMENTS, PROVIDING ADMINISTRATIVE PENALTIES, CREATING LOCAL ENFORCEMENT MECHANISMS, AND FOR OTHER PURPOSES", ON FRIDAY, JUNE 26, 2026, 8:30 IN THE MORNING AT LORETO P. LORA'S HALL, LEGISLATIVE BUILDING, HILONGOS, LEYTE.

In attendance:

Hon. Albert R. Villahermosa	- Municipal Vice-Mayor
Hon. Manuel V. Lora	- Chairperson, Committee on Infrastructure
Hon. Bernadeth M. Nerves	- Vice-Chairperson, Committee on Environment
Hon. Cris Antonio B. Ong	- Committee Member
Hon. Francisco M. Ortega	- Committee Member
Hon. Joseph F. Fulache	- Committee Member
Engr. Joseph Andrew O. Velos	- Acting Municipal Engineer
Arch. Dave Mark C. Lor	- Acting Building Official, MEO
Atty. Leizyl Mae G. Clarus	- Municipal Legal Officer
Engr. Rodelia Diana R. Nudalo	- Project Development Officer II
Engr. Abegail F. Arribal	- Draftsman II
Engr. Elmera J. Juero	- Engineer II, DPWH
Arch. Maeve Jasmin Shelly Flores	- VRF Design Group
Arch. Maria Dinalynn Z. Flores	- PEZA - MEZ
Arch. Michael Angelo V. Flandez	- Freelance
Engr. Jose Mario V. Velos	- Freelance
Arch. Ruel Tuyan	- Freelance
Engr. Virgilio M. Uy	- Freelance
Arch. Bryan Sheldon Yu	- Freelance
Engr. Jose Rey Benjie Lora	- Engineer II, DPWH
Engr. Reynaldo L. Casinillo	- ETC Roof
Engr. Lester John F. Sumampong	- Engineer II, DPWH

DATE: JUN 29 2026
TIME: 8:30am

X-----X

The meeting was convened at 9:12 in the morning with an opening prayer led by the secretariat. Thereafter, a roll call was conducted, wherein the majority of the members were present. Consequently, Hon. Lora declared the existence of a quorum.

Thereafter, Hon. Lora proceeded to discuss the purpose of the public hearing, which was the proposed Municipal Ordinance entitled, "An Ordinance Strengthening the Enforcement of The National Building Code and Its Implementing Rules and Regulations Within the Municipality of Hilongos, Leyte, Regulating Building, Fencing, Ancillary and Other Structural Developments, Providing Administrative Penalties, Creating Local Enforcement Mechanisms, and for Other Purposes" or the "Hilongos Building and Structural Regulation Ordinance of 2026."

According to Hon. Lora, the ordinance is intended to strengthen the municipality's regulatory framework, improve compliance with applicable standards, enhance public

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CATHERINE A. FABULAR
Secretary to the Sanggunian
DATE: _____
TIME: _____

safety, promote resilient infrastructure, and support orderly and sustainable development throughout the municipality.

Hon. Albert Villahermosa emphasized the importance of collective participation and requested the support of the attendees for the proposed ordinance. He encouraged them to express their views and offer recommendations that would enhance the ordinance and ensure its responsiveness to the municipality's present and future development needs.

Arch. Dave Mark Lor likewise requested the cooperation of all participants throughout the formulation of the proposed ordinance, stressing that a collaborative approach would help develop a more comprehensive and practical policy for the municipality.

Engr. Lester John F. Sumampong of the Department of Public Works and Highways (DPWH) shared one of the common issues encountered in Hilongos regarding construction activities along national highways. He explained that many property owners and developers proceed with construction without first securing a certification from the DPWH to verify the road right-of-way (RROW) limits.

He further explained that the national highway traversing Hilongos is classified as a secondary road, which has a 20-meter road right-of-way, measured as 10 meters on each side from the centerline. No permanent structures are allowed within this 10-meter zone. While construction beyond the 10-meter limit may be permitted, the DPWH still recommends providing an additional setback to accommodate possible future road improvements and adjustments.

Engr. Sumampong noted that this practice has not been consistently observed in Hilongos, as many existing developments include permanent structures built within or too close to the prescribed road right-of-way. He emphasized that the proposed ordinance would serve as an effective mechanism to minimize and regulate such violations through the coordinated efforts of the DPWH and the Office of the Municipal Building Official.

For **Section 2** of the proposed ordinance, Arch. Dinalynn Flores suggested specifying the other related laws and regulations that serve as the legal basis for the measure. Engr. Uy concurred with the recommendation and specifically suggested including the Fire Code among the relevant laws to be cited.

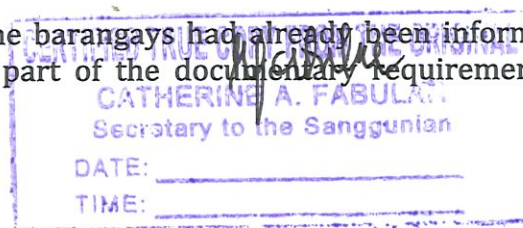
For **Section 3** of the proposed ordinance, Arch. Dinalynn Flores & Engr. Uy suggested including "**conversion**" within the scope and coverage of the ordinance to ensure that applications involving changes in the use or occupancy of existing structures are likewise covered by its provisions.

For **Section 5**, Arch. Maeve suggested to have a standard template for clearances for uniformity and consistency.

For **Section 6** of the proposed ordinance, Arch. Dinalynn Flores emphasized the importance of ensuring the completeness of documents submitted as part of the application. In response, Arch. Dave Mark Lor explained that all applications undergo pre-evaluation to verify the completeness of submitted requirements, supported by the use of a checklist of required documents.

With regard to the duly authorized representative in the absence of the Barangay Captain, Hon. Villahermosa suggested specifying that the representative should preferably be the Kagawad Chairman on Infrastructure.

Arch. Maeve Flores inquired whether the barangays had already been informed of their role in issuing barangay clearances as part of the documentary requirements. In



response, Arch. Dave Mark Lor stated that a pre-orientation for the barangays is already being planned. He added that the barangays will be oriented on the Comprehensive Land Use Plan (CLUP) as well as on the provisions of the proposed ordinance. He further noted that a standard template for clearances will be developed to ensure uniformity and consistency of the forms.

Engr. Yu also emphasized that the barangay clearance is only one of the documentary requirements in the processing of a building permit. He clarified that the issuance of a barangay clearance does not automatically authorize the commencement of building construction.

In **Section 7**, Engr. Uy suggested specifying in the Non-Legalization Clause the issuance of any Office of the Building Official (OBO) permit. Arch. Dinalynn Flores, however, suggested using the term "building and/or any ancillary permits" instead.

In **Section 8**, Arch. Yu inquired whether a temporary permit could be issued for the temporary use of public spaces, citing as an example the setting up of tents during wakes. Hon. Lora clarified that such concern is not covered by the provision, as it applies only to permanent structures erected in any public place.

In **Section 15**, Arch. Dinalynn commented that the prescribed penalties were too low. Arch. Lor responded that, since the office has not yet been created, they will retain the penalty amounts stated in the ordinance. However, once the office is established, the penalties will be based on the National Building Code, which are ₱5,000, ₱8,000, and ₱10,000.

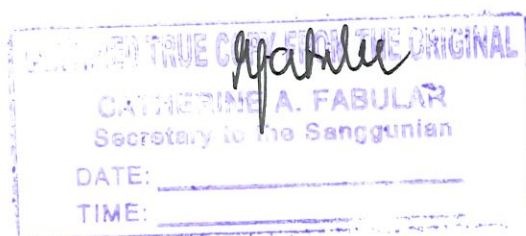
Engr. Mario Velos shared that there have been instances where applicants hire an engineer or architect solely for the preparation and approval of the building permit, but engage only ordinary workers or welders to carry out the actual construction. In this regard, he inquired whether it would be necessary to require the hiring of accredited skilled workers or certified welders to ensure that construction work is performed by qualified personnel.

Arch. Lor responded that one of the primary functions of the Building Official is to conduct site inspections. He explained that these inspections will cover the structural, architectural, electrical, and plumbing aspects of the project and will be carried out jointly by the concerned technical personnel. The purpose of these joint inspections is to verify that the approved plans are being properly implemented on the actual construction site. He further stated that if any deviations from the approved plans are identified during the inspection, the Building Official shall have the authority to determine and enforce the appropriate corrective measures in accordance with the applicable laws, rules, and regulations.

For **Section 17**, the Committee agreed to change the title of the provision to "**Municipal Building Council**." Atty. Clarus also stated that a Technical Working Group (TWG) will be created to carry out the functions of the Office of the Building Official (OBO) during the implementation of the ordinance until the office is formally established.

For **Section 18**, Arch. Dinalynn suggested that a notice be issued to the concerned parties prior to the conduct of inspections to ensure that they are properly informed and prepared for the inspection process.

For **Section 19**, Arch. Maeve suggested expanding the provision to allow the general public to report, in writing, the existence of illegal structures to the Office of the Building Official for appropriate action.



With respect to structures that were constructed prior to the enactment of the ordinance, Hon. Villahermosa suggested that notices of violation be issued to owners of buildings or structures found to be non-compliant. He explained that this would demonstrate the authority and function of the Office of the Building Official (OBO) in enforcing the ordinance.

Engr. Sumampong added that issuing notices of violation would also serve as a form of protection for the Office. In the event of an accident or other incident involving a non-compliant structure, the Office would have documentation showing that the owner had already been notified of the violations of the Building Code and the ordinance.

In line with this, Atty. Clarus commented that all structures found to be in violation shall be mapped and documented, after which the corresponding notices shall be issued to the concerned owners.

Engr. Uy commented that provisions on exemptions from the requirement of building permits should likewise be included in the ordinance to clearly define which types of structures or activities are not subject to permit requirements, in accordance with applicable laws, rules, and regulations.

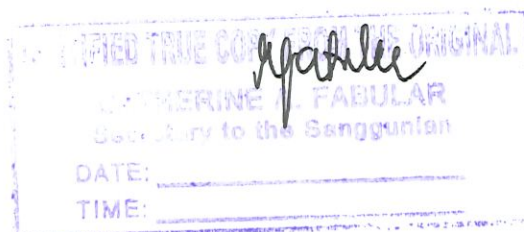
With no other matters to be discussed, Hon. Lora thanked all attendees of the committee meeting. The meeting was adjourned at 12:01 in the afternoon, followed by a closing prayer.

Prepared by:


ANGELINE JOYCE P. ALPECHE
Secretariat

Concurred by:


HON. MANUEL V. LORA
*SB Member/Chairperson, Committee on
Infrastructure, Public Works and Special Project*







BAGONG PILIPINAS



Republic of the Philippines
Province of Leyte
Municipality of Hilongos

OFFICE OF THE SANGGUNIANG BAYAN



ATTENDANCE SHEET

Public Hearing on the proposed Ordinance: "Amending Building and Structural Regulation Ordinance of 2020" on Friday, June 24, 2021, 8:30 in the morning at Local P. Local Hall, Legislative Building.

Name	Position	Sex		Office/ Agency	Signature
		Male	Female		
1. Eneida J. Jara	Embroider - II		✓	DPWH	
2. MAENE JASMIN GHELLY FLORES	ARCHITECT (GSN PUBLIC)		✓	VICP DESIGN GROUP	
3. MARIA DIMALYAN Z. FLORES	ARCHITECT		✓	ARZA - MEZ	
4. MICHAEL ANTONIO V. FLANDERZ	Architect	✓		TREASURER Aged.	
5. JOSE MARIO V. VELLOS	CIVIL-STRUCTURAL ENGR	✓		FREELANCE	
6. AP. RUEL TUVAN	ARCHITECT	✓		FREELANCE	
7. VIRALDO M. AY	CE	✓		FREELANCE	
8. BRAXY SANCODIN YU	ARCHITECT	✓			
9. Jose Rey Pangle Iba	Engineer II	✓		DPWH	
10. PERNANDO L. CASINILLO	ECEN.			ETC HERE	

RECEIVED THE ORIGINAL

CATHERINE A. FABULAR

Secretary to the Sanggunian

DATE:

TIME:



Republic of the Philippines
Province of Leyte
Municipality of Hilongos



OFFICE OF THE SECRETARY TO THE SANGGUNIANG BAYAN

CERTIFICATION

TO WHOM IT MAY CONCERN:

This is to certify that a copy of **Municipal Ordinance No. 2026- 16** : "A Ordinance Strengthening The Local Implementation and Enforcement of the National Building Code of the Philippines (Presidential Decree No. 1096) and Its Implementing Rules and Regulations Within the Municipality of Hilongos, Leyte, Regulating Building, Fencing, Demolition, Occupancy, Ancillary and Other Structural Activities, Establishing Local Enforcement Mechanisms, Imposing Administrative Penalties and For Other Purposes

FURTHER, this certify that the undersigned has duly complied the said provision in Section 59(b) of Republic Act 7160, also known as the Local Government Code of 1991 on posting in three (3) conspicuous places from June 19, 2026 to June 30, 2026 in the Bulletin Board of the Municipal Hall and the Legislative Building.

ISSUED this 23rd day of July, 2026 in Hilongos, Leyte, Philippines.

CATHERINE AGRAVANTE FABULAR, J.D.
Secretary to the Sanggunian