



REPUBLIC OF THE PHILIPPINES  
City of San Juan, Metro Manila  
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**OFFICE OF THE CITY MAYOR**

**EXECUTIVE ORDER NO. FMZ-127**  
*Series of 2022*

**AN ORDER CREATING THE SAN JUAN CITY COMMITTEE ON  
DECORUM AND INVESTIGATION**

**WHEREAS**, Section 2(c) of Republic Act No. 7160 or the "Local Government Code of 1991", declares it a policy of the State to require all national agencies and offices to conduct periodic consultations with appropriate local government units,

**WHEREAS**, it is the policy of the State to value the dignity of every human person and guarantee full respect for human rights. It is likewise the policy of the State to recognize the role of women in nation-building and ensure the fundamental equality before the law of women and men. The State also recognizes that both men and women must have equality, security and safety not only in private, but also on the streets, public spaces, online, workplaces and educational and training institutions;

**WHEREAS**, Section 4 of Republic Act No. 6713, otherwise known as the "Code of Conduct and Ethical Standards for Public Officials and Employees," provides norms of personal conduct for public officials and employees to observe in the performance of official duties, and specifically directs that they shall act without discrimination against anyone, and shall at all times respect the rights of others and refrain from doing acts contrary to law, good morals, public policy, public order, public safety and public interest

**WHEREAS**, Republic Act No 7877, otherwise known as the "Anti-Sexual Harassment Act or 1995", declares unlawful sexual harassment against women and men in the employment education and training environment;

**WHEREAS**, Republic Act No. 11313, otherwise known as the "Safe Spaces Act" provides that crimes of gender-based streets and public spaces sexual harassment are committed through any unwanted and uninvited sexual actions or remarks against any person regardless of the motive for committing such action or remarks;

**WHEREAS**, the Safe Spaces Act also provides that Local Government Units have the responsibility in enforcing the provisions of the Safe Spaces Act;

**WHEREAS,** Civil Service Commission Resolution No. 01-0940 provides for the Administrative Disciplinary Rules on Sexual Harassment Cases, which mandates, among others, the creation of Committee on Decorum and Investigation;

**WHEREAS,** Civil Service Commission Memorandum Circular No. 11, series of 2021 provides for the Revised Administrative Disciplinary Rules on Sexual Harassment Cases;

**NOW, THEREFORE, I, FRANCISCO JAVIER M. ZAMORA,** Mayor of San Juan City, by virtue of the powers vested in me by law, do hereby order the following:

**SECTION 1. Creation.** A Committee on Decorum and Investigation on Sexual Harassment ("CODI") is hereby created.

**SECTION 2. Composition.** The Committee on Decorum and Investigation shall be composed of:

*Members* : *City Legal Department*  
*City Human Resources and Development Department*  
*City Social and Welfare Development Department*  
*Population Development Office*  
*Gender and Development Office*

**SECTION 3. Functions.** The Committee shall have the following functions:

- a) Receive complaints of sexual harassment;
- b) Investigate sexual harassment complaints in accordance with the prescribed procedure;
- c) Submit a report of its findings with the corresponding recommendation to the disciplining authority for decision;
- d) Lead in the conduct of discussions about sexual harassment within the agency to increase understanding and prevent incidents of sexual harassment.

**SECTION 4. Internal Rules.** The CODI may formulate its own rules governing the term of office of its and other matters pertaining to the functions of the Committee not otherwise provided in these Rules.

In Instances when a member of the Committee is the complainant or the person complained of in sexual harassment case, he/she shall be disqualified from being a member of the Committee in the processing of that particular complaint,

**SECTION 5. Funding.** The budgetary requirements for the conduct of activities and delivery of outputs shall be sourced from local funds and subject to existing accounting and auditing rules.

**SECTION 6. Repealing Clause.** All orders, rules and regulations or parts thereof which are inconsistent with the provisions of this Executive Order are deemed repealed, amended or modified accordingly.

**SECTION 7. Separability Clause.** If for any reason, any provisions of this Order are declared invalid or unconstitutional, the remaining provisions not affected thereby shall continue to be in force and effect.

**SECTION 8. Effectivity.** This order shall take effect immediately upon signing hereof and remains effective and binding unless revoked, repealed or modified.

Done this 4<sup>th</sup> day of July 2022 in the City of San Juan, Metro Manila.

**HON. FRANCISCO JAVIER M. ZAMORA**

*City Mayor*

Attested by:



**ATTY. GLEN G. ABELLON**  
*City Legal Officer*