

REPUBLIC OF THE PHILIPPINES  
**OFFICE OF THE CITY MAYOR**  
CITY OF DAVAO

**EXECUTIVE ORDER NO. 02**  
Series of 2024

**AN ORDER CREATING A HOUSING APPRAISAL COMMITTEE, DEFINING ITS  
FUNCTIONS AND COMPOSITION**

**WHEREAS**, Section 2 of Republic Act No. 7279, otherwise known as the "Urban Development and Housing Act of 1992", mandates that "it shall be the policy of the state to undertake, in cooperation with the private sector, a comprehensive and continuing Urban Development and Housing Program";

**WHEREAS**, the City Government of Davao found out that there were awardees of housing projects of the City of Davao under the Slum Improvement and Resettlement (S.I.R.) Project who relinquished, waived, and transferred their rights and interest in favor of other persons (transferees) who are now in actual possession thereof thereby making the dispossession of the awardee contrary to the principles of social justice;

**WHEREAS**, a considerable number of transferees in SIR have manifested their desire to have the land titles legally transferred to their names, the transfer process of which will generate income for the city through fees and charges;

**WHEREAS**, the City Pricing Committee issued Resolution No. 1 Series of 2017 on the recognition of qualified transferees as beneficiaries of the housing projects of the city under the Slum Improvement and Resettlement and Urban Land Reform Program, Imposing Fees and Charges, and Pricing Scheme;

**WHEREAS**, Ordinance No. 0876-22 Series of 2022 – An Ordinance Granting the Proposal of the City Pricing Committee under Resolution No. 1 Series of 2017, on the Recognition of Qualified Transferees as Beneficiaries of the Housing Projects of the City under the Slum Improvement and Resettlement and Urban Land Reform Program, Imposing Fees and Charges, and Pricing Scheme, was approved on April 8, 2022;

**WHEREAS**, Section 4 of the said Ordinance provides for the creation of a housing appraisal committee that will determine the Settlement Fee to be paid by the transferee as well as to evaluate the validity of the claims and documents presented by the transferee.

**NOW, THEREFORE, I, SEBASTIAN Z. DUTERTE**, Mayor of the City of Davao, by virtue of the powers vested in me by law, do hereby order the following:

**SECTION 1. CREATION.** There is hereby created a Housing Appraisal Committee that will determine the settlement fee to be paid by the qualified transferees of lots in the Slum Improvement and Resettlement and Urban Land Reform Program as well as the validity of the claim and documents presented.

**SECTION 2. COMPOSITION OF THE COMMITTEE.** The Committee shall be composed of the following members:

Chairperson: City Mayor or in his absence, the City Administrator

Members:

- Davao City Housing Office
- City Assessor's Office
- City Treasurer's Office
- City Legal Office
- Sangguniang Panlungsod Committee on Housing, Rural and Urban Development (Socialized Housing Projects)

**SECTION 3. SECRETARIAT.** The Davao City Housing Office is hereby directed to serve as the Secretariat of the Committee and shall be tasked to handle all administrative and secretarial functions of such.

**SECTION 4. DUTIES AND RESPONSIBILITIES OF THE COMMITTEE.** The Committee shall have the following duties and responsibilities:

- a. Receive and evaluate applications for the recognition of transferees of lots.
- b. Conduct site inspections and appraisals of the transferred lots.
- c. Determine the settlement fee to be paid by the qualified transferees;
- d. Recommend to the Sangguniang Panlungsod the recognition of transferees of lots.
- e. Perform other functions as may be necessary to carry out the purposes of this Order.

**SECTION 5. APPLICATION FOR RECOGNITION OF TRANSFEREES OF LOTS.** The transferees of lots shall submit an application for recognition to the Committee. The application shall include, among others, the following:

- a. Deed of Absolute Sale or other proof of transfer
- b. Survey plan of the lot indicating its location, size, and boundaries
- c. Owner's duplicate copy of the title
- d. Certification from the Barangay Chairman or Punong Barangay that the transferee is a resident of the barangay where the lot is located
- e. Any other document or information that the Committee may require

**SECTION 6. EVALUATION OF APPLICATIONS.** The Committee shall evaluate the applications based on the following criteria:

- a. Legality of the transfer
- b. Authenticity of the documents submitted
- c. Value of the lot based on the appraisal conducted by the Committee
- d. Compliance with other applicable laws and regulations

**SECTION 7. DETERMINATION OF TRANSFEEE QUALIFICATION AND ISSUANCE OF ORDERS OF PAYMENT.** The Davao City Housing Office shall be tasked to determine the qualification of the transferee based on the criteria set forth in this order. Upon receipt of the report on the appropriate settlement fee from the Housing Appraisal Committee, the Davao City Housing Office shall issue the corresponding order of payment to the transferee. The office shall also ensure that the order of payment is based on the correct settlement fee and that the transferee is qualified to acquire the property under Ordinance No. 0876-22 Series of 2022.

**SECTION 8. EFFECT OF RECOGNITION.** Upon approval of the Committee and compliance with the required settlement fee, a Certificate of Recognition shall be furnished by the Davao City Housing Office to the qualified transferee as proof of their recognition. Transferees awarded with this certificate shall present this document for future transactions with the Davao City Housing Office.

**SECTION 9. IMPOSITION OF FEES AND CHARGES.** The Committee shall impose reasonable fees and charges for the processing of applications and other related services. The fees and charges shall be subject to review and adjustment from time to time as may be deemed necessary by the Committee.



**SECTION 10. FUNDING/OPERATING COSTS.** All costs pertaining to the operation of the Technical Working Group shall be charged to available funds of the City Government subject to the usual accounting and auditing rules and regulations.

**SECTION 11. SEPARABILITY CLAUSE.** If any provision of this Executive Order is declared invalid of unconstitutional, the other provisions are not affected and thereby shall remain valid and subsisting.

**SECTION 12. REPEALING CLAUSE.** All other Orders or parts thereof which are inconsistent with the provisions of this Executive Order are hereby repealed or modified accordingly.

**SECTION 13. EFFECTIVITY.** This Executive Order shall take effect immediately.



Done this FEB 05 2024 in Davao City, Philippines.

  
**SEBASTIAN Z. DUTERTE**  
City Mayor 

Attested by:

  
**ATTY. FRANCIS MARK H. LAYOG**  
Acting City Administrator 

ASD020524-17

	CITY MAYOR'S OFFICE ADMINISTRATIVE SERVICES DIVISION	
<b>RELEASED</b>		
0224-271		
<b>MARY ANN D. ALVARADO</b> ADMINISTRATIVE AIDE IV		
TIME: FEB 05 2024 4:50		
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