

GUIDELINES IN THE IMPLEMENTATION OF REBLOCKING AT THE NATIONAL GOVERNMENT CENTER HOUSING PROJECT

NGC MEMORANDUM CIRCULAR NO. 01, s. 2008, February 13, 2008

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Pursuant to Sec. 3.2.c.5 of the IRR of RA 9207 dated May 14, 2003 the following guidelines shall govern the implementation of the reblocking process for National Government Center Housing Project (NGCHP):

I. Coverage:

This Memo Circular covers the following:

1.1 censused or uncensused structures affected by the implementation of the approved subdivision plan of all the existing Homeowners Association in NGC-EDP;

1.2 censused or uncensused structures affected by infrastructure development, road-right-of-ways and clearing and realignment of structures ;

1.3 censused or uncensused structures within areas identified for commercial and institutional use.

II. Definition of Terms:

- affected structures – refers to the structures whether censused or uncensused which shall be relocated, chopped or realigned
- dismantling notice – refers to a written notice issued to structure owners/occupants whose structures will be affected in the reblocking process
- consultation – refers to the process of meeting with affected families either through a general assembly or dialogues undertaken by the Task Force on Reblocking
- demolition – refers to the dismantling by the Task Force on Reblocking of all the structures within the premises affected by reblocking.

III. Conditions Prior to Reblocking:

- Issues on overlapping between the concerned HOA's shall be resolved prior to submission of the Community Development Plan (CDP) to the Project Management Office;
- A resolution of the membership of the Homeowners' Association on their commitment to reblock upon approval of their CDP shall be a pre-requisite for the approval of the CDP;
- An Agreement should be duly signed by the concerned HOA officers and members that they will voluntarily reblock upon approval of their CDP;
- An authority to monument and reblock should be issued by NHA upon approval of the concerned HOA's CDP (East Side). In the case of the West Side, authority to monument shall be issued upon approval of the CDP while authority to reblock shall be issued after approval of the Subdivision Plan.

IV. Organization of Task Force on Reblocking

- To ensure the smooth and effective implementation of the reblocking operation, a Task Force on reblocking shall be created.
- The Task Force on reblocking shall be composed of the following:

Chairman – NHA as represented by the PMO

Members:

- LGU of Quezon City
- Barangay
- PCUP**
- CHR**
- DENR**

- People's Organization

- 3. Functions of the Task Force:

3.1 The NHA shall:

- directly oversee the reblocking operation;
- facilitate consultation meeting with families affected by reblocking together with P.O. representative/s;
- facilitate inter-agency meetings;
- provide legal assistance to the concerned HOA officers (subject to NHA Management's approval);
- undertake demolition of structures and other reblocking-related activities of those who refuse to voluntarily reblock, in coordination with the Q.C. LGU;

3.2 The LGU of Quezon City shall:

- provide basic services and infrastructure development for the project, specifically road and pathways development, power and water supply, health, education, sanitary and other corollary services;
- assist NHA in the demolition and reblocking of structures.

3.3 The Barangay shall:

- support, participate and assist in orientation activities prior to reblocking and in the actual reblocking operation;
- maintain the peace and order in the actual conduct of the reblocking operation.

3.4 The PCUP shall:

- assist the NHA in the conduct of consultation/dialogue meetings with affected families leading to their acceptance and support to reblocking-related activities in coordination with Barangay officials;
- provide guidance to NHA in securing the requisite compliance certificate.

3.5 The CHR shall:

- ensure that the rights of the affected families are protected and that no human rights violations be committed in the course of the implementation of reblocking activities.

3.6 The DENR shall:

- facilitate approval of the subdivision plans of the project;
- ensure survey works are in order.

3.7 The People's Organization shall:

- ensure that the guidelines are made known to all members of the community;
- ensure people's participation in the reblocking activity.

V. Guidelines:

- Information dissemination:

1.1 The PMO together with the HOA officers shall meet the families affected by reblocking to discuss the following:

- the necessity of voluntary dismantling
- advantages of voluntary dismantling
- roles of agencies involved such as but not limited to PCUP, CHR, LGU, DENR, PNP, OMB, Barangay and other concerned agencies
- clarification on issues and concerns of affected families to ensure a peaceful and orderly reblocking operation
- Issuance of a 30-day dismantling notice

2.1 The PMO shall issue a written notice duly signed by the Project Manager to beneficiaries who failed to reblock within the given grace period.

2.2 The notice shall be served through personal delivery properly acknowledged by the beneficiary or other member/s of the household. Should the concerned person refuse to acknowledge the notice, the same shall be affixed conspicuously to the addressee's dwelling.

2.3 The written notice must state the reason for the demolition. The actual date of demolition must not be earlier than thirty (30) days but not later than ninety (90) days after the notice has been issued. It shall not be conducted on Saturdays and Sundays and legal holidays, and during rainy days, unless the affected families consent otherwise. It shall be undertaken from 8:00 a.m. to 3:00 p.m.

2.4 Should the announced demolition not to take place within ninety (90) days, the notice lapses, and a final notice must be served within seven (7) days. After seven days grace period, the demolition will be implemented.

V. Coordination and Consultation

5.1 The Task Force on Reblocking shall meet the families affected by reblocking to discuss the following, among others:

- the necessity of voluntary reblocking
- advantages of voluntary reblocking

- roles of agencies involved such as but not limited to PCUP, CHR, LGU, DENR, PNP, OMB, Barangay and other concerned agencies

- clarification on the issues to ensure a peaceful and orderly reblocking operation

5.2 In every consultation meeting, attendance is recorded. If majority of the affected families are present, the meeting shall proceed, otherwise, another meeting shall have to be called and re-scheduled within five (5) days there-from. If still the majority of the affected families are again not present, the consultation requirement for this particular case is considered satisfied.

VI. Inter-Agency Coordination/Meetings

The NHA shall convene an inter agency meeting to discuss the details of the actual reblocking operation and to ensure the support and assistance of the participating agencies.

VII. Resolution of Cases

Immediate resolution by ARAC of families with census claims, and other related Estate Management case/s should be undertaken to expedite completion of reblocking operation.

VIII. Approval by NGC-AC

This Memo Circular shall be subject to the review and approval of the NGC-Administration Committee.

IX. Effectivity

This Memo Circular shall take effect immediately upon approval by NGC-Administration Committee.

Adopted: 13 Feb. 2008

NATIONAL GOVERNMENT CENTER ADMINISTRATION COMMITTEE

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