



Office of the Mayor

EXECUTIVE ORDER NO. JS2026-01

AN ORDER DESIGNATING MR. RODEL POLICARPIO AS SPECIAL ASSISTANT ON TRAFFIC MANAGEMENT IN A COLLABORATIVE CAPACITY, DEFINING HIS FUNCTIONS, DUTIES, AND RESPONSIBILITIES TOWARDS EFFECTIVE TRAFFIC COORDINATION AND POLICY SUPPORT IN THE MUNICIPALITY OF MARILAO, PROVINCE OF BULACAN

WHEREAS, the Municipality of Marilao continues to face significant challenges in traffic efficiency and road safety due to economic growth, increased vehicular activity, and strategic connectivity to Metro Manila and adjacent localities;

WHEREAS, improved traffic coordination and policy harmonization across local departments and external agencies are essential to ensure safe and efficient mobility within the Municipality;

WHEREAS, the Local Government Code of 1991 authorizes the Municipal Mayor to designate individuals to assist in the efficient delivery of basic services and implementation of development programs;

WHEREAS, designations involving Contract of Service personnel may emphasize functions related to collaboration, coordination, policy support, and technical assistance;

WHEREAS, there is a need for a dedicated Special Assistant who shall assist the Office of the Mayor in consolidating traffic issues, engaging with stakeholders, coordinating inter-agency traffic efforts, and supporting the formulation of traffic-related policies and recommendations;

NOW, THEREFORE, I, ATTY. JEMINA M. SY, Municipal Mayor of Marilao, Bulacan, by virtue of the powers vested in me by law, do hereby order:

SECTION 1. DESIGNATION. Mr. Rodel Policarpio is hereby designated as Special Assistant on Traffic Management in a collaborative capacity, to assist the Office of the Mayor in matters concerning traffic coordination, traffic data consolidation, and policy recommendations.

SECTION 2. GENERAL FUNCTION.

The Special Assistant shall assist, coordinate, facilitate, and provide policy support to the Office of the Mayor in matters related to traffic management and traffic policy development.

SECTION 3. SPECIFIC DUTIES AND RESPONSIBILITIES.

The Special Assistant shall undertake the following functions:

- a. Inter-Office and Inter-Agency Coordination**
Facilitate coordination among TMU, BPLO, Municipal Engineering Office, MDRRMO, PNP, and other relevant offices and enforcement units.
- b. Operational Collaboration**
Conduct regular inspections of traffic operations and ensure that proper coordination is observed at all times, and that traffic enforcers are deployed strategically in high-congestion areas (e.g., McArthur Highway, Marilao Exit, and major intersections).





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c. Liaison with External Agencies

Serve as point-of-contact for traffic-related engagements with PNP, DPWH, MMDA, NLEX Corporation, DOTr, and adjacent LGUs for boundary traffic integration and data sharing.

d. Problem-Solving and Remedies

Identify "bottleneck" areas and recommend immediate remedial measures, such as re-routing schemes, U-turn slot adjustments, and temporary traffic flow modifications during peak hours or emergencies.

e. Technology and Innovation Integration

Oversee the transition towards modernized traffic solutions, including the implementation of No-Contact Apprehension policies, synchronized signaling systems, and data-driven traffic monitoring.

f. Policy and Standards Support

Assist in the review of traffic ordinances, propose technical inputs for policy improvements, and support the formulation of traffic standards and traffic flow guidelines for executive or legislative consideration.

g. Technical and Advisory Inputs

Provide technical assessments and data-driven observations concerning vehicular flow, congestion points, enforcement gaps, and emerging traffic patterns.

h. Public and Stakeholder Feedback Consolidation

Assist in receiving and consolidating public complaints, feedback, and stakeholder comments relating to traffic operations and mobility concerns.

i. Traffic Reporting and Recommendations

Prepare and submit periodic traffic situation reports, including recommended executive interventions, legislative measures, or coordination actions.

SECTION 4. ADMINISTRATIVE SUPPORT. All departments and sections, particularly the Marilao Traffic Management Unit (TMU), the Business Permit and Licensing Office (BPLO), and the Municipal Engineering Office, are hereby mandated to cooperate and provide the necessary data and support to the Special Assistant in the exercise of his functions.

SECTION 5. SEPARABILITY CLAUSE. If any provision of this Order is declared invalid or unconstitutional, the remaining provisions not affected shall continue to be in full force and effect.

SECTION 6. EFFECTIVITY. This Order shall take effect immediately and shall remain in force until revoked or amended by the undersigned.

DONE this 13th day of **January 2026** at Municipality of Marilao, Province of Bulacan.

Jemina M. Sy
ATTY. JEMINA M. SY
Jemina M. Sy
Municipal Mayor

