



Office of the Mayor

EXECUTIVE ORDER NO. JS2026-35

DESIGNATING THE LOCAL CULTURE AND ARTS OFFICER OF THE MUNICIPALITY OF MARILAO, PROVINCE OF BULACAN

WHEREAS, the Local Government Code of 1991 (RA 7160) encourages all local government units to establish a Local Culture and Arts Council to promote, preserve, and enrich local culture, arts, traditions, and heritage;

WHEREAS, Republic Act No. 10066, otherwise known as the National Cultural Heritage Act of 2009, mandates local government units to protect, conserve, and promote the nation's cultural heritage, cultural properties, and cultural institutions;

WHEREAS, Section 16 of RA 7160, known as the General Welfare Clause, empowers local governments to enhance, preserve, and promote the comfort, convenience, and cultural well-being of their constituents;

WHEREAS, there is a need to formally designate a Local Culture and Arts Officer who shall lead the formulation, coordination, and implementation of programs for cultural development and heritage preservation in the Municipality of Marilao;

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

SECTION 1. DESIGNATION.

MR. RICARDO S. MANALO is hereby designated as the Local Culture and Arts Officer (LCAO) of the Municipality of Marilao, Province of Bulacan.

SECTION 2. FUNCTIONS AND RESPONSIBILITIES.

The Local Culture and Arts Officer shall:

- a. Serve as the lead technical and administrative officer of the Local Culture and Arts Council.
- b. Develop, implement, and monitor local policies, programs, and activities for culture and the arts.
- c. Coordinate with national cultural agencies, including the National Commission for Culture and the Arts (NCCA), National Historical Commission of the Philippines (NHCP), and other relevant institutions.
- d. Conduct cultural mapping, inventory, and documentation of tangible and intangible cultural heritage, as provided under RA 10066.





Office of the Mayor

- e. Assist in the protection, conservation, and promotion of local cultural properties, historical sites, ancestral domains, and traditional knowledge.
- f. Organize and support cultural events, festivals, and arts development initiatives in partnership with schools, organizations, and community groups.
- g. Prepare reports, plans, and budgets related to cultural programs and submit the same to the Local Culture and Arts Council and the Office of the Mayor.
- h. Perform such other duties as may be assigned or required to advance cultural development and heritage preservation.

SECTION 3. SUPPORT OF ALL DEPARTMENTS.

All municipal departments, offices, and units are hereby directed to extend full support and cooperation to the Local Culture and Arts Officer in the performance of his/her duties.

SECTION 4. FUNDING.

Funds necessary for the implementation of this Executive Order shall be charged to the appropriate budget of the Municipal Government of Marilao, subject to existing laws and auditing rules.

SECTION 5. EFFECTIVITY.

This Executive Order shall take effect immediately.

DONE AND EXECUTED this 28th day of **January 2026** in the Municipality of Marilao, Province of Bulacan.

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

