



Office of the Mayor

EXECUTIVE ORDER NO. JS2026-56

AN ORDER DESIGNATING THE MUNICIPAL ENGINEERING OFFICE TO SUPERVISE AND MANAGE THE PERSONNEL AND OPERATIONS OF HIMLAYANG MARILENYO IN THE MUNICIPALITY OF MARILAO, PROVINCE OF BULACAN

WHEREAS, the Municipal Government of Marilao maintains and operates Himlayang Marilenyo, the official public cemetery of the municipality, which provides burial services to the residents of Marilao;

WHEREAS, the proper regulation, supervision, and management of activities within the public cemetery, including construction of apartment niches, interment services, installation of lapida or tomb markers, and related works, are necessary to ensure orderliness, transparency, and accountability;

WHEREAS, the Municipal Engineering Office is mandated under Republic Act No. 7160 (Local Government Code of 1991) to supervise public infrastructure and municipal facilities and may be tasked to oversee related technical and operational matters;

WHEREAS, there is a need to clearly designate the office responsible for supervising the personnel and workers performing cemetery-related works to ensure compliance with existing municipal policies and government accounting and auditing rules;

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

SECTION 1. Supervision of Himlayang Marilenyo.

The Municipal Engineering Office (MEO) is hereby designated to supervise, manage, and oversee the personnel and operational activities within Himlayang Marilenyo, the public cemetery of the Municipality of Marilao.

SECTION 2. Responsible Officer.

The Municipal Engineer, **ENGR. MAGTANGGOL C. SAN MIGUEL**, shall exercise supervision over all personnel assigned to the cemetery and shall ensure the proper management and regulation of works conducted within the cemetery premises.

SECTION 3. Supervision of Cemetery Workers and Related Activities.

The Municipal Engineering Office shall supervise and regulate all personnel and workers performing cemetery-related services, including but not limited to:

1. Construction of apartment niches or burial structures;
2. Interment and exhumation services;
3. Installation of marble markers (lapida);
4. Construction, repair, and maintenance works within the cemetery; and
5. Other related activities necessary for the operation and maintenance of Himlayang Marilenyo.





Republic of the Philippines
Province of Bulacan
Municipality of Marilao

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SECTION 4. Compliance with Government Accounting and Auditing Rules.

All activities, collections, fees, and related transactions arising from the use of cemetery facilities and services shall be strictly subject to existing government accounting, budgeting, and auditing rules and regulations, including those prescribed by the Commission on Audit (COA) and the Municipal Accounting and Treasury Offices.

No personnel shall collect or receive any payment outside the prescribed procedures of the Municipal Government of Marilao.

SECTION 5. Coordination with Concerned Offices.

The Municipal Engineering Office shall coordinate with the Office of the Mayor, Municipal Treasurer's Office, Municipal Accounting Office, Municipal Budget Office, Municipal Health Office, and other concerned offices to ensure proper implementation of policies governing the operation of the public cemetery.

SECTION 6. EFFECTIVITY.

This Order shall take effect immediately upon issuance and shall remain in force until revoked or amended accordingly.

DONE AND EXECUTED this 9th day of **March 2026** in the Municipality of Marilao, Province of Bulacan.


ATTY. JEMINA M. SY
Municipal Mayor 

