



Republic of the Philippines  
**QUEZON CITY COUNCIL**  
Quezon City  
22<sup>nd</sup> City Council

PO22CC-272

70<sup>th</sup> Regular Session

ORDINANCE NO. SP-**3303**, S-2024

AN ORDINANCE AMENDING SECTIONS 3, 4, 5, 6, 7, 8, 9, 10, 11 AND 12 OF ORDINANCE NO. SP-2098, S-2011, OTHERWISE KNOWN AS "AN ORDINANCE CREATING THE QUEZON CITY COOPERATIVE DEVELOPMENT COUNCIL AND FOR OTHER RELATED PURPOSES"

Introduced by Councilor CANDY A. MEDINA

Co-Introduced by Councilors Tany Joe "TJ" L. Calalay, Dorothy A. Delarmente, M.D., Joseph P. Juico, Nikki V. Crisologo, Charm M. Ferrer, Fernando Miguel "Mikey" F. Belmonte, Aly Medalla, Dave C. Valmocina, Tatay Rannie Z. Ludovica, Godofredo T. Liban II, Kate Galang-Coseteng, Geleen "Dok G" G. Lumbad, Albert Alvin "Chuckie" L. Antonio III, Don S. De Leon, Wencerom Benedict C. Lagumbay, Edgar "Egay" G. Yap, Imee A. Rillo, Raquel S. Malañgen, Irene R. Belmonte, Nanette Castelo-Daza, Marra C. Suntay, Joseph Joe Visaya, Alfred Vargas, MPA, Ram V. Medalla, Shaira "Shay" L. Liban, Aiko S. Melendez, Maria Eleanor "Doc Ellie" R. Juan, O.D., Kristine Alexia R. Matias, Eric Z. Medina, Emmanuel Banjo A. Pilar, Vito Sotto Generoso, Victor "Vic" Bernardo, Jose Maria M. Rodriguez and Jhon Angelli "Sami" C. Neri

WHEREAS, it is hereby declared the policy of the State to promote the viability and growth of cooperatives as instruments of equity, social justice and economic development;

WHEREAS, Republic Act No. 9520, otherwise known as the "Philippine Cooperative Code of 2008," provides that the Government and all its branches, agencies and instrumentalities shall ensure the provision of technical assistance, financial assistance and other necessary services for the development of cooperatives into viable and responsive economic enterprises;

WHEREAS, the Quezon City Council has passed Ordinance No. SP-2098, S-2011 which created the Quezon City Cooperative Development Council;

g

n

~~h~~

7

↓

WHEREAS, the Cooperative Development Authority (CDA), which was reorganized and strengthened through Republic Act No. 11364, issued Memorandum Circular No. 2022-03 that outlines the updated Guidelines on the Structure, Organization and Operation of Cooperative Development Councils;

WHEREAS, in order to effectively coordinate and harmonize the implementation of various cooperative plans, programs, projects, and policies of the government for Quezon City cooperatives, there is a need to amend Quezon City Ordinance No. SP-2098, S-2011 to align with CDA Memorandum Circular No. 2022-03.

NOW, THEREFORE,

BE IT ORDAINED BY THE CITY COUNCIL OF QUEZON CITY IN REGULAR SESSION ASSEMBLED:

SECTION 1. Section 3 of Ordinance No. SP-2098, S-2011, otherwise known as "An Ordinance Creating the Quezon City Cooperative Development Council and For Other Related Purposes," is hereby amended to read as follows:

"Section 3. CREATION AND COMPOSITION. – There is hereby created a Council under the Quezon City Government to be known as the Quezon City Cooperative Development Council (QCCoopDC).

The QCCoopDC created under the preceding paragraph shall be composed of the following:

- a. City Mayor, in his or her capacity as Chairperson of the City Development Council (CDC), as the Honorary Chairperson;
- b. Chairperson of the Committee on Micro, Small and Medium Business and Entrepreneurship Development and Cooperatives of the Quezon City Sangguniang Panlungsod;
- c. City Cooperative Development Officer or the Head of the Small Business and Cooperatives Development and Promotions Office (SBCDPO);

g

n

~~g~~  
g

f

- d. Heads of other offices of the City Government with cooperative programs or whose mandate is related to the regulation of cooperatives;
- e. Directors or Authorized Representatives of National Government Agencies with cooperative programs or whose mandate is related to the regulation of cooperatives;
- f. Director or the Authorized Representative of the Cooperative Development Authority;
- g. Chairpersons of Quezon City-registered cooperatives at all levels; and
- h. One (1) Representative of a Non-Government Organization with cooperative programs, accredited by the City Government.”

The City Mayor, as the Honorary Chairperson, has the right to increase and/or decrease the members of the QCCoopDC whenever necessary.

The SBCDPO shall act as the Secretariat of the Council.

SECTION 2. Section 4 of the same Ordinance is hereby amended to read as follows:

“Section 4. POWERS AND FUNCTIONS. – It shall be the powers and functions of the Quezon City Cooperative Development Council to:

- a. coordinate and harmonize the implementation of various cooperative plans, programs, and projects of the government;
- b. assist the CDA in the broad-based monitoring and coordination of the implementation of the Philippine Cooperative Development Plan (PCDP), through the collective efforts of all sectors, and to develop such mechanism in line with the PCDP; and
- c. propose policies affecting cooperatives for local and national implementation.”

SECTION 3. Section 5 of Ordinance No. SP-2098, S-2011 is hereby deleted and all succeeding sections of the same Ordinance are renumbered accordingly.

9

1

~~2~~

3



SECTION 4. Section 6 of the same Ordinance is hereby renumbered and amended to read as follows:

“Section 5. The QCCoopDC shall have the following Officers who shall constitute its Executive Committee:

- a. City Mayor/Honorary Chairperson;
- b. Chairperson;
- c. Vice Chairperson;
- d. Secretary;
- e. Treasurer; and
- f. Auditor.

The abovementioned Officers, except for the City Mayor/Honorary Chairperson, shall be elected directly by the members constituting QCCoopDC.”

SECTION 5. Section 7 of the same Ordinance is hereby renumbered and amended to read as follows:

“Section 6. TERM OF OFFICE OF OFFICERS. – The term of office of the elected Officers shall be 2 years and shall commence at noon on the day following their election. No elected Officer shall serve for more than 2 consecutive terms.”

SECTION 6. Section 8 of the same Ordinance is hereby renumbered and amended to read as follows:

“Section 7. QCCoopDC may create such committees that will study and/or carry out specific undertakings and make coordination more effective, whose term shall be co-terminus with the elected officers.”

SECTION 7. Section 9 of the same Ordinance is hereby renumbered and amended to read as follows:

“Section 8. DUTIES AND RESPONSIBILITIES OF OFFICERS. – The Officers shall have the following duties and responsibilities:

I. City Mayor/Honorary Chairperson

- a. Presides in all the meetings of QCCoopDC in his or her presence;

g

k

~~h~~

g

- b. Approves proposed policies, programs and projects of the QCCoopDC for implementation by the local government, particularly those requiring budget allocation from the Quezon City Government;
- c. Signs all papers, agreements and other documents for and on behalf of QCCoopDC, subject to its existing policies and guidelines; and
- d. Calls special meetings of the Council, when necessary.

II. Chairperson

- a. Presides in all the meetings of QCCoopDC in the absence of the City Mayor/Honorary Chairperson;
- b. Exercises general supervision and control over the operation and internal administration of the Council;
- c. Co-signs papers, agreements and other documents for and on behalf of QCCoopDC, subject to its existing policies and guidelines;
- d. Calls special meetings of QCCoopDC, in consultation with the City Mayor/Honorary Chairperson;
- e. Ensures that QCCoopDC maintains records of all its proceedings and operations; and
- f. Performs such other duties and responsibilities as may be necessary.

III. Vice Chairperson

- a. Acts as Chairperson in case of the absence of the Chairperson; and
- b. Performs such other duties and responsibilities as may be delegated to him/her by the Chairperson.

9

n

~~10~~

9

10

IV. Secretary

- a. Oversees the preparation of the Minutes and Agenda and keeps a record of the attendance and proceedings of all meetings of QCCoopDC;
- b. Ensures that Notices of all meetings of QCCoopDC are sent to members;
- c. Signs the Minutes of the Meetings prepared by the Secretariat;
- d. Keeps a complete record of the names, addresses and contact details of the members of QCCoopDC; and
- e. Performs all the duties incidental to the functions of the Secretariat and those that may be assigned to him/her by the Chairperson.

V. Treasurer

- a. Has custody, control and accountability of funds and properties of QCCoopDC;
- b. Disburses all administrative expenditures of QCCoopDC in accordance with its plans and budget and such expenditures duly approved by the Council through a Resolution;
- c. Renders financial reports during meetings; and
- d. Performs such other duties as may be assigned by the Chairperson and/or QCCoopDC.

VI. Auditor

- a. Inspects, examines and audits all transactions, financial or otherwise, made by the Chairperson, other Officers, and/or QCCoopDC itself and shall submit reports thereof to QCCoopDC at least once a year, or as required by QCCoopDC.”

g

h

~~h~~

g

SECTION 8. Section 10 of the same Ordinance is hereby renumbered and amended to read as follows:

*“Section 9. MEETINGS. – QCCoopDC shall have a regular quarterly membership meeting to be held in a place designated and agreed upon by the majority of the members of the Executive Committee. A special meeting may be called by the Executive Committee as the need arises. The Council may opt for virtual meetings, as may be necessary.*

*The regular meeting of the Executive Committee and the committees created by the Council shall be called whenever applicable.”*

SECTION 9. Section 11 of the same Ordinance is hereby renumbered and amended to read as follows:

*“Section 10. NOTICE OF MEETING. – A notice containing the date, place, time, and agenda shall be sent to every member, at least 1 week before the scheduled meeting, either by email, personal delivery, short messaging service (SMS), or any means approved by QCCoopDC.”*

SECTION 10. Section 12 of the same Ordinance is hereby renumbered and amended to read as follows:

*“Section 11. IMPLEMENTING RULES AND REGULATIONS (IRR). – Within 60 days from the effectivity of this Ordinance, the QCCoopDC, QC-SBCDPO and the CDA shall jointly formulate, after thorough consultation with multi-sectoral groups with specialized services for cooperatives, the IRR of this Ordinance.*

*The City Mayor shall issue an Executive Order creating a Technical Working Group that will assist in the formulation of the Implementing Rules and Regulations of this Ordinance.*

*The QC-SBCDPO shall be the Secretariat of the Technical Working Group.”*

SECTION 11. SEPARABILITY CLAUSE. – If any portion or provision of this Ordinance is declared void or unconstitutional, the remaining provisions thereof not affected thereby, shall remain in full force and effect.

9

2


~~5~~  
5

6


SECTION 12. REPEALING CLAUSE. – All laws or regulations inconsistent herewith are hereby repealed, revoked or modified accordingly.

SECTION 13. EFFECTIVITY CLAUSE. – This Ordinance shall take effect immediately upon its approval.

ENACTED: June 10, 2024.

  
GIAN G. SOTTO  
City Vice Mayor  
Presiding Officer

ATTESTED:


  
ATTY. JOHN THOMAS S. ALFEROS, III  
City Government Department Head III  
(City Council Secretary)

APPROVED: AUG 01 2024

  
MA. JOSEFINA G. BELMONTE  
City Mayor

CERTIFICATION

*This is to certify that this Ordinance was APPROVED by the City Council on Second Reading on June 10, 2024 and was PASSED on Third/Final Reading under Suspended Rules on June 18, 2024.*

  
ATTY. JOHN THOMAS S. ALFEROS, III  
City Government Department Head III  
(City Council Secretary)  
