

Republic of the Philippines  
**MINISTRY OF PUBLIC WORKS, TRANSPORTATION & COMMUNICATIONS**  
NIA Building, E. de los Santos Ave., Quezon City  
**OFFICE of the MINISTER**

August 11, 1978

Ministry Order)

No. 44

SUBJECT: OFFICIALS AUTHORIZED TO ACT  
FOR AND IN THE ABSENCE OF THE  
DULY DESIGNATED BUILDING OFFICIAL

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This Ministry has received strong representations from our District, City and Municipal Engineers who were designated Acting Building Officials, as well as from local executives, to authorize other officials to act for and in their behalf on all matters regarding the enforcement of the provisions of the National Building Code of the Philippines and its implementing rules and regulations, whenever for valid reasons or causes the said Building Officials are unable to perform their duties. The reason for this is obviously to preclude the piling up of applications for building permits and to avoid unnecessary inconvenience on the part of applicants whom they are bound to serve.

In order, therefore, to meet the exigencies of the service, and to provide continuity of operation and smooth functioning of the Office of the Building Officials, the following guidelines are hereby issued:

1. As a general rule, only the PW District, City or Municipal Engineers duly designated as Acting Building Official in their respective areas of jurisdiction are primarily responsible for the enforcement of the provisions of the National Building Code of the Philippines and its implementing rules and regulations.
2. In the event any of the aforementioned official is unable to perform the functions of his office for reasons of sickness, absence or for any valid cause, the following officials shall act for and in their behalf:
  - (a). For PW District Engineers designated as Acting Building Officials for all municipalities within their district/province, the Assistant District Engineer;
  - (b). For City Engineers designated as Acting Building Official for any particular city, the Assistant City Engineer should there be one, or in the

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absence thereof, said City Engineer shall choose between the Engineer in-charge of local projects and the City Public Works Supervisor; and

- (c). For Municipal Engineers designated as Acting Building Official in their respective municipality, the duly appointed Assistant Municipal Engineer, or in the absence thereof, the Municipal Architect or the nearest City Engineer or District Engineer designated as such Building Official in the city or province as the case maybe;

provided that as a matter of policy, the officials so authorized to act for and in their absence, aside from being either a licensed Civil Engineer or Architect, must have undergone training on the National Building Code of the Philippines and its implementing rules and regulations.

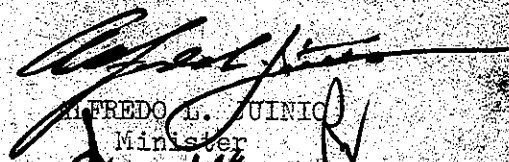
3. The Official acting for and in behalf of the duly designated Acting Building Official shall thus sign:

For and in the absence of the  
Acting Building Official:

Signature  
Official Designation

4. In all cases where an official acts for and in the absence of the regularly designated Acting Building Official, he shall submit to the latter a report of all the activities undertaken during the incumbent's absence upon his return to office; provided, that in the case of a City Engineer or District Engineer acting for and in behalf of a Municipal Engineer as provided for under Section 2 (c), he shall furnish the latter with all the documents submitted and approved in connection with the issuance of building permits aside from the required official report of the activities undertaken during the absence of the Municipal Engineer.
5. Any action, determination, and/or decision made by officials enumerated in Section 2 hereof, in contravention with the provisions of this order shall be deemed null and void.

This order takes effect immediately.

  
ALFREDO L. JUINIO  
Minister  
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