

**[HLURB MEMORANDUM CIRCULAR NO. 04, S.
2014, March 21, 2014]**

**RESOLUTION NO. R-911, SERIES OF 2013, PROMULGATING THE
CODE OF ETHICS AND ETHICAL STANDARDS FOR
OFFICERS/BOARD MEMBERS OF HOMEOWNERS ASSOCIATIONS**

*Adopted: 21 March 2014
Date Filed: 26 September 2014*

Attached herewith is **HLURB Board Resolution No. R-911, Series of 2013, Promulgating the Code of Ethics and Ethical Standards for Officers/Board of Homeowners Associations**, approved by the Board on 03 December 2013.

For your information and guidance.

(SGD) ANTONIO M. BERNARDO
Chief Executive Officer and Commissioner

Attachment:

**Board of Commissioners
Resolution No. 911
Series of 2013**

**Promulgating the Code of Ethics and Ethical Standards for Officers/
Board Members of Homeowners Associations**

WHEREAS, pursuant to Section 20(b) of Republic Act No. 9904, the HOUSING AND LAND USE REGULATORY BOARD (HLURB) is mandated "to formulate and publish a Code of Ethics and Ethical Standards for Board Members detailing prohibited conflicts of interest."

WHEREAS, nationwide public consultations were conducted with stakeholders, specifically, officers and members of the Board of Directors/ Trustees of Homeowners Associations, on the draft Code of Ethics and Ethical Standards and suggestions and recommendations incorporated therein.

NOW, THEREFORE, BE IT RESOLVED, AS IT IS HEREBY RESOLVED, That the hereto attached Code of Ethics and Ethical Standards for Officers and Directors/Trustees of Homeowners Associations is promulgated and shall be effective upon its publication in the website of the HLURB and adoption by the homeowners associations.

BE IT FURTHER RESOLVED, AS IT IS HEREBY RESOLVED, That no application for registration or accreditation with the HLURB shall be allowed unless this Code is incorporated or appended to the By-Laws, and made an integral part thereof: PROVIDED, That Homeowners Associations already registered or accredited with the HLURB shall be required to append this Code to their By-Laws and failure to do so despite notice shall cause the suspension of the Certificate of Registration until compliance or the revocation thereof if refused.

ADOPTED this 3rd day of December 2013, Coconut Palace, Pasay City.

(SGD) HON. JEJOMAR C. BINAY
*Vice-President of the Philippines
And HLURB Chairman*

(SGD) AUSTERE A. PANADERO (SGD) ANTONIO M. BERNARDO
Undersecretary, DILG *Chief Executive Officer and
Ex-Officio Commissioner* *Commissioner*

(SGD) JAIME A. PACANAN (SGD) RIA CORAZON GOLEZ-
Undersecretary, DPWH CABRERA
Ex-Officio Commissioner *Commissioner*

(SGD) EMMANUEL F. ESGUERRA (SGD) LUIS ALVAREZ PAREDES
Deputy Director-General, NEDA *Commissioner*
Ex-Officio Commissioner

(SGD) JOSE F. JUSTINIANO (SGD) LINDA L. MALENAB-
Undersecretary, DOJ HORNILLA, MNSA
Ex-Officio Commissioner *Commissioner*

Attested by:

(SGD) CHARITO B. LANSANG
Board Secretary

**CODE OF ETHICS AND ETHICAL STANDARDS FOR OFFICERS AND
MEMBERS OF THE BOARD OF DIRECTORS**

PREAMBLE

We, the officers/board members of duly registered and/or accredited homeowners association with the HLURB, cognizant of our roles and responsibilities to our constituents and fellow officers/board members on the one hand, and the community on the other, hereby adopt this Code of Ethics and Ethical Standards For Officers and Members of the Board of Directors that will guide us in the performance of our duties to achieve the avowed goal of serving the majority interests of the members, through proactive, responsive, nonpartisan and immediate basic services

delivery under the atmosphere of selfhelp, volunteerism, rule of law, and transparency in the governance of our local affairs.

And we hereby declare to be bound by these ethical standards and norms during our incumbency in office freely, voluntarily and without reservation.

ARTICLE II DEFINITION OF TERMS

Section 1. *Officers* refer to those members duly elected to/for the executive positions such as but not limited to, Chairman/President, Vice Chairman/Vice President, Business Manager, Secretary and Treasurer, pursuant to the association's by-laws/internal rules.

Sec. 2. *Board Members* refer to those executive officers duly elected to the Board of Directors/Trustees in accordance with the by-laws/internal rules of the association;

Sec. 3. *Conflict of Interests* occur whenever the integrity, trustworthiness, or impartiality of an officer/board member is potentially undermined, compromised or impaired by reason of his/her inconsistent or competing personal or professional interests and welfare, or that of his/her family and/or relatives to the fourth civil degree of consanguinity or affinity;

Sec. 4. *Perceived Conflict of Interests* occur whenever an officer/board member has committed or is committing an act tending or likely to cast doubt on his/her integrity, trustworthiness, or impartiality to put the general interest and welfare of the association over and above his/her personal or professional interests and welfare;

Sec. 5. Disputes Mechanism refers to the Grievance Committee charged with the obligation to conduct mediation for the peaceful settlement of disputes within the association as provided in the by-laws or internal rules.

Sec. 6. *Board* refers to the board of directors/trustees of the association.

Sec. 7. *HLURB* refers to the Housing and Land Use Regulatory Board.

Sec. 8. *Internal rules* refer to circulars, orders, regulations and resolutions other than the by-laws, duly promulgated by the board of directors/trustees of the association.

ARTICLE II ETHICAL STANDARDS AND RULES OF CONDUCT

Sec. 9. *Primacy of the Interests of the Association*

9.1 All officers/board members shall strive for the common good of the association, foregoing personal or professional interests. All decisions and representations by the officers/board members must be made with the best interests of the Association. In the performance and discharge of the officers/board members' sworn duties and responsibilities, conflicts of interest must always be avoided.

9.2 No officer/board member shall use or take advantage of his/her position, or knowingly allow another to use or take advantage of his/her position, to advance and promote his/her personal or professional interests and gain. In all activities and processes undertaken by the board such as the procurement of goods and services,