

# [ Act No. 3565, November 26, 1929 ]

## **AN ACT TO AMEND SECTION TWENTY-FOUR HUNDRED AND FORTY-ONE OF THE ADMINISTRATIVE CODE, AS AMENDED BY ACTS NUMBERED TWENTY-SEVEN HUNDRED AND SEVENTY-FOUR AND TWENTY-NINE HUNDRED AND SEVENTY-THREE, AND FOR OTHER PURPOSES.**

*Be it enacted by the Senate and House of Representatives of the Philippines in Legislature assembled and by the authority of the same:*

SECTION 1. Section twenty-four hundred and forty-one of the Administrative Code, as amended by Acts Numbered Twenty-seven hundred and seventy-four and Twenty-nine hundred and seventy-three, is hereby further amended to read as follows:

"SEC. 2441. *Appointment and duties of secretary of Board.*—The Board shall have a secretary, who shall be elected by it to serve during the term of office of the ten members. A vacancy in the office of secretary shall be filled temporarily or for the unexpired term in like manner. The secretary shall be in charge of the records of the Municipal Board. He shall keep a full record of the proceedings of the Board, and file all documents relating thereto; shall record, in a book kept for that purpose, all ordinances, and all resolutions and motions directing the payment of money or creating liability, enacted or adopted by the Board, with the dates of passage of the same, and of the publication of ordinances; shall keep a seal, circular in form, with the inscription 'Municipal Board—City of Manila,' in the center of which shall be placed the arms of the city, and affix the same, with his signature, to all ordinances and other official acts of the Board, and shall present the same for signature to the president; shall cause each ordinance passed to be published as herein provided; shall on demand, furnish certified copies of all records of public character in his charge under the seal of his office; and collect and receive therefor such fees as may be prescribed by resolution of the Board; and shall keep his office and all records therein which are not of a confidential character open to public inspection during usual business hours. His compensation as secretary shall be fixed by the Board at not exceeding four thousand two hundred pesos a year."

SEC. 2. This Act shall take effect on its approval.

Approved, November 26, 1929.



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