



Republic of the Philippines  
Caraga Region XIII  
Province of Surigao del Norte  
Municipality of Alegria

**SANGGUNIANG BAYAN OF ALEGRIA**

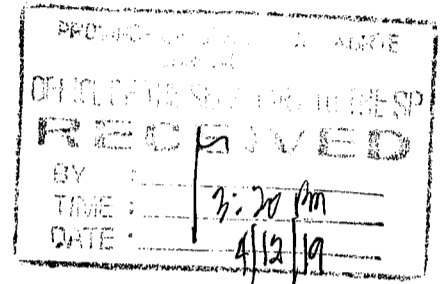
**EXCERPTS FROM THE MINUTES OF THE REGULAR SESSION OF THE SANGGUNIANG BAYAN OF ALEGRIA, SURIGAO DEL NORTE, HELD AT THE SANGGUNIANG BAYAN SESSION HALL ON MARCH 18, 2019.**

**PRESENT:**

- Hon. Dominador G. Esma, Jr. - Mun. Vice Mayor, Presiding Officer
- Hon. Nimfa N. Sagaral - SB Member
- Hon. Gerry Z. Bacud - SB Member
- Hon. Arnold L. Dagcuta - SB Member
- Hon. Ernesto C. Odjinar, Sr. - SB Member
- Hon. Ryan T. Abarico - SB Member
- Hon. Eldy S. Gabeligno - SB Member
- Hon. Erlinda B. Silvosa - SB Membe
- Hon. Emalyn S. Micompal - SB Member
- Hon. Almasur G. Opalia - LNMB President

**ABSENT:**

- Hon. Reil John A. Esma - SK Fed. President



**MUNICIPAL ORDINANCE NO. 005**  
Series of 2019

Introduced by: HON. NIMFA N. SAGARAL

**MUNICIPAL ORDINANCE**

**AN ORDINANCE INSTITUTIONALIZING THE GRANT OF CASH INCENTIVES AND OTHER BENEFITS TO THE HEAD OF OFFICES OF SENIOR CITIZEN AFFAIR'S, PERSONS WITH DISABILITY AFFAIR'S OFFICE, BARANGAY/FEDERATION PRESIDENTS OF AFSCA, APWDA, PYA ALEGRIA WIFE INCORPORATED ASSOCIATION AND BARANGAY VAWC DESK OFFICERS OF THE MUNICIPALITY OF ALEGRIA, SURIGAO DEL NORTE AND PROVIDING FUNDS THEREOF**

**WHEREAS**, under Section 458 (a) of the Local Government Code of 1991 the Sangguniang Bayan as the legislative body of the municipality, shall enact ordinances, approved resolution. Appropriate funds for the general welfare of the municipality and its inhabitants pursuant to Section of this Code;

**WHEREAS**, under Section 455 (a) (iii) of the Local Government Code of 1991, the Municipal Mayor shall propose policies and projects for the consideration of the Sangguniang Bayan for a possible ordinance;

**WHEREAS**, under Section 458 (a) of the Local Government Code of 1991 the Sangguniang Bayan shall approve ordinance and pass resolutions necessary for an efficient and effective municipal government;

**WHEREAS**, Joint Memorandum Circular No. 2013-2 of DILG, DSWD, DepEd, Philippine Commission on Women states that the role of Municipal Mayor is to ensure the establishment of a VAW DESK in every Barangay with in their jurisdiction and provide technical and financial assistance for its operation;

**WHEREAS**, one of the effective strategies in motivating and mobilizing community participation at the barangay level for the welfare of its constituents is the provision of incentives and other benefits to the HEAD, of the offices handling the AFSCA, APWDA, and Federation Officers/Presidents of ASCA, APWDs, PYA, ALEGRIA WIFE INCORPORATED ASSOCIATION and Barangay VAWC Officers being the people's organization organized and supervised under the Municipal Social Welfare Office;

**WHEREAS**, these different presidents of the above organizations represent the 12 Barangays in the Municipality of Alegria and serves as partner and implementing arms of the Municipal government thru MSWDO in delivering basic services and programs;



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**WHEREAS**, these officers/volunteers also perform different roles and responsibilities related to people and gender empowerment and development such as facilitating and organizing activities and projects for their members and for other constituents of their respective barangay;

**WHEREAS**, they attend meeting, training, updates, and other activities launched at the municipal level by the Municipal Government/MSWDO, non-government organizations and other national government agencies.

**WHEREAS**, in consideration of their efforts and commitment to serve, provision of incentives will ease them in answering the basic requirement while performing their functions basically on transportation and meals;

**WHEREAS**, the provision of cash incentives and other benefits to the SOCIAL WELFARE ORGANIZATION officers and volunteers, may be considered among the programs of the Municipal Government for the welfare of barangay;

**WHEREAS**, possible source of fund which shall be programmed/allocated annually for their incentives and benefits shall be included appropriation of the different sectoral programs of the Municipal Social Welfare Development Office and to 1% LCP fund /or 5% Gender and Development Fund of the Municipality of Alegria;

**NOW THEREFORE:**

**BE IT ORDAINED** by the Sangguniang Bayan, in session assembled, that:

**Section 1. TITLE** - This Ordinance shall be known as an *“Ordinance Institutionalizing the Grant of Cash Incentives and other Benefits to the Head of Offices of Senior Citizen Affairs, Persons with Disabilities Affairs the Barangay Federation Presidents of AFSCA, APWDA, PYA , AWIA and Barangay VAWC Desk Officers of Alegria, Surigao del Norte”*;

**Section 2. OBJECTIVES** – This Ordinance aims to;

- 2.1 Empower the different organizations of the social welfare sector;
- 2.2 Encourage commitment and active participation in their organization and the community
- 2.3 Ease the financial expenses on transportation and meals while rendering voluntary services;

**Section 3. DEFINITION OF TERMS** - For the purpose of this ordinance, the following shall mean:

**3.1 PDAO** – is an acronym of the Persons with Disabilities Affairs Office refers to an office created to Republic Act No. 10070.

**3.2 OSCA** – is an acronym of Office of Senior Citizen Affairs per RA 9257;

**3.3 AFSCA** – is an acronym of the Alegria Federation of Senior Citizen Association, an organized and accredited by the Municipal Government thru its implementing arm the MSWDO.

**3.4 ALEGRIA WIFE, Inc.** – is a group of women from the barangays of Alegria that call themselves as Women Initiatives for Empowerment.

**3.5 APWDA** - is an acronym of the Alegria Persons with Disability of Alegria, Surigao del Norte, an organization organized and accredited by the Municipal Government thru its implementing arm the MSDWDO.

**3.6 PYA** – is an acronym of the federated association of out-of- school youths, Pag-asa Youth Association of Alegria organized as implementing arm the MSWD Office.

**3.7 VAWC** – is an acronym for **violence against women’s and children** that includes any act of gender-based violence to women and children that results in, or is likely to result in, physical, sexual, or psychological harm or suffering to woman, including threats of such acts, coercion, or arbitrary deprivation of liberty, whether occurring in public or in private life.



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**3.8 BARANGAY VAWC Desk Officers** – are volunteers/officers appointed/designated by the Punong Barangay who is trained in gender-sensitive handling of cases; preferably woman barangay kagawad or a woman barangay tanod, however in cases where there are no trained personnel, the Punong Barangay may appoint other trained gender-sensitive women community volunteers. Said Officer that reports on duty at the Barangay Office to handle complaints and concerns on VAWC cases as provided in RA 9710 and Joint Memorandum Circular 201.

**3.9 Barangay Presidents** – are the duly elected presidents of the different social welfare sectors namely the AFSCA, APWDA, PYA, AWIA.

**3.10 Federation Presidents** – are the duly elected officers at municipal level as presidents of the different sectoral organizations who represent the barangay associations (duly elected by the members of the association) in the **FEDERATION** and regularly attend monthly or regular meetings of the barangay association, monitor, facilitate, assist the social welfare officers assigned in each sector, and participate and act as volunteers and partners of the municipal government in delivering basic services to its constituents.

**3.11 Active Officers** – are officers of the federation who are active in working for the functionality of the organizations.

**3.12 Cash Incentives** – an amount provided to the legitimate presidents of the different sectoral organizations of the barangay and municipal level as stated above to defray them from necessary expenses while performing their functions as well as encourage and motivate them to perform their tasks diligently and efficiently;

**3.13 Benefits** – a financial assistance for medical and mortuary provided to the legitimate presidents of the different sectoral organizations of the barangay and Municipal level as stated above to boost their morale and motivate them to do their function diligently and efficiently.

#### **SECTION 4. FUNCTIONS.**

**4.1. PDAO** – to ensure the implementation of programs and services for persons with disabilities in every province, city and municipality.

**4.2. OSCA** – to plan, implement and monitor yearly work programs in pursuance of the objectives of this RA No. 9257.

##### **4.3. The Barangay Presidents:**

- a) Conduct regular monthly meetings;
- b) Disseminate information on the concerns related to their organizations;
- c) Initiate and spearhead in the implementation projects and activities of the sectoral organizations at the barangay level;
- d) Coordinate and assist in the delivery social welfare services for their constituents;
- e) Submit reports/documents as required by MSWDO;
- f) Represent and attend meetings, seminars/trainings and other activities initiated at the Municipal level;

##### **4.4. The Federation Presidents:**

- a) Conduct regular monthly meetings of the federations;
- b) Attend meetings at the barangay level together with the MSWD program focal persons
- c) Initiate and spearhead in the implementation projects and activities of the sectoral organizations at the municipal level;  
Coordinate and assist in the delivery social welfare services for their constituents;
- d) Submit reports/documents as required by MSWDO;
- e) Assist the MSWDO in the conduct information drive related to its sectoral programs;
- f) Represent and attend sectoral or council meetings, seminars/trainings and other activities initiated at the municipal level and other non-government and government agencies;



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- g) Monitor and attend meetings activities of 12 barangay associations;
- h) Perform other related functions.

**4.5 Women VAWC Community Volunteers**

- a) Attend regular monthly meetings
- b) Conduct surveillance of VAWC cases;
- c) Conduct home visits and provide peer counseling to VAWC cases;
- d) Rescue/report/refer/escort VAWC cases to Barangay Captain/VAWC Desk Officers/CSWD Officers/PNP Women-Children's Desk and other concern offices;
- e) Conduct advocacies to prevent gender-based violence;
- f) Report on duty at the LGU Women and Children Crisis Center as scheduled;
- g) Assist in the functionality and maintenance of the said center;
- h) Coordinate and assist in the delivery social welfare services to VAWC cases;
- i) Submit reports/documents on VAWC cases handled as may be required by MSWDO;
- j) Represent and attend sectoral/council/committee meetings, seminars/trainings and other activities initiated at the municipal level/other non-government and government agencies;
- k) Perform other related functions be as may assigned.

**4.6 VAW Desk Officers (Per RA 9710 and JMC 2010-2)**

- a) Respond to gender-based violence cases brought to the barangay;
- b) Record the number of gender-based violence handled by the barangay and submit quarterly report on all cases of VAW to the DILG City field Office, and the MSWDO;
- c) Keep the VAW case records confidential and secured, and ensure that only authorized personnel can access it,
- d) Assist the VAW victim in securing Barangay Protection Order (BPO) and access necessary services;
- e) Develop the barangay's gender-responsive plan in addressing gender-based violence, including support services, capacity building and referral system;
- f) Coordinate and refer cases to government and non-government agencies;
- g) Address other forms of abuse committed against women, especially senior citizens, women with disabilities, and other marginalized groups;
- h) Lead advocacies on the elimination of VAWC in the barangay;
- i) Performed other related functions as may be assigned.

**SECTION 5. COVERAGE**

1. The Cash Incentives and benefits shall cover the duly elected presidents of the barangay, federation presidents of the above mentioned organizations/associations of AFSCA, APWDA, PYA, ALEGRIA WIFE, INC. and the Barangay of VAWC Desk Officers organized as the implementing arm of the MSWD Office.
2. Said cash incentives and benefits shall be given over and above the honorarium they are receiving at the barangay level.

**SECTION 6. AMOUNT OF COVERAGE**

- 6.1. For the heads of two offices AFSCA and APWDA as defined in Section 3 of this ordinance cash Incentives shall be 1,500.00 monthly;
- 6.2. For the Barangay Presidents of the recognized association as defined in Section 3 of this ordinance, cash incentives shall be One Thousand pesos (Php1,000.00) which shall be availed monthly;
- 6.3. For the Federation Presidents, having grater responsibilities and tasks to do as define in Section 3, the cash incentives shall be Thousand (P 1,00.00) which shall be availed monthly;
- 6.4. The Barangay VAWC DESK Officers whose functions are barangay-based, cash incentives shall be Five Hundred Pesos (P 500.00) which shall be availed monthly;
- 6.5 For PYA, Out-of-School Youth Federated President – 1,000.00



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**SECTION 7. REQUIREMENT TO CLAIM THE CASH INCENTIVES:**

7.1. For the Barangay Presidents, said cash incentives shall only be claimed upon presentation of the following:

1. Certification of the Federation President (certifying the active participation of the said president conducting/attending regular barangay and federation meetings), and MSWD focal person (certifying as to his/her being an active implementing partner/volunteer of MSWD Office) as affixed in one Certification form which shall be prepared by MSWD Office with appropriate letter head.
2. Monthly Accomplishment Report Submitted to MSWD Office and Minutes of Meeting.

7.2. For the Federation Presidents, said cash incentives shall only be claimed upon presentation of the following:

1. Certification from the MSWDO focal person (certifying as to his/her being an active implementing partner/volunteer of MSWD Office) with the affixed approval of the MSWD in one Certification form which shall be prepared by MSWD Office with appropriate letter head.
2. Accomplishment Report submitted to MSWD Office.

In case where the said president is not able to perform his/her function as expected for a particular period, and has designated his vice president, the designated officer shall be allowed to claim (with attached designation or authorization) stating there the period covered of his/her representations as assessed/validated by the president and SWO focal person.

7.3. For the WOMEN VAWC BARANGAY VOLUNTEERS, said cash incentives shall only be claimed upon presentation of the following:

1. Certification from the appointing officer, the Barangay Captain;
2. Certification from the MSWD focal person as partner/volunteer in implementing programs/services of MSWD Office, with the affixed approval of the MSWDO.

Only 1 VAW Desk Officer shall be appointed by the Barangay Captain and a maximum of 2 official trained community volunteers as identified by the Barangay organization with proper designation shall be qualified to avail said incentives/benefits.

Certification forms shall be prepared and provided by MSWD Office for the signatures of the above beneficiaries and with appropriate letter head.

**SECTION 8. REQUIREMENTS TO CLAIM THE MEDICAL/HOSPITALIZATION AND MORTUARY FINANCIAL ASSISTANCE:**

8.1. For medical Assistance – a minimum amount of Two Thousand Pesos (P 2,000.00) shall be given as medical assistance; claims shall be supported with:

1. Validation and Assessment from SWO Focal Person and CSWDO thru issuance of Certificate of Eligibility;
2. Medical Certificate as to hospital admission or initial hospital bill;
3. Medical Prescription (laboratory or medicines) from attending physician.
4. Attachment of appointment or designation.

8.2. For Mortuary Financial Assistance – an amount of Five Thousand Pesos (P 3,000.00) shall be provided to the authorized immediate kin to be used for burial expenses. The claims must be supported with:

1. Validation and Assessment from SWO Focal Person and MSWDO thru issuance of Certificate of Eligibility;
2. Photo copy of the Death Certificate of the deceased;
3. Barangay certification to authorized immediate sibling/kin.

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**SECTION 9. SOURCE OF FUNDS** – IT shall be appropriated for CASH INCENTIVE, BENEFITS and for other purposes necessary for the effective implementation of this ordinance. Under the sectoral programs and services of the Office of the Social Welfare and Development GAD and LCPC fund budget which will be included in annual appropriation and such budget may be increased or augmented as necessary.

**SECTION 10. SEPARABILITY CLAUSE.** – Should any provision of this Ordinance be declared unconstitutional or illegal by any court of competent jurisdiction, those parts which are not so declared shall remain in full force and effective.


**SECTION 11. EFFECTIVITY CLAUSE.** – This Ordinance shall be effective immediately upon approval and compliance of the posting and/or publication requirement.


**ADOPTED AND APPROVED.** March 18, 2019.

Movant : Hon. Nimfa N. Sagaral  
Seconded by : Hon. Eldie S. Gabeligno


I HEREBY CERTIFY TO THE CORRECTNESS OF THE FOREGOING RESOLUTION.

Attested:

  
**MARIA ELENA J. BUCONG**  
SB Secretary

  
**DOMINADOR G. ESMA, JR.**  
Municipal Vice Mayor/Presiding Officer

APPROVED:

  
**RENE G. ESMA**  
Municipal Mayor

April 5, 2019

Date