

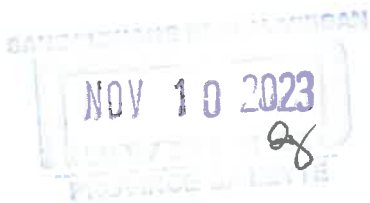
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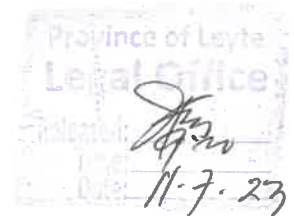
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Republic of the Philippines
PROVINCE OF LEYTE
Palo, Leyte

PROVINCIAL LEGAL OFFICE



2nd INDORSEMENT
November 6, 2023



Respectfully returned to the Sangguniang Panlalawigan of Leyte, through the SP Secretary, the attached Ordinance No. 2023-10 of the Sangguniang Bayan of Julita, Leyte, recommending for the declaration of its validity, pursuant to its power under Section 56 (C) of R.A. 7160, to the opinion of the Provincial Legal Office (PLO), an exercise of the power mandated under Section 16ⁱ in relation to Section 447(i)(viii)ⁱⁱ thereof.

ATTY. JOSE RAYMUND A. ACOL
Asst. Provincial Legal Officer 

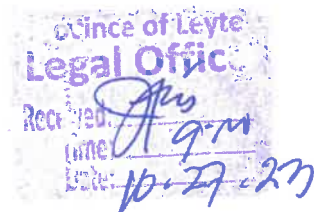
ⁱ **Section 16. General Welfare.** - Every local government unit shall exercise the powers expressly granted, those necessarily implied therefrom, as well as powers necessary, appropriate, or incidental for its efficient and effective governance, and those which are essential to the promotion of the general welfare.

ⁱⁱ **Section 447(i)(viii)** Determine the positions and salaries, wages, allowances and other emoluments and benefits of officials and employees paid wholly or mainly from municipal funds and provide for expenditures necessary for the proper conduct of programs, projects, services, and activities of the municipal government;

Republic of the Philippines
PROVINCE OF LEYTE
Palo, Leyte

OFFICE OF THE SANGGUNIANG PANLALAWIGAN

1ST INDORSEMENT
27 October 2023



The Provincial Legal Office is respectfully requested to review and submit recommendations on the herein enclosed **MUNICIPAL ORDINANCE NO. 2023-10** of the **MUNICIPALITY OF JULITA, LEYTE**, entitled: **AN ORDINANCE ESTABLISHING GUIDELINES FOR THE DIFFERENT PROGRAMS AND SERVICES UNDER THE ASSISTANCE TO INDIVIDUALS IN CRISIS SITUATION (AICS) IN THE MUNICIPALITY OF JULITA, LLEYTE.**


FLORINDA JILL S. UYVICO
Secretary to the Sanggunian



Republic of the Philippines
PROVINCE OF LEYTE
Municipality of Julita
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OFFICE OF THE SANGGUNIANG BAYAN

OCT 27 2023
[Signature]

PROVINCE OF LEYTE

October 27, 2023

MS. FLORINDA JILL S. UYVICO
Sangguniang Panlalawigan Secretary
Province of Leyte
Tacloban City

Dear Ms. Uyvico,

Copy furnished are copies of **Municipal Ordinance No. 2023-10** passed and approved by the **Sangguniang Bayan of Julita, Leyte** in its **Regular Session held on May 08, 2023** at the Municipal Session Hall for your appropriate action.

Thank you.

Very truly yours,

FRANCIS RAAGAS-AVELINO
Sangguniang Bayan Secretary



OFFICE OF THE SANGGUNIANG BAYAN

OCT 27 2023
Irvin

MUNICIPAL ORDINANCE NO. 2023-10

AN ORDINANCE ESTABLISHING GUIDELINES FOR THE DIFFERENT PROGRAMS AND SERVICES UNDER THE ASSISTANCE TO INDIVIDUALS IN CRISIS SITUATION (AICS) IN THE MUNICIPALITY OF JULITA, LEYTE.

Sponsored by: Hon. Irvin R. Dy

NOW THEREFORE, on motion of Hon. Irvin R. Dy, unanimously seconded by all Sangguniang Bayan Members present;

BE IT ENACTED by the Sangguniang Bayan of the Municipality of Julita, Leyte in session duly assembled that:

Section 1. Short Title. – This Ordinance shall be referred to as the "AICS Ordinance".

Section 2. Declaration of Basic Policy. – It is the policy of the Municipality of Julita, Leyte to ensure a better and improved quality of the citizenry. Priority attention shall be given to the poor, vulnerable and marginalized sectors of the society.

Section 3. Background. – These guidelines are in consonance with the provision of the Department of Social Welfare and Development (DSWD) Memorandum Circular No. 15, series of 2022, concerning the implementation of the AICS.

Assistance to the Individuals in Crisis Situation (AICS) is the provision of the integrated service to individuals in crisis or difficult situation through the Municipal Social Welfare and Development Office (MSWDO), wherein beneficiaries of the program may seek assistance directly from the MSWD Office or through referral. The services under the AICS Program could be granted/extended to individuals/families based on Social Workers Assistance of client's/family's needs/programs.

Section 4. Programs and Services under the AICS, - It is hereby mandated that the herein, guidelines shall be strictly followed and implemented, to wit:

1. Financial and Material Assistance – Financial Assistance is the provision of monetary support in the form of outright cash or guarantee letter to augment the resources of the client whereas material assistance is the provision of non-food items. These are further classified into:

a. Transportation Assistance – The assistance for the purchase or payment of transport (air/sea/land) and/or expenses to enable the clients to return to his/her/their home province permanently or seek further medical interventions in another place or to attend to emergency concerns such as death, care, or other emergency or critical situations of family members, relatives or other individuals in need. This includes those that require immediate presence, such as but not limited to, attendance to a court hearing, rescue of abused relatives, etc.

-over-

Aliana

ALIANA MARIE R. TUBI
 SB Member

GERALDINE S. DAYA
 SB Member

Irvin R. Dy
 IRVIN R. DY
 SB Member

Allan T. Novaldes
 ALLAN T. NOVALES
 SB Member

Ria S. Dumduma
 RIA S. DUMDUMA
 SB Member

Mark Joy E. Macaso
 MARK JOY E. MACASO
 SB Member

Jude Andrei M. Romualdez
 JUDE ANDREI M. ROMUALDEZ
 SB Member

Rosila L. Advincula
 ROSILA L. ADVINCULA
 SB Member

Rodrigo J. Macaso
 RODRIGO J. MACASO
 Bise-Pres. Ng Liga Ng
 Mga Barangay/
 Ex-Officio Member

EARL IVAN V. PELENIO
 Pres. Ng Pambayang
 Pederasyon Ng Mga
 Sangguniang Kabataan/
 Ex-Officio Member

Francis F. Avelino
 FRANCIS F. AVELINO
 SB Secretary

German J. Macaso
 GERMAN J. MACASO
 Municipal Vice Mayor



ALIANA MARIE R. TUBI
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SB Member



IRVIN R. DY
SB Member



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SB Member



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SB Member




MARK JOY E. MACASO
SB Member



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SB Member



ROSILA L. ADVINCULA
SB Member



RODRIGO J. MACASO
*Bise-Pres. Ng Liga Ng
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Ex-Officio Member*

EARL IVAN V. PELENIO
*Pres. Ng Pambayang
Pederasyon Ng Mga
Sangguniang Kabataan/
Ex-Officio Member*



FRANCIS R. AVELINO
SB Secretary



GERMAN J. MACASO
Municipal Vice Mayor

Procured ticket shall be issued to the client unless in instances when giving outright cash is more convenient.

b. Medical Assistance – The assistance to help shoulder hospitalization expenses, cost of medicines, other medical treatment or procedures such as implants, laboratory procedures including but not limited to computerized tomography (CT) scan, electrocardiogram (ECG), Echocardiogram (2D echo), Magnetic Resonance Imaging (MRI), and provision of assistive device. Other medical expenses such as Professional fees may be covered.

Birthing is not covered, unless the patient suffered from complication during delivery, subject to the assessment of the social worker. The client shall not be entitled to inpatient financial assistance except for instances when the drug or treatment is not available in the hospital or covered by the Philippine Health Insurance Corporation (Phil Health).

c. Burial Assistance – The assistance to certify funeral and related expenses, including but not limited to expenses in bringing the remains to the residence of the deceased and/or burial site in accordance with existing customary practices of the family especially among Indigenous Peoples and Moros.

Due to a disaster/calamity/critical events or similar circumstances where there are casualties in the family, the surviving shall be given an outright cash in the amount of 3,000.00 for each casualty, without need a case report, subject to availability of funds.

d. Educational Assistance – A form of assistance given to eligible students to help defray school expenses and/or cost of sending students/children to such as school fees, supplies project, allowances and other related expenses which will be provided once in a school/academic year for students, with priority shall be given to working students in the public high school, vocational/technological schools, state colleges and universities. A minimum of one (1) child per family shall be entitled to this assistance.

However, this may be given to a student who, although not indigent, is assessed by the social worker to have extreme need therefore based on his/her family's current condition to include victims of displacement and repatriated/deported Overseas Filipino (OF's).

e. Food Assistance – The provision of assistance to client's in need food be provided up to a maximum of ten (10) days for an amount of at least P 50.00 per meal per individual. It includes hot meals, food/meal allowance, or cash equivalent to the cost of the required hot meals and/or food packs.

Eligible clients shall include those caring for sick relatives or relatives in the hospital, grantee's transportation assistance on his/her/their return to their home province or attendance to court hearings, People Who Used Drugs (PWUD) and their families, rescued trafficked individuals, former rebels, distressed OF's stranded individuals due to emergency situations (such as, but not limited to, human-induced and natural calamities) and alike.

f. Housing/Emergency Shelter Assistance – This refers to the provision of limited financial and materials assistance to help families construct/repair their houses which are partially or destroyed because of natural, man-made or technological disaster.

Further, this is to refers to the provision of financial assistance to urban poor families subject to eviction either extrajudicial or judicial proceedings, equivalent to thirty (30) days at a minimum daily wage.


ALIANA MARIE R. TUBI
SB Member

GERALDINE S. DAYA
SB Member


IRWIN R. DY
SB Member



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SB Member


RIA S. DUMDUMA
SB Member


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 Ex-Officio Member*

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 Ex-Officio Member*


FRANCIS F. AVELINO
SB Secretary


GERMAN J. MACASO
Municipal Vice Mayor

g. Cash Assistance for other Support Services – An assistance in the form of outright cash provided to individuals and families in extremely difficult circumstances in which the needs does not fall on the above-mentioned assistance, such as but limited to, a child victim of online sexual exploitation and other sexual abuse cases, families of KIA (Killed in Action), WIA Wounded in Action, uniformed personnel (police and soldiers), repatriated or deported OF's (Overseas Filipino), Persons Living with HIV, rescued individuals/families against women and children, rebels returnees, victim of fire, armed conflict and other incidents/occurrence putting affected in crisis situation as may be justified by the social worker or through a case consultation/conference.

2. Psychological Intervention – A set of intervention that is of non-biomedical means to positively alter a person's behavior and relationship with the society in order to reduce the impact of stress brought about by the crisis. It may be provided with, but not limited to, cognitive or behavioral therapies. Basically, it involves giving immediate relief to psychological and emotional issues under specific circumstances.


3. Referral for other Services – Refers to assistance that are not available at the MSWD Office but can be accessed from other resources and/ or networks. This involves, but is not limited to referral appropriate agencies for legal service, psychological interventions and even admission to residential facilities for temporary shelter.

Section 5. – Documentary Requirements for each Assistance. – The client seeking assistance shall bring and submit to the MSWD Office the following documentary requirements (certified true copy or photocopy of such documents) to certified by the assigned social worker.

TYPE	DOCUMENTS
Transportation	Any valid identification card of the client/person to be interviewed; and Police Blotter; or Police Certification (for victims of pick pockets, illegal recruitment, etc.) or Other supporting documents such as but not limited to justification of the social worker, medical certificate, death certificate and or court order/subpoena. Barangay Certificate of Residency or Certificate of Indigency or Certificate of the Client needs Assistance maybe required.
Medical Assistance	Any valid Identification Card of the client/person to be interviewed; and Case Study Report or Case Summary that the client is in crisis situation by the MSWDO, for services more than P 3,000.00; Medical Certificate or Medical Abstract with date of issuance, complete name, signature of the Billing Clerk. If payment for hospital bill, Hospital Statement of Account (Outstanding Balance) with complete name and signature of the Billing Clerk. If medicines/assistive devices, Prescription with date of issuance, complete name, signature and license number of the attending physician; or If for medical procedure, laboratory request with date of issuance, complete name of the attending physician. Barangay Certificate or Residency or Certificate of Indigency or Certificate of the Client needs Assistance maybe required.


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SB Member


IRVIN R. DY
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FRANCIS R. AVELINO
SB Secretary


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Municipal Vice Mayor

<p>Burial Assistance</p>	<p>Any valid Identification Card of the client/person to be interviewed; and Death Certificate or certification form the Tribal Chief Iain for IP's), Imam (for Moro) or Doctor or authorized medical partitioner, in the absence of the death certificate; and Funeral Contract (except for Muslim and Indigenous People performing customary practices)</p>
	<p>For Transfer of Cadaver:</p> <p>Death Certificate or Certification from the Tribal Chief Iain (for IP's), Imam (for Moro) or Doctor or authorized medical practitioner' in the absence of the death certificate; and Transfer Permit (except for Moro and Indigenous People performing customary practices), if applicable. Barangay Certificate of Residency or Certificate of Indigency or Certificate of the client is in need of assistance maybe required.</p>
<p>Educational Assistance</p>	<p>Any valid Identification Card of the client/person to be interviewed; and Enrollment Assessment from or Certificate of Enrolment or Registration. Validated school of the student/beneficiaries; and Statement of Account for college students. Barangay Certificate of Residency or Certificate of Indigency or Certificate of the Client needs Assistance maybe required.</p>
<p>Food Assistance</p>	<p>Any valid Identification Card of the client/person to be interviewed; and CRF's For residents/clients in CRCFs. Barangay Certificate of Residency or Certificate of Indigency or Certificate of the Client is in Need of Assistance maybe required.</p>
<p>Cash Assistance for other Support Services</p>	<p>Any valid Identification Card of the client/person to be interviewed; and Depending on the circumstances of the client:</p> <p>Police Report or Bureau of Fire Protection (BFP) Report/Certification for fire victims; and Passport, Travel Documents, Certification from OWWA or the Barangay or any proof of repatriation by the OF; or A Certification from the Social Worker or Case Manager for rescued clients or Police Blotter and Social Worker Certification for victims of On-line Sexual Exploitation of Children. Barangay Certificate of Residency or Certificate of Indigency or Certificate of the client is in need of assistance may be required.</p>

Section 6. Implementing Procedures. The following procedures shall be followed:


ALIANA MARIE R. TUBI
SB Member

GERALDINE S. DAYA
SB Member


IRVIN R. DY
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Municipal Vice Mayor

Screening and Verification – A screening process shall be undertaken by the designated MSWDO staff to ensure the completeness and correctness of the documentary requirements. The original of certified true copy of the applicable requirements must exhibited by the client.

Complete documentary requirements shall be condition precedent in the processing and release of the assistance to a client

Assessment – The assessment shall determine the eligibility of the client to avail the service during the interview and on the supporting documents presented. The social worker shall determine the capacity of the family in addressing the problem looking keenly on the available resources that the family could utilized. The assessment of the social worker shall be basis for the recommendation and will indicate in the social case summary which can also be written in the General Intake Sheet (GIS) or a separate document (i.e., certificate of eligibility). The client who may be assisted using psychological intervention must attended to by the social worker with the tenets of the applicable intervention as guide.

Provision of Assistance

The type and rates of assistance shall be as follows:

Type	Particulars	Cost of Assistance		Frequency of Availment
Transportation assistance	Land Travel	Actual cost based on ticket quotation		Once every six (6) months
	Sea Travel			
	Air Travel			
Medical Assistance	Hospital bill/other medical expenses	1,000.00	3,000.00	
	Medical (outpatient)	Actual amount/cost	3,000.00	
	Laboratory Procedures (outpatient)	Actual amount/cost	3,000.00	
Burial Assistance	Funeral Expenses		3,000.00	The availment of one service shall exclude the availment of other of the same category
	Transfer of Cadaver	1,000.00	3,000.00	
	Casualties during disaster/calamity		3,000.00	
Education Assistance (Minimum of one (1) child per family)	Elementary Students	1,000.00	2,000.00	Once every school year Once every school semester
	High School Students	1,000.00	2,000.00	
	College Students	1,500.00	2,000.00	
Food Assistance	Food subsidy for individuals/families	1,000.00	2,000.00	"as needed"
Cash Assistance	Other needs	1,000.00	2,000.00	Once every six (6) months for a maximum of one year

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SB Secretary

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Municipal Vice Mayor

Section 7. Funding – The Local Government Unit of Julita shall allocate fund and incorporate in its annual budget appropriate amount for the implementation for the different programs and services contained in this ordinance, in accordance with the COA accounting auditing rules and regulations.

Cash advances from the fund made by any cash bonded employee assigned and responsible relative to the implementation of the programs and services under this ordinance, shall process the liquidation of cash advances whenever the total amount disbursed is already seventy-five percent (75%) of the total allocation.

Section 8. Separability Clause –If, any reason, any provision of this Ordinance or the application of such provision to any person, group, or circumstances is declared invalid or unconstitutional, the remainder of this ordinance shall not be affected by such declaration.

Section 9. Repealing Clause – All laws, and rules and regulations inconsistent herewith are hereby likewise repealed or modified accordingly.

Section 10. Effectivity Clause –This Ordinance shall take effect upon its approval and after required posting and publication, as provided under Local Government Code of 1991.

Passed and enacted by the Sangguniang Bayan in session assembled on May 08, 2023 at the Municipality of Julita, Leyte, Philippines.

I HEREBY CERTIFY to the correctness of this foregoing Ordinance.

FRANCIS RAAGAS-AVELINO
Sangguniang Bayan Secretary

ATTESTED:

HON. GERMAN J. MACASO
Honorable Presiding Officer/Municipal Vice Mayor

CONCURRED:

HON. ALIANA MARIE R. TUBI
SB Member

HON. GERALDINE S. DAYA
SB Member
(On-Official Travel)

HON. IRVIN R. DY
SB Member

HON. ALLAN T. NOVALES
SB Member

HON. RIA S. DUMDUMA
SB Member

HON. MARK JOY E. MACASO
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HON. ROSILA L. ADVINCULA
SB Member

HON. RODRIGO J. MACASO
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Barangay
Ex-Officio Member

HON. EARL IVAN V. PELENIO
Pres. Ng Pambayang Pederasyon
Ng Mga Sangguniang Kabataan
Ex-Officio Member
(On-Leave)

APPROVED:

ATTY. PERCIVAL S. CAÑA
Municipal Mayor