



Republic of the Philippines
PROVINCE OF LEYTE
Provincial Capitol
Tacloban City

-oOo-

Item No.: 03

Date: 08 2026 SEP

PROVINCE OF LEYTE
LEGAL OFFICE
RELEASED

By: *[Signature]*
Date: 8.28.26 Time: 9m

Sangguniang Panlalawigan
Province of Leyte

RECEIVED

PROVINCIAL LEGAL OFFICE

Date: AUG 28 2026
By: *[Signature]*

2nd INDORSEMENT

July 8, 2026

Respectfully returned to the Sangguniang Panlalawigan of Leyte, through the SP Secretary, the attached Ordinance No. 2026-003 of the Sangguniang Bayan of Santa Fe, Leyte.

Issues/ concerns for review/ recommendation/ legal opinion is/ are as follows:

- Ordinance No. 2026-003 entitled: "AKAP Ordinance of 2025."

REVIEW/RECOMMENDATION/LEGAL OPINION:

This office is of the opinion that the subject Ordinance is generally in accordance with its power under Section 447(a)¹ of the Local Government Code of 1991 (R.A 7160) pursuant to RA 9165². Hence, we recommend for the declaration of its validity.

We hope to have assisted you with this request. Please note that the opinion rendered by this Office are based on the facts available and may vary or change when additional facts and documents are presented or changed. This opinion is likewise without prejudice to the opinions rendered by higher and competent authorities and/or the courts.

[Signature]
ATTY. JOSE RAYMUND A. ACOL
Provincial Legal Officer }

¹ (a) The sangguniang bayan, as the legislative body of the municipality, shall enact ordinances, approve resolutions and appropriate funds for the general welfare of the municipality and its inhabitants pursuant to Section 16 of this Code and in the proper exercise of the corporate powers of the municipality as provided for under Section 22 of this Code,

² "Comprehensive Dangerous Drugs Act of 2002".

Republic of the Philippines
PROVINCE OF LEYTE
Palo, Leyte
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PROVINCE OF LEYTE

LEGAL OFFICE

RECEIVED

By: 

Date: 07-10-26 Time: 3:35pm

OFFICE OF THE SANGGUNIANG PANLALAWIGAN

1ST Indorsement
10 July 2026

The Provincial Legal Office is respectfully requested to review and submit recommendations on the herein enclosed **Municipal Ordinance No. 2026-003, series of 2026** of the **Municipality of Santa Fe, Leyte**, entitled: **An Ordinance prescribing the localized policies and guidelines for the Rice Assistance under the Ayuda Para Sa Kapos Ang Kita Program (AKAP) in the Municipality of Santa Fe, Leyte and for other purposes.**



FLORINDA JILL S. UYVICO
Secretary to the Sanggunian



Republic of the Philippines
Province of Leyte
Municipality of Santa Fe



SANGGUNIAN BAYAN SECRETARY

Sangguniang Panlalawigan
Province of Leyte

RECEIVED

Date: JUL 10 2026
By: *[Signature]*

INDORSEMENT

RESPECTFULLY FORWARDED to the Sangguniang Panlalawigan of the Province of Leyte, Palo, Leyte: the herein attached **Municipal Ordinance No.2026-003 (Series of 2026)** of the Sangguniang Bayan, this Municipality, entitled “**An Ordinance Prescribing the Localized Policies and Guidelines for the Rice Assistance under the Ayuda para sa Kapos ang Kita Program (AKAP) in the Municipality of Santa Fe, Leyte, and for Other Purposes** duly approved by the said August Body on **April 13, 2026**, hereby recommending your appropriate favorable action.

[Signature]
JULIUS XERXES M. OBENQUE
Secretary to the Sangguniang Bayan

Copy Furnished:

- *The Municipal Mayor*
- *The MSWDO*
- *and Other Concerned Offices*



Republic of the Philippines
Province of Leyte
MUNICIPALITY OF SANTA FE
OFFICE OF THE SANGGUNIANG BAYAN

Sangguniang Panlalawigan
Province of Leyte
RECEIVED

Date: JUL 10 2026
By: J. Harris

MUNICIPAL ORDINANCE NO. 2026-003
Series of 2026

AN ORDINANCE PRESCRIBING THE LOCALIZED POLICIES AND GUIDELINES FOR THE RICE ASSISTANCE UNDER THE AYUDA PARA SA KAPUS ANG KITA PROGRAM (AKAP) IN THE MUNICIPALITY OF SANTA FE LEYTE AND FOR OTHER PURPOSES.

Sponsor: HON. BELEN C. CHUCA

Chairperson, Committee on Social Services, Protection of Women, Child Welfare, Family Relations & Human Rights

Co-sponsors:

HON. RODEL L. AJETO
HON. RICARDO D. FAJARDO
HON. AMIEL P. ENAGE
HON. GENY R. ESMERO
HON. LARRY S. ARUTA
HON. ALVIN D. PETILLA
HON. LEAH T. SALCEDA
HON. MARILOU L. MILITANTE
HON. KENT ELMER JACINTO

HON. EDUARDO N. TOREROS
Municipal Vice - Mayor/Presiding Officer

Whereas, the State shall promote a just and dynamic social order thereby uplifting its citizens and marginalized sectors from poverty through policies that provide adequate social services, promote full employment, a rising standard, and an improved quality of life for all. The State further recognizes the need to foster social justice as provided for in Article XIII of the 1987 Constitution;

Whereas, pursuant to of Republic Act 11795 or the 2024 General Appropriation Act, the amount of Twenty Six Billion Seven Hundred Million Pesos (Php 26,700,000,000.00) appropriated herein under the Ayuda sa Kapos ang Kita Program (AKAP) shall be used to implement and provide financial assistance to minimum wage earners falling under the category of low-income that were severely affected by rising inflation;

Whereas, the Department of Social Welfare and Development has started to implement the AKAP, which is timely initiative of the government to assist the near-poor segment of the population, responding to the economic difficulties of low income earners;

Whereas, the AKAP is the government's proactive approach in shielding vulnerable Filipinos, who are low income earners and at risk of slipping back into poverty because of economic fluctuations and crises;

Whereas, the rising cost of living and fluctuating prices of basic commodities, including rice, have disproportionately affected low-income families and marginalized sectors, necessitating government intervention to ensure that basic food needs are met;

Whereas, rice is staple food of the Filipino population, and ensuring its accessibility and affordability is crucial to maintaining food security, promoting public health, and sustaining social stability;

Whereas, DSWD Memorandum Circular No. 30 provides that the AKAP may also be implemented through the Local Government Units(LGUs). These LGUs may refer to the Provincial, Municipality, City or Barangay Level that is capable and prepared to assist the DSWD in the implementation of the program. The assistance provided to qualified beneficiaries through the LGUs shall be called “Rice Assistance” as it shall be used for purchasing rice to meet the nutritional requirements of beneficiaries for sustenance;

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shall be used for purchasing rice to meet

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Republic of the Philippines
Province of Leyte
MUNICIPALITY OF SANTA FE

OFFICE OF THE SANGGUNIANG BAYAN

Continuation: Municipal Ordinance No. 2026 - 003

Dated: April 13, 2026

Whereas, in the desire of Santa Fe, Leyte to alleviate our constituents situations and shield low-income earners from the effects of inflation and market fluctuations through the implementation of the Rice Assistance under the Ayuda para sa Kapos ang Kita Program (AKAP);

Whereas, Republic Act 7160 or the Local Government Code of 1991, consistent with local autonomy and decentralization, the provision for the delivery of basic services and facilities shall be devolved from the National Government to provinces, cities, municipalities and barangays so that each LGUs shall be responsible for a minimum set of services and facilities following established national policies, guidelines and standards;

NOW THEREFORE, BE IT ENACTED, AS IT IS HEREBY ENACTED BY THE SANGGUNIANG BAYAN F SANTA FE, LEYTE, BY VIRTUE OF THE POWERS VESTED IN IT BY LAW, IN SESSION ASSEMBLED, that:

Section 1 - Title . This Ordinance shall be known as the **AN ORDINANCE PRESCRIBING THE LOCALIZED POLICIES AND GUIDELINES FOR THE RICE ASSISTANCE UNDER THE AYUDA PARA SA KAPOS ANG KITA PROGRAM (AKAP) IN THE MUNICIPALITY OF SANTA FE, LEYTE AND FOR OTHER PURPOSES or otherwise known as AKAP ORDINANCE OF 2025.**

Section 2 - PURPOSE. This Ordinance is aimed in institutionalizing local support by providing mechanism in the implementation of the Ayuda para sa Kapos ang Kita Program (AKAP) in the Municipality of Santa Fe, Leyte to improve the living conditions of the vulnerable constituents, especially the low income earners and minimum wage earners through rice subsidy, through the following:

- a. Identity the AKAP recipients of the rice subsidy;
- b. Prescribe the qualifications of the recipients, and the amount of rice subsidy per family;
- c. Provide guidance to LGU Department Heads and Barangay Functionaries on the criteria and mechanics of entitled of rice subsidy in and its process of the availment.

Section 3 - QUALIFICATION OF BENEFICIARIES

The assistance may be extended once every three (3) months to all qualified and deserving families who must be bonafide resident of Santa Fe, Leyte, and shall possess the following eligibility requirements to be able to avail the AKAP Rice Subsidy, to wit:

1. **Minimum Wage earners** - workers in the private sector paid the statutory minimum wage, or to an employee in the public sector with compensation income of not more than the statutory minimum wage in the non-agricultural sector where he/she is assigned.
2. **Low Income Earners** - those whose income from economic activities, either in the formal or informal sector, is insufficient to cover living expenses or basic needs.

Section 4 - DOCUMENTARY REQUIREMENTS.

The following documentary requirements shall be complied with to be able to qualify as beneficiaries of AKAP, to wit:

1. Valid government issued identification card
2. Barangay Resident Certificate or COMELEC Registration
3. Any of the following:
 - a. Certificate of Employment or Income Tax Return or Pay slip or any such document that will show that he/she is a minimum wage earner.
 - b. Any of the following documents issued within the last (3) months that may aid in the determination whether the beneficiary is a low-income earner:

[Handwritten signatures and initials]



Republic of the Philippines
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OFFICE OF THE SANGGUNIANG BAYAN

Continuation: Municipal Ordinance No. 2026 - 003
Dated: April 13, 2026

- i. Certification from his/her direct employer, indicating the length of service, and monthly income, including the full name, and signature of the employer, certified by any barangay or Local Social Welfare and Development Office (SWDO) Authorized officials/ any Registered Social Worker, as in the case of domestic workers, individuals who are directly employed individuals like house helpers, babysitters, caretakers, construction workers/laborers, personal drivers, personal assistants, etc.; or
- ii. Certification issued by any government offices (national, regional, or local level) recognizing certain sectors or groups (i.e, farmers, fisherfolk, etc.); or
- iii. Certification from the association's president /head, or their authorized representative, as in the case of public utility vehicle drivers; or
- iv. Small business permit/certification issued by the barangay captain or their authorized representative, as in the case of small business owners: or
- v. Social Case Summary or Social Case Study Report issued by LSWDO/any registered Social Worker certifying that per home visitation or validation, the individual is a low-income earner; or
- vi. Certificate of Attestation indicating the name, age, occupation, and address of the beneficiary issued by the Barangay or any Registered Social Worker.

Section 5. POLICY and OPERATIONAL GUIDELINES

- 1. The Rice subsidy shall be given to the beneficiaries who have met the qualification under Section 3 thereof;
- 2. Rice Subsidy shall be given in the form of a physical or a digital voucher issued through a digital platform that the LGU may develop to be claimed from the registered rice retailers of their choice within the jurisdiction of the Municipality of Santa Fe.;
- 3. The total amount of rice subsidy shall be 50% of 25 kilo rice of the suggested retail price to be determined by the Local AKAP Advisory Committee, using the following computation to wit:

If the Suggested Retail Price	50% of the subsidy for 25 kilos	Amount of the Subsidy to be paid by the LGU
P50.00	12.5	P625

(If the beneficiary opted to buy a much lower price than the SRP, this means he will get more than 12.5 kilo subsidy)

- 4. The number of the beneficiaries shall be determined depending upon the availability or funds from the Department of Social Welfare and Development;
- 5. Change in the amount and continuation/discontinuation of the provision of the rice subsidy shall be subject to the availability of funds.

SECTION 6. ELIGIBILITY OF RICE RETAILERS

There shall be an accreditation of rice retailers who are eligible to supply/sell to the beneficiaries and shall collect payment thereafter from the Municipality of Santa Fe. The following are the eligibility requirements, to wit:

[Handwritten signatures and initials are present at the bottom of the page, including a large signature on the left and several initials on the right.]



Republic of the Philippines
Province of Leyte
MUNICIPALITY OF SANTA FE
OFFICE OF THE SANGGUNIANG BAYAN

Continuation: Municipal Ordinance No. 2026 - 003
Dated: April 13, 2026

- 1. Local Business Permit
- 2. BIR Certificate of Registration
- 3. Sworn Statement of Capitalization
- 4. Any public official document showing that they have been in the rice retailing industry for not less than 5 years.

SECTION 7. LEAD OFFICE

The Local Social Welfare and Development Office (LSDWO) shall serve as the implementing body of the program. It shall establish an arrangement of line of authority, communications, and the roles and responsibilities of the different departments in the Municipality of Santa Fe, including the Barangay Local Government Unit, in the implementation of the program.

In the implementation of this Ordinance, the LSDWO shall perform the following functions:

- 1. Select and use an appropriate, effective and co-efficient method to identify and select qualified beneficiaries;
- 2. Identify and select the target beneficiaries on the basis of a uniform, objective and transparent selection process as indicated in Section 3 of this ordinance;
- 3. Coordinate with different national agencies and barangay local government units, including organizations from the private sector to ensure full implementation of this ordinance;
- 4. Set up participatory monitoring and evaluation systems and methodologies on the selection of beneficiaries, accreditation of the rice retailers and processing of the downloading of the funds as well as the payment of the obligations to the rice retailers.
- 5. It shall also coordinate with the AKAP Advisory Committee to verify compliance on a monthly basis, and recommend measures and policies for the responsive delivery of the commitments under this ordinance.
- 6. Perform such other functions as may be necessary or incidental to the proper implementation of this ordinance.

SECTION 8. AKAP MUNICIPAL ADVISORY COMMITTEE

An Advisory Committee shall be created to provide policy directions on the program implementation to ensure the availability and provision of necessary support services.

The Municipal Advisory Committee shall have the following members:

- Chairperson: [Local Chief Executive]
- Vice Chairperson A Sangguniang Member

[Handwritten signatures and initials in blue ink]



OFFICE OF THE SANGGUNIANG BAYAN

Continuation: Municipal Ordinance No. 2026 - 003

Dated: April 13, 2026

Members:

Municipal Treasurer

Municipal Social Welfare and Development

Local Economic Enterprise Manager

Local Information Management System Officer

Representative from the Department of Trade and Industry

Liga ng mga Barangay President

Pambayang Pederasyon ng Sangguniang Kabataan

The Advisory Councils shall have the following functions:

a. Meet regularly to promote coordination, enhance the implementation of the program and address program implementation issues;

b. Determine and set the Suggested Retail Price (SRP) of the Rice per kilo and update the SRP every three (3) months as basis for the computation of 50% of the subsidy;

c. Recommend to the Local Chief Executive measures and policies for the responsive delivery of the commitments under this ordinance and integration with general poverty strategy of Local Government Unit;

d. Review the monitoring reports and submit necessary policy recommendations to improve and strengthen the program, if necessary.

SECTION 9. APPROPRIATIONS

The amount necessary to carry out the provisions of this ordinance shall be charged and coming from the National Government through the Department of Social Welfare and Development as authorized in the current and subsequent General Appropriations Act.

SECTION 10. SEPARABILITY CLAUSE

Should any provision of this ordinance be found unconstitutional by a court of law, such provision shall be severed from the remainder of this ordinance, and such action shall not affect the enforceability of the remaining provisions of this ordinance.

SECTION 11. REPEALING CLAUSE

All ordinances, resolutions, and orders which are inconsistent with any of the provisions of this ordinance are hereby repealed or modified accordingly.

SECTION 12. DISSEMINATION

Let copies of this Ordinance be furnished to the Office of the Municipal Mayor; to the Municipal Social Welfare and Development Office, and to all other concerned for their guidance and appropriate action.



Republic of the Philippines
Province of Leyte
MUNICIPALITY OF SANTA FE
OFFICE OF THE SANGGUNIANG BAYAN

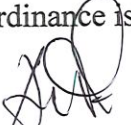
Continuation: Municipal Ordinance No. 2026 - 003
Dated: April 13, 2026

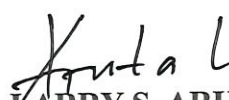
SECTION 13. EFFECTIVITY

This ordinance shall take effect after three (3) consecutive weeks of publication by way of posting copies at the bulletin board of the municipal building and in at least three (3) conspicuous places within the municipality of Santa Fe, Leyte.

ENACTED, this 13th day of April 2026 during the 15th Regular Session of the 13th Sangguniang Bayan at the Sangguniang Bayan Session Hall, Santa Fe, Leyte.

This ordinance is approved unanimously.


HON. RODEL L. AJETO
SB Member


HON. LARRY S. ARUTA
SB Member


HON. RICARDO D. FAJARDO
SB Member

HON. ALVIN D. PETILLA
SB Member


HON. BELEN C. CHUCA
SB Member


HON. LEAH T. SALCEDA
SB Member


HON. AMIEL P. ENAGE
SB Member


HON. MARILOU L. MILITANTE
ABC President

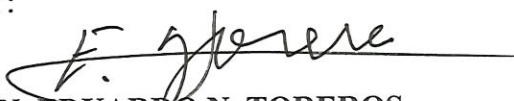

HON. GENY R. ESMERO
SB Member


HON. KENT ELMER JACINTO
SK Federation President

I HEREBY CERTIFY to the correctness of the foregoing Ordinance.


JULIUS XERXES M. OBENQUE
Secretary to the Sanggunian

ATTESTED BY:


HON. EDUARDO N. TOREROS
Municipal Vice Mayor
Presiding Officer

APPROVED:


HON. AMPARO H. MONTEZA
Municipal Mayor
Date: APRIL 22, 2026



Republic of the Philippines
Province of Leyte
Municipality of Santa Fe



SANGGUNIAN BAYAN SECRETARY

CERTIFICATION OF POSTING

Sangguniang Panlalawigan
Province of Leyte
RECEIVED
Date: May 10 2026
By: [Signature]

TO WHOM IT MAY CONCERN:

This is to certify that the copies of Municipal Ordinance of the herein attached **Municipal Ordinance No.2026-003 (Series of 2026)** of the Sangguniang Bayan, this Municipality, entitled **"An Ordinance Prescribing the Localized Policies and Guidelines for the Rice Assistance under the Ayuda para sa Kapos ang Kita Program (AKAP) in the Municipality of Santa Fe, Leyte, and for Other Purposes,** duly approved and/or enacted by said August Body on **April 13, 2026**, has been posted in at least (3) conspicuous places in the municipality. One copy was posted at the bulletin board at the lobby of the municipal hall, one at the HRMO, and one at the Municipal Gymnasium.

Issued this 4th day of May 2026, at Santa Fe, Leyte.


JULIUS XERXES M. OBENQUE
Secretary to the Sangguniang Bayan