

HON. JULIUS G. JAMERO
SB Member

HON. JO VINCENT J. MORPOS
SB Member

HON. DEAN KAISER C. TANGALIN
SB Member

HON. FRANCIS JOERAY T. GUMBAN
SB Member

HON. JERSON L. CABAHER
SB Member

HON. JULITO C. MANDAC
SB Member

HON. PERCALIXIA Y. BAZAR
SB Member

HON. EFREN A. COSTANILLA
SB Member

HON. RONIE C. GIMENO
Ex-Officio Member

HON. LEONEL C. DINAWANAO
Ex-Officio Member

ARNOLD C. PALLER
Information Technology Officer I
Acting Recorder

HON. EDUARDO G. JAMERO
Municipal Vice Mayor

HON. GERRY F. PAGLINAWAN
Municipal Mayor

Republic of the Philippines
PROVINCE OF ZAMBOANGA DEL SUR
Municipality of Dumingag
-oOo-

OFFICE OF THE SANGGUNIANG BAYAN



EXCERPT FROM THE MINUTES OF THE 56th REGULAR SESSION OF THE 11th SANGGUNIANG BAYAN OF DUMINGAG, ZAMBOANGA DEL SUR HELD AT THE MUNICIPAL SESSION HALL ON NOVEMBER 6, 2023.

OFFICERS/MEMBERS:

POSITION	PRESENT	ABSENT	OB	OL
Hon. Edgardo G. Jamero	___/___	___	___	___
Hon. Julius G. Jamero	___/___	___	___	___
Hon. Jo Vincent J. Morpos	___/___	___	___	___
Hon. Dean Kaiser C. Tangalin	___/___	___	___	___
Hon. Francis Joeray T. Gumban	___/___	___	___	___
Hon. Jerson L. Cabahug	___/___	___	___	___
Hon. Julito C. Mandac	___/___	___	___	___
Hon. Percalixia Y. Bazar	___/___	___	___	___
Hon. Efren A. Costanilla	___/___	___	___	___
Hon. Ronie C. Gimeno	___/___	___	___	___
Hon. Leonel C. Dinawanao	___/___	___	___	___

Municipal Ordinance No. 11th-10-2023

AN ORDINANCE STRENGTHENING THE PRE-MARRIAGE ORIENTATION AND COUNSELLING (PMOC) PROGRAM OF THE MUNICIPALITY OF DUMINGAG, ZAMBOANGA DEL SUR, APPROPRIATING FUNDS AND FIXING FEES THEREOF.

SECTION 1. TITLE

This ordinance shall be known as the "Pre-Marriage Orientation and Counseling (PMOC) Ordinance 2023" of Dumingag, Zamboanga del Sur.

SECTION 2. DECLARATION OF POLICY

It shall be the policy of the LGU Dumingag to:

- Recognize marriage as an inviolable social institution and the foundation of the family which in turn is the foundation of the nation.
- Protect and strengthen the family as a basic autonomous social institution.
- Ensure that would-be couples are fully informed and equipped with necessary knowledge and skills in their expected and responsibilities as husband and wife, future parents and productive members of the society.
- Provide Pre-Marriage Orientation and Counselling session to all contracting parties who are about to get married as a requirement to get a marriage License and additional session of Pre marriage counselling for any of the contracting party aging 18 to 25 years old.

SECTION 3. LEGAL BASES

Executive Order No. 209, s. 1987, also known as the "Family Code of the Philippines"

Republic Act No. 10354, otherwise known as "The Responsible Parenthood and Reproductive Health Act of 2012"

DSWD Administrative Order no. 14, s. 2009, Omnibus Guidelines in the accreditation of marriage counselors.

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Department of the Interior and Local Government (DILG), Department of Health (DOH), Department of Social Welfare and Development (DSWD), Commission on Population (POPCOM) and Philippine Statistics Authority (PSA) Joint Circular No. 1, s. 2018, Revised Pre-Marriage Orientation and Counseling (PMOC) Program Implementing Guidelines

HON. JO VINCENT J. MORPOS
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Section 129 of Republic Act No. 7160 otherwise known as the "Local Government Code of 1991" empowers LGUs to create source of revenue and to levy taxes, fees, and charges and such taxes, fees, and charges shall accrue exclusively to the local government units.

HON. DEAN KAISER C. TANGALIN
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Presidential Decree No. 965, a decree requiring applicant for marriage license to receive instructions on family planning and responsible parenthood.

SECTION 4. RATIONALE

HON. FRANCIS JOSEPH T. GUMBAN
SB Member

Presidential Decree 965, the 1987 Family Code, the Local Government Code, and the Responsible Parenthood and Reproductive Health Act (RA 10354) require all contracting parties or would-be-couples applying for a marriage license to attend and participate in a Pre-Marriage Orientation and Counseling session.

HON. JERSON L. LABAHUG
SB Member

The Pre-Marriage Orientation and Counseling Ordinance seeks to establish a mandatory framework for pre-marriage orientation and counseling, recognizing the importance of equipping couples with the skills and knowledge necessary for a strong and lasting marriage. By providing couples with guidance on effective communication, conflict resolution, family planning, and managing expectations, the ordinance aims to prevent relationship distress and reduce couple separation occurrences. Through this initiative, individuals will be better prepared to navigate the challenges of marriage, fostering healthier families and contributing to a more stable and harmonious society.

HON. JULITO C. MANDAC
SB Member

This ordinance ensures accessibility through various counseling formats, addressing the diverse needs and preferences of couples. Ultimately, the goal is to promote emotional well-being, enhance relationship preparedness, and strengthen the foundation of marriages for the benefit of individuals, families, and the community as a whole.

HON. PERCALIXAY. BAZAR
SB Member

SECTION 5. DEFINITION OF TERMS

HON. EFREN A. COSTANILLA
SB Member

- Contracting parties - refers to the engaged or would-be-spouses who, in order to obtain a marriage license, are required to undergo the pre-marriage orientation and/or counselling.
- Certificate of Compliance - a certificate signed by the PMOC Team Members who conducted the PMO Session and issued by the Local Population Office to contracting parties who have completed pre-marriage orientation session.
- Certificate of Marriage Counseling - a certificate issued by an accredited PM Counselor to contracting parties who have completed the pre-marriage counseling session.
- Marriage Counselling Service (MCS) - refers to the professional way of guiding or assisting couples through any of the following: a) being informed and responsible in deciding about contracting marriage b) enriching their marital relationship c) helping resolved marital conflict and d) to arrive at a decision for the best interest of their children and each other if they filed a petition for legal separation. It is implemented through various interventions as provided by law.
- Pre- Marriage Counselling (PMC) - in compliance with the Family Code. It refers to the mandatory counseling session required to all contracting parties where one or both parties are 18-25 years old in addition to their attendance to the PM Orientation. Contracting parties above 25 years old may also avail of this service. The session provides assistance and guidance to the contracting parties towards an informed decision about their forthcoming married life.

HON. RONIE C. GIMENO
Ex-Officio Member

HON. LEONEL C. DINAWANAO
Ex-Officio Member

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Municipal Mayor

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Municipal Mayor

- f. *Pre-Marriage Orientation (PM Orientation)* - in compliance to RA 10354, it refers to the session that all contracting parties must attend before the issuance of a marriage license regardless of the age of the parties. This session provides adequate instructions and information on responsible parenthood family planning, breastfeeding and infant nutrition and marriage and relationship shall be provided to the contracting parties.
- g. *Pre - Marriage Counselor* - refers to a social worker and other trained professional authorized by the LCE to conduct Pre-Marriage Counseling session to would-be-couples applying for marriage license.
- h. *Special Counseling* - a counseling conducted by the Local Population Officer or designate which is beyond their regular scheduled counseling.

SECTION 6. IMPLEMENTATION OF PMOC PROGRAM

The PMOC Program of this municipality shall be implemented through a team approach where all concerned offices shall collectively and systematically plan, implement and monitor the program to ensure its quality and effectiveness.

SECTION 7. COMPOSITION OF THE LOCAL PRE MARRIAGE-ORIENTATION AND COUNSELLING TEAM

The Pre-marriage Orientation and Counseling (PMOC) team shall be composed of the following, to wit;

Team Leader - Local Population Officer or Designated Officer

Members:

- a. *Municipal Social Welfare and Development Office (MSWDO)*
- b. *Municipal Health Office*
- c. *Municipal Civil Registrar's Office (MCRO)*
- d. *Municipal Nutrition Action Officer*
- e. *DSWD Accredited Pre-Marriage Counsellor*

The Municipal Mayor shall ensure the timely replacement of team members in cases of retirement, resignation, or other forms or separation from the office of the latter.

The local population Officer shall provide secretariat support to the implementation of the PMOC program.

SECTION 8. ELIGIBILITY

The PMOC Team shall have the following eligibility requirements;

- a. The team leader and members of the PMOC team must have permanent status of appointment in the LGU.
- b. The Team must have undergone and completed the PMOC training conducted training program developed by the National PMOC TWG.
- c. Pre-Marriage Counselors must be accredited by DSWD before they can provide PM Counseling.

SECTION 9. TASKS AND FUNCTION OF PMOC TEAM

The PMOC Team shall have the following functions:

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HON. JERSON L. CABAUG
SB Member

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HON. PERCALIXIA V. BAZAR
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Municipal Mayor

- a. Develop and maintain a responsive mechanism to effectively implement the PMOC program of the Municipality;
- b. Ensure adequate number of trained PMOC members that can cover the prevailing number of marriage license applicants;
- c. Advocate for the effective implantation of the PMOC Program to ensure adequate resources, logistics requirement and policy support for the program.
- d. Undertake for the effective implementation of the PMOC Program to ensure adequate resources, logistics requirement and policy support for the program.
 1. Disseminating information about the PMOC program through community assemblies, barangay meetings, and quad-media outlets.
 2. Posting schedules of PMOC sessions in the office of the Local Civil Registrar, Offices of the Mandatory members of the PMOC team and other noticeable places in the municipal hall.
 3. Ensuring appropriateness, readiness and availability of a venue for PMOC sessions.
 4. Preparing schedules of PMOC sessions for mandatory team members to enable them to plan these activities.
 5. Processing of the accomplished marriage expectation inventory (MEI) by contracting parties to take note of the specific areas of concerns needing emphasis at the actual conduct of the PMOC session.
- e. Conduct the PMO session for not more than 15 couples at a time and the PMC session per couple or by group of not more than six (6) couples.
- f. Conduct PMC session for selected couples based on the accomplished MEI, for the contracting parties where one or both parties are 18-25 years old or as requested by couples.
- g. Provide the certificate of compliance to contracting parties who have completed the PM orientation to be signed by the PMOC Team Members who conducted the PMO Session and issued by the Local Population Office.
- h. Provide the Certificate of Marriage Counseling to contracting parties who have completed the PM Counseling session to be issued by on accredited PM Counselor.
- i. Regularly assess, resolve and/or elevate arising issues in the implementation of the PMOC program.
- j. Maintain a client satisfaction feedback survey and consolidate the result annually as a mechanism to monitor the quality of PMOC session provided as well as to serve as an additional basis in the renewal of the accreditation of PM counselors.

SECTION 10. FUNCTIONS OF THE LOCAL PMOC SECRETARIAT

The Local Population Officer shall provide secretariat support to the implementation of PMOC program. The PMOC Secretariat shall specifically perform the following functions:

- a. Maintain the profile and electronic or hard database of couples.
- b. Prepare the needed supplies, materials and equipment for the conduct of the PMOC sessions.
- c. Prepare and control the issuances of certificate of Compliance and Certificate of Marriage Counseling.
- d. Prepare and submit reports to PMOC Regional TWG.

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SECTION 11. QUALIFICATIONS OF PRE-MARRIAGE AND MARRIAGE COUNSELOR

- Must have a Bachelor's Degree in Social Work or other behavioral and social science courses or have at least finished a two (2) year diploma course on midwifery or other allied courses.
- Must have been conducting Pre-Marriage counseling for the last two (2) years as member of the Municipal PMC Team.
- Must have attended at least twenty four (24) hours of training on Marriage Counseling Service conducted by the DSWD or its recognized training institutions.
- Must be able to demonstrate knowledge and skills in conducting marriage counseling such as but not limited to teaching, interviewing, facilitating, documenting and networking/coordinating.

SECTION 12. TRAINING OF PMOC TEAM

To equip the members of the PMOC Team with the needed competency in the implementation of the program, all members of the team shall undergo PMOC relevant training Program in coordination and collaboration with the national government agencies particularly the POPCOM, DILG, DSWD, DOH and PSA.

The PMOC Training Program will include:

- The mandatory training on the PMOC Manual which has two (2) parts : Module 1 on Pre Marriage Orientation and Module 2 on Pre Marriage Counseling for new PMOC Team Members.
- The PMOC-related learning and development courses that will provide continuing education to PMOC Team members.

The new PMOC Team members must undergo the training on PMOC

All new pre-marriage counselors who will conduct the PMC sessions, in addition to PMO training to be conducted by POPCOM, shall undergo pre-marriage counseling training to be led by the MSWDO.

For continuous upgrading of skills and capacities and updating on related issues, PMOC Team members are required to undergo refresher courses and relevant trainings.

SECTION 13. ACCREDITATION OF PRE-MARRIAGE COUNSELORS

The accreditation of pre-marriage counselors shall be governed by a separate guideline issued by the DSWD.

The PMOC Team shall also have at least one (1) accredited Pre-Marriage Counselor who will provide pre-marriage counseling session pursuant to the Family Code from mandatory members and in compliance to the DSWD accreditation standard. Such accredited pre-marriage counselor can issue and sign the Certificate of Attendance of the contracting would-be-couples.

SECTION 14. ROLES OF THE LOCAL OFFICES ON PMOC PROGRAM

- Municipal Mayor.** The Local Government Unit through the Municipal Mayor shall:
 - Effect the implementation of the PMOC program particularly the issuance of executive order/ circular/directive for an effective and responsive PMOC program implementation.

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2. Include in his proposed annual budget for the Sangguniang Bayan an allotment for the effective operation of the PMOC team and the conduct of PMOC sessions.
 3. Provide support for the PMOC implementation ensuring that resources would be made available for (1) the venue for the sessions, (2) supplies and materials, (3) basic and refresher training for PMOC team members, and (4) meals and transportation and other incidental expenses necessary for the PMOC Team's performance of their duties and functions.
 4. Ensure at least one (1) member of the PMOC team is an accredited PM Counselor who will issue and sign the certificate of Marriage Counseling.
- b. **Municipal Population Office.** The Municipal Population Office or designated Officer/focal person shall:
1. Serve as the focal office and secretariat of the PMOC Team.
 2. Maintain records and files of the PMOC program.
 3. Prepare the necessary reports for submission to the Regional and Provincial PMOC TWGs in relation to the PMOC Program Monitoring and Evaluation System.
 4. Submit PMOC Program implementation reports to the local Chief Executive annually from time to time as may be required by the latter.
 5. Organize and coordinate the conduct of training for their respective PMOC team members.
 6. Ensure that the PMOC session is conducted using the team approach.
 7. Ensure that contracting parties with unmet need for family planning are referred to appropriate health service providers.
 8. Ensure that contracting parties with demand for other health and social services are referred to appropriate health and social service providers.
- c. **Municipal Health Office.** The Municipal Health Office shall:
1. Serve as mandatory member of the PMOC Team.
 2. Conduct PMOC sessions together with other mandatory members.
 3. Collaborate with the mandatory members in ensuring that the PMOC program is implemented efficiently and effectively.
 4. Address and provide the necessary family planning and health services needed by contracting parties Identified with unmet need during PMOC sessions.
- d. **MSWDO.** The Municipal Social Welfare and Development Office shall:
1. Serve as mandatory member MPOC Team.
 2. Conduct PMOC sessions together with other mandatory members.
 3. Collaborate with the mandatory members in ensuring that the PMOC Program is implemented efficiently and effectively.
 4. Address and provide the necessary social service needed by contracting parties identified during PMOC sessions.
- e. **LCRO.** The Local Civil Registrar's Office (LCRO) shall:
- a. Release the marriage license to the applicants upon presentation of the following:

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1. For contracting parties ages 18-25 -duly signed certificate of compliance and certificate of Marriage Counseling or its equivalent certificate issued by other authorized solemnizing officer; and
2. For contracting parties ages 26 and above duly signed certificate of Compliance.

- b. Regularly submit copies of the application for marriage license to PSA for archiving.

SECTION 15. PMOC SERVICE PROTOCOL

The PMOC Program services shall be availed through the following procedures:

- a. All contracting parties who are required to get marriage license must first apply for a marriage license at the Local Civil Registry Office (LCRO).
- b. The LCRO subsequently refers the applicant contracting parties to the Municipal Population Office (as PMOC focal and secretariat).
- c. The applicant contracting parties will personally register with the PMOC Secretariat and must accomplish the Marriage Expectation inventory form (MEIF).
- d. All applicant contracting parties, except those marriages exempted from license requirement as provided in the Family Code of the Philippines, must personally attend the PM Orientation to be conducted by the PMOC team on the designated schedule, session of which shall not be less than four (4) hours.
- e. The Pre- Marriage counselling session to be provided by an accredited pre-marriage counselor who is a member of the local PMOC, shall be conducted on the designated schedule session of which shall not be less than three (3) hours.
- f. The PM orientation and PM counseling sessions should be conducted within the same calendar day.
- g. All applicant contracting parties shall be given adequate instruction and information on responsible parenthood, family planning, breastfeeding and infant nutrition, and marriage and relationship.
- h. After the PM orientation, applicant contracting parties who are 18-25 years old are also required to attend a separate PM counseling session. If only one of the contracting parties is between the age 18-25, the other party who is more than 25 years old must also be present at the pre- Marriage Counseling Session. contracting parties ages 18-25 who has a certificate issued by priest, imam or minister authorized to solemnize marriage will no longer need to undergo PM Counseling (Art.16 EO209).
- i. A Certificate of Compliance shall be issued to contracting parties upon completion of the PM Orientation session which shall be signed by PMOC Team Members who conducted the orientation and issued by the Local Population Office.
- j. For contracting parties who are required of parental consent and advise (18-25 years old) and have completed the Pre Marriage-Counseling session, a Certificate of Marriage counseling will be issued by an accredited PM Counselor.
- k. The contracting parties shall return to the LCRO and present the signed Certificate of Compliance and Certificate of Pre-Marriage Counseling to obtain the marriage license.

SECTION 16. SCHEDULE FOR THE CONDUCT OF PMOC

HON. JULIUS G. JAMERO
SB Member

The Conduct of PM orientation shall be done every 1st Tuesday of the month and PMOC & PMC shall be done every 3rd Tuesday of the month.

The number of couple participants to attend the seminar shall not be more than fifteen (15) couples at a time or not more than 6 couples per group.

The conduct of Special PMOC and PMC shall be conducted at the convenient time of the PMOC Team Leader and or the PM Counselor which is beyond their regular schedule and upon agreement by the contracting party and availability of the PMOC Team.

SECTION 17. FEES FOR PRE-MARRIAGE ORIENTATION AND COUNSELING (PMOC) AND/OR PRE-MARRIAGE COUNSELING (PMC)

There is hereby imposed the following fees for the conduct of the PMOC and/or PMC in this municipality which shall be paid to the Municipal Treasurer or her authorized representative before the couple-applicants are allowed to attend such counseling:

- a. Regular Schedule - The amount of 500.00 per couple as payment for the counseling during the regular schedule of PMOC;

Fees collected from PMOC and/or PMC regular schedule shall be shared by the LGU of Dumingag and the provincial government of Zamboanga del Sur.

- b. Special Counseling:

1. Couple-applicants aging 26 years old and above who are both Filipinos, resident of Dumingag, who will undergo a Special PMOC and PMC shall pay the amount of 1,000.00: while non-resident couple or one of the contracting parties is a non-resident of this municipality shall pay the amount of one thousand two hundred pesos (₱1,200.00.)
2. Couple-applicants where one of the parties is a foreign national, shall pay an amount of One Thousand Five Hundred Pesos (₱1,500.00) to avail of the Foreign Special PMOC and PMC.

Fees collected from PMOC and/or PMC Special Counselling shall accrue entirely to the General Fund of the LGU of Dumingag.

SECTION 18. REPORTING

The PMOC Team shall maintain a PMOC database and regularly consolidate program implementation reports. The said reports of accomplishments shall be submitted to the Local Chief Executive and the PMOC Provincial TWG annually.

SECTION 19. CONFIDENTIALITY OF THE DATABASE

Personal details of the contracting parties shall be stored and maintained confidentially by the PMOC team.

The PMOC Team must observe and respect the data privacy rights of the contracting parties.

The use of any personal information collected, stored and processed under the PMOC Program shall be subject to the rules and regulations as provided by the Data Privacy Act of 2012 or RA 10173.

SECTION 20. APPROPRIATION

For the effective operation of the PMOC Team and the conduct of PMOC session a regular financial support or an amount shall be included in the municipality's Annual Budget for the following, to wit;

- a. Materials, equipment and supplies necessary in the conduct and issuance of certificates. –
- b. Minimal gratuity for the resource persons per session as approved by the LCE
- c. Snacks for the session.
- d. Travel and training expenses of the PMOC members in attending capability building evaluation/ assessment and accreditation processes.

SECTION 21. SEPARABILITY CLAUSE

If any portion of this ordinance is declared invalid or unconstitutional, other portions hereof not affected by such declaration shall remain in full force and effect.

SECTION 22. REPEALING CLAUSE

Any portion of an ordinance, order or memorandum of local effect inconsistent with the provisions of this ordinance is hereby repealed or modified accordingly.

SECTION 23. EFFECTIVITY CLAUSE

This ordinance shall take effect after fifteen (15) days following the completion of the posting requirements in three (3) conspicuous places in the municipality of Dumingag and its publication in any newspaper of general circulation or posting of copies in all the municipalities and one (1) city within the province of Zamboanga del Sur.

Enacted: November 6, 2023

CONCURRED:

SANGGUNIANG BAYAN MEMBERS:

Hon. Julius G. Jamero

Hon. Dean Kaiser C. Tangalin

Hon. Jerson L. Cabahug

Hon. Percalixia Y. Bazar

Hon. Ronie C. Gimeno

Hon. Jo Vincent J. Morpos

Hon. Francis Joeray T. Gumban

Hon. Julito C. Mandac

Hon. Efren A. Costanilla

Hon. Leonel C. Dinawanao

ATTESTED AND CERTIFIED
TO BE DULY ADOPTED

EDGARDO G. JAMERO
Presiding Officer / Municipal Vice Mayor

APPROVED: November 21, 2023

GERRY T. PAGLINAWAN
Municipal Mayor

I hereby certify that the foregoing ordinance is true and correct.

ARNOLD C. PALLER
Information Technology Officer I / Acting Recorder