

OFFICE OF THE SANGGUNIANG BAYAN

EXCERPT FROM THE MINUTES OF THE 13th REGULAR SESSION OF THE 10th SANGGUNIANG BAYAN OF DUMINGAG, ZAMBOANGA DEL SUR HELD AT THE MUNICIPAL SESSION HALL ON October 22, 2019.

OFFICERS/MEMBERS	POSITION	PRESENT	ABSENT	OB	OL
Hon. Mydell G. Pacalioga	Mun. Vice Mayor	___/___	___	___/___	___
Hon. Julius G. Jamero	SB Member	___/___	___	___	___
Hon. Lars Christian C. Tangalin	SB Member	___/___	___	___	___
Hon. Irish J. Mandao	SB Member	___/___	___	___	___
Hon. Tracy E. Morpos	SB Member	___/___	___	___	___
Hon. Paquito P. Duerme, Jr.	SB Member	___	___	___	___/___
Hon. Nilo B. Ledesma	SB Member	___/___	___	___	___
Hon. Jenny T. Arbitrario	SB Member	___/___	___	___	___
Hon. Francis Joeray T. Gumban	SB Member	___/___	___	___	___
Hon. Jerson L. Cabahug	Ex- Officio Member	___	___	___/___	___
Hon. Leonel C. Dinawanao	Ex- Officio Member	___/___	___	___	___

Municipal Ordinance No. 20, s. 2019

AN ORDINANCE INSTITUTIONALIZING PUROK ENHANCEMENT PROGRAM (PEP) IN THE MUNICIPALITY OF DUMINGAG AND PROVIDING FUNDS FOR ITS OPERATION THEREOF.

Be it enacted by the Sangguniang Bayan in session assembled that:

SECTION 1. TITLE.

This ordinance shall be called **“PUROK ENHANCEMENT PROGRAM.”**

SECTION 2. RATIONALE.

The Purok Enhancement Program (PEP) is a shared idea from the community that would instill Genuine People’s Agenda (GPA) to the basic unit of the community, which is the “Purok”. This serves as a tool to intensify political interventions in the locality; enact policies and ordinances to liberate people from poverty, sickness and hunger. Also, PEP, will serve as a hub in strengthening people’s participation, bayanihan and to encourage people to become effective and responsible citizen in the development of the Purok, Barangay and Municipality. In general, PEP promotes holistic development economically, socially, cultural, political and in spiritual aspects.

Purok is a division within a barangay. While not officially considered a local government unit (LGU), a purok often serves as a unit for delivering services and administration within a barangay. A purok is typically composed of twenty to fifty or more households, depending on the particular geographical location and cluster of houses. The term purok is often applied to a neighborhood (zone) within an urbanized barangay, or a portion (district) of a less densely populated, but still relatively geographically compact, barangay. This contrasts with the sitio, which is usually a cluster of households (hamlet) in a more disperse, rural barangay.

Under this program, puroks are institutionalized in its creation and given a mandate by an ordinance of the municipality. Purok could perform government functions under the coordination and supervision of the local officials, particularly the Sangguniang Barangay (Barangay Council) members who are recognized as the leaders of his or her purok.

SECTION 3. PURPOSE.

With the various challenges of the municipality, the local government of Dumingag has engaged different program innovations to focus on the need and sustain the local governance system. This PEP provides interventions in various forms that are aligned to the Genuine Peoples Agenda of the LGU of Dumingag.

- a. Address the gap of food insufficiency and ensure good nutrition among children;
- b. Sharing of ideas towards self-improvement, farm development, and economic growth;
- c. Avenue for sharing of talents, skills and farm resources such as but not limited to seeds and inputs, etc.;
- d. Way of strengthening people's participation and to bring back the essence of Bayanihan;
- e. Collect new ideas and innovations;
- f. Establish Purok Organizational Structure;
- g. Unify camaraderie among neighborhoods;
- h. Bring back the importance of Purok as the basic unit of government;
- i. Pathways to develop emerging leaders in the barangay;
- j. Monitor and evaluate peace and order, and public safety in every member of the Purok;
- k. Means to deliver basic services and good governance;
- l. Develop Culture of contributing and culture of saving; and
- m. Resilient Purok

SECTION 4. PRINCIPLES AND CORE VALUES.

For this PEP innovation, specific principles and core values are identified and be adopted by the households being clustered into Purok level. These would definitely help the purok members to become responsible and ideal member of the purok and can be considered as model household members in a particular purok.

- Equity and equality among the members of Purok;
- Give high respect to the Purok Officials regardless of his/ her economic status;
- Purok initiatives should be acknowledged and supported by barangay officials and municipal officials; and
- It should be that the respective puroks (households) shall decide for themselves in terms of development and can never be dependent to outside forces.

SECTION 5. GENERAL GUIDELINES.

The implementation of PEP shall follow specific guidelines based on the established rules and policies for development in order to avoid problems ahead. All puroks are enjoined to participate and be compliant of the non-negotiable indicators under 5.1 A of this document.

5.1. PRE-REQUISITES FOR GIVING GRANTS TO ELIGIBLE PUROK

A. PUROK CENTER

- Establishment of Purok Center
- Purok Profile: Spot Map, hazard map, demographic data, geographic data
- Garden: spices, vegetables (at least 10-15 varieties), flowers and herbal
- San Pedro and San Pablo (Urban Gardening)
- Production of Organic Fertilizers and concoctions
- Functional Purok Organization (meeting, assembly and other activities)

B. CHECKLIST OF INDICATORS

Survival	
<i>Health</i>	Infant Mortality
	Child Mortality
<i>Nutrition</i>	Prevalence of moderate and severe underweight
	Prevalence of acute and chronic malnutrition
	Prevalence of micronutrient deficiencies (anemia, endemic)
	Income above the food threshold
<i>Water and sanitation</i>	Proportion of households with sanitary toilet facilities
	Proportion of households with access to safe water supply
	Proportion of households with drainage system
	Proportion of households adopted six-sacks strategy
<i>Income and security</i>	Income above the total poverty threshold
	Amount of household savings
	Employment or unemployment
<i>Shelter</i>	Proportion of households in makeshift houses
<i>Peace and order</i>	Crime incidence
	Incidence of armed encounters
Enabling Needs	
<i>Basic Education and Literacy</i>	Elementary enrolment
	Rate of completion
	Basic and functional literacy 18
<i>Participation</i>	Membership in at least one area-based community organization
	Participation in formal electoral exercises

The list of indicators presented above focused on the minimum basic needs of the households. Each household member in a purok has its own monitoring based on the list of indicators presented above. These indicators are considered the minimum however there are still indicators that are considered in addition to these minimum, and they are considered plus factors to the accomplishments of the puroks.

There is a need to consider several measures to gauge the conditions of the households or individual at the purok level. The results of these monitoring based on the indicators are important information that can be used for policy making of the barangay and municipal officials to determine its impact of services delivered by the local government. In some ways, these data and information shall also be used as bases in developing ordinances and resolutions that particularly address the identified issues and challenges of the households and/or puroks.

In addition, there are circumstances which the governance system in the purok level are beyond the control of the government officials, leaders and agencies particularly in terms of support and assistance from the respective Barangay Captain and Officials. However, these puroks and its household members are given support by the Municipal Officials and Technical Working Group (TWG) of this program to have their own alternative committee or group from the community. They are given the authority to identify and designate their leaders for better guidance of their respective purok.

5.2. DOCUMENTATION REQUIREMENTS

- A. Minutes of Meetings
- B. Attendance Sheets
- C. Pictures
- D. Signed Logbooks
- E. Tarps and Streamers
- F. Videos
- G. Others

SECTION 6. MENU OF ALLOWABLE PROJECTS.

- *Livelihood*
 - Cash Crop Planting
 - Dispersal
 - Organic Fertilizer Production
- *Environment and Climate Change Adaptation*
 - Forest Green
 - Watershed Development
 - Nursery Development
 - Seed Banking
 - Solid Waste Management
- *Social Enterprise Development*
 - Production
 - Product Development
 - Processing
 - Packaging and labelling
 - Marketing
- *Guaranteed Organic Dumingag (GOD)*
- *Capability Development*
 - Lakbay-aral
 - Training
 - OJT
 - Life-skill Training

- *Water Resources Development*
 - Swales
 - Small Water Impounding
 - Ground water pumping technology
 - Rain water collector
- *Technologies, Research and Development*
 - Renewable Energy
- *Learning Farm*

SECTION 7. PROGRAM IMPLEMENTATION.

7.1. Process of Approval. Upon compliance of the minimum requirements as stipulated in 5. 5.1 A, and passing at least 75% of the indicators stipulated in 5. 5.1 B, with verifiable documents attached upon scheduled monitoring and evaluation, these purok is qualified to avail of the PEP Grant Fund of maximum of P20,000.00 per purok through eligible projects stated within the menu provided in No. 6 of this PEP document.

The Office of the Mayor shall prepare the financial documents in support to the claim of this qualified purok to avail the grant fund assistance. This shall be done through the MPDC Office, designated as General Secretariat and Chairman of the Technical Working Group for this PEP.

7.2. Process of transfer of funds and disbursement. Upon further coordination and verification of the documents necessary to be attached to the financial documents prepared, the grant fund shall be released in the form of cash, check or in-kind whichever is favorable to the recipient purok following the usual accounting and auditing standards and procedures of the government.

The list of required documents to support the release of the grant fund shall include the simple proposal reflecting the title of the project they intend to implement, the amount of the fund requested, short rationale and target beneficiaries, the specific issue or problems that they intend to address for the project and the corresponding objectives. A proforma of this simple proposal shall be provided by the Secretariat of PEP.

SECTION 8. REPORTING REQUIREMENTS.

For better implementation, the mechanics of reporting has to be established for guidance of the puroks and barangays. This is important in order to maintain transparency among members of the puroks (households) and their accountability to the communities. A regular reporting system at purok level shall be done to the members, either monthly or bi-monthly, to best update the members on the conditions and situations of their projects and activities at the purok level.

A quarterly report from the purok is required by the TWG to be submitted to Municipal Management Council (MMC). This report shall be prepared by the respective Purok Secretary and attested by the Purok President as to its veracity. A simple proforma of the report shall be provided by the PEP Secretariat for its guidance in the reporting requirements.

SECTION 9. MONITORING AND EVALUATION.

For better monitoring and evaluation of PEP, the following shall be established and required to comply:

- Establish Monitoring and Evaluation Committee (MEC).
- The projects approved by the MMC shall be monitored every month and evaluated twice a year by MEC.
- The results gathered during evaluation shall be reported to the Purok Assembly every 6 months.
- Purok Officials must submit a summary report to the Barangay Management Committee and Municipal Management Council.

SECTION 10. RESPONSIBILITY AND ACCOUNTABILITY.

The responsibility and accountability of the implementation of PEP and the proper utilization and disbursement of the PEP grant fund for purok shall rest upon the Barangay Captain, Purok President and other officials and leaders concerned of the recipient purok. It is also the responsibility of the purok officials that the funds released to the purok for the projects are utilized in accordance with the applicable budgeting, accounting and auditing rules and regulations.

The implementation of PEP requires special organization that could focus on the details to help the puroks in their compliance of the minimum indicators cited above. The creation of Municipal Management Council (MMC) and Technical Working Group (TWG) shall be organized through the issuance of Executive Order.

SECTION 11. CREATION OF MUNICIPAL MANAGEMENT COUNCIL (MMC).

There is hereby created the Municipal Management Council (MMC) and the Barangay Management Committee (BMC) which shall be composed of the following and its defined functions:

Chairperson : Municipal Mayor
Co-chair : Barangay Affairs Officer
Members : SB, Committee on Environment
SB, Committee on Livelihood
SB, Committee on Health and Sanitation
Municipal Planning and Development Officer
MDRRMC
MHO
MSI
MAO
MNAO
MSWDO
MENRO
Organic Focal Person
DOCO
LnB President
Others deemed necessary

FUNCTIONS:

- Highest body in decision making in implementing policies and ordinances to the Purok
- Endorse ordinances to the Sangguniang Bayan for the development and enactment of PEP.

- Create plans and policies to address the needs based on the assessment
- Other functions and responsibilities as deemed necessary in the implementation of the program.

SECTION 12. CREATION OF TECHNICAL WORKING GROUP (TWG).

There is hereby created the Technical Working Group (TWG) which shall be composed of the following:

Municipal Planning & Devt. Officer:	PEP Secretariat
Organic Program Focal	: Member, Chair on Organic Agriculture Com
Municipal Health Officer	: Member, Chair on Health & Sanitation Com
MDRRMO	: Member, Chair on Advocacy & IEC Committee
MENRO	: Member, Chair on Organizing Committee
SB on Health	: Member, Chair on Monitoring Committee
BARANGAY Secretary of Respective Barangay:	Member

SECTION 13. CREATION OF BARANGAY MANAGEMENT COMMITTEE (BMC).

There is hereby created the Barangay Management Council (BMC) which shall be composed of the following and its defined functions:

Punong Barangay	- Chairperson
Barangay Kawagads	- Member
Purok President	- Member, Representative of Puroks
Purok Secretary	- Member, Secretariat of Puroks

FUNCTIONS:

- Enforce policies and ordinances made by Municipal Management Council
- Conduct audit to the accounts under PEP
- Receive reports from Purok projects and its accomplishments
- Other functions and responsibilities as deemed necessary

SECTION 14. SUSTAINABILITY MECHANISM.

It is essential to enforce activities that supports the sustainability of the implementation of PEP from the municipal level down to the purok level. There shall be various capacity development trainings and workshop which members of puroks have to undergo to empower themselves and take responsibly the office functions that they are holding.

The identified capacity development activities include the training, seminars and workshops relating to the acquisition and enhancement of their skills in functioning the PEP implementation.

- a. The Municipal Management Council shall conduct training and seminars re Financial Management and Bookkeeping.
- b. Conduct Purok audit every 6 months
- c. Conduct series of activities in line with the implementation of GPA and strengthening of Purok such as but not limited to: BEST Manok Innovative Technology, BEST DIOFS Purok, cultural presentations and advocacies, etc.
- d. Exposure to project management and accountability reporting
- e. Conduct of lakbay aral and cross visits to identified project areas

SECTION 15. BUDGETARY AND FINANCIAL REQUIREMENT.

All operation cost required for this ordinance shall be covered with an appropriation to be included in the Annual Regular Budget in the amount of but not limited to Two Million

Pesos (P2,000,000.00). This fund is intended to be utilized for the enhancement of governance system at purok level in the 44 barangays of the municipality. Compliance with the government policies of the local government of Dumingag, and the minimum indicators set for guidance, the support grant fund shall be accessed by all of the puroks within the municipality.

For its sustainability, the LGU of Dumingag is committed to provide significant sustainability fund enough to support the continuous implementation of the program for the ensuing years to support the PEP and its implementation to purok level in order to ensure better and enhanced governance at the purok.

SECTION 16. SEPARABILITY CLAUSE.

Any provision of this ordinance or part thereof declared unconstitutional or unlawful, the other parts not affected shall remain in full force and effect.

SECTION 17. REPEALING CLAUSE.

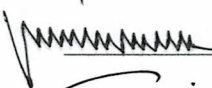
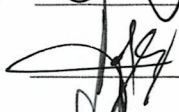
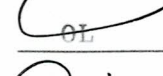
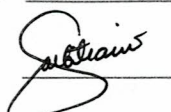
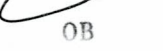
Any part of provisions of this ordinance in conflict with or contrary to the existing ordinance are hereby repealed, amended or modified accordingly.

SECTION 18. EFFECTIVITY CLAUSE.

This ordinance shall take effect immediately upon approval of the Local Chief Executive and publication in newspaper of general circulation.

Date Enacted: October 22, 2019

SANGGUNIAN BAYAN MEMBERS:

Hon. Julius G. Jamero		Hon. Lars Christian C. Tangalin	
Hon. Irish J. Mandao		Hon. Tracy E. Morpos	
Hon. Paquito P. Duerme, Jr.		Hon. Nilo B. Ledesma	
Hon. Jenny T. Arbitrario		Hon. Francis Joeray T. Gumban	
Hon. Jerson L. Cabahug		Hon. Leonel C. Dinawanao	

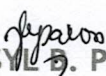
ATTESTED AND CERTIFIED
TO BE DULY ADOPTED


NILO B. LEDESMA
Presiding Officer/SB Member

NOTED:


MYDELL G. PACALIOGA
Municipal Mayor

APPROVED: November 08, 2019


JESSY B. PALON
Secretary to the Sanggunian


JOAN P. ABEJUELA
Municipal Mayor

Not valid without Sanggunian seal

