

EXCERPT FROM THE MINUTES OF THE REGULAR SESSION OF THE HONORABLE SANGGUNIANG BAYAN, TIGBAUAN, ILOILO HELD AT THE SESSION HALL, TIGBAUAN MUNICIPAL BUILDING, TIGBAUAN, ILOILO ON APRIL 23, 2007.

PRESENT:

HON. AGATON O. TUMABOTABO,	Vice Mayor & Presiding Officer
HON. ROEL T. JARINA,	Councilor
HON. SUZETTE T. ALQUISADA,	Councilor
HON. ROMEO T. LEDESMA,	Councilor
HON. JOSE T. TAVARRO, JR.,	Councilor
HON. ALFONSO E. ESTOCE,	Councilor
HON. ALFONSO C. BABIERA,	Councilor
HON. ORVILLO T. TANGENTE,	President, Liga ng mga Brgy.
HON. JOSE DONEL T. TRASPORTO,	SKMF President

ABSENT:

HON. REMEDIOS T. TORRATO,	Councilor (Forced Leave)
HON. PEDRO T. RAPADAS,	Councilor (Special Privilege Leave)

Resolution No. 2007-021

RESOLUTION AUTHORIZING THE MUNICIPAL MAYOR, LGU-TIGBAUAN, PROVINCE OF ILOILO, TO ENTER INTO A MEMORANDUM OF UNDERSTANDING WITH THE NATIONAL STATISTICS OFFICE (NSO) AND THE PHILIPPINE ASSOCIATION OF CIVIL REGISTRARS (PACR) IN THE ISSUANCE OF CIVIL REGISTRY DOCUMENTS IN SECURITY PAPER (SECPA)

WHEREAS, the NSO is mandated to carry out and administer the provisions of Act No. 3753 entitled "An Act to Establish a Civil Register";

WHEREAS, the creation of Local Civil Registry Offices is governed by the pertinent provisions of the Local Government Code;

WHEREAS, pursuant to the Civil Registry Law, Local Civil Registry Offices are integral parts of the public administrative system and are in the frontline in the delivery of essential and critical public services which includes the issuance of civil registry documents in Security Paper (SECPA);

WHEREAS, the Philippine Association of Civil Registrars advocates that the delivery of Civil Registry Services be simplified and streamlined in support of the good governance agenda of the government;

WHEREAS, for and in consideration of the foregoing premises, the PACR, the NSO and the LGU shall agree on the following terms and conditions:

The NSO –

The NSO shall:

1. Coordinate with the Bangko Sentral ng Pilipinas regarding the order for Security Paper;
2. Facilitate the authentication by the nearest NSO Office of civil registry documents in Security Paper issued by the LGU.

The LGU –

The LGU, through the Local Civil Registrar, shall:

1. Issue, through the appointed Municipal Civil Registrar, civil registry documents in SECPA;
2. Purchase SECPA from Bangko Sentral ng Pilipinas (BSP) through the NSO;
3. Ensure the payment of SECPA upon placement of order to the PACR;

4. Ensure the proper handling, control, use and safekeeping of SECPA and prevent the spoilage and loss of the same;
5. Immediately report to the NSO and PACR of any loss of used or blank SECPA;
6. Ensure the ratification by the Local Sanggunian of this Memorandum of Understanding, and
7. Purchase a machine copier and a security vault for the purpose.

The PACR -

The PACR shall:

1. Determine the member-Local Civil Registrars who are qualified to use civil registry documents in SECPA;
2. Submit to the NSO the list of LGU-LCROs together with the corresponding order of a minimum volume of 500 reams of SECPA;
3. Ensure the timely remittance of payments of SECPA to NSO;
4. Assist Local Civil Registrars on the proper use of SECPA, procedures and compliance with requirements and guidelines;
5. Monitor and ensure proper implementation of the use of SECPA by Local Civil Registrars;
6. Provide Copies of this Memorandum of Understanding to the Passport Division of the Department of Foreign Affairs, foreign embassies and other end-users.

Other Provisions:

1. The PACR, The NSO and The LGU shall ensure that the purpose of this Memorandum of Understanding **to expedite the issuance of Civil Registry Documents in SECPA** is effectively and optimally carried out;
2. The LGU may impose service fees in the issuance of civil registry documents in SECPA in an amount not exceeding One Hundred Pesos (Php100.00);
3. The NSO shall collect authentication fees;
4. This Memorandum of Understanding shall remain in force and effect until the obligations of the parties are completed;
5. This Memorandum of Understanding shall take effect upon the signing of concerned parties.

NOW, THEREFORE, on motion of Hon. Alfonsito Estoce, Chairman, Committee on Rules, Ordinances and Resolutions and was duly seconded by Hon. Suzette Alquisada, Hon. Romeo Ledesma and Hon. Jose Donel Trasporto;

RESOLVED, to authorize the Municipal Mayor, LGU-Tigbauan, Province of Iloilo, to Enter Into A Memorandum of Understanding With the National Statistics Office (NSO) and the Philippine Association of Civil Registrars (PACR) in the Issuance of Civil Registry Documents in Security Paper (SECPA);

RESOLVED FURTHER, to furnish copies of this Resolution to all concerned for their information, guidance and/or appropriate action.

APPROVED.