



Republic of the Philippines
Province of Iloilo
Municipality of Tigbauan
OFFICE OF THE SANGGUNIAN BAYAN

www.Tigbauan.gov.ph

Tel.No. (033) 511-85-30

EXCERPT FROM THE MINUTES OF THE REGULAR SESSION/OUT TO THE BRGY. SESSION OF THE HONORABLE SANGGUNIAN BAYAN, TIGBAUAN, ILOILO HELD AT BRGY. BITAS, BRGY. HALL, TIGBAUAN MUNICIPAL BUILDING TIGBAUAN, ILOILO ON MARCH 9 , 2012 AT 9:20 IN THE MORNING

PRESENT:

HON. SUZETTE TENEFANCIA-ALQUISADA,	SB Member & Temp. Pres. Officer
HON. DENNIS T. VALENCIA,	SB Member
HON. ALFONSO C. BABIERA,	SB Member
HON. AGATON O. TUMABOTABO,	SB Member
HON. JOSE DONEL T. TRASPORTO,	SB Member
HON. ELMER T. TORRATO,	SB Member
HON. LORETA LUNGAY-ARIAS,	SB Member
HON. MARLON R. TERUÑEZ,	SB Member

ABSENT:

HON. ROEL T. JARINA,	Vice Mayor (<i>Forced Leave</i>)
HON. NYSSA NICHOLA T. CALLOSA,	SKMFPresident(<i>Forced Leave</i>)
HON. RICKY T. NULADA,	Pres., Liga ng mga Barangay (<i>Forced Leave</i>)

Resolution No. 2012-017

RESOLUTION AUTHORIZING THE MUNICIPAL MAYOR TO REPRESENT THE LOCAL GOVERNMENT UNIT OF TIGBAUAN AS SIGNATORY IN THE MEMORANDUM OF AGREEMENT/UNDERSTANDING BY AND BETWEEN THE OFFICE OF THE CIVIL REGISTRAR GENERAL, THE PHILIPPINE ASSOCIATION OF CIVIL REGISTRARS (PACR), INC. AND THE MUNICIPALITY OF TIGBAUAN.

WHEREAS, the Office of the Sangguniang Bayan, this municipality received a letter dated March 1, 2012 requesting for the authorization from the Sangguniang Bayan in a form of a *“Resolution Authorizing the Municipal Mayor to Represent the Local Government Unit of Tigbauan as Signatory in the Memorandum of Agreement By and Between Office of the Civil Registrar General, Philippine Association of Civil Registrars (PACR), Inc. and the Municipality of Tigbauan”*

WHEREAS, after review, the request for authority was found to be valid and legal under the Local Government Code of 1991 which empowers the Municipal Mayor to represent the LGU in certain contracts, agreements or undertaking not otherwise prohibited by law and not prejudicial to the general welfare of the people.

WHEREAS, the said power is found under Section 444 (b) (vi) which states:

"The municipal mayor, as chief executive of the municipal government, shall exercise such powers and perform such duties and functions as provided by this Code and other laws.xxx

(b) For efficient, effective and economical governance the purpose of which is the general welfare of the municipality and its inhabitants pursuant to Section 16 of this Code the Municipal Mayor shall: xxx

(vi) Upon authorization by the Sangguniang Bayan, represent the municipality in all its business transactions and sign on its behalf all bonds, contracts, and obligations, and such other documents made pursuant to law or ordinance";

WHEREAS, the system of issuing Civil Registry Document in Security Paper (SECPA) in the local level is an improvement and a welcome development that will be beneficial to our people who need not to go to the City to process their needed documents;

NOW THEREFORE, for and in consideration of the foregoing premises, the OCRG, PACR, Inc. and the LGU hereby agree on the following terms and conditions:

The OCRG

The OCRG shall:

1. Coordinate with any Government Printing Establishment with Reliable Security Printing Capabilities regarding the order for printing of Security Paper;
2. Facilitate the authentication by the nearest OCRG-Office of civil registry documents in Security Paper issued by the LGU.

The PACR, Inc. –

The PACR, Inc. shall:

1. Determine the member-Local Civil Registrars who are qualified to use civil registry documents in SECPA;
2. Submit to the OCRG 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 OCRG;
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;

The LGU-

The LGU through the Local Civil Registrar shall:

1. Issue, through the appoint City or Municipal Civil Registrar, civil registry documents in SECPA;
2. Purchase SECPA from any Government Printing Establishment with Reliable Security Printing Capabilities through the OCRG;
3. Ensure the payment of SECPA upon placement of order to the PACR, Inc.;
4. Ensure the proper handling, control, use and safekeeping of SECPA and prevent the spoilage and loss of the same, and
5. Immediately report to the OCRG and PACR, Inc. of any loss of used or blank SECPA.

6. Ensure the ratification by the Local Sanggunian of this Memorandum of Understanding.

Other Provisions:

1. The OCRG, PACR, Inc. and the LGU shall ensure that the purpose of this Memorandum of Understanding to expedite the issuance 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 OCRG 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. Jose Donel T. Trasporto and duly seconded by Hon. Dennis T. Valencia, Hon. Alfonso C. Babiera, Hon. Agaton O. Tumabotabo, Elmer T. Torrato, Hon. Loreta Lungay-Arias and Hon. Marlon R. Teruñez,

RESOLVED, to authorize the Municipal Mayor To Represent The Local Government Unit Of Tigbauan As Signatory In The Memorandum Of Agreement/Understanding By And Between the Office Of The Civil Registrar General, the Philippine Association Of Civil Registrars (PACR), Inc. and the Municipality Of Tigbauan,

RESOLVED FURTHER, to furnish copies of this Resolution to the following:

1. **CARMELITA N. ERICTA**
Civil Registrar General
2. **DOROTHEO O. LACBAIN, JR.**
PACR, Inc. National President
3. **JAMES EXCELSIOR M. TORRES**
Municipal Mayor
4. **ALL CONCERNED**

for their information and/or appropriate action.

APPROVED.

I HEREBY CERTIFY that the foregoing Resolution No. 2012-017 was approved by the Sangguniang Bayan.

MARLENE T. NAVA
S.B. Secretary

ATTESTED:

SUZETTE TENEFRENCIA-ALQUISADA
S.B. Member & Temp. Presiding Officer

HON. ROEL T. JARINA, M.D.
Municipal Vice Mayor

Sangguniang Bayan Members:

HON. SUZETTE T. ALQUISADA, CPA-Lawyer	HON JOSE DONEL T. TRASPORTO	HON. RICKY NULADA (LnB-Pres)
HON. DENNIS T. VALENCIA	HON. ELMER T. TORRATO	HON. NYSSA NICHOLA CALLOSA (SKMF-Pres)
HON. ALFONSO C. BABIERA	HON. LORETA LUNGAY-ARIAS	
HON. AGATON O. TUMABOTABO	HON. MARLON R. TERUÑEZ, Ph.D.	

“Public office is a public trust. Public Officials must at all times be accountable to the people.”

