



EXCERPT FROM THE MINUTES OF THE 18TH REGULAR SESSION OF THE HONORABLE SANGGUNIANG BAYAN, TIGBAUAN, ILOILO HELD AT THE S.B. SESSION HALL, TIGBAUAN MUNICIPAL BUILDING ON MAY 05, 2021 AT 9:55 IN THE MORNING

PRESENT:

HON. VIRGILIO T. TERUEL,	- Vice Mayor & Presiding Officer
HON. NERI T. CAMIÑA	- S.B. Member
HON. DENNIS T. VALENCIA	- S.B. Member
HON. MARLON R. TERUÑEZ	- S.B. Member
HON. SUZETTE MARIE HILADO-BANNO	- S.B. Member
HON. REYNALDO E. TUMABOTABO	- S.B. Member
HON. JULIUS T. LEDESMA	- S.B. Member
HON. MA. GERRYLIN SANTUYO-CAMPOSAGRADO	- S.B. Member
HON. NORBERTO T. TURALBA	- S.B. Member
HON. DYOSSA MARIE T. TERUÑEZ	- SKMF President
HON. JERRY T. TUARES	- Liga President

ABSENT: NONE

Resolution No. 2021-054

RESOLUTION AUTHORIZING THE MUNICIPAL MAYOR, ATTY. SUZETTE T. ALQUISADA, FOR AND IN BEHALF OF THE MUNICIPALITY OF TIGBAUAN TO ENTER INTO A MEMORANDUM OF AGREEMENT (MOA) WITH THE PHILIPPINE CHARITY SWEEPSTAKES OFFICE (PCSO) FOR THE GRANT OF LOTTO/ STL CHARITY FUND SHARE

WHEREAS, the PCSO is the principal government agency mandated to raise and provide funds for health programs, medical assistance and services, and charities of national character, through the conduct of sweepstakes, races, nationwide online lottery ("Lotto"), Small Town Lottery ("STL") and other similar activities;

WHEREAS, the thrusts of the administration of President Rodrigo Roa Duterte are to ensure the provision and availability of medical facilities for emergency services, health care programs and social services and provide appropriate forms of assistance to areas and persons affected by calamities and disasters;

WHEREAS, the PCSO recognizes the role of LGUs as PCSO's partners in raising revenues within their jurisdiction and in turn would like to support LGUs in providing the needed medical and health services to their constituents;

WHEREAS, the PCSO, pursuant to its mandate and aligned with the President's programs, provides LGUs with a portion of the charity fund generated from the sales of Lotto and STL within their jurisdiction, as share for LGUs to be used by them for their medical and health-related services.

WHEREAS, the PCSO also provides Calamity Assistance to LGUs in times of natural calamities and disasters, including those caused by outbreaks, epidemics and pandemics, under the Calamity Assistance Program of PCSO;

WHEREAS, for and in consideration of the above premises, the Parties hereby agree as follows:

GRANT OF LOTTO/STL CHARITY FUND SHARE

• The PCSO shall perform the following:

1. Allocate the funds, as follows:
 - a. Lotto charity fund share: five percent (5%) of the Charity Fund generated from the sales of Lotto within the jurisdiction of LGU, pursuant to Executive Order No. 357-A (Amending Executive Order No. 357, series of 1996) dated 07 October 1996.
 - b. STL charity fund share: as may be approved by the PCSO Board of Directors and confirmed by the Office of the President, a portion of the Charity Fund generated from the sales of STL within the jurisdiction of LGU, during the effectivity of the STL Agency Agreement of PCSO with its Authorized STL Agent Corporation operating within the jurisdiction of LGU.
2. Release the funds to LGU, as follows:
 - a. Lotto charity fund share: every six (6) months; and
 - b. STL charity fund share: on a monthly basis.
3. The PCSO shall schedule and inform LGU of the same.

The Lotto and STL Charity Fund Share is over and above the other assistance that the LGU may be entitled to receive such as ambulance/medical transport vehicle, medical and hospital equipment and charitable services usually being given by the PCSO nationwide, as well as assistance for its medical/health related outreach programs.

• The LGU shall perform the following:

1. Acknowledge receipt of Lotto Charity Fund Share and STL Charity Fund Share through the issuance of Official Receipts by the Municipal Treasurer, in favor of the PCSO.
2. Open a special bank account with its depository bank {Landbank of the Philippines (LBP) or Development Bank of the Philippines (DBP)}, and inform PCSO in writing of the details of the same (i.e. account name and number).
3. Utilize the fund for its health programs, medical assistance and charitable services, consistent with the PCSO Charter, subject to applicable accounting and auditing rules and regulations, including but not limited to:
 - i. Medical/Dental missions;
 - ii. Medicine Donation;
 - iii. Hospitalization Assistance;
 - iv. Procurement of medical supplies/equipment; or
 - v. Milk Feeding/Nutrition Program
4. Submit to PCSO Internal Audit Service (IAS) a *Fund Utilization Report with Statement of Receipt* (as verified by the Commission on Audit (COA)), as follows:

Charity Fund Share	Date
Lotto	at least thirty (30) days prior to the turn-over of the subsequent semi-annual share
STL	at least fifteen (15) days before the last day of June and fifteen (15) days before the end of the calendar year

5. Report to PCSO or any of its offices or branches, any Lotto/STL agent or any of its officers or employees, or any person, who attempts or offers to give, deliver, remit, grant, pay or contribute any money, cash or anything of value or consideration, directly or indirectly, to any public office in the municipal government, officer or employee, in consideration for, by reason of, or otherwise related to the conduct of Lotto and STL operations.

GRANT OF CALAMITY ASSISTANCE

• The. PCSO shall perform the following:

1. On its own, without awaiting a request from LGU, or upon request of the LGU, grant Calamity Assistance, in the form of financial assistance to qualified beneficiaries or medical services, to be distributed or conducted in areas affected by calamity/disaster within the jurisdiction of LGU, subject to the provisions of the approved PCSO Calamity Assistance Program Guidelines.

Calamity Assistance upon the initiative of PCSO shall be granted based on the Situational/Assessment report submitted by the concerned PCSO Branch Office, including data obtained from any of the following:

- i. National Disaster Risk Reduction and Management Council (NDRRMC);
- ii. Provincial Disaster Risk Reduction Management Council (PDRRMC);
- iii. Department of Health (DOH);

- iv. Department of Social Welfare and Development (DSWD);
 - v. Office of the President – Presidential Management Staff PMS); or
 - vi. Other government agencies involved in the provision of services or assistance in times of calamity/disaster
2. Conduct preliminary assessment or validation of information for requests made by the LGU. For this purpose, the PCSO Charity Assistance Department (CAD) or the concerned PCSO Branch Office shall coordinate with the Local Disaster Risk Reduction and Management Office (LDRRMO) and/or the Local Social Welfare and Development Office (LSWDO), or through an on-site assessment, if feasible.

• **The LGU shall perform the following:**

1. Acknowledge receipt of the Calamity Assistance through the issuance of an Official Receipt by the Municipal Treasurer, in favor of the PCSO.
2. Use the Calamity Assistance for any of the following:
 - a. food necessities of, and feeding projects for, displaced families in evacuation centers;
 - b. procurement of medicines and/or medical supplies necessary for the conduct of health-related activities for disease prevention and/or treatment among affected population, including water and hygiene sanitation requirements; and
 - c. temporary shelters, blankets, mattresses, or other applicable forms of assistance or service which are among the programs implemented by PCSO, upon the request of the affected
 - d. LGU, subject to compliance with the governing rules and guidelines for the specific program to be availed.
3. Acknowledge PCSO’s contribution through a “PCSO Assisted Project” marker and logo which shall be conspicuously placed within the vicinity of the City/Municipal Hall. To help enhance PCSO’s corporate image, it shall also post photos and videos of the activity/distribution of the assistance on its official website and social media sites, if available.
4. Ensure the prudent administration and utilization of the grant and shall be principally and directly liable to the PCSO by adopting applicable government accounting and auditing rules and regulations.
5. Allow a representative of the PCSO IAS, COA, and CAD and/or the Branch Office, which has jurisdiction over the LGU to monitor the Financial Assistance Implementation of the LGU, to examine and audit its books of accounts, ledgers and other accounting records pertaining to the appropriation and use of the grant during regular office hours.
6. Upon full utilization of the Calamity Assistance or within sixty (60) days from receipt of the same, whichever comes earlier, submit to the PCSO CAD thru the PCSO Branch Office a Credit Notice/appropriate document issued by the COA Resident Auditor of the LGU, accompanied by a copy of the *Liquidation Report*, including the following:

		Required Document/s
a	For financial assistance utilized to provide for needs of feeding projects for displaced families in evacuation centers	Certified List of individuals/families served
b	For financial assistance utilized to purchase of various medicines and/or medical supplies necessary for the conduct of health-related activities for disease prevention and/or treatment among the affected population	Certified List of Patients Served
c	For financial assistance distributed to affected families for the procurement of food, water, sanitation, tents and medicine requirements	Official Payroll of Financial Assistance Disbursements to Affected Families or Qualified Beneficiaries
d	Copies of the photo (and video, if available) documentation of the distribution of the PCSO assistance to the affected families.	

Failure to submit the Credit Notice/appropriate document issued by the COA and the copy of the *Liquidation Report* and its supporting documents within the prescribed period shall result in the denial of any subsequent requests for assistance from the PCSO, under any and all of PCSO institutional assistance programs.

It is hereby understood however that liquidation of assistance/funds granted during extraordinary times/circumstances such as, but not limited to, declarations of state calamities/public emergencies which adversely affect the operation of government and other essential institutions, may be extended up to thirty (30) days from the termination of said declaration.


NOW, THEREFORE, on joint motion of HON. SUZETTE MARIE HILADO-BANNO, Chairperson, Committee On Women, Family, Social Services and Senior Citizen (*Including Indigents*) and HON. JERRY T. TUARES, *Chairman, Committee on Games and Amusement* and duly seconded by Hon. Dennis T. Valencia, Hon. Neri T. Camiña, Hon. Marlon R. Teruñez, Hon. Reynaldo E. Tumabotabo, Hon. Julius T. Ledesma, Hon. Ma. Gerrylin Santuyo-Camposagrado, Hon. Norberto T. Turalba and Hon. Dyossa Marie T. Teruñez;

RESOLVED, to authorize the Municipal Mayor, Atty. Suzette T. Alquisada, for and in behalf of the Municipality of Tigbauan to enter into a Memorandum of Agreement (MOA) with the Philippine Charity Sweepstakes Office (PCSO) for the grant of Lotto/ STL charity fund share;

RESOLVED FURTHER, to forward copies of this Resolution to Hon. Mayor Suzette Tenefrancia-Alquisada and to all concerned for their information and appropriate action.

APPROVED.

CERTIFIED CORRECT:


MARLENE TAYO-NAVA
S.B. Secretary

ATTESTED:


ATTY. VIRGILIO T. TERUEL
Vice Mayor & Presiding Officer

HON. VIRGILIO T. TERUEL, LAWYER
Municipal Vice Mayor

Sangguniang Bayan Members:

Hon. Dennis T. Valencia	Hon. Suzette Marie Hilado-Banno, <i>M.D.</i>	Hon. Ma. Gerrylin Santuyo-Camposagrado, <i>Lawyer, MPA</i>
Hon. Neri T. Camiña	Hon. Reynaldo E. Tumabotabo	Hon. Norberto T. Turalba
Hon. Marlon R. Teruñez	Hon. Julius T. Ledesma, <i>O.D.</i>	Hon. Jerry T. Tuares, (<i>LnB-Pres.</i>)- <i>Civil Engineer</i>
		Hon. Dyossa Marie Teruñez (<i>SKMF-Pres.</i>)

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