ORDINANCE NO. 99-030

AN ORDINANCE CREATING THE OFFICE OF THE CIVIL REGISTRAR GENERAL EXTENSION OFFICE (OCRGO) IN THE CITY OF MUNTINLUPA UNDER THE LOCAL CIVIL REGISTRY OFFICE (LCRO).

Sponsored by: Coun. Patricio L. Bocayao, Jr.
               Coun. Alrin L. San Pedro
               Coun. Raul R. Corro
               Coun. Jo Jason T. Alcaraz
               Coun. Bal Nieves
               Coun. Nicanor L. Echavez, MD
               Coun. Victor L. Ulanday
               Coun. Dante S. Almaro
               Coun. Elmer S. Espeleta
               Coun. Reynaldo A. Abas, Jr.
               Coun. Lucio B. Constantino
               Coun. Mario E. Bulay, Jr.
               Coun. Artemio A. Simundac
               Coun. Allan Rey A. Camilon

WHEREAS, the National Census and Statistics Office offers to the City Government to establish OFFICE OF THE CIVIL REGISTRAR GENERAL (OCRGO) extension office;

WHEREAS, the putting up of an extension office has the following objectives:

1. To bring the delivery of civil registration services closer to the people who are in need of certifications done in security paper (SECPA);
2. To decongest the application and releasing areas of the NSO-EDSA, and
3. To provide opportunity for Local Government Units like the City of Muntinlupa to earn additional revenues, and with the following functions:
   a) To accept applications for certifications of birth, death and marriage irrespective of the place where the birth, death and marriage happened and the residence of the applicants; and
   b) To release the requested applications;

WHEREAS, the extension office shall be composed of:

1. One (1) Cashier from the office of the Civil Registrar General (OCRGO);
2. One (1) Collector from the Treasurer’s Office of the City Government
3. One (1) Liaison Officer from the City Government; and
4. Four (4) Clerks from the Local Civil Registry Office/City Government
who shall be appointed by the City Mayor upon recommendation of the Local Civil Registrar except the Cashier from the Office of the Civil Registrar General.

WHEREAS, the extension office shall be under the Local Civil Registry Office;

WHEREAS, the extension office shall collect certification fee, as follows:

1. The OCRG Cashier shall collect Twenty Pesos (P20.00) certification fee and issue a corresponding official receipt;
2. The Collector of the LCRO shall also collect Twenty Pesos (P20.00) and issue a corresponding official receipt.

So the total sum to be collected shall only be Forty Pesos (P40.00);

WHEREAS, the Twenty Pesos (P20.00) collected by the OCRG Cashier shall accrue to the account of the National Census and Statistics Office;

WHEREAS, the Twenty Pesos (P20.00) collected by the Collector of the Local Civil Registry Office shall accrue to the account of the City Government. Out of this Twenty Pesos (P20.00) accruing to the City Government, Ten Pesos (P10.00) shall go to the Local Treasury while the other Ten Pesos (P10.00) shall go to a TRUST FUND to be set up by the Local Civil Registry Office (LCRO) for the improvement of the delivery of civil registration services including the purchase of office supplies, furniture and equipment, transportation expense, allowances and salaries of personnel if such fund/income is still adequate, of the said OCRG extension office;

WHEREAS, the Local Civil Registry Office shall start immediately the operation of the OCRG extension office. The personnel required shall be taken from the available employees of any existing offices of the City and their salaries and benefits shall be charged from the offices where they come from until at the end of 1999. The salaries and benefits of the personnel and other funding requirements of the OCRG extension office from the year 2000 and every year thereafter shall be incorporated in the Annual Executive Budget of the City;

WHEREAS, the Office of the Civil Registrar General Extension Office maybe established at the Ground Floor, City Hall Annex or at any other place designated by the City Mayor.

RESOLVE, THEREFORE, AS IT IS HEREBY RESOLVED, that this ordinance creating the Office of the Civil Registry General (OCRG) extension office be approved.

ADOPTED, by the Sangguniang Panlungsod of Muntinlupa this 26th day of May 1999, on its 40th Regular Session.
CONCURRED:

ALDRIN L. SAN PEDRO
Councilor

ATTY. RAUL R. CORRO
Councilor

ATTY. JO JASON T. ALCARAZ
Councilor

ATTY. PATRICIO L. BONCAAYO, JR.
Councilor

BALI NIEVES
Councilor

DR. NICANOR L. ECHAVEZ
Councilor

ARTEMIO A. SIMUNDAC
Sectoral Representative
President
Association of Barangay Captains

VICTOR L. ULANDAY
Councilor

DANTE S. ALMARIA
Councilor

ELMER S. ESPELETA
Councilor

REYNALDO A. ABAS, JR.
Councilor

LUCIO B. CONSTANTINO
Councilor

MARIO E. BULAY, JR.
Councilor

ALLAN REY A. CAMILON
Sectoral Representative
President
Federation of Sangguniang Kabataan

I HEREBY CERTIFY, as to the correctness of this Ordinance.

NECITO M. GUICO
Sanggunian Secretary
Page 4
Ordinance No. 99-030

ATTESTED:

VICENTE Y. CHUA
Vice Mayor/Presiding Officer

APPROVED:

Atty. JAIME R. FRESNEDI
City Mayor
Date: 10-10-17

City Hall of Muntinlupa
National Road, Putatan, Muntinlupa City, Philippines

Tel. Nos. 842-27-11 * 842-23-77
Fax No. 8426198