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AN ORDINANCE REVISING THE SOLO PARENTS' ORDINANCE OF NAGA, CREATING A SOLO PARENTS' OFFICE, DEFINING ITS FUNCTIONS, PROVIDING FOR ITS PERSONNEL COMPLEMENT AND PROGRAM GUIDELINES, ALLOCATING FUNDS FOR ITS OPERATION AND FOR OTHER PURPOSES:

**Authors:**

Hon. Nelson S. Legacion

Hon. Elmer S. Baldemoro

### EXPLANATORY NOTE

Solo Parents bear the heavy burden of raising the family and providing their children a better future. They single-handedly do parental duties in the face of privation and poverty.

Notwithstanding the special benefits and privileges provided under the Solo Parents' Welfare Act of 2000 or Republic Act No. 8972, the Solo Parents and their children are unable to avail or enjoy them due, among others, to accessibility issues and/or absence of effective mechanism implementing the law. Current interventions remain inadequate that thereby necessitate more pronounced commitments and actions at least in the local level.

Based on a World Health Organization-funded study, it is learned that, out of about 94 million Filipinos, there are 13.9 million solo parents. In the City of Naga, the number of solo parents is expected to be very substantial and must therefore be attended to if the city is really serious in preventing the consequent problems of solo parenthood such as poverty, lack of employment, children deprived of education and juvenile delinquents.

The enactment of this revised ordinance is therefore imperative.

## Article 1

## Title, Policy and Objective

**Section 1. Title.** This ordinance shall be known as the Revised Solo Parents Ordinance of Naga City.

**Section 2. Policy and Objective.** The City of Naga adheres to the declared policy of the State as provided in Section 2 of Republic Act No. 8972, otherwise known as the Solo Parents' Welfare Act of 2000.

Cognizant of the difficulties faced by an indigent solo parent, the City endeavours to provide him/her every possible assistance in raising his/her children to ensure the latter's development as a productive member of society in particular, and the realization of the continued growth of the Maogmang Lugar, in general.

**Article 2**  
**Definitions**

**Section 3. Definition of Terms.** For purposes of this ordinance and pursuant to Republic Act No. 8972, the following terms shall mean:

(a) **Solo parent** - any individual who falls under any of the following categories:

1. A woman who gives birth as a result of rape and other crimes against chastity even without a final conviction of the offender, provided, that the mother keeps and raises the child;
2. Parent left solo or alone with the responsibility of parenthood due to death of spouse;
3. Parent left solo or alone with the responsibility of parenthood while the spouse is detained or is serving sentence for a criminal conviction for at least one (1) year;
4. Parent left solo or alone with the responsibility of parenthood due to physical and/or mental incapacity of spouse as certified by a public medical practitioner;
5. Parent left solo or alone with the responsibility of parenthood due to legal separation or de facto separation from spouse for at least one (1) year, as long as he/she is entrusted with the custody of the children;
6. Parent left solo or alone with the responsibility of parenthood due to declaration of nullity or annulment of marriage as decreed by a court or by a church as long as he/she is entrusted with the custody of the children;
7. Parent left solo or alone with the responsibility of parenthood due to abandonment of spouse for at least one (1) year;
8. Unmarried mother/father who has preferred to keep and rear her/his child/children instead of having others care for them or give them up to a welfare institution;
9. Any other person who solely provides parental care and support to a child or children; or
10. Any family member who assumes the responsibility of head of family as a result of the death, abandonment, disappearance or prolonged absence of the parents or solo parent.

However, the solo parent shall no longer be considered as such and qualify for the benefits concomitant thereto as soon as there is a change in his/her status or circumstance wherein he/she is no longer alone in carrying out the responsibilities of parenthood.

- (b) **Indigent** ~~Solo Parent~~ - is one whose income falls below the poverty threshold set by the National Economic Development Authority (NEDA) which, as of March 2016, is P9,140.00 per month for a family of five (or a per capita income of P1,828.00 per month) and is not receiving a monthly pension or allowance from a concerned public or private entity beyond such poverty threshold.
- (c) **Children** - refer to those living with and dependent upon his/her parent for support and are unmarried, unemployed and below eighteen (18) years of age, or even over eighteen (18) years old but are incapable of self-support because of mental and/or physical defect/disability.

**Article 3**  
**Welfare Services and**  
**Additional Privileges and Benefits**

**Section 4. Incorporation of Welfare Benefits** - By this ordinance, the City imposes as its duty to likewise give the welfare benefits mandated to the National Government under RA 8972 to an indigent solo parent and his/her children such as, but not limited to, livelihood assistance, counseling, etc.

**Section 5. Additional Benefits** - The following benefits shall also be given to a qualified solo parent and his/her children:

- (a) **Tertiary Scholarship Assistance.** Subject to compliance with the requirements under City Ordinance No. 2015-012, an indigent solo parent may avail of a tertiary scholarship assistance for his/her child; Provided, however, that only one child per indigent solo parent shall be given priority; Provided, further that the other child/children of said indigent solo parent may be given assistance if said child/children meet the requirements for automatic scholarship under Section 68 of the said ordinance.

The child of the indigent solo parent who is granted this assistance shall undertake to assist his/her younger siblings once they are gainfully employed.

The Education, Scholarship and Sports Office (ESSO) is hereby required before the start of each school

semester to furnish the City Mayor and Sangguniang Panlungsod of Naga the list of grantees/beneficiaries under the Naga City Tertiary Scholarship Program, indicating therein the names of grantees who are children of indigent solo parents.

(b) **Basic Educational Services.** The City's SANGGAWADAN Program shall prioritize the inclusion of children of indigent solo parents. Said children shall automatically become members of the City's QUEEN Program.

i. **Rice subsidy.** The family shall be entitled to the rice subsidy under either program.

ii. **School fees.** The students shall also be entitled to the following school fees, to wit:

- Anti-Tuberculosis Fee - (P5.00);
- Phil. Nat'l. Red Cross Fee - (P35.00);
- BSP/GSP Fee - (P50.00);
- Escoda Thinking Day Fee - (P1.00);
- Test Paper Fees - (P25.00);
- Athletic Fee - (P5.00);
- School Publication Fee - (P25.00);
- SSG/SSC/Pupil's Government Fee - (P50.00);
- Library/Laboratory Fee - (P10.00); and
- Graduation fee or allowance of no less than P500.00.

iii. **Incentives to Exemplary Students.** To promote academic excellence, the children of indigent solo parents who granted in the Top Ten of their respective graduating class shall be given the following cash incentives:

- For valedictorian -> P1,000 cash incentive and a Certificate of Merit;
- For salutatorian -> P750 cash incentive and a Certificate of Merit;
- Top 3-5 -> P500 cash incentive and a Certificate of Merit;
- Top 6-10 -> P300 cash incentive and a Certificate of Merit.

Non-graduating students who belong to Top Five of their year level, as certified by the school administrator, shall receive a cash incentive of P300.

(c) **Housing Assistance.** The Housing and Settlements Development Office (HSDO) is hereby mandated to

prioritize solo parents as beneficiaries in any new urban poor settlement site. The equity requirement for solo parents shall be fifty percent (50%) of the prescribed amount; provided, however, that upon the informed and expressed choice of the solo parent concerned, he/she may opt to pay a hundred percent equity (100%) so as to pay lesser monthly amortizations.

The HSDO is required annually to submit to the City Mayor and the Sangguniang Panlungsod a list of indigent solo parents who availed of housing assistance.

- (d) **Burial Assistance.** In case of death of an indigent solo parent or his/her child, he/she shall receive a burial assistance of not more than Three Thousand Pesos (P3,000.00), in addition to the regular burial assistance given by the City to its indigent residents.

- (e) **Medical Assistance.** An indigent solo parent or his/her child shall be entitled to free hospitalization at the Naga City Hospital. He/she shall be given free medical services, including medicine and laboratory examinations.

For in-patient cases beyond the capacity of the Naga City Hospital, the City Government of Naga, thru the City Health Office and the CSWDO, shall forge a partnership with the Department of Health and/or the Bicol Medical Center in order to provide the solo parents and their children free medical services thru the Point of Care Program and/or other practicable health programs.

- (f) **Livelihood Assistance.** A solo parent association may be granted a livelihood assistance Ten Thousand Pesos (P10,000.00) or higher provided that its feasibility study and project proposal are approved by the Metro Naga Public Employment Office (Metro-PESO). Said office shall provide technical assistance to the solo parent association.

- (g) **Legal Services.** An indigent solo parent shall be given free notarial services at the City Legal Office. Upon recommendation of the City Social Welfare and Development Office or the Bantay Familia, the City Legal Office may likewise provide legal assistance to an indigent solo parent in a civil case involving the custody of children or in a criminal case where he/she is the complainant.

- (h) **Discounts on Purchases from Partner-Establishments.** Enterprises that applied as



partner-establishments of the city government shall extend five to 10 percent discounts, or higher, per their discretion and with due notice, to all services or goods purchased from them by solo parents and their children.

- (i) Other services, privileges and benefits that the city is currently giving or may subsequently offer.

**Article 4**  
**Registration and Availment of Benefits**

**Section 6. Registration** - The Solo Parent Office herein created shall undertake a city-wide registration of all the solo parents and their children in the twenty seven (27) barangays of the city for purposes of obtaining, among others, information on their names, ages, addresses, income including the source thereof, number of children per solo parent and the circumstances of being solo.

**Section 7. Issuance of ID** - The Office by itself or in coordination with the appropriate government agency shall cause the issuance of a Solo Parent Identification Card which shall be considered as competent evidence of identity and membership in the sector as well as to the entitlement to the benefits under this ordinance or existing law.

**Section 8. Availment of Benefits** - To avail the benefits under this ordinance, the indigent solo parent or his/her heir, in case of his/her death, shall present his/her Solo Parent ID Card.

**Section 9. Disqualification** - Change of civil status shall automatically result to disqualification from any of the entitlements under this ordinance except under Section 5, paragraph c hereof or when the beneficiary remains qualified under other existing or applicable ordinance, rules, policies and programs of the city.

**Article 5**  
**Partner Establishments**

**Section 10. Registration as Partner Establishments.** Any duly-registered business in the City of Naga can become partner establishments of the City Government of Naga.

Those interested to become a partner establishment shall submit a filled in application form, together with their Mayor's Permit, to the City Social Welfare and Development Office.

The CSWDO shall verify the authenticity of the documents submitted in close coordination with the City Treasurer's Office. Upon verification, a notice and a sticker shall be given to duly-approved partner establishment. Said notice

and sticker shall be posted by the partner establishment in a conspicuous place within its business premise.

Section 11. Duties of a Partner Establishment. The following shall be the responsibilities of a duly-accredited partner establishment:

- a. Post a signage that it is a duly-accredited Solo Parent Partner Establishment;
- b. Provide solo parents and their children, upon due presentation of their identification card, with at least five percent discount on all goods and services being offered;
- c. Maintain a list of all purchases made by solo parents and their children, as well as the amount of discounts given to them. Said list should also bear the names of the beneficiaries, their ID numbers and their signatures. This list shall be submitted to the CSWDO in a quarterly basis, no later than ten working days after the end of the last day of every quarter; and,
- d. Renew their registration as partner establishment every year.

Section 12. Benefits of a Partner Establishment. The City Government of Naga shall provide the following incentives to duly-accredited partner establishment:

- a. Provide them priority lanes in the Business One Stop Shop to ease the process for renewal of their permits; and,
- b. Furnish them the list and information of individuals who sought the help of Metro PESO for possible placement and employment.

#### **Article 6**

#### **Section Creation and Solo Parent Organization**

**Section 13. Solo Parent Section** - A Solo Parent Office is hereby created, which shall be a section under the direct supervision of the City Social Welfare and Development Office with the following functions:

- (a) In consultation with solo parents, develop a comprehensive social development and welfare program for solo parents and their children which shall include those herein listed;
- (b) Coordinate and work with appropriate offices and agencies of the government in providing such welfare services, privileges and benefits to the intended beneficiaries;
- (c) Assist in the organizational matters of the solo parents organization;

- (d) Exercise such other powers and perform such other duties and functions as may be assigned by the mayor or as may be prescribed by law or ordinance.

**Section 14. Plantilla Positions.** To ensure the efficient and effective implementation of the program, the following regular positions are hereby created under the CSWDO, namely:

I. Communiy Affairs Assistant (SG-8) - who shall:

- (a) Act as program manager;
- (b) Supervise the organization and operationalization of the Solo Parents Federation;
- (c) Formulate plans, projects and activities, prepare the necessary documents and budget proposals relevant thereto, and oversee the program implementation;
- (d) Ensure that plans, projects and activities for solo parents are included in the Annual Investment Program of the City of Naga;
- (e) Report program status and submit recommendations to CSWDO head; and,
- (f) Perform other functions as may be directed by the CSWDO head.

II. SOCIAL WELFARE AIDE (SG-4) - who shall:

- (a) Act as secretary to the program manager;
- (b) Receive applications;
- (c) Screen and pre-qualify applications;
- (d) Oversee home visits and verification of applicants;
- (e) Coordinate with other government agencies relative to successful conduct of home visits and verification of applicants;
- (f) Manage the administration and delivery of benefits to program beneficiaries;
- (g) Liaise with other government agencies to ensure smooth and professional administration and delivery of benefits to program beneficiaries;
- (h) Help the program manager in supervising the organization and operationalization the Solo Parents Federation;
- (i) Assist the program manager in drafting reports and in preparing the masterlist of program beneficiaries; and,
- (j) Perform other functions as may be directed by the program manager.

Personnel Requirement - The City Mayor shall appoint or assign a personnel in the Solo Parent Office who shall be primarily responsible in the over-all management of the program and accomplishment of the law's objectives.



**Section 15. Right to Organize** - The city encourages, and gives its full support to, the solo parents' right to organize themselves for purposes beneficial to its members.

The Solo Parent Federation shall assist the city in the formulation and effective implementation of the program. Prior consultation with it and its members shall be done in the management of the funds allocated for solo parents.

**Section 16. Honorarium and/or Allowance** - Solo Parent Federation Officers shall be entitled to a monthly honorarium under applicable rules and policies of the city. Likewise, each president or head of barangay solo parents organization shall be entitled to an allowance for their attendance to the meetings called by the city upon authority of the City Mayor.

**Article 6**  
**Appropriation and Final Provisions**

**Section 17. Appropriation.** The annual appropriation for the effective implementation of this ordinance shall be in accordance with a plan to be prepared by the Solo Parent Office, duly-recommended by the City Social Welfare and Development Office and the City Mayor and duly-approved by the Sangguniang Panlungsod. Said amount shall be incorporated in the annual budget of the City Social Welfare and Development Office.

**Section 18. Prohibition.** The housing assistance and tertiary scholarship assistance that an indigent solo parent received at the time he/she was qualified shall not be terminated immediately upon the change of his/her status or circumstance. His/her child shall continue to receive the tertiary scholarship assistance until he/she finishes the school year.

However, an indigent solo parent who has a change in status or circumstance but continues to avail of the benefits under this ordinance shall be prosecuted for Estafa and he/she shall reimburse the city government all benefits she received after the change in his/her status.

**Section 19. Implementing Rules and Regulations.** A rules committee, composed of the City Legal Officer as chairman and the City Social Welfare and Development Officer, a representative of the City Mayor's Office, the President of the Solo Parent Federation and the Chairman of the SP Committee on Family, Women and Children, as members, is hereby constituted to promulgate rules and regulations to effectively carry out the purposes of this Ordinance, subject to the approval of the City Mayor and the ratification of the Sangguniang Panlungsod.. But notwithstanding the absence of implementing rules and regulations, this Ordinance shall be considered self-executory.

**Section 20. Repealing Clause.** Any provision of ordinance, rules and regulations and/or parts thereof inconsistent with the provisions of this ordinance are hereby repealed and/or modified accordingly.

**Section 21. Separability Clause.** Should any portion or provisions of this ordinance be declared unconstitutional or invalid, the other parts or provisions thereof which are not affected thereby shall continue to be in full force and effect.

**Section 22. Effectivity.** This Ordinance shall take effect immediately upon its approval.


ENACTED: May 16, 2017.

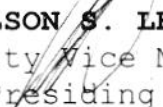
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**WE HEREBY CERTIFY** to the correctness of the foregoing ordinance.

  
**GIL A. DE LA TORRE**  
Secretary to the  
Sangguniang Panlungsod

  
**NELSON S. LEGACION**  
City Vice Mayor  
& Presiding Officer

APPROVED:

  
**JOHN G. BONGAT**  
City Mayor 