



Sangguniang Panglungsod

REPUBLIKA NG PILIPINAS  
PAMAHALAANG LUNGSOD NG MUNTINLUPA  
KALAKHANG MAYNILA

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. Boncayao, Jr.**  
                          **Coun. Alrin L. San Pedro**  
                          **Coun. Raul R. Corro**  
                          **Coun. Jo Jason T. Alcaraz**  
                          **Coun. Bal Niefes**  
                          **Coun. Nicanor L. Echavez, MD**  
                          **Coun. Victor L. Ulanday**  
                          **Coun. Dante S. Almario**  
                          **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**

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

*Victor L. Ulanday*

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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 Panglungsod of Muntinlupa this 26<sup>th</sup> day of May 1999, on its 40<sup>th</sup> Regular Session.




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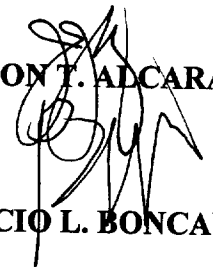
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CONCURRED:


  
ALDRIN L. SAN PEDRO  
Councilor


  
Atty. RAUL R. CORRO  
Councilor

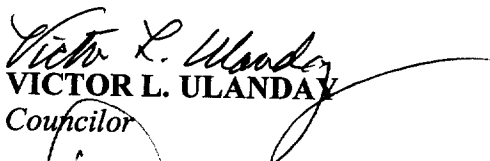
  
Atty. JO JASON T. ADCARAZ  
Councilor


  
Atty. PATRICIO L. BONCAYAO, JR.  
Councilor

  
BAL NIEFES  
Councilor


  
Dr. NICANOR L. ECHAVEZ  
Councilor

  
ARTEMIO A. SIMUNDAC  
Sectoral Representative  
President  
Association of Barangay Captains

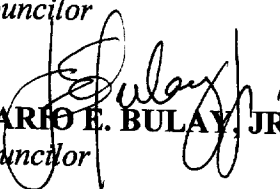
  
VICTOR L. ULANDAY  
Councilor


  
DANTE S. ALMARIO  
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

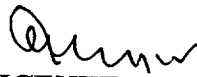


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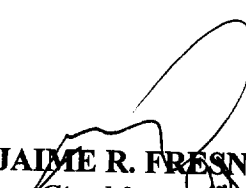
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ATTESTED:

  
VICENTE Y. CHUA  
Vice Mayor/Presiding Officer

APPROVED:

  
Atty. JAIME R. FRESNEDI  
City Mayor  
Date: 6-10-99





