



Republic of the Philippines
City Government of Muntinlupa
CITY OF MUNTINLUPA
Office of the City Mayor



EXECUTIVE ORDER NO. 01
Series of 2022-B

**PROVIDING FOR THE ESTABLISHMENT OF KALINGANG MUNTI ACTION CENTER,
UNDER THE OFFICE OF THE CITY MAYOR, ITS TECHNICAL WORKING GROUP, AND
THEIR RESPECTIVE FUNCTIONS**

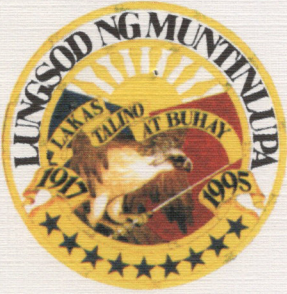
WHEREAS, Article II, Section 15 of the 1987 Philippine Constitution provides that “(t)he State shall protect and promote the right to health of the people and instill health consciousness among them;”

WHEREAS, Article XIII, Section 11, *supra*, provides that “(T)he State shall adopt an integrated and comprehensive approach to health development which shall endeavor to make essential goods, health and other social services available to all the people at affordable cost. There shall be priority for the needs of the underprivileged sick, elderly, disabled, women, and children. The State shall endeavor to provide free medical care to paupers;”

WHEREAS, Section 16 of Republic Act No. 7160, otherwise known as the Local Government Code of 1991, provides that “(E)very local government unit shall exercise the powers expressly granted, those necessarily implied therefrom, as well as powers necessary, appropriate, or incidental for its efficient and effective governance, and those which are essential to the promotion of the general welfare. Within their respective territorial jurisdictions, local government units shall ensure and support, among other things, the preservation and enrichment of culture, promote health and safety, enhance the right of the people to a balanced ecology, encourage and support the development of appropriate and self-reliant scientific and technological capabilities, improve public morals, enhance economic prosperity and social justice, promote full employment among their residents, maintain peace and order, and preserve the comfort and convenience of their inhabitants;”

WHEREAS, Section 6 of Republic Act No. 11463, otherwise known as the Malasakit Centers Act provides that “(T)here shall be established a Malasakit Center in all DOH hospitals and the PGH which shall:

- (a) Serve as a one-stop shop for medical and financial assistance;
- (b) Provide patient navigation and referral to the health care provider networks;
- (c) Provide information with regard to membership, coverage and benefit packages in the National Health Insurance Program;



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- (d) Document, process, and utilize data from patient experience through a standardized form to shape institutional changes in the hospital;
- (e) Provide capacity-building and performance evaluation to ensure good client interaction; and
- (f) Provide critical information on healthy behaviors and conduct health promotion activities in the hospital.

There shall be a special lane in each Malasakit Center for the exclusive use of senior citizens and persons with disabilities (PWDs).

The Malasakit Centers shall be non-partisan, convenient, free of charge, accessible, and shall have a standard system of availment of assistance.

The local government units (LGUs), state universities and colleges (SUCs), Department of National Defense (DND), Department of the Interior and Local Government (DILG) including the Philippine National Police (PNP), Department of Justice (DOJ) and other public hospitals may establish Malasakit Centers: Provided, That said hospitals meet the following standards and criteria:

- (1) Guarantee the availability of funds for the operations of the Malasakit Centers, including its maintenance and other operating expenses, personnel complement including staff training, performance assessment and monitoring;
- (2) Ensure the adoption of the integrated people-centered health services; and
- (3) Comply with other requirements to be prescribed by the DOH regarding service capacity and capability, location, among others.

WHEREAS, an integrated approach is necessary in the provision of financial assistance to residents and inhabitants of the City of Muntinlupa, wherein processes are streamlined and made easy and convenient to those who avail thereof, similar to the tenor of the statute mentioned in the immediately preceding paragraph;

NOW, THEREFORE, I, Rozzano Rufino B. Biazon, City Mayor of Muntinlupa, by virtue of the powers vested in me by law, do hereby order and decree that:

Section 1. Creation.

The Kalingang Munti Action Center (*Kalinga Center, for brevity*) is hereby established in the City of Muntinlupa. It shall serve the residents and inhabitants of the City of Muntinlupa by providing financial assistance based on the letter request and other requirements obligated by relevant laws, rules and regulations to be submitted.



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It shall be located at the ground floor of the Main Building of the Muntinlupa City Hall and shall be made readily accessible and comfortable to all those who wish to seek its services.

The Kalinga Center shall be created under the Office of the City Mayor, and it shall integrate the services currently provided by the following divisions and/or offices of the City Government of Muntinlupa, namely:

- (a) Office of the City Mayor - Pakay;
- (b) Office of the City Mayor – People’s Coordinating Office;
- (c) Social Services Department;
- (d) Community Affairs and Development Office;
- (e) Gender and Development Office.

Section 2. Functions of the Kalinga Center.

The Kalinga Center shall perform the following functions, namely:

- (a) Centralize and streamline all frontline services of the City Government including, but not limited to, the grant of financial assistance, medical assistance, burial assistance, and other related services to residents and inhabitants who have occasion to ask for the same;
- (b) Manage the daily operations thereof, including the administrative requirements and liaison work with other offices and agencies, whether local, national, or international;
- (c) Monitor and evaluate the services and operations thereof, including provide recommendations to the City Mayor related thereto;
- (d) Craft and recommend policies, programs and projects necessary to effectively implement the services of the Center, including to decrease turn-around or processing time, to improve customer satisfaction, and other outputs; and
- (e) Perform other functions and duties as may be deemed necessary or as may be assigned by the City Mayor.

Section 3. Technical Working Group.

The Office of the City Mayor shall be ably assisted by the Technical Working Group (*TWG, for brevity*), and it shall be composed of the following offices, namely:

- (a) Department of Internal Audit;
- (b) City Planning and Development Office;
- (c) Management Information Systems Office;
- (d) Gender and Development Office;



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(e) People's Coordinating Office.

Section 4. Functions of the Technical Working Group.

- (a) Craft the implementing rules and regulations, operational guidelines, and process flow of the services provided by Kalinga Center;
- (b) Develop the requisite information technology systems, both local and online, and ensure these contribute to efficiency, quality services and customer satisfaction;
- (c) Provide recommendations to achieve the foregoing; and
- (d) Perform such other functions and duties as deemed necessary to achieve the foregoing, or as may be directed by competent authority.

Section 5. Funding.

The Kalinga Center shall be built using the funds at the disposal of the City Engineering Department. Its physical maintenance and other administrative requirements shall be for the sole account of the Office of the City Mayor.

Section 6. Repealing Clause.

Should any previously issued order or directive be inconsistent with any provision herein found, then such order or directive shall be deemed repealed, revoked or altered accordingly.

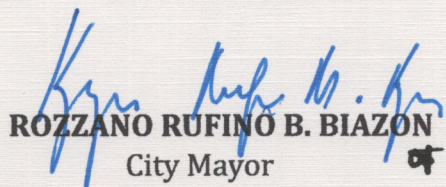
Section 7. Separability Clause.

In the event any provision herein found shall be judicially declared illegal or administratively held infirm, untouched provisions shall remain in full force and effect.

Section 8. Effectivity Clause.

This Executive Order shall be effective upon its signing, and it shall remain in full force and effect until repealed, revoked or altered accordingly.

DONE AND EXECUTED on this first day of July 2022 in the City of Muntinlupa.


ROZZANO RUFINO B. BIAZON
City Mayor