



REPUBLIKA NG PILIPINAS
PAMAHALAANG LUNGSOD NG MUNTINLUPA
KALAKHANG MAYNILA

Sangguniang Panglungsod

RESOLUTION NO. 02 – 120

**A RESOLUTION ADOPTING THE MEMORANDUM OF UNDERSTANDING
ON THE SIMPLIFICATION OF THE CIVIL REGISTRY SERVICES.**

Sponsored by:

- Hon. Aldrin L. San Pedro*
- Hon. Melchor R. Teves*
- Hon. Mario E. Bulay, Jr.*
- Hon. Francis Ian T. Bagatsing*
- Hon. Patricio L. Boncayao, Jr.*
- Hon. Victor L. Ulanday*
- Hon. Nicanor L. Echavez*
- Hon. Allan Rey A. Camilon*
- Hon. Raul R. Corro*
- Hon. Atty. Icasiano M. Dela Rea*
- Hon. Elmer S. Espeleta*
- Hon. Rene Carl S. Cayetano*
- Hon. Lucio B. Constantino*
- Hon. Mamerto T. Sevilla, Jr.*
- Hon. Rufino B. Joaquin*

WHEREAS, pursuant to *Civil Registry Law, Local Civil Registry Offices* are integral parts of the public administrative system and are in the frontline in the delivery of essential and critical public services which includes the issuance of civil registry documents in Security Paper (SECPA);

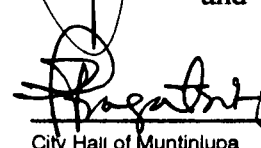
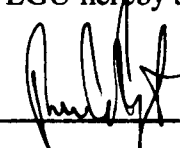
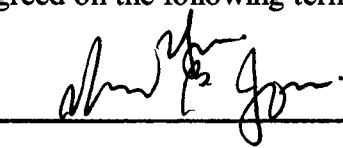
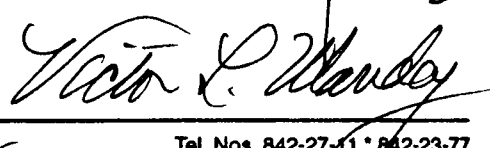
WHEREAS, the *Office of the Civil Registrar General Extension Office* in Muntinlupa City that was created and amended by *Ordinance Numbers 99-030 and 01-076* and *Census Serbilis Center* (Civil Registry System Service Outlet) hosted by the City Government of Muntinlupa have the following functions:

1. *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;*
2. *To issue certifications done in security paper;*
3. *To release the requested applications;*

WHEREAS, it is recognized that the delivery of Civil Registry Services be simplified and streamlined in support of good governance agenda of the present administration;

WHEREAS, a *Memorandum of Understanding* between the *National Statistics Office (The NSO)* and the thirteen (13) Cities of which *Muntinlupa City* is included and four (4) Municipalities within the Metropolitan Manila Area (The LGU) was signed during the launching of the Simplification of Civil Registry Services Project;

WHEREAS, in the above-mentioned Memorandum of Understanding, the NSO and The LGU hereby agreed on the following terms and conditions:



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The NSO

The NSO shall:

1. *Ensure the adequate supply of SECPA and make the same available to The LGU, upon payment of the required fees;*
2. *Deploy or Assign Authentication Officers to The LGU to authenticate Civil Registry Documents and SECPA issued by the LGU;*
3. *Maintain a Control Logbook of all SECPA issued to the LGU;*
4. *Monitor the use of SECPA by the LGU; and*
5. *Provide copies of this Memorandum of Understanding to the Passport Division of the Department of Foreign Affairs, foreign embassies and other government agencies, and to inform the said entities, as well as the general public concerning the authority of The LGU and other matters relative to this Agreement that may hereinafter be brought to the attention of competent authorities;*

The LGU

The LGU shall:

1. *Issue, through the duly appointed City or Municipal Civil Registrar as the sole authority, Civil Registry Documents in SECPA;*
2. *Purchase SECPA from the NSO or from the Bangko Sentral ng Pilipinas (BSP);*
3. *Ensure the proper handling, use and safekeeping of SECPA and prevent the spoilage and loss of the same; and*
4. *Immediately report to The NSO or BSP of any loss of used or blank SECPA;*

WHEREAS, in the same Memorandum of Understanding, the following terms and conditions were further agreed upon;

[Handwritten signature]



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1. That the NSO and the LGU shall effectively and optimally expedite the issuance of Civil Registry Documents in SECPA;
2. That the LGU may impose service fees in the issuance of a Civil Registry Document in SECPA in an amount not exceeding ninety pesos (Php90.00) in addition to the Authentication Fee imposed by the NSO;
3. That this Memorandum of Understanding shall remain in force and effect until amended or repealed by both parties, and the Memoranda of Agreements on the same subject previously entered into by local government units in Metropolitan Manila and the Office of the Civil Registrar General are hereby repealed or revoked;

[Large handwritten signature]

WHEREAS, the Local Civil Registry Office of the City of Muntinlupa, shall impose a service fee in the issuance of a Civil Registry Document in SECPA in the amount of fifty pesos (Php50.00), still lowest in comparison with the amount being collected by the neighboring cities and municipalities;

[Handwritten signature]

NOW THEREFORE, BE IT RESOLVE AS IT IS HEREBY RESOLVED, by the Sangguniang Panlungsod of Muntinlupa adopt the Memorandum of Understanding on the Simplification of the Civil Registry Services.

ADOPTED, by the Sangguniang Panlungsod of Muntinlupa this 27th day of June 2002, on its 37th Regular Session.

CONCURRED:

[Signature]
ALDRIN L. SAN PEDRO
Councilor

[Signature]
VICTOR L. ULANDAY
Councilor

[Signature]
DR. NICANOR L. ECHAVEZ
Councilor

[Signature]
ELMER S. ESPELETA
Councilor

[Signature]
ATTY. PATRICIO L. BONCAYAO, JR.
Councilor

[Signature]
FRANCISIAN T. BAGATSING
Councilor

[Signature]
ALLAN REY A. CAMILON
Councilor

[Signature]
RENE CARL S. CAYETANO
Councilor

[Signature]
ATTY. RAUL R. CORRO
Councilor

[Signature]
LUCIO B. CONSTANTINO
Councilor

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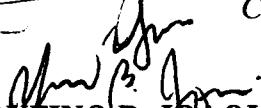
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MELCHOR R. TEVES
Councilor


MARIO E. BUZAY, JR.
Councilor

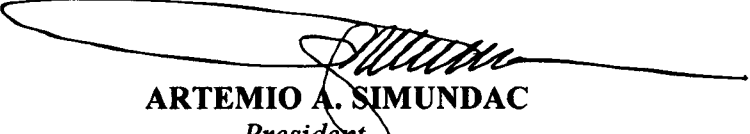

ATTY. CASIANO M. DELA REA
Councilor


MAMERTO T. SEVILLA, JR.
Councilor


RUFINO B. JOAQUIN
Councilor

ABSENT:


BAL MEFES
Councilor


ARTEMIO A. SIMUNDAC
President
Association of Barangay Captains

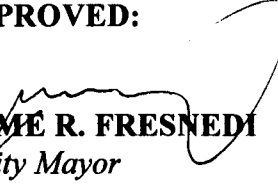
I HEREBY CERTIFY, as to the correctness of the foregoing Resolution.


ATTY. ISIDORO L. SORIANO, JR.
Secretary
SANGGUNIANG PANLUNGSOD

ATTESTED:


ATTY. JO JASON T. ALCARAZ ERIC
City Vice Mayor
Date: _____

APPROVED:


ATTY. JAIME R. FRESNEDI
City Mayor
Date: _____

Jeff/Nory



