



Republic of the Philippines
CITY GOVERNMENT OF MUNTINLUPA
Sangguniang Panlungsod ng Muntinlupa



CONCURRED:

ORDINANCE NO. 2025-

315

DISTRICT 1:

COUN. ATTY. RAUL R. CORRO

COUN. ATTY. ALEXSON V. DIAZ

ABSENT

COUN. PATY KATY C. BONCAYAO

COUN. ATTY. RACHEL C. ARCIAGA

COUN. IVEE RHIA ARCIAGA-TADEFA

COUN. ALLAN REY A. CAMILON

COUN. JEDIDIAH R. PRESNEDI, LPT

COUN. TING D. NIEFES

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COUN. RODOLFO W. MOLDEZ, JR.

COUN. ALLEN F. AMPAYA
LPB President

COUN. JONAS ANGELO L. ABADILLA
SK Federation Chairman

AN ORDINANCE ON STRENGTHENING THE PRE-MARRIAGE ORIENTATION AND COUNSELING (PMOC) PROGRAM OF THE CITY OF MUNTINLUPA THROUGH THE ADOPTION AND IMPLEMENTATION OF POPCOM-DOH-DSWD-PSA-DILG JOINT MEMORANDUM CIRCULAR NO.1, SERIES OF 2018, AND IMPOSING FEES THEREOF

Sponsored by: Hon. Coun. Allan Rey A. Camilon
Hon. Coun. Atty. Raul R. Corro
Hon. Coun. Atty. Alexson V. Diaz
Hon. Coun. Paty Katy C. Boncayao
Hon. Coun. Atty. Rachel Katriel Ann C. Arciaga
Hon. Coun. Ivey Rhia A. Tadeza
Hon. Coun. Allan Rey A. Camilon
Hon. Coun. Jedidiah R. Presnedi, LPT
Hon. Coun. Ting D. Niefes
Hon. Coun. Mark Lester M. Baes
Hon. Coun. Francis Ian T. Bagatsing
Hon. Coun. Engr. Mamerto T. Sevilla, Jr.
Hon. Coun. Engr. Marissa C. Rongavilla
Hon. Coun. Engr. Arlene D. Hilapo
Hon. Coun. Cornelio M. Martinez
Hon. Coun. Rodolfo W. Moldez, Jr.
Hon. Coun. Allen F. Ampaya
Hon. Coun. Jonas Angelo L. Abadilla

WHEREAS, Section 1 of Article XV of the 1987 Philippine Constitution mandates the State to recognize the Filipino family as the foundation of the nation and shall strengthen its solidarity and actively promote its total development. Moreover, Section 2 of the same Article recognizes marriage as an inviolable social institution that is the foundation of the family and thus, shall be protected by the State;

WHEREAS, Presidential Decree 965 and Section 15 of the Responsible Parenthood and Reproductive Health Law require couples who apply for a marriage license to present a Certificate of Compliance, certifying that they had duly received adequate instructions and information on responsible parenthood, family planning, breastfeeding and infant nutrition;

WHEREAS, Article 16 of Executive Order No. 209, Series of 1987, otherwise known as the Family Code of the Philippines, further requires couples, applying for a marriage license, whose ages fall between 18 to 25 years old, to undergo marriage counseling by a marriage counselor or one who is duly accredited by the Department of Social Welfare and Development;

WHEREAS, Joint Memorandum Circular (JMC) No. 1 Series of 2018: Revised Pre-Marriage Orientation and Counseling (PMOC) Program Implementing Guidelines of 2018 was issued by the Commission on Population and Development (POPCOM), Department of Interior and Local Government (DILG), Department of Social Welfare and Development (DSWD), Department of



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Health (DOH), and the Philippine Statistics Authority (PSA), to streamline and harmonize the implementation of the Pre-Marriage Orientation and Counseling (PMOC) Program at the local government level;

WHEREAS, Memorandum Circular 2018-182: Adoption of the Revised Pre-Marriage Orientation and Counseling (PMOC) Program Implementing Guidelines for 2018 was issued by the DILG enjoining all Local Government Units to adopt the aforementioned JMC No. 1;

WHEREAS, Executive Order No. 11 Series of 2021, issued on 26 March 2021, provided for the creation of the Pre-Marriage Orientation and Counseling Program, as envisioned by the foregoing statutes and issuances;

WHEREAS, Section 5, Article X, the Constitution provides that "Each local government unit shall have the power to create its own sources of revenues and to levy taxes, fees and charges subject to such guidelines and limitations as the Congress may provide, consistent with the basic policy of local autonomy. Such taxes, fees and charges shall accrue exclusively to the local governments."

NOW THEREFORE, BE IT ORDAINED AS IT IS HEREBY ORDAINED, by the 10th, Sangguniang Panlungsod of Muntinlupa in session assembled that:

SECTION 1. Short Title. This Ordinance shall be known and cited shortly as the "**Pre-Marriage Orientation and Counseling (PMOC) Program Ordinance of the City of Muntinlupa.**"

SECTION 2. Declaration of Policy. It shall be the policy of the City of Muntinlupa to:

- Recognize marriage as inviolable social institution and the foundation of the family which in turn is the foundation of the nation;
- Protect and strengthen the family as the basic autonomous social institution;
- Ensure couples are fully informed and equipped with necessary knowledge and skills in their expected roles and responsibilities as husband and wife, future parents and productive members of the society; and
- Provide Pre-Marriage Orientation and Counseling sessions to all parties who are about to get married/Require all contracting parties who are about to get married to attend Pre-Marriage Orientation and Counseling Sessions.

SECTION 3. DEFINITION OF TERMS. For the purpose of interpreting this Ordinance, certain words or terms are herein



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defined. Except as defined herein, all other words used in this Ordinance shall have their customary dictionary definition:

1. **Pre-Marriage Orientation and Counseling (PMOC)** - refers to a program under PD 965 of the 1987 Family Code of the Philippines and RA 10354 Responsible Parenthood and Reproductive Health Act, all couples applying for a marriage license in the Philippines are required to attend the Pre-Marriage Orientation and Counseling (PMOC) sessions before they can be issued a license;
2. **Pre-Marriage Orientation (PMO)** in compliance to RA 10354, it refers to the session that all contracting parties must attend before the issuance of a marriage license regardless of the age of the parties.
3. **Pre-Marriage Counseling (PMC)**- pursuant to Article 16 of the Family Code, it refers to the mandatory counseling of 18-25 years old in addition to their attendance to the Pre-Marriage Orientation (PMO).
4. **Certificate of Compliance**- a document issued to the contracting parties upon completion of the PMO session bearing the signature of the PMOC Team members and issued by the Local Population Office.
5. **Pre-Marriage Counseling Certificate** is a Certificate issued by the PMOC Counselor after the couples have completed the PMC session;
6. **PMC Counselors** are PMOC member accredited by the DSWD as Pre-Marriage Counselor, who will provide Pre-Marriage Counseling pursuant to EO 209.
7. **Registered Couples** refer to the contracting parties who pre-registered online on the PMO and PMC link and Quick Response (QR) Code.

SECTION 4. Adoption and Implementation of JMC No. 1, Series of 2018 on the Pre-Marriage Orientation and Counseling (PMOC) Program Implementing Guidelines of 2018. The current Pre-Marriage Counseling Program shall be strengthened through the adoption and implementation of the relevant provisions of the JMC No. 1, herewith attached and made integral part of this Ordinance, accordingly, the program be reorganized as Pre-Marriage Orientation and Counseling (PMOC) Program, which will provide the requisite pre-marriage orientation and counseling sessions to contracting parties applying for marriage license.

SECTION 5. Organization and Mobilization of the Local PMOC Team. A local PMOC Team shall be organized to oversee and efficiently perform the functions of the team prescribed in the JMC. The PMOC Team shall be composed of:

a City Population Development Office, Head - Team Leader

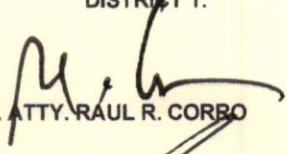


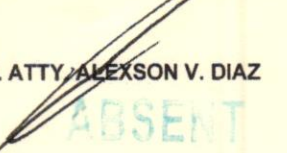
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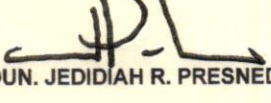
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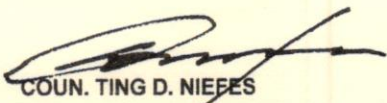

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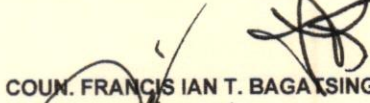

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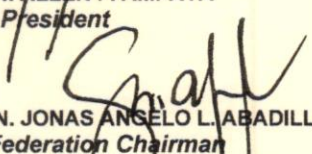

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Members :

- b. City Health Office Head
- c. Social Services Department, Head
- d. Local Civil Registry, Head
- e. Gender and Development Office, Head
- f. A representative from the Reproductive Health Program, CHO
- g. A representative from the City Nutrition Office, CHO
- h. Two (2) representatives from the Social Services Department who must be a registered social worker
- i. A representative of a civil society organization (CSO)

SECTION 6. Tasks and Functions. The PMOC Team shall have the following tasks and functions:

- a. Develop and maintain a responsive mechanism to effectively implement PMOC program in the city;
- b. Ensure adequate number of trained PMOC members that can cover the prevailing number of marriage license applicants;
- c. Advocate for the effective implementation of the PMOC Program to ensure enough resources, logistics requirement, and policy support for the program;
- d. Undertake preparatory activities for the PMOC sessions, and for this shall:
 - i. Disseminate information about the PMOC program through community assemblies;
 - ii. Post schedules of PMOC sessions in the office of the Local Civil Registrar, offices of the mandatory members of the PMOC team, and other conspicuously noticeable places in the City Hall of Muntinlupa;
 - iii. Ensure appropriateness, readiness and availability of a venue for PMOC sessions; and
 - iv. Prepare schedules of PMOC sessions for mandatory team members to enable them to plan these activities;
- e. Conduct the Pre-Marriage Orientation (PMO) session for not more than fifteen (15) couples at a time and the Pre-Marriage Counseling (PMC) session per couple or by group of not more than six (6) couples in physical or face to face session;
- f. Conduct the Virtual Pre-Marriage Orientation using Zoom teleconferencing for participants that may reach up to no more than 25 couples in the attempt to adapt in the e-governance strategy and mechanism;



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g. Conduct Special Pre-Marriage Orientation sessions either face to face session and/or asynchronous under the following conditions and subject to applicable fees:

- Couples and/or partner is in another country;
- Couples that request special session. It shall be subject to the availability of the resource persons.
- Special Pre-Marriage Orientation and Counseling sessions face to face subject to availability of the venue and the PMOC team.

h. Conduct PMOC sessions for selected couples based on the accomplished Marriage Expectations Inventory Form (MEIF), for contracting parties in the event that one is or both parties are eighteen to twenty-five (18-25) years old, or as duly requested by the couple themselves;

i. Provide the Certificate of Compliance to contracting parties who have completed the Pre-Marriage Orientation, which shall be signed by the PMOC Team members who conducted the PMO Session and issued by the Local Population Office;

j. Provide the Certificate of Marriage Counseling to contracting parties who have completed the Pre-Marriage Counseling session to be issued by an accredited Pre-Marriage Counselor;

k. Regularly assess, resolve and/or elevate arising issues in the implementation of the PMOC program; and

l. Maintain a client satisfaction feedback survey and consolidate the result annually as a mechanism to monitor the quality of PMOC session provided, as well as to serve as an additional basis in the renewal of the accreditation of Pre-Marriage counselors.

SECTION 7. Secretariat. The Secretariat shall be led by two (2) representatives of the Muntinlupa Population Development Office (MPDO). The Secretariat shall be responsible for providing technical and logistical support in the implementation of the PMOC Program.

The PMOC Secretariat shall specifically perform the following functions, namely:

- Maintain the profile and electronic or hard database of couples;
- Prepare the needed supplies, materials, and equipment for the conduct of the PMOC sessions;
- Prepare and control the issuance of Certificate of Compliance and Certificate of Marriage Counseling; and



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d. Prepare and submit reports to PMOC Regional Technical Working Group (TWG);

SECTION 8. Training of PMOC Team and Accreditation of PMC Counselors. To equip the members of the PMOC Team with the needed competency in the implementation of the program, all members of the team shall undergo relevant training in coordination and collaboration with concerned National Government Agencies (NGAs).

The PMOC team shall also have at least one (1) accredited Pre-Marriage Counselor, who will provide pre-marriage counseling pursuant to the Executive Order No. 209, Series of 1987, otherwise known as the Family Code of the Philippines. Initially, the Social Services Department (SSD) shall comply with the accreditation requirements of the Department of Social Welfare and Development (DSWD). Other members will be supported by the City Government in order to complete the accreditation requirement of the DSWD.

SECTION 9. PMOC Protocols. The process and procedures for the issuance of PMOC certificates shall comply with prescribed protocols under the Joint Memorandum Circular abovementioned. It shall be the responsibility of the PMOC Team to inform the public about the protocols for compliance.

SECTION 10. Preparation and Submission of Reports. The PMOC Team shall maintain a PMOC database and regularly consolidate program implementation reports. The said reports of accomplishments shall be submitted to the Local Chief Executive and the PMOC Regional TWG annually.

SECTION 11. Confidentiality of the Database. Personal details of the contracting parties shall be stored, maintained and treated with confidentiality by the PMOC Team, particularly by the PMOC Secretariat. The PMOC Team must observe and respect the data privacy rights of the contracting parties.

The use of any personal information collected, stored, and processed under the PMOC Program shall be subject to the rules and regulations as provided for by the Republic Act No. 10173, otherwise known as the Data Privacy Act of 2012.

SECTION 12. Collection of Fees. There shall be imposed minimal fees for the conduct of PMOC :

One Hundred Pesos (PhP 100.00)	All registered couples on PMO and Muntinlupa residents
One Thousand Pesos (PhP 1,000.00)	Registered couples on PMO and Muntinlupa residents requesting for a special schedule and/or special session of PMOC (Face to Face and/or asynchronous



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One Thousand Pesos (PhP 1,000.00)	All registered couples on PMO and Muntinlupa residents whose partner is abroad and requesting for online PMO;
Eight Hundred Pesos (PhP 800.00)	All registered couples for Pre-Marriage Counseling for Muntinlupa residents.

Fees are subject to increase based on the current prevailing inflation rate.

SECTION 13. Exemptions from payment of PMOC fees.

The following rules and guidelines shall be followed for exemptions for Pre-Marriage Orientation.

- Couples registered in PMOC that are participants in Kasalang Bayan organized by the Mayor's Office/ Other Offices/Department of the City Government of Muntinlupa;
- Indigent couples. (A certificate of indigency issued by the Muntinlupa SSD is required)

SECTION 14. Payment of Fees. Fees imposed herein shall be paid to the Treasury department and/or at the designated treasury personnel assigned at the Local Civil Registry – Muntinlupa. Fees collected shall form part of the General Fund of the City;

SECTION 15. Appropriations. The needed annual allocation for the efficient implementation of the PMOC program shall be proposed by the Muntinlupa Population Development Office (MPDO). Moreover, all City departments and offices participating in implementation of the PMOC Program shall allocate in their respective Annual Investment Plans the needed funding. Towards this end, coordination between the PMOC Team and these departments and offices shall be undertaken in order to ensure full coverage.

SECTION 16. Allowance and Emoluments - Subject to the existing rules and regulations issued by relevant offices and/or agencies, and subject to availability of funds, members of the PMOC team shall receive the amount of Three Thousand Pesos (PhP 3,000.00) for each meeting per month duly attended;

Members of the PMOC Secretariat, on the other hand, shall receive the amount of One Thousand Five Hundred Pesos (PhP1,500.00) for each meeting per month duly attended and facilitated.

SECTION 17. Repealing Clause. All previously issued orders and directives inconsistent with any provisions found herein shall deemed repealed, revoked or amended accordingly.



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SECTION 18. Separability Clause. In the event that any provision found herein shall be judicially decided illegal or administratively declared infirm, untouched provisions shall remain in full force and effect.

SECTION 19. Effectivity Clause. This Ordinance shall take effect fifteen (15) days after its completion of publication in the newspaper of general circulation.

ENACTED, by the **10th Sangguniang Panlungsod of Muntinlupa** this **3RD** day of March 2025, on its **136th** Regular Session.

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

CECILIA C. LAZARTE
Secretary to the Sanggunian

ATTESTED:

ARTEMIO A. SIMUNDAC
City Vice-Mayor/Presiding Officer

APPROVED:

ROZZANO RUFINO B. BIAZON
City Mayor

Date: **04 MAR 2025**