



Republic of the Philippines  
Province of Northern Samar  
**MUNICIPALITY OF SAN ROQUE**

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**OFFICE OF THE SANGGUNIANG BAYAN**

**MUNICIPAL ORDINANCE NO. 62 S, 2024**

**AN ORDINANCE STRENGTHENING PARTICIPATORY GOVERNANCE IN THE MUNICIPAL GOVERNMENT OF SAN ROQUE, NORTHERN SAMAR THROUGH THE EMPOWERMENT OF CIVIL SOCIETY ORGANIZATIONS, ESTABLISHING A PEOPLE'S COUNCIL, PRESCRIBING ITS POWERS AND FUNCTIONS, AND PROVIDING FOR THEIR PARTICIPATION IN THE LOCAL LEGISLATIVE PROCESS, AND LOCAL BOARDS, COUNCILS, COMMITTEES, TASK FORCES AND SIMILAR WORK GROUPS.**

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Authored by: SB Member Freddie F. Jarito  
Co - Authored by: Unanimous

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**WHEREAS**, Article II, Section 23 of the Philippine Constitution states that the "State shall encourage non-governmental, community-based or sectoral organizations that promote the welfare of the nation". This is further asserted in Article XIII, Section 15 and 16 that the State shall respect the role and rights of independent people's organizations in the pursuit of their collective interests and aspirations and ensure their effective and reasonable participation at all levels of social, political, and economic decision-making,

**WHEREAS**, this participation further affirmed in the Local Government Code, specifically in Article 62, Rule XIII, Implementing Rules and Regulations of the Local Government Code which provides that local government units shall promote the establishment and operation of non-government organizations, people's organizations and private sector to make them active partner in the pursuit of local autonomy, and to directly involve them in planning and implementation of programs and project of LGUs;

**WHEREAS**, by far, the most concrete expression of people's participation in governance is the role played by the civil society organizations (CSOs), non-government organization (NGOs), and people's organizations (POs), in the so called local special bodies, such as the development council, which according to the Local government Code has a crucial role: formulate plans that would determine what development projects should be pursued and how these would be financed, among others;

**NOW THEREFORE**, on motion of SB Member Freddie F. Jarito unanimously seconded by all of the Members of the Sangguniang Bayan present, **BE** It...

**BE IT ENACTED**, by the Sangguniang Bayan of San Roque during its regular session duly assembled that:

**SECTION 1. DECLARATION OF POLICY.** The Municipal Government of San Roque, Northern Samar hereby declares itself open to a partnership with duly accredited San Roque-based people's organizations in the conception, implementation and evaluation of all government activities and functions.

Towards this end, the Municipal Government of San Roque aspires to strengthen the role of people's organizations in policy making and local governance, and ensure their participation at all levels of social, political, and economic decision-making.

**SECTION 2. DEFINITION OF TERMS.** As used in this Ordinance;

**1. CIVIL SOCIETY ORGANIZATION (CSO)** - refers to any organized citizen's group including people's organizations (PO's) and non-government organization (NGOs) such as community groups, labor unions indigenous groups, charitable organizations, faith-based organizations, professional association, and foundation

**2. NON-GOVERNMENT ORGANIZATION (NGO)** - refers to an independent private and non-profit organization formed primarily to promote social and economic development with none of its officers or members occupying and elective positions

**3. PEOPLE'S COUNCIL (PC)** - refers to a body composed of representatives of registered or accredited Civil Society Organization and People's Organization,

**4. PEOPLE'S ORGANIZATION** - refers to a bona fide cooperative association of citizens organize for purposes not contrary to law, with demonstrated capacity to promote the public interest and with identifiable leadership, membership, and structure whose officers and members do not occupy any elective government position

**SECTION 3. ACCREDITATION OF CIVIL SOCIETY ORGANIZATION (CSO'S)** - To be duly and allowed to participate in local governance, a CSO should have actively operated for at least One (1) year in the municipality of San Roque, and must apply for accreditation with the Sangguniang Bayan. An application for accreditation shall be approved by the Sangguniang Bayan, upon submission of the following documents

- a. Letter of Application
- b. Duly accomplished Application Form for Accreditation
- c. Duly approved Board Resolution signifying intention for accreditation for the purpose of representation in local special body
- d. Certificate of Registration or existing valid Certificate of Accreditation from and NGA (or in the case of IPOs, certification issued by NCIP)
- e. List of current Officers
- f. For CSO's that have been in operation for at least one (1) year, Minutes of th Annual Meetings of the immediately preceding year as certified by the organization's board secretary or Certification from the board secretary certifying the annual meeting's conduct, including the date, location, attendees, and agenda
- g. For CSOs that have been in operation for at least one (1) year, Annual Accomplishment Report for the immediately preceding year.
- h. For CSOs that have been in operation for at least one (1) year, Financial Statement, at the minimum, signed by the executive officers of the organization, also of the immediately preceding year, and indicating therein other information such as revenue expenses and the source(s) of funds.

A CSO whose application for accreditation has been approved shall be issued a certificate containing the terms and conditions for accreditation

The Sangguniang Bayan, however, may from time to time, and in consultation with the organized People's Council, imposed such other requirements and conditions for registration as it may deem appropriate to best adhere to principles of this Ordinance

Any CSO already accredited prior to the effectivity of this Ordinance need not register for purposes of this Ordinance, unless its accreditation has in the meantime been withdrawn.



**SECTION 4. COMMITTEE FOR THE ACCREDITATION OF CSO'S** - The Sangguniang Bayan Committee on Awards, Citations, and Accreditations shall, in addition to its duties, perform the following functions:

- a. Receive, evaluate, and process applications for registration;
- b. Monitor compliance with the conditions for accreditation, and
- c. Initiate legislative measures for the effective performance of its tasks.

The People's Council created under Section 6 hereof, once formally organized, shall be entitled to representation in the Committee.

**SECTION 5. AUTOMATIC MEMBERSHIP OF CSO TO MUNICIPAL'S COUNCIL AND/OR BOARD** - An accredited CSO shall be an automatic member of the People's Council without need to perform any other act to achieve such membership.

**SECTION 6. CREATION OF PEOPLE'S COUNCILS.** - A People's Council composed of accredited CSO's shall be created in the Municipal Government of San Roque, Northern Samar. For this purpose, the Committee for Accreditation shall, not later than ninety (90) days from the effectivity of this Ordinance, call for the convention of all accredited CSOs to facilitate the formal organization of a People's Council. The Council shall represent local people's organizations and sectors.

The Municipal People's Council shall elect, from within its ranks, a representative who shall sit as its representative to the Sangguniang Bayan.

**SECTION 7. STRUCTURE AND RULES OF THE PEOPLE'S COUNCIL** - The People's Council shall determine its own organizational structure and internal rules, but shall at all times provide for adequate consultation mechanism for purposes of obtaining the views and suggestions of all political parties or movements, government employees' organizations, other non- accredited but legitimate CSOs, and accredited CSOs which are not members of the People's Council: Provided, that no political party, government employee's organization or non-registered CSOs may be nominated by the Council for membership in the Municipal Government of San Roque, Northern Samar special bodies nor granted rights and privileges of accredited CSOs under this Ordinance: Provided further, that no provision herein shall be interpreted to prohibit the Council from changing its name or from being organized for purposes other than those indicated in this Ordinance.

**SECTION 8. RECOGNITION OF THE PEOPLE'S COUNCIL IN THE SANGGUNIANG BAYAN** – the Municipal People's Council thru its elected representative shall file a petition for recognition to the Sangguniang Bayan, if the petition is granted by the Sangguniang Bayan, a Resolution of Recognition will be passed and approved.

**SECTION 9. WITHDRAWAL OF RECOGNITION OF THE PEOPLE'S COUNCIL** -The Sangguniang Bayan can withdraw the recognition granted to a People's Council only upon action of a petitioner, and based on the following grounds:

a. That the People's Council allowed itself or any of its member organizations to engage primarily in, or to be primarily used for, partisan activities:

h. other grounds to be provided for in the rules and regulations to be issued to implement this Ordinance.

The Sangguniang Bayan shall not recognize internal or inter-organizational conflicts within the People's Council.



**SECTION 10. POWERS AND RESPONSIBILITIES OF THE PEOPLE'S COUNCIL** - Upon recognition, the People's Council may, in accordance with its policies and internal rules, exercise the following powers and responsibilities:

1. Elect or appoint, from among its member organizations, its representatives to all local special bodies, board, council, committees, task forces and other similar work group of the Municipal Government of San Roque, Northern Samar including those which it may hereinafter create. Member organizations elected or appointed to represent the People's Council in the local special bodies, boards, councils, committees, task forces and other similar work groups of the Municipal Government of San Roque, Northern Samar. Unless otherwise provided herein, such representatives shall not exceed twenty- five (25) percent of the membership of the board, council, committee, task force, or special body;

2. Participate in the conceptualization, implementation, and evaluation of the activities of the Municipal Government of San Roque, Northern Samar: Provided that these functions shall be exercised without compensation or remuneration. The Municipal Government of San Roque, Northern Samar shall, however, provide for the necessary office spaces, facilities, and equipment for the use of the People's Council;

3. Established a Help Desk to be headed by a designated or appointed Desk Officer who shall facilitate, promote, and monitor CSO participation in the programs, projects, and activities of the Municipal Government of San Roque, Northern Samar.

4. Observe and participate in the deliberation, conceptualization, implementation, and evaluation of projects, activities, and programs of the Municipal Government of San Roque, Northern Samar, propose legislation, and participate at the committee level of the Sangguniang Bayan:

5. Elect a representative to the Municipal People's Council.

**SECTION 11. NON-PARTISAN NATURE OF THE PEOPLE'S COUNCIL** - The People's Council shall not engage in, or allow itself or its members to be used for purposes of partisan politics and shall adopt such measures to ensure that it is adequately shielded from any political partisanship or influence.


As used in this Ordinance, partisan politics shall refer to any activity, statement, or manifestation which solely or primarily serves to campaign for or against any particular political party or any candidate for any elective public office.

**SECTION 12. SEPARABILITY CLAUSE** - If any of the provisions of this Ordinance is declared invalid, the other provisions not affected shall remain in full force and effect.

**SECTION 13. REPEALING CLAUSE** - All ordinances, orders, and other issuances inconsistent with this Ordinance are hereby repealed or modified accordingly


**SECTION 14. EFFECTIVITY** - This Ordinance shall take effect immediately upon its approval and publication in the bulletin board located in the Municipal Public Market, Lobby in the Municipal Hall, and Super RHU.

**DONE and APPROVED**, this **23<sup>rd</sup> day** of September 2024 at Sangguniang Barangay Session Hall, 2<sup>nd</sup> Floor, Barangay Zone-3 Poblacion, San Roque, Northern Samar, Philippines.

  
**JOCELYN U. CORSO**  
SB Member (Absent)

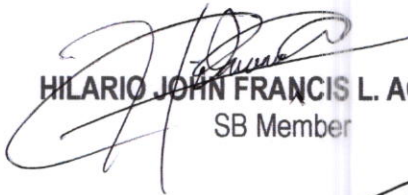
  
**ENGR. DANTE C. TAN**  
SB Member

  
**FEDDIE F. JARITO**  
SB Member

  
**RONALD L. MORA**  
SB Member



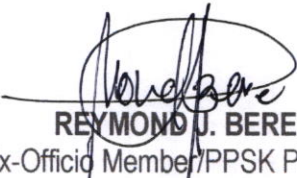
  
**GIO S. GALVEZ**  
SB Member

  
**HILARIO JOHN FRANCIS L. ACEBUCHÉ**  
SB Member

  
**DEMETRIO S. AVALON, JR.**  
SB Member

  
**ENGR. DEODATO L. BANTILO**  
SB Member

  
**FREDDIE F. JARITO**  
Ex-Officio Member/ABC Pres.

  
**REYMOND J. BERE**  
Ex-Officio Member/PPSK Pres.

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

  
**MARIENEL B. AVALON**  
Officer – in – Charge  
Office of the Secretary to the Sangguniang Bayan

ATTESTED:

  
**ETHEL O. RAMIREZ**  
Municipal Vice Mayor/Presiding Officer

APPROVED:

  
**MARIA ANA G. AVALON, MD, MPH**  
Municipal Mayor  
08 OCT 2024