**Republic of the Philippines**
# QUEZON CITY COUNCIL
**Quezon City**
**23rd City Council**

*PO23CC-213*

*72nd Regular Session*

*ORDINANCE NO. SP-3564, S-2026*

*AN ORDINANCE STRENGTHENING THE PUBLIC ASSISTANCE DIVISION OF THE SOCIAL SERVICES DEVELOPMENT DEPARTMENT (SSDD), BY ENHANCING ITS ORGANIZATIONAL STRUCTURE, THEREBY CREATING THIRTY-THREE (33) ADDITIONAL / NEW PLANTILLA POSITIONS, SUBJECT TO ALL APPLICABLE LAWS, RULES AND REGULATIONS, AND APPROPRIATING FUNDS THEREFOR AND FOR OTHER PURPOSES*

---

*Introduced by Councilor JOSEPH JOE VISAYA*

*Co-Introduced by Councilors Tany Joe "TJ" L. Calalay, Bernard R. Herrera, Dorothy A. Delarmente, M.D., Joseph P. Juico, Charm Ferrer, CPA, MPA, JD, Nicole "Nikki" V. Crisologo, Mikey F. Belmonte, Candy A. Medina, Atty. Voltaire Godofredo "Bong" Liban III, Aly Medalla, Ranulfo "Tatay Rannie" Z. Ludovica, Atty. Christoffer Allan "Tope" Liquigan, Wencerom Benedict C. Lagumbay, Luigi D. Pumaren, Atty. Vicente Belmonte Jr., Nanette Castelo Daza, Imee Rillo, Atty. Jesus Miguel Suntay, Raquel S. Malañgen, Alfred Vargas, MPA, Karl Edgar Castelo, Shaira "Shay" L. Liban, Ram V. Medalla, Maria Eleanor "Doc Ellie" R. Juan, O.D., Emmanuel Banjo A. Pilar, Kristine Alexia Matias, RN, Victor "Vic" D. Bernardo, Vito Sotto Generoso, and Erwin Rey "Cocoy" A. Medina*

---

*WHEREAS, Quezon City Ordinance No. SP-79, S-93 amended certain Sections of Ordinance No. NC-43, S-88 by creating the Public Assistance Division under the Social Services Development Department;*

*WHEREAS, Section 16 of Republic Act No. 7160, otherwise known as the Local Government Code of 1991, provides that: "Every 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 5 of Republic Act No. 11032 entitled, "An Act Promoting Ease of Doing Business And Efficient Delivery Of Government Services, amending for the Purpose Republic Act No. 9485, Otherwise known as the Anti-Red Tape Act of 2007 and for Other Purposes" provides that "All offices and agencies which provide government services are hereby mandated to regularly undertake cost compliance analysis, time and motion studies, undergo evaluation and improvement of their transaction systems and procedures and reengineer the same if deemed necessary to reduce bureaucratic red tape and processing time";*

*WHEREAS, the City Mayor, Honorable Ma. Josefina G. Belmonte's Executive Agenda seeks to deliver responsive and efficient social services to indigent residents and qualified QCitizens;*

*WHEREAS, the Quezon City Government crafted and institutionalized the Crisis Situation Assistance to Individuals and Families Program (CSAIFP) under the Public Assistance Division (PAD) of the Social Services Development Department (SSDD) for qualified clients to have an accessible and forthwith services that will address their immediate needs brought about by unforeseen circumstances affecting their economic condition, be it burial, medical, transportation, educational assistance and others;*

*WHEREAS, to strengthen the functionality of the Public Assistance Division (PAD) of the Social Services Development Department (SSDD), there is a need to enhance its Organizational Structure responsive to the implementation of CSAIFP.*

*NOW, THEREFORE,*

*BE IT ENACTED BY THE CITY COUNCIL OF QUEZON CITY IN REGULAR SESSION ASSEMBLED:*

*SECTION 1. TITLE. – This Ordinance shall be known as "An Ordinance Strengthening the Public Assistance Division of the Social Services Development Department (SSDD), enhancing its Organizational Structure, Creating Thirty-Three (33) Additional/ New Plantilla Positions, subject to all Legal and Existing Laws, Rules and Regulations and Appropriating Funds Therefor and for Other Purposes."*

*SECTION 2. FUNCTIONS. – The Public Assistance Division (PAD) shall be responsible for the implementation of the Crisis Situation Assistance to Individuals and Families Program (CSAIFP) to qualified clients.*

*SECTION 3. DEFINITION OF TERMS. – For the purpose of this Ordinance, the following terms shall mean:*

a. ***Authorized Representative*** – *any family member who represents a beneficiary who, for certain reasons, will not be physically present in processing and claiming the assistance requested;*

b. ***Beneficiary*** – *the person who actually needs the assistance. The beneficiary is the ultimate recipient of the assistance;*

c. ***Burial Assistance*** – *provision of Certificate of Guarantee to Funeral Parlors with existing Memorandum of Agreement with the Quezon City Government for free Mortuary Services in the prescribed amount of Twenty-Five Thousand Pesos (Php25,000.00), compliant with Quezon City Ordinance No. SP-2865, S-2019, and/or reduction in the mortuary services fee based on the recommendation of the SSDD;*

d. ***Case Management*** – *a systematic process for the assessment, planning, implementation, monitoring, and evaluation of the needs and services required by the clients;*

e. ***Case Summary Report*** – *the written overview of the socio-economic situation of the client or beneficiary including the brief assessment and recommendation as basis for the extension of crisis situation assistance;*

f. ***Certificate of Guarantee*** – *a document issued by the SSDD addressed to service providers to guarantee the payment of the service on behalf of the beneficiary. The service providers may include hospitals, drug companies, funeral homes and such other service providers that are willing to accept Certificate of Guarantee issued by the SSDD for payment of their services;*

g. ***Crisis Situation Assistance to Individuals and Families Program (CSAIFP)*** – *provision of various financial assistance programs as direct assistance to individuals and/or families to assuage their present need due to their economic hardship;*

h. ***Client*** – *any individual who seeks assistance or his/her authorized representative;*

i. ***Educational Assistance*** – *a direct financial assistance to student-in-crisis situations as augmentation to help defray school expenses such as school fees, school supplies, school projects, transportation, and other related expenses;*

j. ***Family Member/s*** – *a relative up to fourth degree of consanguinity or affinity, including the spouse, children, parents, siblings, uncles, aunts, grandparents, and grandchildren of the beneficiary;*

k. ***Financial Assistance*** – *provision of money/cash as direct assistance to individuals and/or families to assuage their present need due to their economic hardship;*

l. ***General Intake Sheet*** – *the form used by the SSDD to record basic information of the beneficiary and/or his/her authorized representative, indicating the problem presented, assessment as well as the recommendation for the assistance to be given to the beneficiaries;*

m. ***Healthcare Support Project for Indigent Person*** – *direct financial assistance from Quezon City given to patients diagnosed with chronic illness and enrolled in the PhilHealth Konsulta Package/YAKAP Package, but would still require non-medicinal and/or indirect cost over and above the provision of the Konsulta Package/YAKAP Package;*

n. ***Material Assistance*** – *the provision of assistance to clients to meet the basic need for food and/or other items for sustenance, such as:*

   n.1. *Bags of Material Assistance (grocery bag of food items good for five (5) days consumption);*

   n.2. *Food during travel (entailing minimum of four (4) hours travel time or more); and*

   n.3. *Personal Hygiene Kit (entailing more than twelve (12) hours of travel time or more);*

o. ***Medical Assistance*** – *provision of Certificate of Guarantee, gift check, or cash for the procurement of prescribed medicines, medical, laboratory, and other health implements not readily available at the Pharmacy of the Quezon City Health Department and/or direct financial assistance to those diagnosed with chronic illness and enrolled in the PhilHealth Konsulta Package/YAKAP Package for non-medicinal and/or indirect cost, over and above the provision of the Konsulta/YAKAP Package;*

p. ***Social Case Study Reports (SCSR)*** – *a comprehensive narrative biopsychosocial assessment of a social worker that serves as a basis for determining appropriate interventions, services, and/or crisis situation assistance needed by an individual and/or family; and*

q. ***Transportation Assistance*** – *provision of financial help to individuals or families in crisis who cannot afford travel expenses through the purchase of ticket by land, air, or water transport, as follows:*

q.1. *those who have been affected by natural and/or human-made calamities;*

q.2. *those who have been rescued within the vicinity of Quezon City;*

q.3. *those who are stranded or could not cope with the urban setting and wish to go back permanently to their hometown to help improve their socio-economic well-being;*

q.4. *those with emergency concerns:*

q.4.1. *further medical interventions in another place;*

q.4.2. *death or care of family members, relatives, or other individuals in need;*

q.4.3. *attendance to court hearing; and*

q.4.4. *rescue of abused relative;*

q.5. *those for reintegration to families as the case may be.*

*SECTION 4. COMPOSITION AND ORGANIZATIONAL STRUCTURE. – The Public Assistance Division shall be organized into three (3) new Sections namely: the Burial Assistance Section, the Medical Assistance Section, and the Auxiliary Assistance Services Section. A total of thirty-three (33) new position titles shall be created and assigned to aforementioned new Sections, as follows:*

*4.1.* ***PUBLIC ASSISTANCE DIVISION SENIOR STAFF***

| *Position Titles* | *Salary Grade* | *Item No.* | *Existing Positions* | *Proposed New Plantilla Positions* | *Total No. of Positions (Existing and Proposed)* |
|---|---|---|---|---|---|
| *Chief Administrative Officer (CTI)* (Division Chief IV)* | *24* | *112* | *1* | | ***1*** |
| *Project Development Officer IV* | *22* | | | *1* | ***1*** |
| ***Immediate Staff*** | | | | | |
| *Administrative Assistant II (Clerk IV)* | *8* | | | *1* | ***1*** |
| *Administrative Aide IV (Clerk II)* | *4* | *115* | *1* | | ***1*** |
| *Administrative Aide IV (Driver II)* | *4* | *114-1*<br>*114-2* | *2* | | ***2*** |
| *Administrative Aide III (Utility Worker II)* | *3* | *117* | *1* | | ***1*** |
| ***TOTAL*** | | | ***5*** | ***2*** | ***7*** |

** Project Development Officer V (SG-24) shall be created once Chief Administrative Officer (Division Chief IV) (SG-24) is vacated pursuant to Quezon City Ordinance No. SP-3411, S-2025.*

***Functions of the Proposed Plantilla Positions***

*a. Project Development Officer IV*

- *Assist the Division Head in the planning, development, and implementation of the Crisis Situation Assistance to Individuals and Families Program (CSAIFP);*
- *Assist the Division Head in the preparation and submission of the Division's budget proposal;*
- *Assist the Division Head in managing and general supervision of lower rank personnel;*
- *Assist the Division Head in the review and preparation of reports prior to finalization;*
- *Assist in the supervision, guidance, and evaluation for employees within their assigned division, enforcing proper performance of delegated tasks to meet the Department's and City's objectives; and*
- *Perform other related tasks as may be assigned.*

b. *Administrative Assistant II (Clerk IV)*
- *Prepare and submit to the Administrative Division documentary requirements such as daily time records (DTRs), Leave Applications and others, pertinent to employees' welfare and benefits;*
- *Prepare and submit documentary requirements pertinent to the logistical needs of the Division;*
- *Coordinate with the Administrative Division any concern for repair of equipment, others;*
- *Ensure compliance to the documentary requirements prior to submission to the Administrative Division relative to the preparation and processing of financial obligations/liquidation of cash advances;*
- *Submit final budget proposal of the Division to the Administrative Division for consolidation; and*
- *Perform other related tasks as may be assigned.*

4.2. ***PUBLIC ASSISTANCE DIVISION SECTIONS***

4.2.1. ***Burial Assistance Section*** – *Responsible for the provision of Certificate of Guarantee to Funeral Parlors with existing Memorandum of Agreement with the Quezon City Government for free Mortuary Services in the prescribed amount of Twenty-Five Thousand Pesos (Php25,000.00) compliant with Quezon City Ordinance No. SP-2865, S-2019, and/or reduction in the mortuary services fee based on the recommendation of the SSDD.*

| *Position Title* | *Salary Grade* | *Existing Positions* | *Transfer Plantilla Positions* | *Proposed New Plantilla Positions* | *Total No. of Positions (Existing and Proposed)* |
|---|---|---|---|---|---|
| *Social Welfare Officer III* | *18* | | *1* | | ***1*** |
| *Social Welfare Officer II* | *15* | | *1* | | ***1*** |
| *Social Welfare Officer I* | *11* | | *4* | *2* | ***6*** |
| *Project Development Officer I* | *11* | | | *1* | ***1*** |
| *Project Development Assistant* | *8* | | | *1* | ***1*** |
| *Social Welfare Aide* | *4* | | *4* | | ***4*** |
| *Administrative Aide IV (Clerk II)* | *4* | | *1* | | ***1*** |
| ***TOTAL*** | | | ***11*** | ***4*** | ***15*** |

***Functions of the Proposed Plantilla Positions***

a. *Project Development Officer I*
   - *Conduct final review of documents prior to submission for the preparation and processing of documentary requirements for the payment of financial obligations pertinent to the implementation of burial assistance;*
   - *Coordinate with funeral homes relative to the renewal of Memorandum of Agreement for the implementation of burial assistance;*
   - *Assess and evaluate submitted documents for inclusion in the Memorandum of Agreement (MOA) between the Quezon City Government and the Funeral Homes for the implementation of burial assistance;*
   - *Prepare and submit periodic reports;*
   - *Monitor lower rank employees; and*
   - *Perform other related tasks as may be assigned.*

b. *Project Development Assistant*
   - *Conduct initial review of submitted documents pertinent to the payment of the financial obligation for the extension of burial assistance;*
   - *Be responsible for the records keeping of documents of partner funeral homes pertinent to the implementation of burial assistance; and*
   - *Perform other related tasks as may be assigned.*

4.2.2. ***Medical Assistance Section –*** *Responsible for the provision of Certificate of Guarantee, gift check, or cash for the procurement of prescribed medicines, medical, laboratory, and other health implements not readily available at the Pharmacy of the Quezon City Health Department and/or direct financial assistance to those diagnosed with chronic illness enrolled in the PhilHealth Konsulta Package/YAKAP Package but require non-medicinal and indirect cost over and above the provision of the Konsulta/YAKAP Package, shall also be responsible for the provision of Social Case Study Report (SCSR)/Certificate of Guarantee and/or Referral Letters to stakeholders for the availment of medical assistance including provision of Certificate for inclusion in the Point of Service – PhilHealth Package.*

| *Position Titles* | *Salary Grade* | *Existing Position* | *Transfer Plantilla Position* | *Proposed New Plantilla Positions* | *Total No. of Positions (Existing and Proposed)* |
|---|---|---|---|---|---|
| *Social Welfare Officer III* | *18* | | | *1* | *1* |
| *Social Welfare Officer II* | *15* | | | *1* | *1* |
| *Social Welfare Officer I* | *11* | | | *6* | *6* |
| *Social Welfare Aide* | *4* | | | *11* | *11* |
| *Administrative Aide IV (Clerk II)* | *4* | | *1* | | *1* |
| ***TOTAL*** | | | ***1*** | ***19*** | ***20*** |

***Functions of the Proposed Plantilla Positions***

a. *Social Welfare Officer III*
- *Supervise and monitor the effective implementation of the medical assistance;*
- *Review, finalize, and submit documents/various reports pertinent to the implementation of medical assistance;*
- *Submit documentary requirements for the liquidation/payment of financial obligations pertinent to the extension of medical assistance;*
- *Submit budget proposal;*
- *Submit evaluation report of staff under the Medical Assistance Section;*
- *Recommend staff for attendance to capacity development activities;*
- *Conduct final review of documents pertinent to employee compensation and benefits under the Medical Assistance Section;*
- *Prepare other related tasks as may be assigned.*

b. *Social Welfare Officer II*
- *Ensure the implementation of medical assistance and monitors extent of medical assistance including budget utilization;*
- *Prepare and submit draft and final periodic reports;*
- *Prepare and submit drafts of budget proposal;*

- *Conduct staff coaching and mentoring;*
- *Prepare and submit evaluation reports of lower rank employees; and*
- *Perform other related tasks as may be assigned.*

c. *Social Welfare Officer I*
- *Conduct in-depth assessment and evaluation prior to preparation of corresponding report as part of case management process;*
- *Indorse ineligible client to the Auxiliary Assistance Services Section for other possible services/assistance; and*
- *Perform other related tasks as may be assigned.*

d. *Social Welfare Aide*
- *Conduct initial interview and review of submitted documents pertinent to completeness and compliance to the requirements;*
- *Encode basic information using the SSDD Benefit Tracker; and*
- *Perform other related tasks as may be assigned.*

4.2.3. ***Auxiliary Assistance Services Section*** *– Responsible for the provision of transportation assistance, educational assistance, and hospital bill assistance including preparation of Social Case Study Report/Report on Findings to stakeholders for the availment of medical or burial assistance to clients that are not covered by the SSDD-CSAIFP and/or for any other appropriate assistance. The Auxiliary Assistance Services Section shall also be responsible for the implementation of frontline services of the SSDD.*

| *Position Titles* | *Salary Grade* | *Existing Position* | *Transfer of Plantilla Positions* | *Proposed New Plantilla Positions* | *Total No. of Positions (Existing and Proposed)* |
|---|---|---|---|---|---|
| *Social Welfare Officer III* | *18* | | | *1* | ***1*** |
| *Social Welfare Officer II* | *15* | | | *1* | ***1*** |
| *Social Welfare Officer I* | *11* | | | *3* | ***3*** |
| *Project Development Officer II* | *15* | | | *1* | ***1*** |
| *Project Development Officer I* | *11* | | | *1* | ***1*** |
| *Project Development Assistant* | *8* | | | *1* | ***1*** |
| ***TOTAL*** | | | | ***8*** | ***8*** |

***Functions of the Proposed Plantilla Positions***

a. *Social Welfare Officer III*
   - *Oversee and supervise the daily operation of the Section;*
   - *Prepare and submit Budget Proposal needed in the implementation of the Auxiliary Assistance Services Section;*
   - *Prepare, consolidate, and submit various periodic reports in the course of the daily operation of the Section;*
   - *Monitor turnaround time, caseload distribution, and quality of client service delivery;*
   - *Conduct case reviews, staff coaching, and capacity building; and*
   - *Perform other related tasks as may be assigned.*

b. *Social Welfare Officer II*
   - *Prepare and process the documentary requirements for the extension of transportation assistance;*
   - *Prepare the provision of Social Case Study Report (SCSR)/Referral Letters to stakeholders for availment of further medical, burial assistance, and/or any other assistance;*
   - *Maintain accurate and comprehensive report, intervention plan, and other documents;*
   - *Plan and prepare schedule for the actual extension of the assistance; and*
   - *Perform other related tasks as may be assigned.*

c. *Social Welfare Officer I*
   - *Act as primary case handler for clients seeking transportation assistance and referral to other stakeholders;*
   - *Conduct intake screening and client interviews;*
   - *Prepare Social Case Study Report (SCSR) for transportation assistance and/or referral to other stakeholders;*
   - *Coordinate with barangay officials and hospitals for residency and medical verification;*
   - *Encode case details and monitor client follow-ups;*
   - *Maintain updated case files and ensure data accuracy; and*
   - *Perform other related tasks as may be assigned.*

d. *Project Development Officer II*
   - *Monitor the overall implementation of the Frontline Services;*
   - *Conduct coordination with the concerned Division for the submission of the list of qualified beneficiaries for the provision of educational assistance;*

- *Conduct final review of the documentary requirements included in the masterlist for the provision of educational assistance prior to submission to the Administrative Division for preparation/processing of financial documents; and*
- *Perform other related tasks as may be assigned.*

e. *Project Development Officer I*
- *Supervise staff assigned to implement the frontline services;*
- *Conduct validation as to the completeness of the supporting documents submitted by the Social Workers from the concerned Division for the provision of educational assistance and/or medical/burial or referral; and*
- *Perform other related tasks as may be assigned.*

f. *Project Development Assistant*
- *Conduct initial review of documents;*
- *Facilitate queuing of clients for further services; and*
- *Perform other related tasks as may be assigned.*

*SECTION 5. MOVEMENT OF EXISTING PLANTILLA POSITIONS. – The Plantilla positions of personnel under the Public Assistance Section of the Welfare and Relief Division of the Social Services Development Department as reflected in the Quezon City Personnel Schedule FY 2026 shall be transferred to the newly created Sections of the Public Assistance Division. Furthermore, two (2) positions from the Public Assistance Division shall be reassigned to its newly created Sections, as follows:*

| ***Item No.*** | ***Position Title*** | ***From*** | ***To*** |
|---|---|---|---|
| *104* | *Social Welfare Officer III* | *Public Assistance Section of the Welfare and Relief Division* | ***Burial Assistance Section*** |
| *105* | *Social Welfare Officer II* | | |
| *106-1* | *Social Welfare Officer I* | | |
| *106-2* | | | |
| *106-3* | | | |
| *106-4* | | | |
| *107-1* | *Social Welfare Aide* | | |
| *107-2* | | | |
| *107-3* | | | |
| *107-4* | | | |

| | | | |
|---|---|---|---|
| *113-1* | *Administrative Aide IV (Clerk II)* | *Public Assistance Division* | ***Burial Assistance Section*** |
| *113-2* | *Administrative Aide IV (Clerk II)* | *Public Assistance Division* | ***Medical Assistance Section*** |

*SECTION 6. ABOLITION OF EXISTING UNFILLED POSITIONS. – The positions as listed in the table with the corresponding Item Number, Salary Grade, and rate are hereby abolished.*

| ***PUBLIC ASSISTANCE DIVISION*** | | | |
|---|---|---|---|
| ***Item Number*** | ***Position Title*** | ***Salary Grade*** | ***Rate/Month*** |
| *116-1* | *Administrative Aide III (Carpenter I)* | *3* | *Php15,265.00* |
| *116-2* | *Administrative Aide III (Carpenter I)* | *3* | *Php15,265.00* |
| *118-1* | *Administrative Aide III (Painter I)* | *3* | *Php15,265.00* |
| *118-2* | *Administrative Aide III (Painter I)* | *3* | *Php15,265.00* |

*SECTION 6.1. The reorganization shall have the following limitations to ensure that the rights of the current PAD employees are hereby safeguarded:*

*a. The reorganization must not result in the dismissal or demotion of employees;*

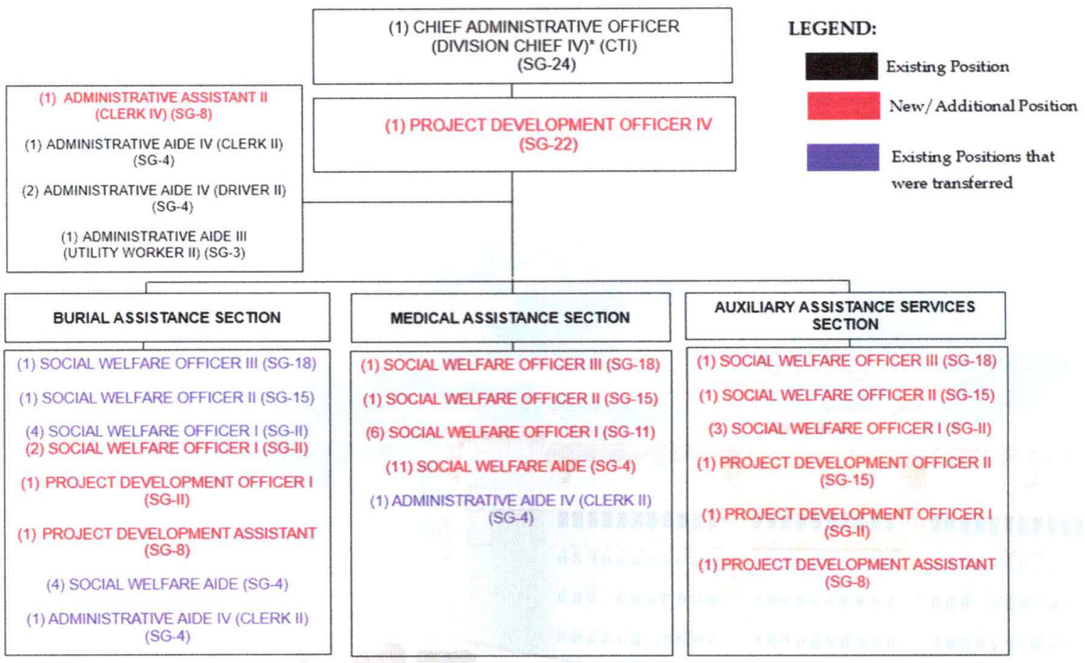
*b. Any Plantilla positions due for abolition under this Ordinance shall be abolished only upon vacancy thereof and shall be strictly made in accordance with the Civil Service laws, rules and regulations. Accordingly, all filled Plantilla positions offered for abolition shall be marked as co-terminus with the incumbent; and*

*c. In cases where the abolished Plantilla positions are still being occupied, the appointed employees therein shall continue to perform their duties and functions under the Division/Office that is most closely related to their original duties and functions.*

*SECTION 7. ORGANIZATIONAL STRUCTURE. – The document indicating the Functional Organizational Structure of the Public Assistance Division is hereby attached and made an integral part of this Ordinance.*

**ORGANIZATIONAL STRUCTURE**

**PUBLIC ASSISTANCE DIVISION (PAD)**




*SECTION 8. FUNDING. – The funds to cover the Personnel Services (PS) and other benefits relative to the creation of Thirty-Three (33) additional/new Plantilla positions shall be taken from the annual budget of the City. Appropriations for the salaries and benefits of the transferred personnel including the Maintenance and Other Operating Expenses (MOOE) of the PAD shall be taken from the SSDD approved budget and from the annual budget of the Quezon City Government every year thereafter.*

*SECTION 9. QUALIFICATION STANDARDS. – The qualification standards for the abovementioned positions shall be in accordance with the Civil Service guidelines and its implementing rules and regulations.*

*SECTION 10. RECRUITMENT AND WORKFORCE PLAN. – The proposed positions will be filled compliant to the Civil Service Commission Policies on Merit Promotion and the CSC Resolutions on the Omnibus Rules on Appointments and Other Human Resource Actions (ORAOHRA).*

*The filling of these positions shall be through the promotion of organic personnel and qualified Contract of Service (COS) employees. Any other positions with no qualified internal candidates shall be opened for lateral hiring. All vacant positions shall be immediately posted upon inclusion in the Quezon City Government Plantilla Schedule.*

*SECTION 11. SEPARABILITY CLAUSE. – If, for any reason, any section of this Ordinance is declared unconstitutional or invalid by a competent court, the remaining sections or provisions not affected thereby shall continue to be in full force and effect.*

*SECTION 12. REPEALING CLAUSE. – All ordinances, resolutions, rules and regulations inconsistent with or contrary to the provisions of this Ordinance are hereby repealed, amended, or modified accordingly.*

*SECTION 13. EFFECTIVITY CLAUSE. – This Ordinance shall take effect immediately upon its approval.*

*ENACTED: October 1, 2026.*

*CERTIFICATION*

*This is to certify that this Ordinance was ENACTED by the City Council on Second Reading on October 1, 2026 and was PASSED on Third/Final Reading on October 12, 2026.*

GIAN G. SOTTO
City Vice Mayor
Presiding Officer

APPROVED: OCT 30 2026

MA. JOSEFINA G. BELMONTE
City Mayor

*ATTESTED:*

ATTY. JOHN THOMAS S. ALFEROS, III
City Government Department Head III
(Secretary to the Sanggunian)