



OFFICE OF THE SANGGUNIAN BAYAN

Office of the Vice Mayor/Sangguniang Bayan, 2nd Flr., Municipal Bldg., Madrid Blvd., Zone III, Pinamalayan, Oriental Mindoro
Email Address: vicemayorsoffice@pinamalayan.gov.ph Tel. Nos. (043) 738-1432

MUNICIPAL ORDINANCE NO. 09- 2023

Sponsored by:

HON. EDWIN G. HERNANDEZ

AN ORDINANCE PRESCRIBING PROCESSING FEE FOR SERVICES THROUGH BATCH REQUEST QUERY SYSTEM (BREQS) IN THE MUNICIPAL CIVIL REGISTRY OFFICE OF THE MUNICIPALITY OF PINAMALAYAN, ORIENTAL MINDORO.

WHEREAS, Under Section 479 of Republic Act No. 7160 (Local Government Code), civil registration is a function of the local government through the City/Municipal Civil Registrar under the technical supervision of the Civil Registrar General who is the Administrator of the National Statistics Office currently Philippine Statics Office (PSA);

WHEREAS, PSA has launched the Batch Request Query System (BREQS) to be utilized by this local government unit which will provide an off-line method of encoding request for Civil Registry Documents (CRDs) and submission thereof to an online Serbilis Outlet of the PSA;

WHEREAS, the Municipal government of Pinamalayan through the Office of the Municipal Registrar has requested for the utilization of Batch Request Query System (BREQS) for the expansion of services to be delivered and for the convenience of its constituents;

NOW THEREFORE, be it ordained by the Sangguniang Bayan of Pinamalayan that:

Section I. TITLE - This ordinance shall be known as the *"Processing Fee through Batch Request Query System (BREQS) of the Municipality of Pinamalayan, Oriental Mindoro"*.

Section II. POLICY - It is hereby declared the policy of the Municipality of Pinamalayan, Oriental Mindoro to provide a more extensive service to its constituents relative to the vital events and documents registered in this municipality including those that may have been registered in other localities and submission thereof to an on-line Census Serbilis Centers (Serbilis Outlet).

Section III. PURPOSE - The purpose of this ordinance is to provide convenience to the clientele coming to the Municipal Civil Registry Office (MCRO) through the Batch Request Query System (BREQS), by receiving and processing their request, and issuing the requested certified Civil Registry Documents (CRDs) without traveling to a distant Serbilis Outlet of the Philippine Statistics Authority (PSA).

Section IV. DEFINITION OF TERMS – For purposes of this ordinance, the following terms shall have the corresponding meaning:

- a. **Philippine Statistics Authority (PSA)** - A government agency duly established under Republic Act No. 10625 or the "Philippine Statistical Act of 2013". It is the central statistical authority of the Philippine government that *collects, compiles, analyzes and publishes statistical information on economic, social, demographic, political affairs and general affairs* of the people of the Philippines and enforces the *civil registration functions* in the country.
- b. **Batch Request Query System (BREQS)** – A scheme where PSA authorizes a partner to receive requests for PSA-issued copies and certifications of civil registry documents from the public and issue the documents to its clientele.



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- c. **Civil Registry Documents (CRDs)** – Official documents containing facts of individuals such as the Certificate of Live Birth, Certificate of Marriage, Certificate of Death and Certificate of No Marriage (CENOMAR),
- d. **On-line Census Serbilis Centers (Serbilis Outlets)** – It is established by the PSA through Civil Registry IT (CRS-IT) Project in various locations of the Philippines to serve as service points for the decentralized servicing of requests for civil registry documents (CRDs).
- e. **Local Civil Registry Office (LCRO)** – Office responsible for the civil registration program of the city pursuant to the Civil Registry Law and files, keeps and preserves the books required by law and issues certified transcripts or copies of the registered documents.
- f. **Certificate of Live Birth** - An official document containing a person's birth details, including their full name, gender, place of birth, date and time of birth, and parents' basic information.
- g. **Certificate of Marriage** – Commonly known as "Marriage Contract"; a document that shows social union or a legal contract between two people.
- h. **Certificate of Death** - Official document containing information of a dead person, including the name of the individual, the date of birth, the date of death and the cause of death.
- i. **Certificates of No Marriage (CENOMAR or "Singleness")** – Certification issued by the PSA stating that a person has not contracted any marriage and showing singleness of an individual.
- j. **Clientele/clients** – A person or individual who wants to avail PSA certified copies of Civil Registry Documents (CRDs)
- k. **Fees** – The amount to be collected by the LGU as processing fee For Civil Registry Documents (CRDs) through BREQS in the Municipal Civil Registry Office.

Section V. Fees – There shall be a processing fee for availing Civil Registry Documents through BREQS to be paid at the Municipal Treasury Office (MTO).

CIVIL REGISTRY DOCUMENTS	STANDARD PROCESSING FEE	PROCESSING FEE FOR Document Owners who SENIOR CITIZEN/PWD/IP and Children aged 7 year old b
1. Certificate of Live Birth	PHP. 150.00	Php 120.00
2. Certificate of Death	150.00	120.00
3. Certificate of Marriage	150.00	120.00
4. CENOMAR	150.00	120.00



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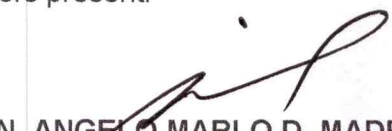
Section VI. Separability Clause: If, for any reason, any section or provision of this Ordinance or any part thereof, or the application of such section, provision or portion is declared invalid or unconstitutional, the remainder thereof shall not be affected by such declaration.

Section VII. Repealing Clause: All existing Ordinances, policies and regulations of this municipality found be inconsistent herewith are hereby repealed or modified accordingly.

Section VIII. Effectivity: This ordinance shall become effective upon completion of its publication for three (3) consecutive days in a newspaper of general circulation or posted in at least three (3) conspicuous places in Pinamalayan, Oriental Mindoro pursuant to the Local Government Code of 1991.

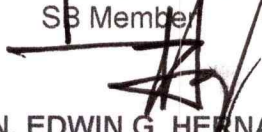
ENACTED UNANIMOUSLY this 24th day of July 2023 on motion Hon. Edwin G. Hernandez seconded by all Sangguniang Bayan members present.


HON. RIO S. MERCENE
SB Member


HON. ANGELO MARLO D. MADRID
SB Member


HON. MAURO P. HELERA
SB Member


HON. ANJUNE A. ZAMORA
SB Member


HON. EDWIN G. HERNANDEZ
SB Member


HON. JEOFFREY PAUL A. UMBAO
SB Member


HON. NAPOLEON M. MANGARING
SB Member

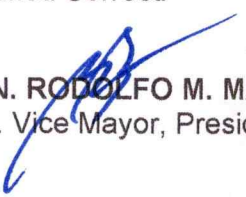

HON. ANTONIO VICTOR R. OLYMPIA
ABC Pres., SB Member


HON. JOVEN S. VELASCO
SKMF President, SB Member

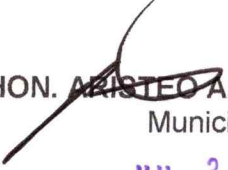
Attested:


ATTY. MIRASOL J. SANTOS
Secretary to the Sangguniang Bayan

Certified Correct:


HON. RODOLFO M. MAGSINO
Mun. Vice Mayor, Presiding Officer

Approved:


HON. ARISTEO APASAN BALDOS, JR.
Municipal Mayor

JUL 31 2023