Republic of the Philippines
Province of Oriental Mindoro
MUNICIPALITY OF ROXAS

OFFICE OF THE SANGGUNIANG BAYAN

EXCERPTS FROM THE JOURNAL OF THE 100TH REGULAR SESSION OF THE 10TH SANGGUNIANG BAYAN OF ROXAS, ORIENTAL MINDORO HELD ON 28 JUNE 2021, 2:00 P. M. AT THE FUNCTIONAL HALL OF LA PRIMERA GRANDE BEACH RESORT, BARANGAY SAN JOSE, ROXAS, ORIENTAL MINDORO.

Present:

Vice Mayor Gualberto V. Magno	- Presiding Officer
Councilor Jerwin S. Dimapilis	- Member
Councilor Agustin L. Cusi	- Member
Councilor David D. De La Cruz	- Member
Councilor John John S. Yason	- Member
Councilor Robert S. Quiatchon	- Member
Councilor Lucille T. Bacay	- Member
Councilor Juan Rafael M. Talens	- Member
Councilor Ronel S. Sescar	- Member
Councilor Celso M. Dimapilis	- President, Liga ng Barangay
Councilor Elmira May V. Tarac	- Member, MSKF President

Absent: N O N E

MUNICIPAL ORDINANCE NO. 34
Series of 2021

AN ORDINANCE PRESCRIBING POLICIES FOR THE ESTABLISHMENT OF A MUNICIPAL VOLUNTEER PROGRAM FOR SUSTAINABLE RURAL DEVELOPMENT IN THE MUNICIPALITY OF ROXAS, ORIENTAL MINDORO PROVIDING FOR INCENTIVES SYSTEM FOR VOLUNTEERS, ESTABLISHING GUIDELINES FOR OPERATIONS, ORGANIZING THE INSTITUTIONAL MECHANISMS FOR IMPLEMENTATION THEREOF AND FOR OTHER RELATED PURPOSES.

Authors:

Councilor **LUCILLE T. BACAY**
Councilor **JUAN RAFAEL M. TALENS**
Councilor **DAVID D. DE LA CRUZ**

WHEREAS, Sec. 2 of RA No. 9418 also known as the "Volunteer Act of 2007" declares that "it shall be the policy of the state to promote the participation of the various sectors of the Filipino society, and as necessary, international and foreign volunteer organization in public and civic affairs and adopt and strengthen the practice of volunteerism as a strategy in order to attain national development and international understanding. The inculcation of volunteerism as a way of life shall rekindle in every Filipino the time-honored tradition of bayanihan to foster social justice, solidarity and sustainable development;

WHEREAS, Sec. 12 (c) of the above-mentioned mandates that "LGUs shall establish volunteer programs in their respective offices to promote and

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encourage volunteering in government programs and projects as well as enjoin government employees to render volunteer in social, economic and humanitarian development undertaking in the community.

NOW THEREFORE, BE IT ORDAINED BY THE SANGGUNIANG BAYAN IN SESSION ASSEMBLED, that:

SECTION 1. TITLE. This Ordinance shall be known, referred to and cited as The Roxas Municipal Volunteerism Ordinance of 2021.

SECTION 2. DECLARATION OF POLICY. It is hereby declared policy of the municipal government to recognize volunteerism as a significant driver of political, economic and social development. It builds inclusion, ownership, solidarity and social cohesion, volunteerism has the potential to lead to stronger communities.

The municipal government recognizes that volunteerism should be promoted as fundamental rights and freedom of citizens and the marginalized sectors of society.

Further, part of the municipal government's policy is to alleviate some groups or the entire population from exclusion, volunteerism fosters a sense of belonging and inculcates resilience.

In particular, people are able to mobilize through volunteerism to manage resources, minimize the impact of climate change and create sustainable practices that will lead to better quality of community life.

Sec. 2 of R. A. No. 9418 also known as he "Volunteers Act of 2007" declare that it shall be the policy of the state to promote the participation of the sectors of the Filipino society, and as necessary, international and foreign volunteer organization in public and civil affairs and strengthen the practice of volunteerism as a strategy in order to attain national development and international understanding. The inculcation of volunteerism as a way of life shall rekindle in every Filipino the time-honored tradition of bayanihan to foster social justice, solidarity and sustainable development.

Sec. 12 (c) of the abovementioned mandates that "LGUs shall establish volunteer programs in their respective affairs to promote and encourage volunteering in government progress and projects as well as enjoin government employees to render volunteer in social economic and humanitarian development undertaking in the community.

SECTION 3. PURPOSE AND COVERAGE. The purpose and coverage of this Ordinance is to establish a program on volunteerism in the municipal government of Roxas, prescribe guidelines for its operation, grant incentives system for volunteers and to determine the institutional mechanism for the implementation of the program, among others. Due to the importance of the measure to help the municipal government expedite the implementation of its programs, projects and activities that are currently burdened because of the lack of staff and further

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hampered by the municipal government's excess in its personal services limitations, the enactment of the proposed measure is in order.

Further, it will also provide venue for local government officials and employees to also render volunteer work in the far-flung areas of the municipality to help in the development of rural communities.

SECTION 4. DEFINITION OF TERMS. As used in this Ordinance, the following words and phrases shall be construed and hereby defines as:

a) **Volunteerism** – refers to an act involving a wide range of activities, including traditional form of mutual aid and development interventions that provides an enabling and empowering environment both on the part of the beneficiary receiving and the volunteer rendering the act, undertaken for reasons arising from socio-developmental, business or corporate orientation, commitment or conviction for the attainment of the public good and where monetary and other incentives or reward are not the primary motivating factors. In this context, "volunteerism" shall be premised on the following principles:

   i. **Volunteerism is an activity or work.** Volunteering is a contribution in-kind (i.e. time, skills or services) and should be distinguished from donations in goods, cash or other valuable assets.

   ii. **Volunteerism is done by people**. Volunteers may act individually, as groups or through associations and other formal organizations; but in all cases, a "volunteer" is a human being.

   iii. **Volunteerism is done willingly**. Individuals must make a free choice to volunteer. If an individual is compelled or coerced, then he or she is generally not considered a volunteer.

   iv. **Volunteerism is done without pay**. In some contexts volunteers would not be expected to receive any kind of monetary compensation whatsoever, while volunteers might be entitled to stipends intended to help cover their living expenses or reimbursements of expenses incurred (such as the cost of travelling back and forth to the volunteer location).

   v. **Volunteerism is done to promote a cause or help someone outside of the volunteer's household or immediate family.** Volunteer activity is usually done to benefit the larger community, an organization representing community interests, a public body, or the common interest. While the individual volunteer's household or family might benefit from the volunteer work, some other person outside the family should benefit as well.

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b) Volunteer – refers to an individual or group who for reasons arising from their socio-developmental, business and corporate orientation, commitment or conviction, contribution time, service and resources whether on full time or part time basis to a just and essential social and rural development cause, mission or endeavor in the belief that their activity is mutually meaningful and beneficial to public interest as well as to themselves.

SECTION 5. ESTABLISHMENT OF MUNICIPAL VOLUNTEER PROGRAM. There is hereby established a Municipal Volunteer Program in the municipal government of Roxas which shall be operationalized and implemented and shall serve as the centerpiece program to instill, promote, propagate and harness the spirit of volunteerism or bayanihan among the people of Roxas, to be of service to the community in the collective aspiration towards rural sustainable development especially in bringing services to the most vulnerable and marginalized sectors and communities in the municipality of Roxas.

SECTION 6. VARIOUS MODES OF VOLUNTEERISM. Volunteerism in the municipal government shall be based on the field of expertise and/or fitness of the volunteer in any of the following modes:

a) Social Services. Volunteers may be engaged in feeding program for children and the elderly, rendering support or professional service during medical missions. Rendering of support or professional services in house building, visit to prisoners, counselling or any similar or analogous services;
b) Technical development assistance geared towards knowledge and skills sharing, e.g. conduct of lectures and training, reading and writing workshops for children, etc.;
c) Environmental and disaster response, e.g. clean-up drive, tree planning, relief and rehabilitation work, for victims of calamities and disasters, etc.;
d) Secretarial or office administration services. Volunteer work to assist in secretarial or errand works, document filing works, computer or ICT services;
e) Janitorial and community cleaning services. Volunteer work for janitorial services in municipal government buildings, clean-up works in maintaining the cleanliness of public parks, roads, estuaries, etc.
f) Other services that may be authorized by the Local Chief Executive upon recommendation of the Human Resource Management Officer.

SECTION 7. VOLUNTEER SERVICE BY LOCAL GOVERNMENT OFFICIALS AND EMPLOYEES. Municipal officials and employees shall also be encouraged to render at least one hundred (100) hours of community volunteer work under this volunteer program, outside of the official working days, and shall aim at providing opportunity for government employees to express and actualize their personal motivation and desire to help others especially the underserved and marginalized sectors of society. It shall contribute to the development of the identified communities or marginalized sectors where volunteer efforts are focused.

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Volunteer work of local government officials and employees may be done individually or by group with a maximum of three (3) members per focused community or sector. The employee-volunteer or group shall choose the particular community or sector and the nature of volunteer work that will be rendered.

SECTION 8. INSTITUTIONAL MECHANISM.

a) In order to operationalize the Municipal Volunteer Program, the Human Resource Management Section of the Office of the Mayor shall perform the following tasks and duties:

1) Conducts systematic information and education campaign on the Municipal Volunteer Program in the entire municipality for effective recruitment of volunteers.

2) Implement matching of volunteers with the existing demands or gaps in local government program implementation based on the approved capacity development agency, executive-legislative-CSO agenda, local development plan and the annual investment program, among others.

3) Maintains a systematic profile and database of locally available and municipal registered volunteers and provide list of the same for registration with the Philippine National Volunteer Service Coordinating Agency (PNVSCA).

4) Coordinates systematically and implements effectively and efficiently the municipal volunteer programs and activities.

5) Ensures the capacity building of key officials and employees of the municipal government on volunteer program implementation and its significance to local governance and afford them the opportunity to attend relevant capability building programs sponsored by other government or non-government institutions.

6) Initiates and implements a volunteer program among local government officials and employees and encourage local establishments to set up volunteer program as part of their corporate social responsibility (CSR).

7) Subscribes to a standard criteria on the selection of individual volunteer or group.

8) Ensures that a contract between the volunteer and the municipal government is executed before a volunteer is deployed to render voluntary services

9) Implements the incentives program for volunteers, as far as practicable, to volunteer/s assigned in various departments or units of the local government.

10) Monitors and assess volunteer/s performance and the municipal volunteer program.

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