

m. For the solo parent availing subsidy and discounts shall be submitted the following documentary requirements:

- 1) Affidavit of no employment;
- 2) Income Tax Return (ITR) or similar tax returns;
- 3) Social case study issued by the MSWDO; or
- 4) Any verifiable proof of income or Certificate of indigency.

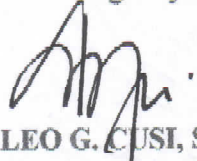
Custodians of the documents, records, data or information shall ensure that utmost confidentiality of the same, in compliance with Republic Act No. 10173 or the "Data Privacy Act of 2012".

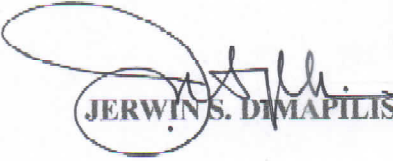
SECTION 14. ASSESSMENT. An applicant who manifests the need for assistance under this Ordinance is subject to assessment by a Social Worker at the Municipal Social Welfare and Development Office. The assessment shall cover, but not limited, to the following:

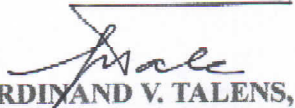
- a. Determination of the applicant's category as enumerated in Article II, Section 3, Paragraph (a) of this Ordinance and the provisions of RA 8972, including the provisions of its Implementing Rules and Regulations.
- b. Evaluation of the needs of the applicant and his/her children as basis for the provision of the appropriate service and intervention.
- c. Identification of the level of readiness of the applicant to receive a particular service/assistance, which shall serve as basis for the conduct of social preparation activities prior to the provision of such service/assistance; and
- d. Identification of existing and potentially available resources that may support the applicant and his/her children.

SECTION 15. PROCEDURE IN ACCESSING SERVICES FOR SOLO PARENTS. A person who needs assistance under this Ordinance and Republic Act 8972 as amended by RA 11861 or the "Expanded Solo Parents Welfare Act of 2023" shall comply with the following process:

- a. Visit the Municipal Social Welfare and Development Office (MSWDO) to manifest his/her need for assistance;
- b. Fill up application form for the assistance indicating, but not limited to, the following information:
 1. Name
 2. Age
 3. Address/Area of Domicile
 4. Income per month
 5. Source/s of income
 6. Number of children
 7. Circumstances of being solo;
- c. Undergo the necessary assessment process as stipulated in Section 14, Article IV of this Ordinance;
- d. A social case study report shall be prepared by the social worker based on the information/data provided for by the applicant, as well as his/her assessment of said applicant, indicating therein the appropriate services needed;
- e. The social case study report, together with a referral letter prepared by the social worker, shall be forwarded by the Municipal Social Welfare and Development Office to the agency concerned providing the appropriate assistance/service.


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- f. The social worker shall inform the parent of the status of his/her application within thirty (30) days from the filing or such and shall require him/her to visit the agency/institution providing the assistance;

In case the applicant is not qualified for services under this Ordinance, he/she will be referred to the appropriate agency/program for assistance.

- g. Upon the favorable evaluation of the social worker, a Solo Parent Identification Card shall be issued to the solo parent thirty (30) days upon application duly signed by the Municipal Social Welfare and Development Officer and the Municipal Mayor.

The Solo Parent Identification Card is necessary for the availment of benefits under the Act and this Ordinance. Such Identification Card shall be valid for only one (1) year, but may be renewed subject to a new assessment and evaluation.

- h. For the public's information and guidance, a list of persons who applied and those who were able to avail of the benefits under this Ordinance shall be made available by the concerned Social Welfare and Development Officer who processed their applications.

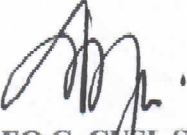
SECTION 16. AVAILMENT. Proof of membership and entitlement shall be presented by the solo parent and/or his/her children to avail the above benefits granted under this Ordinance.

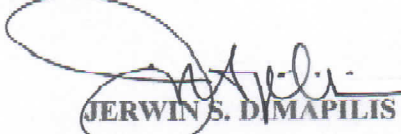
SECTION 17. PROCEDURE FOR APPLICATION OF BENEFITS. An applicant who was determined by a social worker to be eligible for assistance may apply for benefits under this Ordinance through the following:

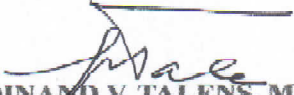
- a. The solo parent may go to the agency providing such benefit bringing with him/her the Identification Card issued by the Municipal Social Welfare and Development Office;
- b. Undergo the necessary qualifying activities required by the agency as prescribed by the Rules implementing RA 8972 as amended by RA 11861 or the Expanded Solo Parent Act of 2023; and
- c. Comply with the necessary requirements set forth by the agency providing the service for the duration of the assistance (e.g. schooling, housing) subject to existing rules of the agencies concerned.

SECTION 18. ISSUANCE OF PURCHASE BOOKLET AND ITS CONTENTS. Purchase booklet issued by Municipal Social Welfare and Development Office to the solo parent for free must contain the following basic information:

1. Solo Parent ID Number
2. Booklet control number
3. Name of Solo Parent
4. Gender
5. Address
6. Date of Birth
7. Picture
8. Signature or thumb mark of Solo Parent
9. Logo of the Municipality of Roxas, Oriental Mindoro
10. Signature of the Municipal Social Welfare and Development Officer
11. Signature of the Municipal Mayor


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SECTION 19. LIMITATIONS. Only a solo parent exercising sole parental care and support of the child or children is entitled to claim the benefits of a solo parent under this Act: Provided, That a solo parent shall not lose his or her status as solo parent if the other parent provides occasional assistance and/or seasonal gifts that do not meet the legal requirement of support under The Family Code of the Philippines; Provided, further, That the absence of a valid and legal marriage between the mother and father of a child or dependent does not automatically entitle either individual to the benefits under this Act if the factual circumstances demonstrate that parental care and support are shared.

SECTION 20. DISQUALIFICATION. A change in the status or circumstances of the parent claiming benefits under this Ordinance, such that he/she is no longer left alone with the responsibility of parenthood, shall terminate his/her eligibility for benefits such as change in the status with marriage as MSWDO may deem proper.

SECTION 21. PROCEDURE OF TERMINATION OF BENEFITS.

- a. A solo parent shall manifest to the Municipal Social Welfare Development Officer his/her intention to withdraw the availment of the benefits under this Ordinance.
- b. If the solo parent does not voluntarily manifest his/her intention to terminate the provision of benefits and services before the lapse of one year from the issuance of the Solo Parent I.D., the Social Worker, based on a report by the employer or any interested person, shall conduct the necessary assessment /evaluation to ascertain if grounds for termination and withdrawal of benefits exist.

The Identification Card shall cease to be effective upon the lapse of one year from issuance, unless renewed based on a new assessment and evaluation. Failure to renew will mean that he/she has changed his/her status as a solo parent.

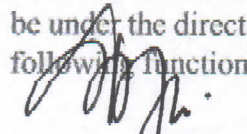
- c. The solo parent shall be informed of the result of the assessment/evaluation and termination of the service, if warranted, through written notice. The termination shall take effect thirty (30) days from the receipt of the notice of termination.

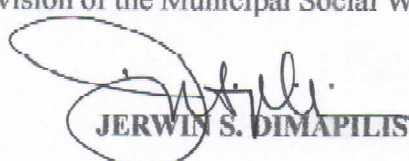
In cases when the service cannot be terminated in a period of one (1) month, e.g. schooling, the service shall be completed until its due time. The National Housing Authority (NHA) and other participating housing agencies shall issue the guidelines in the termination of housing benefits provided in the Implementing Rules and Regulations of RA 8972 as amended by RA 11861 or the "Expanded Solo Parents Welfare Act of 2023".

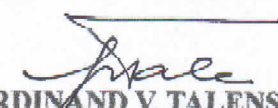
- d. The solo parent and his/her children shall undergo psychosocial counseling with the social worker to prepare them for independent living. The termination of said benefits shall be without prejudice to reapplication should the circumstances so warrant.

ARTICLE IV
OFFICE CREATION, SOLO PARENT ORGANIZATION AND
SOLO PARENTS' WEEK CELEBRATION

SECTION 22. SOLO PARENT'S DESK. A Solo Parent's Desk is hereby created which shall be under the direct supervision of the Municipal Social Welfare and Development Office with the following functions:


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- (a) Plan, implement, and monitor yearly work programs in pursuance of the objectives of this Ordinance;
- (b) Draw up a list of available and required services from the solo parents;
- (c) Maintain and regularly update on a quarterly basis the list of solo parents and issue free Solo Parent Identification Card;
- (d) Issue free booklets to solo parents;
- (e) Serve as a general information and liaison center for solo parents;
- (f) Monitor compliance with the provisions of this Ordinance, particularly the grant of privileges and additional benefits;
- (g) Report to the Mayor or office of the social welfare, any individual, establishment, business entity, institution or agency that violates any provision of this Ordinance;
- (h) Assist the solo parents in filing the complaints against any individual, establishment, business entity, institution or agency that refuses or fails to provide the privileges and additional benefits of solo parents granted under this Ordinance; and
- (i) Provide such other services as may be required under this Ordinance.

SECTION 23. PERSONNEL REQUIREMENT. The Municipal Mayor shall appoint or assign personnel in the Solo Parent's Desk who shall be primarily be responsible for the over-all management of the program and accomplishment of the law's objectives.

SECTION 24. RIGHT TO ORGANIZE. The Municipality encourages and gives its full support to the solo parent's right to organize themselves for purposes beneficial to its members. The Solo Parents Organization/Federation shall assist the Municipality in the effective formulation and implementation of its program of services.

SECTION 25. SOLO PARENTS' DAY. To commemorate the role and significance of every solo parent in the Municipality, the third Friday of April of every year is hereby declared as Solo Parents' Day in the Municipality of Roxas, Oriental Mindoro. Fund will be derived from the GAD Fund.

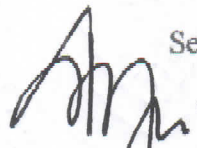
ARTICLE V PENALTY PROVISIONS

SECTION 26. PENALTY FOR VIOLATIONS. Persons or companies found violating any provision of this Ordinance shall be penalized as follows:

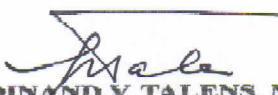
First Offense	–	P1,000.00
Second Offense	–	P1,500.00
Third Offense	–	P2,500.00 or one (1) month imprisonment, or both, at the discretion of the Court.

SECTION 27. PENALTIES FOR FALSIFICATION OF DOCUMENTS BY A SOLO PARENT. Any person found guilty of falsification of documents to avail of the above solo parent benefits shall be fined with:

First Offense	–	P1,000.00
Second Offense	–	P1,500.00


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Third Offense — P2,500.00 or one (1) month imprisonment, or both,
at the discretion of the Court.

ARTICLE VI APPROPRIATION

SECTION 28. APPROPRIATION. This funding will be appropriated from the Gender and Development (GAD) funds of the Municipality of Roxas, Oriental Mindoro.

ARTICLE VII FINAL PROVISIONS

Section 29. BARANGAY SOLO PARENT PROGRAM. All twenty (20) barangays of the municipality are highly encouraged to establish their respective Solo Parent Program and to support as well as provide necessary funding assistance thereto by including it in their respective annual budget.

Section 30. IMPLEMENTING RULES AND REGULATIONS. A Rules Committee, composed of the Chairman of SB Committee on Women, Children, Family Relations, People Empowerment and Values Formation as Chairman and the Municipal Social Welfare and Development Office (MSWDO), the GAD Focal Person, a representative of the Municipal Mayor's Office, the President of the Solo Parents Federation as members, is hereby constituted to promulgate rules and regulations to effectively carry out the purposes of this Ordinance, subject to the approval of the Municipal Mayor. But notwithstanding the absence of implementing rules and regulations, this Ordinance shall be considered self-executory.

SECTION 31. REPEALING CLAUSE. Any Municipal Ordinance, rules and regulations and/or parts thereof inconsistent with the provisions of this ordinance are hereby repealed and/or modified accordingly.

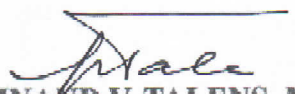
SECTION 32. SEPARABILITY CLAUSE. In the event that any part or provision of this Ordinance shall be held unconstitutional or invalid, the other parts or provisions not affected thereby shall continue to be in full force and effect.

SECTION 33. EFFECTIVITY. This Ordinance shall take effect upon its approval and fifteen (15) days after publication in a newspaper of local circulation.

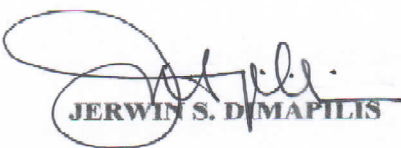
On motion of Councilor Lucille T. Bacay duly seconded by Councilor John John S. Yason, Councilor Robert A. Baticos and Councilor Veil Charlleo B. Cusi this Ordinance is hereby ENACTED.

Adopted: 10 July 2023

CERTIFIED CORRECT:


FERDINAND V. TALENS, MPA
Secretary to the Sangguniang Bayan

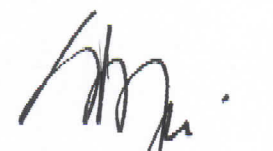

LEO G. CUSI, SR.


JERWIN S. DIMAPILIS

ATTESTED:


JERWIN S. DINAPILIS
Municipal Vice Mayor

APPROVED:


LEO G. CUSI, SR.
Municipal Mayor
Date: _____

mjcrito/07102023

07-17-2023
ma. Lina Endano

Received: *for the*
7/19/2023

Received by: *Jemo*
7/17/23

Rec'd. by: *Atty*
07-17-2023