

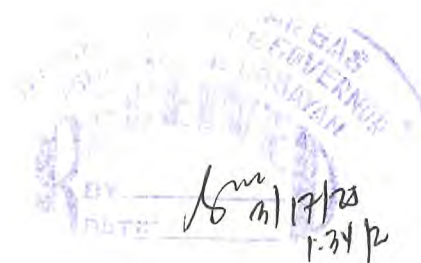


REPUBLIC OF THE PHILIPPINES
TUGUEGARAO CITY GOVERNMENT
OFFICE OF THE SECRETARY TO THE SANGGUNIANG PANLUNGSOD

March 17, 2025

DR. ROSALINDA P. CALLANG

Secretary to the Sanggunian
Sangguniang Panlalawigan, Province of Cagayan
Capitol Hills, Tuguegarao City



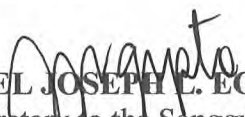
Madam:

Pursuant to Section 55 of the Local Government Code, we are now submitting for review and action the attached legislative measure enacted by the Sangguniang Panlungsod of Tuguegarao City during its 128th Regular Session on March 3, 2025, to wit:

1.) CITY ORDINANCE NO. 09-09-2025 - ORDINANCE INSTITUTIONALIZING THE "NO TUGUEGARAO ACCREDITED CIVIL SOCIETY ORGANIZATION (CSO) LEFT BEHIND" PROGRAM AND PROVIDING FUNDS THEREFOR

Thank you.

Yours truly,


JOEL JOSEPH L. EGIPTO
Secretary to the Sanggunian





Republic of the Philippines
PROVINCE OF CAGAYAN
Tuguegarao City
NINTH CITY COUNCIL



3/17/25
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EXCERPTS FROM THE MINUTES OF THE 128th REGULAR SESSION OF THE NINTH CITY COUNCIL OF TUGUEGARAO CITY, CAGAYAN HELD ON MARCH 03, 2025 (MONDAY), 9:00 A.M., AT THE SANGGUNIAN PANLUNGSOD SESSION HALL

PRESENT:

Hon. Bienvenido C. De Guzman II	City Vice Mayor, Presiding Officer
Hon. Mark Angelo B. Dayag	Sangguniang Panlungsod Member
Hon. Maria Rosario B. Soriano	-do-
Hon. Ronaldo S. Ortiz	-do-
Hon. Mary Marjorie P. Martin-Chan	-do-
Hon. Gilbert S. Labang	-do-
Hon. Jude T. Bayona	-do-
Hon. Karina S. Gauani-Viernes	-do-
Hon. Arnel T. Arugay	-do-
Hon. Grace B. Arago	-do-
Hon. Tirso V. Mangada	-do-
Hon. Marc Aldous C. Baccay	-do-
Hon. Restituto C. Ramirez	Ex Officio Member
Hon. Cerene Pearl T. Quilang	-do-

ABSENT:

Hon. Imogen Claire M. Callangan	Sangguniang Panlungsod Member
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CITY ORDINANCE NO. 09-09-2025

ORDINANCE INSTITUTIONALIZING THE ‘NO TUGUEGARAO ACCREDITED CIVIL SOCIETY ORGANIZATION (CSO) LEFT BEHIND’ PROGRAM AND PROVIDING FUNDS THEREOF

**SPONSORS: HON. MARK ANGELO B. DAYAG
HON. BIENVENIDO C. DE GUZMAN II
HON. MARC ALDOUS C. BACCAY
HON. JUDE T. BAYONA
HON. MARIA ROSARIO B. SORIANO
HON. ARNEL T. ARUGAY
HON. GRACE B. ARAGO
HON. MARY MAJORIE P. MARTIN-CHAN
HON. RONALDO S. ORTIZ
HON. IMOGEN CLAIRE M. CALLANGAN
HON. KARINA S. GAUANI-VIERNES
HON. GILBERT S. LABANG
HON. TIRSO V. MANGADA
HON. CERENE PEARL T. QUILANG
HON. RESTITUTO C. RAMIREZ**

WHEREAS, Section 9, Article II of the 1987 Constitution provides that “The State shall promote a just and dynamic social order that will ensure the prosperity and independence of the nation and free the people from poverty through policies that provide adequate social services, promote full employment, a rising standard of living and an improved quality of life for all”;

WHEREAS, Section 34 of the Local Government Code of 1991 (Book 1, Chapter 4) states that local government units shall promote the establishment and operation of people's and non-governmental organizations to become active partners in the pursuit of local autonomy;

WHEREAS, on June 15, 2022, the Department of the Interior and Local Government (DILG) issued Memorandum Circular No. 2022-083 on the Guidelines on the Accreditation of Civil Society Organizations and Selection of Representatives to the Local Special Bodies;

WHEREAS, the City recognizes the significant role that Civil Society Organizations (CSOs) play in advancing the welfare and development of communities, particularly in addressing social issues, promoting citizen participation and contributing to sustainable development efforts;

WHEREAS, there is a need to ensure inclusivity and equal opportunities for all CSOs operating within Tuguegarao City to foster a more participatory and equitable approach to community development and governance;

WHEREAS, supporting CSOs accredited by the Tuguegarao City Government can help address gaps in resource access, enhance organizational capacities and empower grassroots initiatives aimed at improving the lives and livelihoods of marginalized sectors in the city;

WHEREAS, livelihood projects initiated by CSOs can become effective in generating income opportunities, enhancing skills development and promoting economic sustainability among underserved communities, thereby contributing to poverty reduction and social empowerment objectives;

WHEREAS, it is in the best interest of Tuguegarao City to institutionalize a program specifically designed to provide financial support to CSOs, with a focus on enabling them to implement livelihood projects that are aligned with local development priorities and contribute to inclusive growth and community resilience;

WHEREAS, by formalizing the 'No Tuguegarao Accredited Civil Society Organization (CSO) Left Behind' Program through an ordinance, the Tuguegarao City Council aims to establish a transparent, accountable and sustainable mechanism for the allocation and utilization of funds dedicated to supporting the development initiatives of non-accredited CSOs in the city;

NOW, THEREFORE, be it **ORDAINED**, by the Ninth City Council of Tuguegarao, in session assembled, to enact:

SECTION 1. SHORT TITLE. This ordinance shall be known as the "*No Tuguegarao Accredited Civil Society Organization (CSO) Left Behind Program*" Ordinance.

SECTION 2. DECLARATION OF POLICY. It is hereby declared a policy of the City to recognize the vital role of Civil Society Organizations (CSOs) in promoting community development, addressing social issues and enhancing the welfare of all sectors in Tuguegarao City. Towards this end, the City acknowledges the need to support and empower CSOs accredited by the Tuguegarao City Government to ensure inclusivity and equitable access to resources by granting livelihood projects that foster economic sustainability and upliftment among various communities, believing in the principle of leaving no CSO behind and ensuring their meaningful participation in the city's development initiatives.

SECTION 3. OBJECTIVES. This ordinance aims to achieve the following:

- a. To institutionalize the Tuguegarao City No Accredited CSO Left Behind Program;
- b. To provide financial assistance to CSOs that are accredited by the Tuguegarao City Government;
- c. To support the implementation of livelihood projects initiated by CSOs for the benefit of their respective communities;
- d. To empower CSOs to initiate proactive projects to mitigate risks and build their capacity to withstand and recover from any environmental, social and economic change; and,
- e. To promote inclusivity and equitable access to resources among CSOs in Tuguegarao City.

SECTION 4. DEFINITION OF TERMS. When used in this Ordinance, the following terms and phrases shall mean as follows:

- a. **CSO** shall refer to a Civil Society Organization duly accredited by the City Government which encompasses non-governmental organizations (NGOs), people's organizations (POs), cooperatives or any similar entity operating within Tuguegarao City, dedicated to addressing social issues, promoting community development and/or enhancing the welfare of marginalized sectors.




- b. **COMMITTEE** shall refer to the governing body responsible for overseeing the implementation, monitoring and evaluation of the "No Tuguegarao Accredited Civil Society Organization (CSO) Left Behind Program," composed of representatives from city departments, agencies and stakeholders specified under this Ordinance.
- c. **GRANTEE** shall refer to a Civil Society Organization (CSO) that has been selected and approved to receive financial assistance under the No Tuguegarao Accredited CSO Left Behind Program for the implementation of a livelihood project.
- d. **LIVELIHOOD PROJECT** shall refer to a sustainable income-generating initiative proposed and implemented by a CSO aimed at providing economic opportunities, skills development and empowerment to underserved communities in Tuguegarao City, contributing to poverty reduction and socioeconomic resilience.
- e. **PROGRAM** shall refer to the No Tuguegarao Accredited Civil Society Organization (CSO) Left Behind Program, established through this ordinance, which aims to provide financial support to CSOs that are accredited by the Tuguegarao City Government, enabling them to implement livelihood projects for the benefit of their respective communities.
- f. **ACCREDITATION** refers to the official recognition granted by the Tuguegarao City Government by virtue of a City Resolution to Civil Society Organizations (CSOs) that meet certain criteria and standards, entitling them to various privileges, benefits and support services provided by the local government.
- g. **INCLUSIVITY** refers to the principle of ensuring the active participation, representation and access to resources and opportunities for all CSOs in decision-making processes and development initiatives within Tuguegarao City.
- h. **SUSTAINABILITY** refers to the ability of CSOs and their livelihood projects to maintain their impact, relevance and effectiveness over time for target communities and stakeholders.
- i. **EMPOWERMENT** refers to the process of enhancing the capabilities and self-determination of individuals and communities by capacitating them through financial support, access to resources and opportunities for their participation in the City's efforts for development.

SECTION 5. NO TUGUEGARAO ACCREDITED CIVIL SOCIETY ORGANIZATION LEFT BEHIND PROGRAM.

- a. **Program.** The Tuguegarao City Government shall grant financial assistance to Civil Society Organizations (CSOs) duly accredited by the City, through the "No Tuguegarao Accredited Civil Society Organization Left Behind Program." The grant shall be used solely for providing financial assistance to eligible CSOs for the implementation of their respective livelihood projects.
- b. **Amount.** The amount of financial assistance granted to each CSO shall range from ₱5,000 to ₱50,000, depending on the scale and viability of their proposed livelihood project. The grant shall be awarded through a check from the City Government.
- c. **Additional Funding.** A previous CSO grantee may further request for additional funding of an existing or new livelihood project after one year from the date of the awarding of the grant, provided that they meet the standards and conditions under Section 6 of this Ordinance as certified by the Committee.
- d. **Temporary disqualification.** A CSO grantee that fails to meet the standards of sustainability over its project as may be determined by the Committee shall not be awarded additional funding for a period of three (3) years after the date of determination of non-qualification by the Committee. Reapplication shall be done after the lapse of the three-year prohibited period.

SECTION 6. QUALIFICATIONS AND REQUIREMENTS. In order to qualify for the grant of livelihood program, the following criteria must be met:




- a. CSOs eligible for the Program must be duly registered non-governmental organizations (NGOs), people's organizations (POs), cooperatives or any similar entity operating within Tuguegarao City;
- b. CSOs must be accredited by the Tuguegarao City Government by virtue of a City Resolution;
- c. CSOs applying for funding under this Program must submit a proposal detailing their proposed livelihood project, including their objectives, target beneficiaries, implementation plans and budget breakdowns; and,
- d. In the case of previous grantees of the Program seeking to secure new funding, the CSO must submit a detailed report on the implementation, liquidation and sustainability of their existing respective livelihood projects funded through this Program.

SECTION 7. SCREENING COMMITTEE. A screening committee is hereby created to ensure the implementation of this Program. It shall be composed of the following:

Chairperson	-	City Mayor
Vice Chairperson	-	City Social Welfare and Development Officer
Secretary	-	Head, Cooperative and Livelihood Development Office
Members:	-	Chairman, Committee on Cooperatives and Livelihood of the City Council
	-	Chairman, Committee on Social Services of the City Council
	-	City Administrator
	-	City Agriculturist
	-	City Planning and Development Coordinator
	-	City Health Officer
	-	City Legal Officer
	-	City Treasurer
	-	City Veterinarian
	-	Head, Business, Permits and Licensing Office

SECTION 8. DUTIES AND FUNCTIONS OF THE COMMITTEE. The following shall be the duties and functions of the Committee:

- a. To screen and evaluate the submitted proposals and documents of applicant CSOs
- b. To verify the identity of and declarations made by applicant CSOs in their application forms and proposals
- c. To identify the list of qualified CSOs and their respective proposed livelihood projects
- d. To recommend to the City Mayor for approval the list of qualified CSOs and their respective livelihood projects.

SECTION 9. SECRETARIAT. There shall be created a Secretariat to the Committee, headed by the Head of the CLDO and the members of which shall come from the City Social Welfare and Development Office, Office of the City Mayor and the CLDO, and shall assist the Committee in implementing the provisions of this Ordinance.

The Secretariat shall also be responsible in receiving applications for the Program along with the necessary proposals and other documents, and such other reports and financial statements during the monitoring period.

SECTION 10. APPLICATION AND SELECTION PROCESS. The following shall be followed in the application and selection process of CSOs and their respective livelihood projects:

- a. CSOs interested in availing of financial assistance under this program shall submit their project proposals to the Secretariat during the designated application period.
- b. The Committee shall review and evaluate the submitted proposals based on predefined criteria such as feasibility, impact, sustainability and alignment with the city's development priorities.
- c. Upon completion of the evaluation process, eligible CSOs shall be notified by the Office of the City Mayor of their selection and shall be granted the corresponding financial assistance for the implementation of their approved livelihood projects.

SECTION 11. MONITORING AND EVALUATION. The Committee shall conduct regular monitoring and evaluation of the funded livelihood projects to ensure compliance with the proposed objectives, proper utilization of funds and achievement of desired outcomes.

CSOs receiving financial assistance under this Program shall be required to submit periodic progress reports and financial statements to the CLDO for monitoring purposes.

SECTION 12. LIVELIHOOD MANAGEMENT TRAINING. For those who are not yet eligible to receive livelihood assistance, they may apply for the conduct of training and development seminar on business management and sustainability to be facilitated by the CLDO.

SECTION 13. REPORTING. The Committee shall submit an annual report to the City Mayor and the City Council summarizing the implementation of the Program, including the number of CSOs assisted, funded projects and outcomes achieved. The report shall also include recommendations for program improvement and sustainability.

SECTION 14. APPROPRIATIONS. The necessary funds for the implementation of this ordinance shall be sourced from the Annual Budget or any available funds of the Tuguegarao City Government, subject to availability of funds, in accordance to existing auditing rules and regulations.

SECTION 15. IMPLEMENTATION. The Office of the City Mayor shall formulate the necessary guidelines and administrative procedures for the effective implementation of the Program.

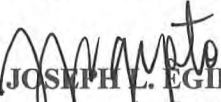

SECTION 16. SEPARABILITY CLAUSE. The provisions of this Ordinance are hereby declared to be separable and in the event that one or more of the other provisions are held illegal or unconstitutional, the validity of other provisions shall not be affected.

SECTION 17. REPEALING CLAUSE. Ordinances, executive orders and other local legislations inconsistent with this Ordinance are hereby modified or repealed accordingly.

SECTION 18. EFFECTIVITY. This Ordinance shall be effective upon the upholding of its validity by the Sangguniang Panlalawigan and the eventual fifteen (15) days publication thereafter in accordance with the law.

X-X-X

I HEREBY CERTIFY TO THE CORRECTNESS OF THE FOREGOING:


JOEL JOSEPH L. EGIPTO, Ph.D.
Secretary to the Sanggunian 

ATTESTED:


HON. BIENVENIDO C. DE GUZMAN II
City Vice Mayor/Presiding Officer
Date: 3/5/25

APPROVED:

HON. MAILA ROSARIO S. TING-QUE
City Mayor
Date: _____

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**Approved by virtue of Section 54(b) of the Local Government Code*



Republic of the Philippines
PROVINCE OF CAGAYAN
Tuguegarao City

OFFICE OF THE SECRETARY TO THE SANGGUNIAN

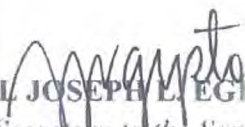
CITY ORDINANCE NO. 09-09-2025

**ORDINANCE INSTITUTIONALIZING THE 'NO TUGUEGARAO
ACCREDITED CIVIL SOCIETY ORGANIZATION (CSO) LEFT
BEHIND' PROGRAM AND PROVIDING FUNDS THEREOF**

This City Ordinance was forwarded to the Office of the City Mayor on March 5, 2025 and was returned **UNSIGNED** on March 17, 2025. Relative to this, Section 54(b) of the Local Government Code states that:

"SECTION 54. Approval of Ordinances. - (a) Every ordinance enacted by the Sangguniang Panlalawigan, Sangguniang Panlungsod, or Sangguniang bayan shall be presented to the provincial governor or city or municipal mayor, as the case may be. If the local chief executive concerned approves the same, he shall affix his signature on each and every page thereof; otherwise, he shall veto it and return the same with his objections to the Sanggunian, which may proceed to reconsider the same. The Sanggunian concerned may override the veto of the local chief executive by two-thirds (2/3) vote of all its members, thereby making the ordinance or resolution effective for all legal intents and purposes.

(b) The veto shall be communicated by the local chief executive concerned to the Sanggunian within fifteen (15) days in the case of a province, and ten (10) days in the case of a city or a municipality; otherwise, the ordinance shall be deemed approved as if he had signed it."


JOEL JOSEPH L. EGIPTO, Ph.D.
Secretary to the Sanggunian
Date: 03/17/2025