



EXCERPTS FROM THE MINUTES OF THE REGULAR SESSION OF THE HONORABLE 8<sup>TH</sup> SANGGUNIANG PANLALAWIGAN, PROVINCE OF GUIMARAS HELD AT THE SP SESSION HALL, PROVINCIAL CAPITOL ON AUGUST 1, 2017.

**PRESENT:**

Atty. John Edward G. Gando -	Vice Governor/Presiding Officer
Hon. Cyril C. Beltran -	SP Member/Majority Floor Leader
Hon David G. Gano -	SP Member/Deputy Majority Floor Leader
Hon. Cresente P. Chavez, Jr. -	SP Member
Hon. Diosdado G. Gonzaga -	SP Member
Hon. Josefina G. de la Cruz -	SP Member
Hon. Rex G. Fernandez -	SP Member
Hon. Aurelio G. Tionado -	SP Member
Hon. Dan Elby C. Habaña -	SP Member
Hon. Ramon N. Ortiz -	Ex-Officio Member (ABC Fed. President)

**OFFICIAL BUSINESS:**

Hon. Ma. Sheila G. Gange - Ex-Officio Member (PCL Fed. President)

**ORDINANCE NO. 2017-009**

Series of 2017

**“AN ORDINANCE ESTABLISHING A UNIFIED IDENTIFICATION (ID) CARD PROGRAM IN THE PROVINCE OF GUIMARAS”**

Be it ordained by the 8<sup>th</sup> Sangguniang Panlalawigan of the Province of Guimaras in its Regular Session duly assembled that:

**Section 1. Title:** This ordinance shall be known as “An Ordinance Establishing a Unified Identification (ID) Card Program in the Province of Guimaras”.

**Section 2. Declaration of Policy:**

It is the policy of the Province as mandated by Section 16 of R.A. 7160 otherwise known as the Local Government Code of 1991 that: Every Local Government Unit (LGU) 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 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 the inhabitants.

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ProvinceofGuimaras

DILG Memorandum Circular No. 69, Series of 2005 issued by Department of Interior and Local Government (DILG), enjoins the Municipal Mayors and Punong Barangays, to ensure that records of barangay inhabitants are maintained and updated. Sec. 394 (d) (6) of the Local Government Code provides that the Barangay Secretary is mandated to maintain, update and keep records of inhabitants in the barangay. The information should contain the name, address, place and date of birth, sex, civil status, citizenship and occupation of the said inhabitants.

The maintenance and updating of the list is necessitated by the call of the times and the need to formulate a highly efficient system of keeping the records of all inhabitants in all the barangays in the province for the purpose of easy identification of inhabitants as a tool for planning and as updated reference in the number of inhabitants in a specific barangay.

**Section 3.** The Identification Card Program is hereby established in the Province of Guimaras. A unified Identification Card shall be issued by the residents of the Province of Guimaras as a means of verification in transacting business, obtaining services, access to health care and government facilities. At the same time, it would be useful for easy access and identification in case of disaster and for preservation of peace and order in the community.

- a. The Identification Card will feature the picture of the holder, signature, personal data printed at the front and back portion of the card. The personal data of individual resident will be culled out from the existing RBI or Registry of Barangay Inhabitants.

The personal data of each person that have been collected and stored for this purpose shall be kept and treated as strictly confidential and personal. Written authorization shall be required for access and disclosure of such available data;

- b. The data to be recorded and stored, shall be used only for the purpose of establishing the identity of a person specified in the RBI;
- c. In no case shall the collection or compilation of other data in violation of a person's right to privacy be allowed or tolerated under this Ordinance.
- d. For this purpose the Barangay Secretary shall regularly update every six (6) months, the record of the Barangay Registry of Inhabitants.

#### **Section 4. Creation of Municipal Task Force**

- a.) Municipal Mayor- Chairman
- b.) Municipal Civil Registrar- Member
- c.) Municipal Liga ng mga Barangay, President- Member
- d.) Municipal Local Government Operations Officer-Member
- e.) Two (2) CSO's representatives to be designated by the Mayor as members.

The Task Force shall be responsible for the monitoring of compliance of regular updating of Registry of Barangay Inhabitants and submission of the reports to the Sangguniang Panlalawigan and DILG Provincial Office.

Handwritten signatures of the members of the Municipal Task Force, including the Municipal Mayor and other designated members.

## Section 5. Definition of Terms.

1. **Residents.** Persons who are presently residing in the barangay for at least six (6) months, fifteen (15) years of age or over, citizens of the Philippines and duly registered in the list of barangay assembly members .
2. **Registry of Barangay Inhabitants (RBI)-** a record of all inhabitants of the barangays kept by the barangay secretary pursuant to Section 394 (d) (6) of the Local Government Code 1991. The record contains the name, address, place and date of birth, gender, civil status, citizenship and occupation.
3. **Unified Identification Card (ID Card)-** A uniform size and format of ID Card in the Province of Guimaras. Each municipality will have a color-coded ID based on the municipality's adopted color. The logo of the Province and the Municipality and the signature of the Governor, Municipal Mayor and Punong Barangay shall appear at the back portion of the ID Card.
4. **Community Base Monitoring System (CBMS) -** is an organized data collection and processing at the barangay level and of integration of data in local planning, program implementation and impact monitoring. It is a system that promotes evidence-based policy making and program implementation while empowering communities to participate in the process.
5. **Philippines Standard Geographic Code (PSGC) -** is a systematic classification and coding of geographic areas in the Philippines. Its unit of classifications are based on the four (4) well established levels of geographical-political subdivisions of country such as the region, the province, the municipality, and the barangay. The PSGC was developed in 1976 by the Statistical Coordination (now NSCB) of the National Economic and Development Authority (NEDA).

## Section 6. Issuance of Unified Identification Cards.

- a. All persons who live in the Province of Guimaras, 18 years of age and above are mandated to secure the Unified Identification Card;
- b. The unified ID Card data printed in the card must correspond to the records compiled and stored based in the Registry of Barangay Inhabitants;
- c. The ID Card shall display the minimum information based on the RBI such as full name, address, date of birth, gender, civil status, citizenship, occupation, photograph, signature, thumb mark, date of issuance and expiration, and the name of contact person in case of emergency;
- d. The ID Card shall be designed in a manner to prevent the duplication or simulation which may include: bar code, watermarks, municipal and liga ng mga barangay seals and other security features.
- e. The ID Card shall use the number using the Philippine Standard Geographic Code (PSGC) of the barangays including, by putting a dash (-), the House Number in the latest CBMS data collection using four (4) digits and the sequence as listed in the RBI using two (2) digits.

Handwritten signatures and initials are present at the bottom of the page, including a large signature on the left and several smaller initials and marks to the right.

(Sample: Marcial Bonifacio, House No 20; 01 designated for HH head)  
 6 (Region VI) 79 (Guimaras), 02 Jordan, 026 San Miguel)  
 Villa Ercelia Subd. Brgy. San Miguel, Jordan, Guimaras. ID No. 67902026-002001

- f. The Guimaras Unified ID Card is only valid for three (3) years from the date of its issuance. Transfer of residents to other municipalities or province invalidates the ID Card. Should relocation occur, the cardholder shall return the ID Card to the Barangay for destruction. However, such person is still eligible to apply a new ID to the Barangay where such person transferred;
- g. The source of funds for initial printing and production of the Identification Card shall be chargeable against any available funds of the LGU;
- h. A minimal fee of ONE HUNDRED PESOS (P100.00) for the reissuance, late registration, new registration and renewal of the ID card may be collected by the municipality or barangay to recover the expenses. The Barangay Secretary shall ensure the accuracy, correctness and completeness of the data in the Card including the pictures before releasing to the inhabitant;
- i. All persons who are presently residing in the barangay for at least (6) months, eighteen (18) years of age or over, citizens of the Philippines or not and duly registered in the list of barangay assembly members are mandatorily required to secure an Identification Card;
- j. All Identification Cardholders are mandated to bring with them at all times the ID Card when they are leaving their home. The ID cardholder shall present it to person in authority or should any circumstances require the presentation of the same.

#### **Section 7. Prohibited Acts**

- a. It is unlawful for any person to simulate, alter or do any other acts that could damage the data appearing in the ID Card;
- b. It is unlawful for any person to allow another person to use his ID Card, by tampering or forging of information, picture or any other security features therein, for purpose of misrepresentation.

**Section 8. Penal Clause** - Any person who shall violate Section 7, (a) and (b) of the Ordinance shall be meted a fine of Five Thousand Pesos (P5,000.00) or imprisonment of six (6) or months or both fine and imprisonment upon the discretion of the court.

**Section 9. Separability Clause** - If any part or provision of this Ordinance shall be declared unconstitutional or unlawful by the court, or suspended or revoked by competent authorities, all other provisions not otherwise affected thereby shall remain valid and effective.


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**Section 10. Repealing Clause.** Any Ordinance contrary or inconsistent with any provisions of this Ordinance is hereby repealed, amended or modified accordingly.

**Section 11. Effectivity Clause.** This Ordinance shall take effect upon its approval and publication in local newspaper of general circulation.

ENACTED this 1<sup>st</sup> day of August 2017.

I hereby certify to the correctness of the foregoing ordinance which was duly enacted by the 8<sup>th</sup> Sangguniang Panlalawigan of the Province of Guimaras during its regular session on August 1, 2017.

  
**LORENA MINIERVA-ITUCAS**  
Secretary to the Sangguniang Panlalawigan

Concurred:

  
**CYRIL C. BELTRAN**  
SP Member

  
**DAVID G. GANO**  
SP Member

  
**CRESENTE P. CHAVEZ, JR.**  
SP Member

  
**DIOSDADO G. GONZAGA**  
SP Member

  
**JOSEFINA G. DE LA CRUZ**  
SP Member

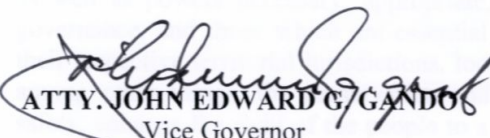
  
**REX G. FERNANDEZ**  
SP Member

  
**AURELIO G. TIONADO**  
SP Member

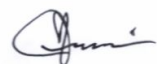
  
**DAN ELBY C. HABAÑA**  
SP Member

**RAMON N. ORTIZ**  
Ex-Officio Member  
(ABC Fed. President)

Attested:

  
**ATTY. JOHN EDWARD G. GANDO**  
Vice Governor  
Presiding Officer

Approved:

  
**SAMUEL T. GUMARIN, M.D., M.P.H.**  
Governor