



Republic of the Philippines  
PROVINCE OF ZAMBOANGA DEL NORTE  
Municipality of Siayan



OFFICE OF THE SANGGUNIAN BAYAN

EXCERPT FROM THE MINUTES OF THE SPECIAL SESSION OF THE SANGGUNIAN BAYAN OF SIAYAN, ZAMBOANGA DEL NORTE HELD AT THE MUNICIPAL SESSION HALL ON THE 26<sup>TH</sup> DAY OF MAY, 2011.

**PRESENT:**

Hon. Daisy A. Limbang, Presiding Officer,  
Hon. Estrella S. Zapatos, Presiding Officer Pro-Tempore,  
Hon. Nilo T. Pollescas, Majority Floor Leader,  
Hon. Liberato P. Nalzar,  
Hon. Samuel G. Baculpo, Sr.,  
Hon. Ephraim O. Melindo,  
Hon. Raymund Jay P. Siasico,  
Hon. Alberto J. Bongcawel, ABC President,  
Hon. Jazel G. Limbang, SK Fed. President,

Municipal Vice Mayor  
Sangguniang Bayan Member

-do-  
-do-  
-do-  
-do-  
-do-  
-do-  
-do-

**ABSENT:**

Hon. Victoria S. Ko., Minority Floor Leader,  
Hon. Norma R. Labastida,

-do-  
-do-

**"MUNICIPAL ORDINANCE NO. 2011-02  
Series of 2011"**

**PREFATORY STATEMENT**

The civil registry computerization project of the NSO, or the CRS-IT Project, established among others, various Serbilis Outlets nationwide for the convenience of the public when requesting copies and certifications from NSO with the BREQS scheme.

The BREQS is a scheme where NSO authorizes a partner to receive requests for NSO-issued copies and certifications of civil registry documents from the public and issue the documents to its clientele.

Only the following requests can be filed through BREQS:

- Copies of birth, death, marriage documents.
- Copies of annotated or endorsed documents provided copies of said documents have already been issued by NSO previously.
- Certificates of No Record of Marriage (CENOMAR or "Singleness").

Adopting the BREQS scheme can only mean more convenience to the constituents. However, the LGU also stands to benefit from the scheme. First, the LCRO can expand its services to clients by offering new services like CENOMAR. And second, the LCRO is no longer limited to serve its constituent only – even those coming from outside the locality can now be entertained. In the end, all these will mean more revenue to the LGU.

**BE IT ORDAINED** by the Sangguniang Bayan in session assembled:

**SECTION I. TITLE.** That this Ordinance shall be known as "AN ORDINANCE IMPOSING PROCESSING FEE IN THE AMOUNT OF ONE HUNDRED PESOS (PhP100.00) IN THE OFFICE OF THE LOCAL CIVIL REGISTRAR OF THIS MUNICIPALITY IN LINE WITH THE BATCH REQUEST ENTRY SYSTEM (BREQS) PROGRAM OF THE NATIONAL STATISTICS OFFICE (NSO)".

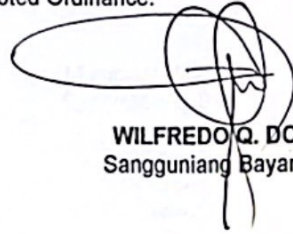
**SECTION II. FEES AND CHARGES.** That the amount of ONE HUNDRED PESOS (PhP100.00) per document is hereby collected as processing fee and/or charges to any person who may request of any documents above-mentioned.

**SECTION III. ADMINISTRATIVE PROVISION.** The processing fee shall be paid to the Municipal Treasurer or his/her duly authorized representative who shall likewise issue the corresponding receipt. The Municipal Treasurer shall keep a separate account of the collected processing fee which shall accrue to the General Fund of the municipality.

**SECTION III. EFFECTIVITY.** That this ordinance shall take effect upon the approval of the Sangguniang Panlalawigan of Zamboanga del Norte, and publication in official gazette.

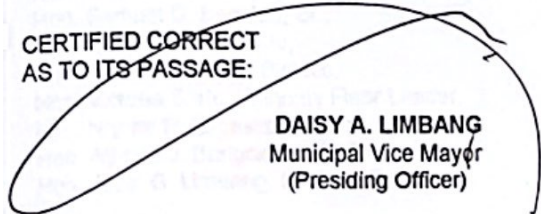
**APPROVED** this 26<sup>th</sup> day of May, 2011.

**I HEREBY CERTIFY** to the correctness of the above-quoted Ordinance.



**WILFREDO Q. DOMPALES**  
Sangguniang Bayan Secretary

**CERTIFIED CORRECT  
AS TO ITS PASSAGE:**



**DAISY A. LIMBANG**  
Municipal Vice Mayor  
(Presiding Officer)

**APPROVED:**



**FLORA L. VILLAROSA**  
Municipal Mayor

Date: 5/30/11