



**EXCERPTS FROM THE MINUTES OF THE THIRD (3RD) REGULAR SESSION OF THE SANGGUNIANG BAYAN HELD ON JANUARY 23, 2023 AT THE SANGGUNIANG BAYAN SESSION HALL, NATIONAL HIGHWAY, BRGY. TIMUGAN, LOS BAÑOS, LAGUNA.**

Present : S.B. Member Marlo PJ A. Alipon, Temporary Presiding Officer  
S.B. Member Jonathan Bryan S. Siytiap  
S.B. Member Mark Lester B. Dizon  
S.B. Member Julius A. Moliñawe  
S.B. Member Benedicto S. Alborida  
S.B. Member Mike Dexter A. Concio  
S.B. Member Gaudencio P. Macatangay, Liga President  
Ms. Mirasol P. Mojica, LLSO II / OIC- Secretary to the Sangguniang Bayan  
Ms. Felomina I. Lincallo, LLSO I

Absent : S.B. Member Leren Mae M. Bautista (O.B.)  
S.B. Member Miko C. Pelegrina, (O.B.)  
S.B. Member Jozylyn N. Manansala, SK Federation President, (O.B.)

Visitor : SINSP. Benjie L. Laca, BFP-LB  
SFO1 Jefferson S. Samson, BFP-LB  
Mr. Rhainier John Mulimbayan Reyes, LBSHS  
Ms. Marivi R. Escobin, LBSHS  
Ms. Sherrie Anne N. Pelegrina, TGS-LB

**ORDINANCE NO. 2023-2349**

**AN ORDINANCE STREAMLINING THE POLICIES, GUIDELINES, REQUIREMENTS, AND PROCESSES OF THE DAMAYAN PARA SA KALUSUGAN PROGRAM IN THE MUNICIPALITY OF LOS BAÑOS.**

Author :   
Councilor Mark Lester B. Dizon

**WHEREAS**, Section 17 of Republic Act No. 9710, also known as the Magna Carta of Women, provides that the “State shall, at all times, provide for a comprehensive, culture-sensitive, and gender-responsive health services and programs covering all stages of a woman’s life cycle and which addresses the major causes of women’s mortality and morbidity”<sup>1</sup>;

**WHEREAS**, Section 20, paragraph B.6 of the Implementing Rules and Regulations of the Magna Carta of Women prescribes the role of local government units (LGUs), to wit: “promulgate and implement gender-responsive, rights-based and culture sensitive local ordinances and policies

<sup>1</sup> An Act Providing for The Magna Carta of Women, Republic Act No. 9710 (2009).



that promote the comprehensive health of girls, adolescents, women and elderly women, such as a GAD Code and/or Reproductive Health Code<sup>2</sup>;

**WHEREAS**, the Municipal Government of Los Baños (MGLB) declares its strong commitment to promote a gender-responsive governance in pursuit of excellence in service of both men and women and outstanding development outcomes;

**WHEREAS**, the *Sangguniang Bayan* of Los Baños passed Ordinance No. 2021-2100 institutionalizing a Gender-Responsive Comprehensive Health, Nutrition Care Services, and Social Welfare Support through the *Damayán para sa Kalusugan* Program in the Municipality of Los Baños, Laguna to eliminate discrimination against women and provide equal access to quality health care to all men, women, girl and boy children, and LGBTQ belonging in the marginalized sector;

**WHEREAS**, the Revised Rules and Regulations Implementing the *Damayán para sa Kalusugan* Program (Revised Rules and Regulations) was issued by the Office of the Mayor last October 21, 2021 to provide the means and procedure in availing healthcare assistance under the said Program;

**WHEREAS**, the Municipal Accounting Office released Memorandum Circular No. RBA-2022-006 (Memorandum Circular) last July 4, 2022 which enumerated the documentary requirements necessary for common transactions of the MGLB, including the requirements to avail of financial assistance under the *Damayán para sa Kalusugan* Program;

**WHEREAS**, the lengthy requirements and tedious processes under the *Damayán para sa Kalusugan* Ordinance, its Revised Rules and Regulations, and the Memorandum Circular imposed undue burden on the constituents of Los Baños who are seeking assistance from the MGLB;

**WHEREAS**, the MGLB aims to ease the burden of our constituents belonging to the marginalized sector in availing the benefits and assistance under the *Damayán para sa Kalusugan* Program and ensure more accessible social welfare services to the people;

**NOW THEREFORE**, on motion of Councilor Mark Lester Dizon and duly seconded by Councilor Julius A. Moliñawe and approved by all the councilors present;

**BE IT ORDAINED BY THE SANGGUNIANG BAYAN OF LOS BAÑOS, LAGUNA**, in session assembled, THAT:

**TITLE OF THE ORDINANCE**

**SECTION 1. TITLE** – This ordinance shall be known as “AN ORDINANCE STREAMLINING THE POLICIES, GUIDELINES, REQUIREMENTS, AND PROCESSES OF THE *DAMAYAN PARA SA KALUSUGAN* PROGRAM IN THE MUNICIPALITY OF LOS BAÑOS” and shall be referred to herein as the “Ordinance”.

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<sup>2</sup> The Implementing Rules and Regulations of Republic Act No. 9710, otherwise known as The “Magna Carta of Women” (2010).



**PURPOSE**

**SECTION 2. PURPOSE** – This Ordinance primarily aims to:

- a. Ensure a gender-responsive health and nutrition care system in the Municipality of Los Baños where the coverage is based on the principles of equity;
- b. Improve the access of men, women, boy and girl children & LGBTQ in various health and nutrition care services offered by the municipal government; and
- c. Simplify the requirements and procedures of the *Damayan para sa Kalusugan* Program.

**SCOPE AND COVERAGE**

**SECTION 3. SCOPE AND COVERAGE** – The *Damayan para sa Kalusugan* is for the marginalized sector in the Municipality of Los Baños who are in need of financial/medical assistance.

**SECTION 4. BENEFICIARIES<sup>3</sup>** – The beneficiaries of the healthcare assistance program shall be men, women, girl and boy children and LGBTQs belonging to the marginalized sector, such as but not limited to the following:

- a. **Small farmers and rural workers** – those who are engaged directly or indirectly in small farms and forest areas, work in commercial farms and plantations, whether paid or unpaid, regular or season-bound. These shall include but not limited to:
  1. small farmers own or still amortizing for lands that is not more than three (3) hectares, tenants, leaseholders, and stewards; and
  2. rural workers are either wage earners, self-employed, unpaid family workers directly and personally engaged in agriculture, handicrafts, and other farm related and off-farm activities.
- b. **Fisher folks** – those directly or indirectly engaged in taking, culturing, or processing fishery or aquatic resources. These include but are not limited to:
  1. those engaged in fishing in municipal waters;
  2. workers in commercial fishing and aquamarine; and
  3. vendors and processors of fish and lake products and subsistence producers such as shell-gatherers, managers, and other related producers.
- c. **Urban poor** – those residing in urban and urbanized slum or blighted areas, with or without the benefit of security of abode, where the income of the head of the family cannot afford

<sup>3</sup> Rules and Regulations Implementing Municipal Ordinance No. 2021-2100 entitled An Ordinance Institutionalizing a Gender-Responsive Comprehensive Health, Nutrition Care Services, and Social Welfare Support thru the *Damayan para sa Kalusugan* Program of the Municipality of Los Baños, Rules and Regulations Implementing the *Damayan para sa Kalusugan* Program of the Municipality of Los Baños (2021).

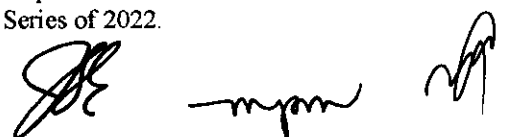
in a sustained manner to provide for the family's basic needs of food, health, education, housing and other essentials in life;

- d. **Workers in the informal economy** – those self-employed, occasionally or personally hired, subcontracted, paid and unpaid family workers in household incorporated and unincorporated enterprises, including home workers, micro-entrepreneurs and producers, and operators of sari-sari stores and all other categories who suffer from violation of worker's rights;
- e. **Persons with Disabilities (PWDs)** – those who are suffering from restriction or different abilities, as a result of a mental, physical, or sensory impairment to perform an activity in the manner or within the range considered normal for a human being;
- f. **Solo Parent** – those who fall under the category of a solo parent defined under Republic Act No. 8972 s. 3a, otherwise known as the “Solo Parent Welfare Act of 2000”;
- g. **Senior Citizens** – those who are sixty (60) years of age and above;
- h. **Barangay-based volunteer workers** – those who work in the barangays as:
  - 1. Barangay Health Workers;
  - 2. Barangay Nutrition Scholar;
  - 3. Garbage Collectors;
  - 4. Street Sweepers;
  - 5. Utility Staff; and
  - 6. Barangay Tanods, among others.
- i. Other marginalized sector whose nature and operation of their work are beyond the scope and reach of government legislation and regulations on labor as there are no employer-employee relationships; and
- j. Other sectors of the community whose constant or chronic exposure or involvement in long-term illnesses or challenges in life either by themselves or a member of their family may cause depletion of their financial resources.

**SECTION 5. AUTHORIZED REPRESENTATIVE<sup>4</sup>** – The financial/medical assistance under the *Damayán para sa Kalusugan* may be claimed by the eligible beneficiary's authorized representative who shall be limited to the following individuals:

- a. **Family Member/s** – refers to a relative up to fourth degree of consanguinity or affinity, including the spouse, children, parents, siblings, uncles, aunts, grandparents, and grandchildren of the beneficiary;
- b. In extreme justifiable circumstances, **any other individual who is not considered as a family member but acting as a representative of the beneficiary**, *provided* that said

<sup>4</sup> Department of Social Welfare and Development, Updated Guidelines for the Implementation of the Assistance to Individuals in Crisis Situation Program, DSWD Memorandum Circular No. 15, Series of 2022.



individual shall not be allowed to represent more than two (2) beneficiaries who are unrelated to him/her for every calendar year.

**SECTION 6. CONDITIONS<sup>5</sup>** – For an individual to become an eligible beneficiary for financial/medical assistance under the *Damayán para sa Kalusugan* Program, the individual shall have or suffering from any of the following leading causes of morbidity and mortality among men and women of Los Baños:

- a. Respiratory Illnesses;
- b. Cardiovascular Diseases;
- c. Gastrointestinal Diseases;
- d. Kidney Illnesses;
- e. Diabetes;
- f. Neoplasms (cancer);
- g. COVID-19 and other infectious diseases;
- h. Illnesses or conditions that threaten maternal or child health;
- i. Mental and Neurologic Disorders;
- j. Victims of Trafficking and Violence against Women and Children; and
- k. Accidents specially those involving individuals mentioned under Section 6.h.

**SECTION 7. FORMS OF ASSISTANCE<sup>6</sup>** – The assistance to be provided by the MGLB thru the *Damayán para sa Kalusugan* shall be in any of the following form:

1. Cash;
2. Guaranty Letter/Voucher;
3. Bank Check;

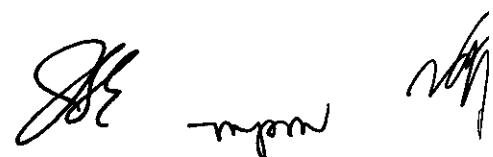
**SECTION 8. ASSESSMENT** – The Municipal Social Welfare and Development Office (MSWDO) in close coordination with the Municipal Health Office (MHO) shall be responsible in the assessment of beneficiaries who are eligible to receive assistance under the *Damayán para sa Kalusugan* Program.

On the other hand, the GAD Office, as the secretariat to the GAD Monitoring and Evaluation Team, shall be responsible for the monitoring, coordination and implementation of the Program.

**SECTION 9. REVISED REQUIREMENTS TO AVAIL ASSISTANCE UNDER THE DAMAYAN PARA SA KALUSUGAN PROGRAM** – To avail the benefits of the *Damayán para sa Kalusugan* Program, the following shall be submitted to the MSWDO:

<sup>5</sup> Rules and Regulations Implementing the *Damayán para sa Kalusugan* Program of the Municipality of Los Baños, *supra* note at 3.

<sup>6</sup> *Id.*

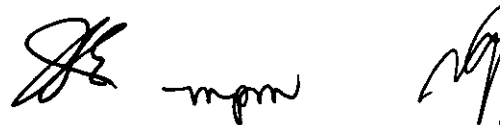


**I. GENERAL REQUIREMENTS<sup>7</sup>**

1. Original Barangay Certification (attached herein as *Annex A*)
2. Photocopy of Valid Identification Card (ID) of Beneficiary (and Authorized Representative, *if applicable*)
  - a. ANY of the following IDs may be presented:
    - i. Voter's ID;
    - ii. Voter's Certification;
    - iii. Senior Citizen's ID;
    - iv. PWD ID;
    - v. Solo Parent ID;
    - vi. Barangay ID;
    - vii. National ID;
    - viii. Updated NBI;
    - ix. Driver's License; *or*
    - x. Any government-issued ID with Los Baños, Laguna as the indicated address.
  - b. If the beneficiary is an infant, birth certificate may be accepted. If there is no birth certificate, Barangay Certification may suffice.
  - c. In cases where the beneficiary has no valid ID (children who are not enrolled in schools, member of indigenous groups, victims of fire, typhoon or other calamities or disasters whether natural or man-made, among others), the following shall suffice:
    - i. Barangay Certification, *or*
    - ii. Justification from MSWDO pertaining to the absence of valid ID.
3. Original Authorization Letter duly signed by the Beneficiary, in case of an authorized representative
4. Social Case Study Report

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<sup>7</sup> An Ordinance Streamlining the Policies, Guidelines, Requirements, and Processes of the Damayan sa Kapwa Program in the Municipality of Los Banos, Ordinance No. 2022-2344 (2022).



**II. ADDITIONAL REQUIREMENTS FOR HOSPITAL BILL**

1. ANY of the following documents:

<p>a. Medical Certificate, <i>or</i>                  b. Medical Abstract, <i>or</i>                  c. Discharge Summary, <i>or</i>                  d. Certificate of Confinement</p>	<p>Must be issued within the last 3 months, except for dialysis patients whose documents must be issued within the last 6 months</p> <p>Must be duly issued by a licensed physician, healthcare facility or hospital.</p>
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2. AND *either* of the following documents:

<p>a. Original Temporary / Final Hospital Bill / Statement of Account (Outstanding Balance), <i>or</i></p>	<p>Duly issued by the hospital or healthcare facility</p>
<p>b. Certificate of Balance, <i>or</i>                  c. Promissory Note</p>	<p>Must be issued within the last 3 months <i>if</i> the patient has already been discharged from the hospital</p>

**II. ADDITIONAL REQUIREMENTS FOR MEDICINES / ASSISTIVE DEVICES**

EITHER of the following documents:

<p>a. Prescription, <i>or</i>                  b. Treatment Protocol</p>	<p>Must be issued within:</p> <ul style="list-style-type: none"> <li>- the last 30 days for non-maintenance medicines</li> <li>- the last 3 months for maintenance medicines</li> </ul> <p>Must be duly issued by a licensed physician, healthcare facility or hospital.</p>
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**IV. ADDITIONAL REQUIREMENTS FOR MEDICAL PROCEDURES**

ANY of the following documents:

<p>a. Laboratory Request/s, <i>or</i>                  b. Laboratory Protocol, <i>or</i>                  c. Doctor's Order</p>	<p>Must be duly issued within the last 30 days by a licensed physician, healthcare facility or hospital.</p>
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**V. ADDITIONAL REQUIREMENTS FOR FUNERAL ASSISTANCE**

1. EITHER of the following documents:

a. Death Certificate, <i>or</i>	Issued by the Hospital or by the Municipal Health Office, with or without registry number  Must be issued within the last 3 months
b. Certification from the Hospital / Doctor / Authorized Medical Practitioner / Imam (for moro)	Must be issued within the last 3 months

2. AND *any* of the following documents:

a. Funeral Contract, <i>or</i> b. Statement of Account, <i>or</i>	
c. Certification from the Barangay, <i>or</i>	Indicating that the family made the casket, but they have debt to pay for the materials and other expenses
d. Transfer Permit	If the assistance for the transfer of a cadaver is requested separately or along with the other items under funeral assistance

**SECTION 10. REVISED PROCEDURE OF THE DAMAYAN PARA SA KALUSUGAN PROGRAM** – The beneficiary himself/herself or thru his/her authorized representative shall observe the following procedure:

Step 1	Municipal Concierge	1. Provide General Assistance 2. Direct the beneficiary or his/her authorized representative to MSWDO
Step 3	MSWDO	1. Check Documentary Requirements 2. Interview for Documentation 3. Assess whether case falls under <i>Damayán sa Kapwa</i> or <i>Damayán para sa Kalusugan</i> 4. Prepare Social Case Study Report
Step 4	Mayor’s Office	1. Approve Recommendation 2. Process Assistance
Step 5	MSWDO / Treasury	1. Release Assistance



**SECTION 11. AMOUNT OF ASSISTANCE** – The amount of financial assistance to be provided by the MGLB under *Damayan para sa Kalusugan* shall differ depending on the need of the eligible beneficiary after assessment of the MSWDO and availability of resources guided by the suggested amount hereunder:

1. Hospital Bill

Amount of Bill	Suggested Amount	Maximum Amount
Below 19,999.00	2,500.00	At the discretion of the Municipal Mayor subject to availability of local resources
20,000.00 to 39,999.00	3,000.00	
40,000.00 to 59,999.00	3,500.00	
60,000.00 to 79,999.00	4,000.00	
80,000.00 to 99,999.00	4,500.00	
100,000.00 to 149,000.00	5,000.00	
150,000.00 to 199,999.00	7,500.00	
200,000.00 to 249,999.00	10,000.00	
250,000.00 to 299,999.00	12,500.00	
300,000.00 to 349,999.00	15,000.00	
350,000.00 to 399,999.00	17,500.00	
400,000.00 to 500,000.00	20,000.00	
More than 500,000.00	25,000.00	

Room charges shall be excluded in the computation of total hospital bill *except* for Intensive Care Unit (ICU) charges regardless whether private or public hospital and after deduction of Philhealth and other applicable health insurance.

2. Procedure / Laboratory

Amount of Laboratory / Procedure	Suggested Amount	Maximum Amount
Below 499.00	250.00	At the discretion of the Municipal Mayor subject to availability of local resources
500.00 to 1,999.00	500.00	
2,000.00 to 4,999.00	1,000.00	
5,000.00 to 9,999.00	2,000.00	
More than 10,000.00	3,000.00	
Dialysis	- 2 dialysis sessions after the ninety (90) free	

	sessions of PhilHealth - 1 dialyzer every quarter	
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3. Medicine

Amount of Prescribed Medicine	Suggested Amount	Maximum Amount
Below 499.00	250.00	At the discretion of the Municipal Mayor subject to availability of local resources
500.00 to 1,999.00	500.00	
2,000.00 to 4,999.00	1,000.00	
5,000.00 to 9,999.00	2,000.00	
More than 10,000.00	3,000.00	

**SECTION 12. FUNDING** – The source of fund for the implementation of the *Damayán para sa Kalusugan* shall directly be part or attributed to the Gender and Development Fund which is at least 5% of the total budget of the MGLB.

**SECTION 13. RELEASE OF FUND** – Assistance may be released by the Office of the Mayor, MSWDO, Office of the Municipal Treasury, or their duly authorized representatives to the beneficiary or his/her authorized representative.

**SECTION 14. MONITORING AND IMPLEMENTATION** – For the effective implementation of this Ordinance, the Gender and Development Office (GADO), as the secretariat of the GAD M&E Team and as the office in the MGLB tasked to lead the direction-setting, advocacy, planning, monitoring and evaluation, and technical advisory on mainstreaming GAD perspectives in the LGU, shall be responsible in the monitoring, coordination and implementation of all the PPAs.

**SECTION 15. UPDATED DATABASE SYSTEM** – There shall be a comprehensive and updated database system on the health status and health-seeking behaviors of women, children, elderly and other vulnerable sectors of the community which shall serve as reference and guide in crafting or prioritizing other health strategies and programs to further improve the delivery, accessibility and gender-responsiveness of health and nutrition care services. The data collected shall be included in the GAD Database of the Municipality of Los Baños.

**MISCELLANEOUS PROVISIONS**

**SECTION 16. LIMITATION OF ASSISTANCE** – Assistance under the *Damayán para sa Kalusugan* Program shall be subject to the following rules:

- a. Assistance shall only be availed of by the beneficiary himself/herself or thru his/her authorized representative once every 3 months, *except* for dialysis patients who may avail of the assistance once a month *if* needed;
- b. In case of sudden death of the beneficiary, burial assistance may still be extended to his or her family member who has already sought medical assistance on the beneficiary’s behalf within the last 3 months;

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- c. Assistance under this Ordinance **shall not** be availed of in conjunction with other assistance offered by MGLB under any project and/or program if the assistance is sought within the same 3-month period; and
- d. Assistance provided to the beneficiaries of the *Damayan para sa Kalusugan* shall be subject to the availability of local funds and resources.

**SECTION 17. REPEALING CLAUSE** – All municipal ordinances, rules and regulations, or parts not consistent with any provision of this Ordinance are hereby repealed, amended or modified accordingly.

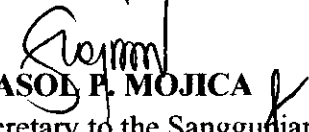
**SECTION 18. SEPARABILITY CLAUSE** – If, for any reasons, any part or provision of this Ordinance shall be declared unconstitutional or invalid by the court, or suspended or revoked by competent authorities, other parts or the provisions thereof which are not affected thereby shall continue to be full force and effect.

**SECTION 19. EFFECTIVITY CLAUSE** – This Ordinance shall take effect immediately upon approval.

**ENACTED** : January 23, 2023

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

  
**MIRASON P. MOJICA**  
LLSO II / OIC- Secretary to the Sangguniang Bayan

CERTIFIED ENACTED:

  
**HON. MARLO P. ALIPON**  
Municipal Councilor / Temporary Presiding Officer

APPROVED:

  
**HON. JOSEPHINE H. SUMANGIL-EVANGELISTA**  
Acting Mayor