



Republic of the Philippines
Province of Davao del Norte
Municipality of Braulio E. Dujali
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BEFORE THE SANGGUNIANG BAYAN

EXCERPT FROM THE MINUTES OF THE THIRTY SECOND (32ND) REGULAR SESSION OF THE 8TH SANGGUNIANG BAYAN OF BRAULIO E. DUJALI, DAVAO DEL NORTE AND HELD AT THE SANGGUNIANG BAYAN SESSION HALL ON AUGUST 20, 2018.

PRESENT:

HON. DONNA MAE B. BERNADAS, Ed.D.	- Vice Mayor & Presiding Officer
HON. GREGORIO S. FACULA, MDMG	- Sangguniang Bayan Member
HON. MELFAR C. AGUILUZ	- Sangguniang Bayan Member
HON. ATTY. YASMIN V. CAMPION, REA, REB	- Sangguniang Bayan Member
HON. ADHEM F. FUNA	- Sangguniang Bayan Member
HON. RICKY T. DELCO	- Sangguniang Bayan Member
HON. ANNA C. CAGULADA	- Sangguniang Bayan Member
HON. EDUARDO M. ZAPATA	- Sangguniang Bayan Member
HON. ANGELITO P. ORILLOSA	- ABC Pres./Ex-Officio Member
HON. FRANCISCO D. BUCADON	- IPMR/Ex-Officio Member

ON OFFICIAL BUSINESS:

NONE

ABSENT:

HON. NELSON C. BAER, RA (On Leave)	- Sangguniang Bayan Member
HON DEXTER G. MENDIO (On Leave)	- SKF Pres./Ex-Officio Member

MUNICIPAL ORDINANCE NO. 2018-208

Sponsor: Hon. Melfar C. Aguiluz

Co-Sponsors: Hon. Atty. Yasmin Valle-Campion, REA, REB, Hon. Gregorio S. Facula, MDMG, Hon. Adhem F. Funas, Hon. Ricky T. Delco, Hon. Anna C. Cagulada, Hon. Eduardo M. Zapata, Hon. Angelito P. Orillosa, Hon. Francisco D. Bucadon

EXPLANATORY NOTE

The Municipality of Braulio E. Dujali was created by virtue of RA 8473. In 1998 the Municipality had 17 Day Care Centers as well as Day Care Teachers. Presently there are 20 Child Development Centers (CDC) and Teachers as well. These Child Development Teachers devoted their time, talent and skills to mold the foundation years of the little children. The Child Development Teacher/Worker also plays a vital role in developing and shaping the personality of the children. They are often called as one of the unsung heroes of their respective community.

Republic Act 7160 or the Local Government Code is mandated to deliver basic social services to its constituents which include but not limited to Day care Program. Unfortunately, the Child Development Teacher/Worker being the service provider of the program mentioned had been not given benefits and privileges by the municipality in time of illnesses, separation from service due to retirement and illnesses & other similar situation because of the lack of basic policy that would support their plight.

**GRANTING BENEFITS AND PRIVILEGES TO CHILD DEVELOPMENT TEACHERS (CDT)
OF THE MUNICIPALITY OF BRAULIO E. DUJALI, DAVAO DEL NORTE**

SECTION 1. Title of the Ordinance. This ordinance shall be known as "Granting benefits and privileges to the Child Development Teachers/Workers of the Municipality of Braulio E. Dujali, Davao del Norte".

SECTION 2. Declaration of Policy:

- a. To promote, provide benefits and improve the total well-being of the Child Development Teachers/Workers.
- b. To develop skills & capabilities of the Child Development Teachers/Workers in order for them to become more responsive and equipped in delivering child care-education service and program in their areas of responsibility;
- c. To encourage all Child Development Teachers/Workers to become effective partners in the implementations of all child care-education and other literacy-related programs and activities of the Municipality.

SECTION 3. Definition of Terms:

A. Accreditation Level

- It refers to the final performance of results and/ or ratings applied in every Child Development Center and Child Development Teacher/Worker based on the five (5) areas of assessment namely:
 1. Advancement of Children's Growth & Development
 2. Partnership with Families, Communities and Local Government
 3. Human Resources Development
 4. Program Management
 5. Physical Environment

B. ECCD Coordinator

- It refers to a person who provides technical supervision & monitoring to Child Development Teachers/Workers in the LGU handling three (3) to four (4) years old children in the implementation of ECCD Program.

C. Early Childhood Care Development (ECCD)

- It refers to the full range of health, nutrition, early education and social services program that provide basic holistic needs of young children, to promote their optimum growth and development.

D. Child Development Center

- It refers to a government facility located in every barangay where a Child Development Teacher/Worker is implementing day care service and other ECCD programs (popularly known as Daycare Center).

E. Child Development Assessment Tool

- It refers to an instrument/standards and indicators formulated by the Department of Social Welfare and Development (DSWD).
- It is used in the Accreditation/Licensing of Child Development Centers and Child Development Teachers/Workers for standardization of the day care program.

F. Day Care Service Program

- It means provision of supplementary parental care to children whose ages are from three (3) to four (4) years of which is rendered during part of the day when a child's parent cannot attend to his/her needs.

G. Child Development Teachers/Workers

- She/he is one of those "service providers" engaged in teaching children ages 3-4 years old in the child development centers.
- She/he extends other early-childhood-education-related services in a particular Barangay (popularly known as Day Care Workers).

H. Mandatory Age Retirement

- It refers to the retirement age in which upon reaching, a Child Development Teacher/Workers is compelled to retire from day care service and for purposes of this ordinance is established at sixty (60) years old.

I. Optional Age of Separation of Child Development Teacher/Worker

- It means that a Child Development Teacher/Worker may opt to separate or resign from rendering day care services in case of health-related reasons and transfer to any private or public institutions upon submission of mandatory clearance & documents to the Barangay and Child Development center where a child development teacher/worker is rendering her/his services.

J. Performance Accreditation

- Level 1/3 star – these are mandatory compliance (minimum) which should be complied with, since absence of one would compromise the effectiveness of service implementation. Certificate of Accreditation will state that the Worker is Competent.
- Level 2/4 star – are Optimal but compliance would increase the quality of service implementation to a higher level. Certificate of Accreditation will state that a worker is very competent.
- Level 3/5 star – are highest standards that, if compiled, will make the facility a Center for Excellence and its Certificate of Accreditation will state that the Workers is highly Competent.

K. R.A. 8980

- "An act promulgating a Comprehensive Policy and a National System for Early Childhood Care Development (ECCD), providing funds therefor and for other purposes".

L. Municipality of Braulio E. Dujali Association of Child Development Teachers/Workers

- It is composed of Child Development Teachers/Workers of the five (5) Barangays of Braulio E. Dujali forming themselves into a federation sharing their common interest & welfare.

SECTION 4. Composition and Membership to the Municipality of Braulio E. Dujali Association of Child Development Teacher/Workers. Shall be composed of the Child Development Teachers/Workers of the five (5) Barangays of Braulio E. Dujali.

SECTION. 5 The Appointing Authority. The Appointing Authority of the Child Development Teacher/Workers shall be the Municipal Mayor provided that a copy of the appointment or Contract of Service will be submitted to the respective Barangay through the Municipal Social Welfare and Development Office.

SECTION 6. Qualifications. An applicant who is a bonafide resident of the Barangay where she/he will be rendering his/her services must be given priority and must comply with the following requirements:

- a. A Child Development Teacher/Worker must be a College Level.
 - b. Must undergo an interview by the Local Chief Executive
 - c. Must pass the LGU Qualifying Examination.
- Written examination to be prepared by MSWDO
 - 20 pts. Essay:
 1. Laws and Legal Basis
 2. Duties, Functions of a Child Development Teacher/Workers
 3. Developmental Thrust of the LGU
 - d. At least twenty-one (20) years old but not more than forty-five (45) years old.
 - e. Of good moral character.
 - f. A recommendation letter from the Punong Barangay and MSWD Officer.

SECTION 7. Duties, Functions and Responsibilities. The following are the duties, functions & responsibilities of a Child Development Teacher/Worker:

- a. She/he must comply with and submit his/her Monthly Daily Time Record (DTR) Monthly Progress Report (MPR) within a week of the succeeding month.
- b. She/he must fill out and submit an approved leave of absence in excess of one (1) day in the CDC from the Punong Barangay.
- c. She/he must comply with and administer ECCD Checklist/record of all children enrolled in the child development center age 3-4years old upon enrollment and semestral re-assessment of the ECCD-Checklist.
- d. She/he must comply with, as deemed required, the On-the-Job trainee (OJT) preparation for newly hired CDT/CDW for least one (1) month
- e. She/he must show willingness to volunteer in cases of non-inclusion yet in the current budget year of the child development program for receiving honorarium.
- f. She/he complies and submits his/her requirements prior to transfer, resignation & retirement with information from the concern Punong Barangay and MSWDO. Three (3) months prior to final date of transfer, resignation and retirement.
- g. She/he report daily to the CDC from 7:00 am –4:00pm during regular working days. Absences & tardiness is not allowed unless with valid reason and as approved by the Punong Barangay and MSWDO.
- h. She/he must put up a locator's board in the CDC assigned when she/he is going to transact official business in the Barangay and LGU.
- i. She/he must attend the monthly meeting of the Association every 1st Friday of the month and/or as when there shall be emergency meeting.
- j. She/he must attend to official trainings and seminars as she/he may be called for; as authorized & approval by the Punong Barangay and MSWDO.
- k. She/he must comply with the teaching schedule of at least twenty (15) enrollees per session daily, using the provided DCS Curriculum Guide for 3-4 years old children as provided in the New Standard Training Manual for Day Care Workers (Module 5).
- l. She/he must comply with and submit all monthly mandatory reports to the Punong Barangay and MSWDO, a Year-End Performance Appraisal Reports (PAS) as basis for re-appointment.
- m. She/he complies with the Daily Supplementary Feeding to all children enrolled in the CDC as required by the DSWD until the completion of the program.

- n. She/he complies with the conduct of DCP-Parents Orientation at the start of every school year.
- o. She/he must comply with the conduct of Enhanced Parents Effectiveness Seminar (EPES) to all parents in the CDC as part of the DCS Program.
- p. She/he must comply with and submit all their required accreditation/Licensing to all expired and new CDC's and CDT/CDW based on DSWD E.O no. 15, s-2011 (New DSWD-Standard Accreditation Tool).
- q. She/he must wear his/her prescribed uniform daily as she/he reports and teaches in the child development center.
- r. She/he must establish partnership with the BNS, BHW, Barangay Officials, Purok Leaders, Parents committee, GOs, NGOs, Private sector & other community partnership in the implementation of ECCD Program.

SECTION 8: Term of Office. The CDT/CDW appointment shall be effective within a period of one (1) year, renewable every year, unless earlier removed or terminated in his/her service as a Child Development Teacher/Worker, based on the following grounds:

- a. Dishonesty, misconduct and abuse of authority.
- b. Neglect of duties, functions and responsibilities as stipulated in this ordinance.
- c. Unauthorized absence for three (3) consecutive months during the regular monthly meeting.

A CDT/CDW shall not be entitled to his/her terminal benefits and other privileges as stipulated in this ordinance if he/she is proven guilty of child abuse by Proper Court.

SECTION 9: Compensation, Remuneration and Benefits. A CDT/CDW is entitled to receive the following:

1. Monthly honorarium. A child development teacher is entitled to receive his/her monthly honorarium the amount prescribed in the contract of service, however it must not be less than the amount stated below.

CDT per Barangay	LGU Share	Barangay Share	Total	SSS	Pag-ibig	Philhealth
Dujali	3500	2500	6000	330	200	330
Cabayangan	3000	3000	6000	330	200	330
New Casay	3500	2500	6000	330	200	330
Tanglaw	3500	2500	6000	330	200	330
Magupising	3500	2500	6000	330	200	330

2. Additional P100.00 monthly honorarium after attaining three (3) star rating and additional P100.00 for additional star garnered.
3. Accreditation period will be conducted every three (3) years.
4. The expiration of the incentives will be based on the date of her/his Accreditation expiration.
5. Attachment to claim the additional honorarium of the Child Development Teacher is the Certified true Xerox copy of the Accreditation/License of the Child Development Teacher issued by the DSWD-Regional office and duly certified by the MSWD-DCS Supervisor, of which affectivity to claim as stated in the Accreditation/License validity period and upon the approval of this ordinance.

- a. *During summer trainings; summer classes and early enrollment/recruitment of the enrollees on months of April and May, a child Development Teacher/Worker shall be entitled to receive his/her monthly honorarium in full, respectively.*
6. Separation Retirement and Disability. A Child Development Teacher/Worker appointed by the LGU is entitled to receive One Thousand Pesos (P1,000. 00) per year of service for his/her separation from service due to mandatory/optional retirement & separation, and disability due to sickness or accident. A fraction of at least six (6) months shall be entitled to receive his/her monthly honorarium in full, respectively.
7. A Child Development Teacher/Worker who is qualified to avail of this benefit must submit the following requirements one (1) month prior to separation/retirement.
- a. *Original copy of the Child Development Teacher/Worker Appointment issued by the Barangay Captain from the start of his/her service until present;*
 - b. *Clearance from financial accountability and inventory of Material & supplies from the present CDC-Parents Officer duly signed by the President, Secretary & Treasurer and receive & sign by the incoming CDT; Clearance of financial accountability from the Barangay duly signed by the Secretary, Treasurer and Punong Barangay; and Clearance from the MSWDO & Municipal Mayor;*
 - c. *Resignation Letter addressed to the Municipal Mayor, copy furnish the MSWDO.*
 - d. *Birth Certificate from PSA.*
8. In case of Disability due to sickness and accident.
- a. *In addition to the above requirements, submit the original copy of Medical Certificate from a government hospital/doctor stating the nature of disability and medical advice that the CDT/CDW is no longer fit to work.*
 - b. *Burial Assistance. An immediate beneficiary of the CDT/CDW is entitled to receive. Ten Thousand Pesos (P10, 000. 00) as burial assistance to CDT/CDW for his/her death due to sickness or accident. The Burial Assistance may be avail by the CDT with good record as certified by the MSWDO even if she/he is terminated from service for the reason of retirement and or disability.*
9. The Child Development Teacher/Worker immediate beneficiary must submit the following requirement within six (6) months in claiming Burial Assistance:
- a. *Authenticated photocopy of Death Certificate;*
 - b. *Certification from the Punong Barangay as Child Development Teacher/Worker of that Barangay;*
 - c. *Affidavit of Claimant signed by the beneficiary and subscribed by the Legal Officer.*
 - d. *Any valid Identification Card and/or copy of Marriage Contract/Birth Certificate as proof of relationship.*
10. Gratuity Pay. A Child Development Teacher/Worker is entitled to receive his/her year-end bonus in the amount of P2,000.00 yearly of which shall be released at the end of the year, provided that he/she has accumulated service and he/she is in service as of October 31 of the year.

SECTION 11: Capability and Enhancement Programs. There shall be allotted budget in the amount of at least P30,000.00 minimum to P50,000.00 maximum to the yearly Summer Training/ Workshop to be conducted by MSWDO

SECTION 12. Role and Responsibility of the Barangay. In consonance with the policy of shared responsibility, every barangay shall see to it that it will complement the aforesaid assistance given by this Ordinance to their respective Child Development Teacher/Worker. For this purpose, it is mandated that the existing honorarium of Child Development Teacher/Workers shall not be reduced but shall be increased as may be allowed in the budgets, so that the targeted combined amount of P6,000.00 monthly minimum honorarium while the maximum monthly honorarium will depend to the barangay concerned. The Barangay is mandated to provide funds for the improvement/repair of DCC and other minor needs such as electricity and payment of bills and water facility.

SECTION 13. No Collection Policy from Parent as Counterpart for Honorarium of Child Development Teacher/Worker. No CDT/CDW shall be allowed to require, and accept, contribution from parents of preschoolers which in any way or manner, constitute as his/her honorarium.

SECTION 14. A Contract of Service be Formulated and Executed every January by and between a CDT/CDW and Municipality of Braulio E. Dujali as represented by the Local Chief Executive to clearly state the agreement of both parties.


SECTION 15. Source of Funds. Expenses to be incurred in connection with the implementation of this ordinance, shall be charged to the General Fund and Special Education Fund (SEF) of the Local Government Unit.

SECTION 16. Separability Clause. If any part or provision of this ordinance shall be held unconstitutional and invalid, the other parts or provisions hereof which are not affected shall continue to be in full force and effect.

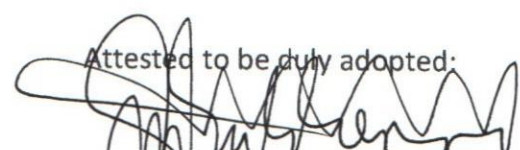
SECTION 17. Effectivity Clause. This Municipal ordinance shall take effect upon approval.

CARRIED.

I HEREBY CERTIFY to the correctness of the foregoing municipal ordinance.


TEOFISTA FACULA-BACLAAN
Senior Administrative Assistant I
(Secretary Designate)

Attested to be duly adopted:


DONNA MAE B. BERNADAS, Ed.D.
Vice Mayor & Presiding Officer

Approved by:

ATTY. LEAH MARIE MORAL-ROMANO

Municipal Mayor

Date: 10/8/18