



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 NINTH (9TH) REGULAR SESSION OF THE SANGGUNIANG BAYAN OF BRAULIO E. DUJALI (TERM 2019-2022) AND HELD AT THE SANGGUNIANG BAYAN SESSION HALL, MUNICIPAL BUILDING ON SEPTEMBER 2, 2019, MONDAY.

PRESENT:

HON. DONNA MAE BALDONADO-BERNADAS, Ed.D	- Vice Mayor & Presiding Officer
HON. RESTIE E. TABIRAO	- Sangguniang Bayan Member
HON. ATTY. YASMIN V. CAMPION, REA, REB	- Sangguniang Bayan Member
HON. ANNA C. CAGULADA	- Sangguniang Bayan Member
HON. RICKY T. DELCO	- Sangguniang Bayan Member
HON. CONCORDIO B. MOMO, JR.	- Sangguniang Bayan Member
HON. SAMUEL F. PACRES	- Sangguniang Bayan Member
HON. NELSON C. BAER, RA	- Sangguniang Bayan Member
HON. ANGELITO P. ORILLOSA	- ABC Pres./Ex-Officio Member
HON. FRANCISCO D. BUCADON	- IPMR /Ex-Officio Member
HON. DEXTER G. MENDIO	- SKF Pres./Ex-Officio Member

ON OFFICIAL BUSINESS:

NONE

ABSENT:

HON. ADHEM F. FUNA	- Sangguniang Bayan Member
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Sponsor: Hon. Campion

Co-Sponsors: Hon. Orillosa, Hon. Momo, Hon. Delco, Hon. Tabirao, Hon. Baer, Hon. Cagulada, Hon. Pacres, Hon. Bucadon, Hon. Mendio

RESOLUTION NO. 2019-43

GRANTING AUTHORITY TO ATTY. LEAH MARIE MORAL-ROMANO, MUNICIPAL MAYOR TO SIGN IN THE MEMORANDUM OF AGREEMENT WITH THE SOCIAL SECURITY SYSTEM, REPRESENTED BY MS. ALNORA Y. PRESBITERO, BRANCH MANAGER, PANABO BRANCH, IN CONNECTION WITH THE SSS MEMBERSHIP AND KALTASSS COLLECTION PROGRAM

WHEREAS, letter dated August 7, 2019 of Atty. Leah Marie Moral-Romano, Municipal Mayor addressed to Vice Mayor Donna Mae Baldonado-Bernadas, Ed.D thru the Sangguniang Bayan, requesting this august body to pass a resolution authorizing the Local Chief Executive on behalf of this Local Government Unit to enter into Memorandum of Agreement with the Social Security System, represented by Ms. Alnora Y. Presbitero, Branch Manager, Panabo Branch, in connection with the SSS membership and KaltaSSS Collection Program, was forwarded to this level and later referred to the committee, for study;

WHEREAS, a thorough scrutiny on the documents, the committee recommends for its adoption, to which this body affirms the same;

WHEREAS, the contents of the said MOA are as follows;

MEMORANDUM OF AGREEMENT

KNOW ALL MEN BY THESE PRESENTS:

This Memorandum of Agreement (AGREEMENT) entered into by and between:

The **SOCIAL SECURITY SYSTEM**, a government-owned and controlled corporation duly created and existing pursuant to the provisions of Republic Act No. 1161, as amended, with principal office address at the SSS Building, East Avenue, Diliman, Quezon City, represented in this instance by its Division Head for Luzon Mindanao South I Division, **RIZALITO ALBERTO C. DE LEON**, and its Branch Manager for Panabo Branch, **ALNORA Y. PRESBITERO**, hereinafter referred to as the “**SSS**”;

- and -

The **MUNICIPAL GOVERNMENT OF BRAULIO E. DUJALI**, a political subdivision of the government of the Republic of the Philippines, with office address at the Municipal Hall, Braulio E. Dujali represented herein by its Honorable Mayor, **ATTY LEAH MARIE MORAL-ROMANO**, hereinafter referred to as the “**LGU BRAULIO E. DUJALI**”.

WITNESSETH:

WHEREAS, the **SSS** is intensifying its coverage through various programs including its KaltaSSS-Collect Program (the “Program”) to provide social security protection to all self-employed persons and other qualified Filipino workers regardless of trade, business or occupation against the hazards of disability, sickness, maternity, old age, death and other contingencies;

WHEREAS, the **LGU BRAULIO E. DUJALI**, in compliance to the MOA signed between the **SSS** and **DILG** for the coverage of the Contractual and Job Order personnel in the employ of the government but not coverable under the Government Service Insurance System (GSIS) on its part will assist the **SSS Panabo Branch** in the implementation of the *Program* by registering the Contractual and Job Order (JO) personnel of the Municipal Government under the Expanded SSS Self-employed Program;

WHEREAS, the regular/permanent employees of **LGU BRAULIO E. DUJALI**, who are existing SSS members by virtue of previous private employment or self-employment, opt to continue paying contributions as Voluntary members while others who are not yet SSS members but who qualify for the SSS Self-Employed Program wish to apply for SSS coverage under the said program;

WHEREAS, pursuant to _____ dated _____ of the *Sangguniang Bayan*, its Mayor, *Honorable Mayor ATTY LEAH MARIE MORAL-ROMANO*, has been authorized to sign execute and deliver this MOA, for and in its behalf;

NOW, THEREFORE, for and in consideration of the foregoing premises, the parties hereto agree and stipulate as follows:

I. UNDERTAKING OF THE PARTIES

1. The **LGU BRAULIO E. DUJALI** shall:

- 1.1 Assign a permanent **LGU BRAULIO E. DUJALI** employee as Liaison Officer for **SSS**.
- 1.2 Ensure the **SS** coverage of its Contractual and **JO** personnel, who are not covered under the **GSIS** Law, by requiring them to register as Self-employed members of the **SSS**; and submit a list of all Contractual and **JO** personnel to the **SSS**, showing the names, dates of birth and **SS** number, if any;
- 1.3 Ensure the **SSS** coverage of its qualified and interested regular and *plantilla* personnel, who are not yet members of the **SSS**, by requiring them to register as Self-employed members of the **SSS**; and submit a separate list of all covered regular and *plantilla* personnel to the **SSS**, showing the names, dates of birth and **SS** number, if any;
- 1.4 Automatically deduct the monthly **SS** contributions from the salaries, wages and/or fees of its personnel, whether Contractual or **JO**, or regular or *plantilla*, who are registered Self-employed members based on the approved **SS** monthly contribution indicated in the processed Personal Record (**SS** Form E-1) or Member Data Change Request (**SS** Form E-4)/registration form. The **LGU BRAULIO E. DUJALI** has no obligation to pay the employer counterpart of the said contributions;
- 1.5 Remit the said **SS** contributions to the nearest **SSS** Branch with tellering facility or to any accredited bank or payment center **on or before the 10th day of the following month**;
- 1.6 Prepare a Contributions Collection List (**CCL**) of **SS** contributions from Contractual and **JO** personnel and regular and *plantilla* personnel, respectively, and submit to the **SSS** within five (5) working days from date of remittance of **SS** contributions; and
- 1.7 On a regular basis, allow **SSS** to take part in events, conventions, forums and such other activities of the **LGU BRAULIO E. DUJALI** for purposes of orientation, special registration, **UMID** card enrollment and for other purposes, subject to existing **SSS** rules and regulations;
- 1.8 Act as conduit of **SSS** in information dissemination through any available media such as Circular, Newsletter, official website and other social media sites.

2. The **SSS** shall:

- 2.1 Conduct on-site registration of all qualified Contractual/**JO** personnel, including regular/*plantilla* employees, of the **LGU BRAULIO E. DUJALI** on a continuing basis;
- 2.2 Assign an Account Officer who shall manage the **LGU BRAULIO E. DUJALI** account and assist in the implementation of this **AGREEMENT**;

- 2.3 Process SS Form E-1 or SS Form E-4/registration form of Contractual/JO personnel, including regular/plantilla employees of the **LGU BRAULIO E. DUJALI** in accordance with existing guidelines, policies and procedures;
- 2.4 Provide **LGU BRAULIO E. DUJALI** with the masterlists of Contractual/JO personnel showing the SS numbers, names and approved Monthly Contributions based on the processed registration forms and regular/plantilla employees paying as self-employed and voluntary members showing the SS numbers, names and preferred Monthly Contributions;
- 2.5 Assist the Liaison Officer in the installation of the required Contributions Collection List (CCL) File Generator, provide the **LGU BRAULIO E. DUJALI** with a supply of applicable Contributions Payment Forms and facilitate the remittance of contributions through the SSS Branch tellering facility;
- 2.6 Regularly monitor the remittance and posting of monthly contributions of Contractual/JO personnel, including those of the regular/plantilla employees paying SS contributions as self-employed and voluntary members;
- 2.7 Provide free seminars/information dissemination activities on the benefits, loan privileges, and other **SSS** programs for Contractual/ JO personnel, including regular/plantilla employees of **LGU BRAULIO E. DUJALI**; and
- 2.8 Conduct on-site UMID card enrollment for all qualified Contractual/JO personnel of **LGU BRAULIO E. DUJALI**.

II. REVIEW OF TERMS AND CONDITIONS

Any amendment, modification or alteration of the provision/s of this AGREEMENT may be made at any time during the period of its effectivity. Provided, however, that such amendment, modification or alteration shall be in writing and with the concurrence of both Parties.

III. GOVERNING LAW

This AGREEMENT shall be governed by and construed in accordance with the SS Law, as amended, and other applicable laws, rules and regulations of the Republic of the Philippines.

IV. EFFECTIVITY

This AGREEMENT shall take effect upon signing, and shall continue to be in full force and effect, unless otherwise revoked by the Parties.

IN WITNESS WHEREOF, the duly authorized representatives of the parties have hereunto set their hands below on the date and at the place indicated in their respective Acknowledgments.

MUNICIPAL GOVERNMENT BRAULIO E. DUJALI

By:

HONORABLE MAYOR ATTY LEAH MARIE MORAL-ROMANO
MUNICIPAL MAYOR

SOCIAL SECURITY SYSTEM

By:

RIZALITO ALBERTO C. DE LEON
Division Head

ALNORA Y. PRESBITERO
Branch Head

SIGNED IN THE PRESENCE OF:

ACKNOWLEDGMENT

Republic of the Philippines)
_____) SS.

BEFORE ME, a Notary Public, for and in _____, this _____ day
of _____ 201____, personally appeared the following LGU and SSS officials who
exhibited their Valid IDs:

CTC/ID Valid ID No. Date/Place Issued

<u>HON. MAYOR LEAH MARIE MORAL-ROMANO</u>	_____	_____	/	_____
<u>RIZALITO ALBERTO C. DE LEON</u>	_____	_____	/	_____
<u>ALNORA Y. PRESBITERO</u>	_____	_____	/	_____

Known to me to be the same persons who executed the foregoing instrument and who
acknowledged before me that the same is their free and voluntary act and deed and that of the
entities that they represent.

The foregoing instrument refers to Memorandum of Agreement consisting of five (5) pages,
including this page on which this Acknowledgement is written, signed by the parties, through
their duly authorized representatives, and two (2) instrumental witnesses on each and every
page thereof.

WITNESS MY HAND AND NOTARIAL SEAL, on the date and place first above-written.

NOTARY PUBLIC

Doc. No. _____ ;
Page No. _____ ;
Book No. _____ ;
Series of 2019

WHEREAS, the KaltaSSS program is a salary deduction scheme aimed to facilitate an easy and more convenient remittance of the SSS Monthly Contribution payments;

WHEREFORE, on motion of Hon. Yasmin V. Campion, duly seconded by Hon. Angelito P. Orillosa, Hon. Concordio B. Momo, Jr., Hon. Ricky T. Delco, Hon. Anna C. Cagulada, Hon. Nelson C. Ber, Hon. Francisco D. Bucadon, it is hereby;

RESOLVED TO GRANT AS THIS BODY HEREBY GRANTS AUTHORITY TO ATTY. LEAH MARIE MORAL-ROMANO, MUNICIPAL MAYOR TO SIGN INTO A MEMORANDUM OF AGREEMENT WITH THE SOCIAL SECURITY SYSTEM, REPRESENTED BY MS. ALNORA Y. PRESBITERO, BRANCH MANAGER, PANABO BRANCH, IN CONNECTION WITH THE SSS MEMBERSHIP AND KALTASSS COLLECTION PROGRAM.

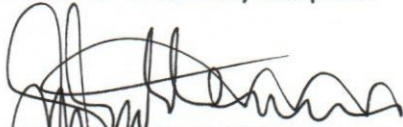
CARRIED.

I HEREBY CERTIFY to the correctness of this resolution.



TEOFISTA FACULA-BACLAAN
Senior Administrative Assistant I
Secretary Designate

ATTESTED to be duly adopted:



DONNA MAE BALDONADO-BERNADAS, Ed.D
Municipal Vice Mayor & Presiding Officer