



Republic of the Philippines
MIMAROPA Region
Province of Occidental Mindoro
OFFICE OF THE GOVERNOR

EXECUTIVE ORDER NO. 20
Series of 2022

AMENDMENT TO EXECUTIVE ORDER NO. 18 SERIES OF 2021 ALSO KNOWN AS "AN ORDER PROVIDING FOR OMNIBUS GUIDELINES ON PROVINCIAL GOVERNMENT OF OCCIDENTAL MINDORO'S ASSISTANCE PROGRAMS FOR CY 2021" BY PROVIDING FOR ADDITIONAL TYPE OF ASSISTANCE UNDER THE PROVINCIAL HOUSING AND DEVELOPMENT PROGRAM

WHEREAS, the general welfare clause pursuant to the RA 7160 otherwise known as the Local Government Code of 1991 states:

Sec. 16. General Welfare - Every local government unit 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 the 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 their inhabitants.

WHEREAS, as part of the initiative of the Provincial Government of Occidental Mindoro (PGOM) to improve the general social welfare services which include programs and projects on population development services, and infrastructure facilities intended to serve the needs of the residents of the province and which are funded out of the provincial fund, specific offices under the PGOM grants different forms of assistance. To determine the beneficiaries, eligibility requirements, and components of each program under these offices, Omnibus Guidelines must be developed and adopted;

WHEREAS, to avoid overlapping functions of concerned departments with respect to the government programs being offered to the citizenry, Executive Order No. 18 Series of 2021 was issued by the Provincial Government of Occidental Mindoro on September 6, 2021 to rationalize the process of programs offering assistances. It contains the compilation of guidelines from PGOM Offices that implement and offer assistance concerning medical, financial, agricultural, and livelihood. These offices include the Provincial Governor's Office (PGO), Provincial Social Welfare and Development Office (PSWDO), Office of the Provincial Agriculturist (OPA), Provincial Veterinarian's Office (PVET), and the Provincial Disaster Risk Reduction Office (PDRRMO), among others.

WHEREAS, there is an imperative need to amend Section 4 (D.3) of Executive Order No. 18 Series of 2021 in order to provide for additional type of assistance under the Provincial Housing and Development Program of the Provincial Government.

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NOW, THEREFORE, I, EDUARDO B. GADIANO, Governor, Province of Occidental Mindoro, by virtue of the powers vested in me by law, do hereby order the following:

SECTION 1. AMENDMENT TO SECTION 4 (D.3) OF EXECUTIVE ORDER NO. 18 SERIES OF 2021. Section 4 (D.3) of Executive Order No. 18 Series of 2021 is hereby amended to read, as follows:

"SECTION 4. COVERAGE: PROGRAM BENEFICIARIES, ELIGIBILITY REQUIREMENTS, TYPE OF ASSISTANCE, PROGRAM COMPONENTS.

XXX XXX XXX XXXX XXXX

D. PROVINCIAL HOUSING AND DEVELOPMENT PROGRAM

This program aims to provide efficient service and financial support to victims of manmade and natural disasters such as typhoons, floods, earthquakes, landslides, fire, demolition, etc. It aims to provide immediate needs of the indigent and marginalized individuals in the midst of the crisis they are currently undergoing. Moreover, the project assists the registration of homeowners' association and helps to identify sites for housing projects and prepare developmental plan for the community.

D.1. Program Beneficiaries

The beneficiaries of this program are the following:

- a.) Poor and marginalized individuals who are victims of man-made and natural disasters;
- b.) Homeowners' Associations that have no financial capability in registering the association with the Department of Human Settlement and Urban Development; and
- c.) Associations that would like to have their land undergo survey but have no available resources to finance the survey and Homeowners' Association that needs assistance in the development of their community.

D.2. Eligibility Requirements

Beneficiaries of this program should undergo and register to the following:

- a.) Orientation on Department of Human Settlement and Urban Development (DHSUD) Registration – The DHSUD, as the sole and main planning and policymaking, regulatory, program coordination and performance monitoring entity for all housing, human settlement, and urban development, the HOA has to be registered with DHSUD. The HOA will be oriented on the procedure and requirements for the registration.
- b.) TESDA Masonry Training – Provide referral to TESDA so that those whose houses were damaged will be equipped with skills so they will be able to repair their houses and can therefore save on labor expenses for the

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repair. Further, the skills they will acquire can also be used as a source of livelihood.

- c.) Bayanihan Orientation – This is one way of imparting to the beneficiaries and their families the importance and essence of “Bayanihan” wherein the members will help each other and act as one under the Bayanihan spirit in the activities for the project such as helping each other in repairing damaged houses, clearing of the proposed housing site, assist in placing markers during the survey as well as help in any project for the community as their counterpart for its development so that the cost of labor and other expenses can be minimized.

D.3. TYPE OF ASSISTANCE

The assistance which will be provided to the qualified beneficiaries shall be grant in nature. Beneficiaries do not need to return the financial assistance given to them to this office, however, any assistance provided shall be utilized for the intended purpose, such as:

- a.) Financial Assistance for Victims of Manmade and Natural Disasters – to be used for the repair/renovation of damaged houses;
- b.) Financial Assistance for DHSUD Registration – should be used only for the registration of the association with the Department of Human Settlement and Urban Development;
- c.) Financial Assistance for Survey and Subdivision Plan- should be utilized for the survey of the subject land;
- d.) **Financial Assistance to beneficiaries of “Handog Titulo Program” and those indigent individuals who cannot afford to pay the expenses for the titling of their lands; and**
- e.) Financial Assistance for Upgrading and Site Development of Housing Sites – for the implementation of identified project/s for the community.

D.4. PROGRAM COMPONENTS

D.4.1. Upon Application

To be able to avail the assistance requested, an original or certified true copy of the following documents shall be required as follows:

D.4.1.1. For individual beneficiaries:

- a.) Letter request addressed to the Provincial Governor;
- b.) Original copy of the certificate of indigency from the Barangay;
- c.) General intake sheet accomplished by PSWDO;
- d.) Photocopy of valid ID;
- e.) Original copy of the incident report; and
- f.) Pictures of damaged houses

D.4.1.2. For groups/organization to be registered in DHSUD:

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- a.) Letter request addressed to the Provincial Governor signed by the officers;
- b.) Photocopy of SEC registration (if registered);
- c.) List of officers (with the corresponding position and contact numbers);
- d.) List of members (with corresponding address);
- e.) Original copy of the certificate of indigency (for officers);
- f.) Minutes of the meeting, which will serve as proof or that will certify that they are all in agreement to have their association registered with the DHSUD; and
- g.) Letter authorizing that the financial assistance to be disbursed to the association through the issuance of check in the name of the association's president/ chairman and such other documents that may be required by the accounting and/or other department/s for the processing and approval of their request.

D.4.1.3. For group/ association requesting for survey and subdivision plan:

- a.) Letter request addressed to the Provincial Governor signed by the officers;
- b.) Photocopy of SEC registration or DHSUD (if registered);
- c.) List of officers and members (with corresponding position, address, and contact numbers);
- d.) Minutes of the meeting which will certify their unified intention to request for the survey of their land; and
- e.) Photocopy of bank account and other documents that may be required by the accounting and/or other departments for the processing and approval of their request. In case the association has no bank account, the association shall issue a letter authorizing the financial assistance to be disbursed to the association, through the issuance of a check in the name of the association's president/chairman.

D.4.1.4. For group/ association requesting for upgrading and site development:

- a.) Letter request addressed to the Provincial Governor signed by the officers;
- b.) Photocopy of SEC registration/ DHSUD (if registered);
- c.) List of officers and members (with corresponding position, address, and contact numbers);
- d.) Minutes of the meeting as proof that they all agree in requesting project/s for the development of their community; and
- e.) Photocopy of bank account, Program of Works, and such other documents that may be required by the accounting and/or other department/s for the processing and approval of their request. In case the association has no bank account, the association shall issue a letter authorizing the financial assistance to be disbursed to the association, through the issuance of a check in the name of the association's president/chairman.

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D.4.2. Procedure

In order to avail the program, the beneficiaries should consider the following:

- a) The amount/number of assistance, grants, and donations may vary depending on the need and assessment made by the Provincial Housing and Development Section, subject to the availability of funds.
- b) After all the documentary requirements are complied with, the process server shall start processing for its approval so that the financial assistance can be disbursed, and the activities/projects can commence and completed as planned.
- c) Provided assistance may be in cash or check to be paid by the Disbursing Officer to the beneficiaries
- d) For TESDA Masonry Training, the Housing Section will coordinate with the agency so that the beneficiaries who need to undergo training can be referred and acquire skills not only in repairing their homes but to have an alternative source of livelihood using the acquired skills.
- e) For DHSUD Orientation, the focal person integrates with the areas and provides an orientation to the HOA on how to register the association with the DHSUD as well as assist in the preparation of the documentary requirements for the registration.
- f) There will be systematic monitoring after the assistance has been provided to ensure that the funds will be used/used as intended and without deviations from their purpose. There will be an evaluation after the HOA registration with the DHSUD, survey, and site development.

D.4.3. Monitoring and Evaluation

There will be systematic monitoring after the assistance has been provided to ensure that the funds will be used as intended and without deviations from their purpose. There will be an evaluation after the HOA registration with the DHSUD, survey, and site development."

SECTION 2. SEPARABILITY CLAUSE

If any provision in this Executive Order shall be invalid for any reason, the parts not affected thereby shall remain valid and in full force and effect.

SECTION 3. REPEALING CLAUSE.

All Executive Orders, Rules and Regulations issued by this province which are inconsistent with any of the provisions of this Executive Order are hereby repealed, superseded or modified accordingly.

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SECTION 4. EFFECTIVITY.

This Order shall take effect immediately.

DONE at the Provincial Capitol, Mamburao, Occidental Mindoro this 4th day of April 2022.


EDUARDO B. GADIANO
Governor

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