



Republic of the Philippines  
Province of Ilocos Sur  
MUNICIPALITY OF NARVACAN

## OFFICE OF THE SANGGUNIANG BAYAN 2013-2016

22<sup>nd</sup> Regular Session  
Held at the SB Session Hall  
On 16 June 2015

**ORDINANCE NO. 01**  
Series of 2015

### **AN ORDINANCE ADOPTING THE SENIOR CITIZENS CODE OF NARVACAN, ILOCOS SUR 2015**

**BE IT ORDAINED** by the Sangguniang Bayan of Narvacan, Ilocos Sur, that:

#### **CHAPTER I**

#### **GENERAL PROVISIONS**

**Section 1. Title.** This Ordinance shall be known as the **SENIOR CITIZENS CODE OF NARVACAN, ILOCOS SUR.**

**Section 2. Declaration of Policies.** Pursuant to Article XV, Section 4 of the Constitution of the Philippines, it is the duty of the family to take care of its elderly members while the State may design programs of social security for them. Further, Article XIII, Section 11 in the Declaration of Principles and State Policies provides; "The State shall adopt an integrated and comprehensive approach to health development which shall endeavor to make essential goods, health and other social services available to all the people at affordable cost. There shall be priority for the needs of the underprivileged, sick, elderly, disabled, women and children." Under the operative principles of decentralization and as provided for under the Local Government Code of 1991, the capabilities of local government units shall be enhanced to participate actively in the implementation of national programs and projects.

**Section 3. Policies.** In consonance with the Articles of Incorporation of the **Narvacan Federation of Senior Citizens Association, Inc. (NFSCAI)** the following are the declared policies of this Code:

- (a) The NFSCAI shall advance the physical, social and economic, as well as the mental, psychological and spiritual well-being of its members.
- (b) The NFSCAI shall educate its members and protect their rights in the pursuit of their special privileges and other benefits granted by law.
- (c) The NFSCAI shall establish a general information center to serve and update its members.

- (d) The NFSCAI shall assist its members in filing complaints to any establishment, institution, or agency refusing to comply with the privileges provided by law.
- (e) The NFSCAI shall establish programs and adopt measures whereby the members and their families will be benefited to the fullest.

**Section 4. Purpose of this Code.** In Narvacan, this Code shall cover and govern the implementation of Republic Act No. 7432, otherwise known as the "Senior Citizens Act", as amended by Republic Act No. 9257, otherwise known as the "Expanded Senior Citizens Act of 2003" and further amended by RA 9994 otherwise known as the "Expanded Senior Citizens Act of 2010", and the Implementing Rules and Regulations covering the said Acts, as promulgated and adopted by the Department of Social Welfare and Development (DSWD). Provisions of the Senior Citizen Acts, which are concerns of the national government, are incorporated in this Code for the knowledge of concerned senior citizens of Narvacan, as well as for the information of those establishments that grant benefits and privileges to the elderly. All other provisions thereof, for as long as they are applicable for the implementation in Narvacan shall be enforced by this Code.

**Section 5. Definition of Terms.** For purposes of this Code, and as defined under the Implementing Rules and Regulations (IRR) that covers Republic Acts 7432 and 9257, the following terms are hereby defined as follows:

- a) **ACCREDITED NON-GOVERNMENT ORGANIZATION (NGO)** shall refer to any private non-profit organization, municipal in scope, mainly providing services for senior citizens, duly registered with the Securities and Exchange Commission (SEC) and accredited by the Department of Social Welfare and Development (DSWD).
- b) **BASIC NECESSITIES** shall refer to canned sardines, tuna, evaporated, condensed and powdered filled milk, coffee, bread, white and brown sugar, cooking oil, instant noodles, luncheon meat, meat loaf, corned beef, frozen/refrigerated/preserved/ready-to-cook pork, beef and chicken, rice, corn, bread, fresh/dried/canned fish and other marine products, fresh pork, beef and poultry meat, fresh eggs, fresh and processed milk, fresh vegetables, root crops, coffee, sugar, cooking oil, salt, laundry soap, detergents, firewood, charcoal, candles and drugs classified as essential by the Department of Health (DOH), and other commodities as may be classified by the Department of Trade and Industry.
- c) **ACT / ACTS** shall refer to the Senior Citizens Act and/or the Expanded Senior Citizens Act of 2003.
- d) **BENEFACTOR / CAREGIVER** shall refer to any person, whether related to the senior citizen or not, who takes care of him or her as a dependent.
- e) **DENTAL SERVICES** shall refer to oral examination, cleaning, permanent and temporary filling, extractions, gum treatments, restoration, replacement or repositioning of teeth, or alteration of the alveolar or periodontium process of the maxilla and mandible that are necessary for the diagnosis and/or treatment of a dental illness or injury.
- f) **DIAGNOSTIC and LABORATORY TEST** shall refer to X-ray, CT scans, blood chemistry examination, histopathology and immunopathology, hematology, urine analysis, parasitology and bacteriology test, serology, blood banking, and other diagnostic examinations that are necessary for the diagnostic and/or treatment of an illness and injury.

- g) **ESTABLISHMENT** shall refer to any private business entity or commercial establishment engaged in the sale of goods, commodities, foods or offering services that are duly licensed or franchised by the national government or by a local government unit.
- h) **GERIATRICS** shall refer to the branch of medical science devoted to the study of the biological and physical changes and diseases of the aged.
- i) **GERONTOLOGY** is the scientific study of the biological, psychological, and sociological phenomena associated with old age and ageing and in determining answers about the normal aging process rather than the diseases of old age. It is also the scientific study of the processes of aging from many disciplines, including social work , anthropology, biology, history, sociology , psychology, and demography.
- j) **HEAD of the FAMILY** shall refer to any person so defined in the National Internal Revenue Code, as amended.
- k) **HOME HEALTH CARE SERVICE** shall refer to health or supportive care provided to the senior citizen patient at home by licensed health care professionals to include, but not limited to physicians, nurses, midwives, physical therapist and care givers.
- l) **IDENTIFICATION CARD** or ID shall refer to the senior citizen's ID issued and signed by duly constituted authorities to an elderly.
- m) **IDENTIFICATION DOCUMENT** shall refer to any documentary or material proof of being a senior citizen which shall be used as material proof of being a senior citizen which shall be used as basis for the issuance of senior citizen identification card (ID) and for the availment of benefits and privileges under the law, such as, birth or baptismal certificate, Philippine passport, SSS or GSIS papers, military service record, or other authenticated document or papers that will prove the senior citizen's age.
- n) **INDIGENT SENIOR CITIZEN** shall refer to any elderly who is frail, sickly, or with disability , and without pension or permanent source of income, compensation or financial assistance from his/her relatives to support his/her basic needs, as determined by the Department of Social Welfare and Development (DSWD) in consultation with the National Coordinating and Monitoring Board.
- o) **LODGING ESTABLISHMENT** shall refer to any building edifice or premises that serve as temporary dwelling to tourists, transients and/or travelers, such as hotel, hostel, inn, apartelle, motel, pension house, or the likes. Lodging establishment shall include lodging houses which are regularly engaged in hotel business, but which, nevertheless, are not registered, classified and licensed as hotels by reason of inadequate essential facilities, amenities and services.
- p) **MEDICAL SERVICES** shall refer to hospital room and services, professional services of physician and other health care professionals, and diagnostic and laboratory tests that are necessary for the diagnosis and/or treatment of an illness or injury.
- q) **MEDICINES** shall refer to both prescription and non-prescription medicines and articles approved by the BFAD and DOH, which are intended for use in the diagnosis, cure, mitigation, treatment or prevention of disease, but do not include food and devices or their components, parts or accessories.
- r) **NEAREST SURVIVING RELATIVE** shall refer to the legal spouse who survives that deceased senior citizen; Provided, That there is no spouse survives the following order of degree of kinship: children, parents, siblings, grandparents, grandchildren, uncles and aunts.
- s) **NON-GOVERNMENTAL ORGANIZATION (NGO)** shall refer to any private entry, which is non-profit and voluntary in nature dedicated to the promotion, enhancement and support of the welfare of senior citizens, duly registered with a regular body.
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- v) **NON-GOVERNMENTAL ORGANIZATION (NGO)** shall refer to any private entry, which is non-profit and voluntary in nature dedicated to the promotion, enhancement and support of the welfare of senior citizens, duly registered with a regular body.
- w) **OFFICE for SENIOR CITIZENS AFFAIRS (OSCA)** shall refer to the office in the municipality under the Office of the Mayor and headed by a senior citizen.
- x) **PRIME COMMODITIES** shall refer to fresh fruits, flour, dried/processed/canned pork, beef and poultry meat, dairy products not falling under the basic necessities, noodles, onions, garlic, herbicides, feeds and veterinary productions for poultry, swine and cattle, paper, school supplies, nipa shingles, ply board, construction nails, batteries, light bulbs and electrical supplies, steel wire and all drugs not classified as essential drugs by the Department of Health (DOH) and other commodities that may be classified by the Department of Trade and Industry (DTI) and the Department of Agriculture (DA).
- y) **RECREATION CENTER** shall refer to a place that offers recreation and relaxation for a fee or for free which includes sports facility, indoor games, board games, and the likes.
- z) **RESIDENTIAL CARE /GROUP HOME RESIDENTIAL COMMUNITY or RETIREMENT VILLAGE** shall refer to a facility which provides twenty-four (24)-hour resident group care for the physical, mental, social, and spiritual well-being of senior citizens in a homelike atmosphere which is accredited by the Department of social Welfare and Development (DSWD) and licensed by the concerned local government unit where the said facility is situated.
- aa) **RESTAURANT** shall refer to any establishment duly licensed by the local government unit (LGU) offering to the public regular and special meals or menu, fast food, cooked food and short food orders, including tea, coffee, soft drinks and hot and cold beverages.
- bb) **RETAILER**, as defined under the DTI guidelines, shall refer to any person engaged in the business of selling consumer products directly to consumers, which shall include among others, supermarkets, groceries stores, convenience and mini-convenience stores, bakeries, but excluding sari-sari stores, wet markets, "talipapa" and cooperative stores.
- cc) **SENIOR CITIZEN or ELDERLY** shall refer to any resident citizen of the Philippines at least Sixty (60) years old.
- dd) **SENIOR CITIZENS CENTER** shall refer to the place established by Republic Act No.7876 with recreational, educational, health and social programs and facilities designed for th full enjoyment and benefit of the senior citizens in a city or municipality.

**Section 6. Meaning of Abbreviations.** For purposes of this Ordinance and for brevity, the following abbreviations shall mean:

<b>BFAD</b>	- Bureau of Foods and Drugs
<b>BIR</b>	- Bureau of Internal Revenue
<b>BPLO</b>	- Business Permit & Licensing Office of Narvacan
<b>CHED</b>	- Commission on Higher Education
<b>DA</b>	- Department of Agriculture
<b>DBM</b>	- Department of Budget Management
<b>DepEd</b>	- Department of Education
<b>DILG</b>	- Department of the Interior & Local Government
<b>DOH</b>	- Department of Health
<b>DOJ</b>	- Department of Justice
<b>DOF</b>	- Department of Finance
<b>DOLE</b>	- Department of Labor & Employment
<b>DOTC</b>	- Department of Transportation & Communication
<b>DSWD</b>	- Department of Social Welfare & Development
<b>DTI</b>	- Department of Trade & Industry
<b>GSIS</b>	- Government Service Insurance System

<b>HLURB</b>	- Housing & Land Use Regulatory Board
<b>MHO</b>	- Municipal Health Office
<b>MSWDO</b>	- Municipal Social Welfare & Development Office
<b>MIRC</b>	- Municipal Internal Revenue Code
<b>NGO (s)</b>	- Non-Government Organization(s)
<b>NSCB</b>	- National Statistical Coordinating Board
<b>NEDA</b>	- National Economic Development Authority
<b>OSCA</b>	- Office for Senior Citizens Affairs
<b>Phil-HEALTH</b>	- Philippine Health Insurance Corporation
<b>PO(s)</b>	- People's Organization(s)
<b>SEC</b>	- Securities & Exchange Commission
<b>SC</b>	- Senior Citizen(s)
<b>SSS</b>	- Social Security System
<b>TESDA</b>	- Technical Education & Skills Development Authority

## CHAPTER II

### RIGHTS OF SENIOR CITIZENS

**Section 7. Rights of the Senior Citizen.** All senior citizens shall be entitled to the rights herein set forth without distinction as ethnic origin, sex, social status, religion, political antecedents and other factors.

- a) Every senior citizen is endowed with the dignity and worth as human being, and has therefore, the right to be respected especially by the young, and be provided with love, useful and active member of the society.
- b) Every senior citizen has the right to a well-rounded development of his personality to the end that he may become happy, useful and active member of society.
- c) Every senior citizen has the right to sufficient shelter, proper medical attention, and all the basic physical requirements of a healthy and vigorous life.
- d) Every senior citizen has the right to be in an atmosphere of morally and rectitude for the enrichment and strengthening of his morale and character.
- e) Every senior citizen has the right to full opportunities for safe and wholesome recreation, and wholesome use of his leisure hours.
- f) Every senior citizen has the right to protection against exploitation improper influences hazards and other conditions or circumstances prejudicial to his physical, mental. Emotional, social and moral preservation.
- g) Every senior citizen has the right to live in a community and a society that can offer an environment conducive to the promotion of his health.
- h) Every senior citizen has the right to the care, assistance and protection of the municipality.
- i) Every senior citizen has the right to live as a free individual in an atmosphere of peace, understanding, tolerance and universal brotherhood, and with the determination to contribute his share in nation building.
- j) Every senior citizen has the right to an efficient and honest government that will deepen his faith in democracy and inspire him with the true and honest morality of the constituted authorities both in their public and private lives.

**SECTION 8. Senior Citizen's ID (Identification Card).** Every qualified senior citizen has the right to be issued with a valid citizen's ID which shall be the proof of his or her being senior citizen and who shall be entitled to all the rights, benefits and privileges accorded by the elderly. The Senior Citizen's ID is not transferable and shall not be used for any purpose or purposes, other than what was provided by law. The lost of ID shall be reported immediately to the Office of the Senior Citizens Affairs (OSCA) for replacement. In case of death of a senior citizen, his or her senior citizen's ID shall be surrendered to the OSCA by nearest of kin, or to the Local Civil Registry Office of Narvacan who shall require the surrender of the Senior Citizen's ID, prior to assurance or release of a copy of the death certificate of the deceased senior citizen.

### CHAPTER III

#### RESPONSIBILITIES OF SENIOR CITIZENS

Section 9. Responsibilities of Senior Citizens. Every senior citizen, regardless of his sex, religion, social status, creed, political antecedents and other factors, and for as long as he is capable physically and mentally, shall:

- a) Maintain an upright and virtuous life in accordance with the tenets of his religious beliefs and the dictates of clean conscience.
- b) Love and respect the members of his family and share with them his wisdom for the strengthening, unity and harmony of the family.
- c) Exert his best effort and capability, gained potentials and suitable abilities in serving his fellowmen and his community.
- d) Respect his fellowmen, their customs and traditions, the duly constituted authority laws of the country, and the principles and institutions of democracy.
- e) Involve himself and participate actively and to the extent of his capability in municipal government programs and projects, social affairs and civic activities for the promotion of public welfare, bearing in mind that their past knowledge and gained expertise will help greatly in making the good image of the municipality as well as, shaping the country's future.
- f) Help in the observance of human rights, the strengthening of freedom, the foster cooperation in the pursuit of common aspiration for progress and prosperity and the furtherance of peace and order.

### CHAPTER IV

#### CREATION OF THE OFFICE OF THE SENIOR CITIZEN AFFAIRS (OSCA)

**Section 10. Creation of the Office for Senior Citizen Affairs (OSCA) of Narvacan, Ilocos Sur.** Implementing Rules and Regulation of R.A. 9994 of 2010, Rule VI, Article 21, Sections 1 – 6, provided for the establishment of an office for senior citizens affairs in all cities and municipalities, and pursuant with the said mandate, the Office for Senior Citizens Affairs of Narvacan by virtue of Resolution No. 21, Series of 2013.

**Section 11. Provision/Allocation of an Office Space for OSCA.** The Municipal Government of Narvacan shall provide and allocate an office space for OSCA in any municipal government building, including the provision of the necessary amenities therefore.

**SECTION 12. Functions of the OSCA.** The Office for Senior Citizens Affairs of Narvacan shall have the following functions and responsibilities:

- a) To plan, implement and monitor yearly work programs pursuant to the objectives of the Senior Citizens Act (RA No. 7432) as amended by the Expanded Citizens Act (RA No. 9257).
- b) To draw up a list of available professional and/or technical expertise and service that can be offered or provided by the senior citizens of Narvacan.
- c) To maintain and update regularly on a quarterly basis the record and list of senior citizens of Narvacan, and to issue, free of charge, the prescribed OSCA identification card (ID) and medicine purchase booklet to all qualified new members.
- d) To serve as a general information center for all senior citizens of Narvacan as well as serve as a liaison office to cater to the needs of the Narvacan elderly.
- e) To monitor compliance of the provisions of the Senior Citizens Act and the Expanded Senior Citizens Act, particularly on the grant of special discounts and privileges to senior citizens.
- f) To report to the Municipal Mayor all violation of the Senior Citizens Act and the Expanded Senior Citizens Act, with a copy of such report furnished to the concerned offices.
- g) To assist senior citizens in filing complaints or charges before the DOJ, provincial or municipal courts the violation of ant person, natural or judicial, establishment, institution, or agency refusing to comply with the benefits and privileges granted under the Senior Citizen Act and Expanded Senior Citizen Act of 2003.
- h) To assist and coordinate in all investigations regarding or relative to fraudulent practices and abuses of the discount and privileges committed by any erring senior citizen.
- i) To establish linkages with accredited NGOs, people organizations, other government institutions, and the barangays in their respective areas.
- j) To make representation, in seeking financial grant, aid or resources from local, foreign, or international organizations, NGOs, foundations, and other concerned institutions in pursuit of programs and projects redounding to the benefit and welfare of the senior citizens or for the community.
- k) Formulate and prepare the internal rules and procedures for application to the internal affairs of the OSCA.
- l) To perform such other functions and responsibilities as may be required by law or duly constituted authorities.

**Section 13. Qualifications of the Head of the OSCA.** A qualified senior citizen shall be appointed by the Municipal Mayor to head the OSCA who must possess the following qualifications:

- a) The senior citizen must be a natural-born Filipino citizen and must have resided in Narvacan, Ilocos Sur for at least one (1) year or above.

- b) The senior citizen must be a registered voter of Narvacan.
- c) The senior citizen must be able to read and write.
- d) The senior citizen must be physically and mentally fit.
- e) The senior citizen must be a bonafide and active member of the OSCA.

**Section 14. Manner of Selection and Appointment of the OSCA Head.** A general assembly of the senior citizens of Narvacan shall choose and recommend three (3) senior citizens for the consideration of the Municipal Council of Narvacan and subsequent endorsement to the Municipal Mayor who shall finally appoint the senior to head the OSCA.

**Section 15. Term of Office of the OSCA Head.** The OSCA Head of Narvacan shall have a term of three (3) years without reappointment in case of demise or permanent disability, the remaining term shall be served by the new appointee who have undergone the selection process. The newly-appointed head may be re-appointed if he or she has not served one-half (1/2) of the full term.

**Section 16. Operation and Maintenance of the OSCA.** The necessary appropriation for the operation and maintenance of the OSCA and Honorarium of the OSCA Head, shall be appropriated and approved by the Municipal Government of Narvacan. Appropriations therefore shall be based on the work programs and projects and estimated operational expenditures to be submitted by the OSCA to be adopted by the Sangguniang Bayan and approved by the Mayor.

**Section 17. Supervision and Assistance to OSCA.** The Office of the Mayor shall exercise the supervision over the OSCA relative to their plans, programs and projects, and activities for the senior citizens of Narvacan. The MSWD-Narvacan and concerned municipal government offices or agencies shall assist the Head of the OSCA.

## CHAPTER V

### CREATION OF THE NARVACAN FEDERATION OF SENIOR CITIZENS ASSOCIATION, INC.

**Section 18. Creation of the Federation.** There shall be created a federation of the senior citizens associations of the 34 barangays of this municipality which shall be named the Narvacan Federation of Senior Citizens Association, Inc. which shall be governed by its By Laws, as follows:

#### Article I

#### Meetings

**Section 19. Annual Meetings.** The annual meetings of the members shall be held at the principal office of the association on every July 06 of each year. The President shall render his annual report to the members regarding the activities of the association. The election of Directors shall also be held during this regular meeting, after every three (3) years.



**Section 20. Special Meetings.** Special meetings of the members shall be called as the need thereof arises, by the Board Directors or the President or upon petition of 1/3 of the general membership.

**Section 21. Notices.** Notices of the time and place of annual and special meetings of the members shall be given either personally or by special delivery mail, at least two (2) weeks before the date set for such meeting. The notice of every meeting shall state briefly the purpose or purposes of the meeting.

**Section 22. Quorum.** A quorum for any meeting of the members shall consist of a majority of the members and a majority of such quorum may decide any question at the meeting, except those matters where the Corporation Code requires the affirmative vote of a greater proportion.

**Section 23. Order of Business.** The Order of Business at the annual meeting of the members shall be the following:

- a) Proof of service of the required notice of meeting.
- b) Proof of the presence of a quorum.
- c) Reading and approval of the minutes of the previous annual meeting.
- d) Unfinished business.
- e) Report of the President.
- f) Election of Director for the ensuing year.
- g) Other matters.

**Section 24. Voting By Proxy.** Each member shall be entitled to one vote, and he may vote either in person or by proxy which shall be in writing and filed with the Secretary of the Association before the scheduled meeting.

## **Article II**

### **Directors**

**Section 25. Board of Directors.** The corporate powers of the association shall be exercised, its business conducted and its property controlled by the Board of Directors.

**Section 26. Qualification.** The Directors to be elected must be presidents of the member-associations.

**Section 27. Disqualification of Directors or Officers.** No member convicted by final judgment of an offense punished by imprisonment for a period exceeding six (6) years, or a violation of the Corporation Code of the Philippines committed within five (5) years prior to the date of his election or appointment, shall qualify as a director or officer.

**Section 28. Term of Office of Director.** The director shall hold office for three years and until their successors are duly elected and qualified.

### **Article III**

#### **Officers**

**Section 29. Officers.** The officers of the association shall be a President, a Vice President, a Secretary, an Assistant Secretary, a Treasurer, Auditor, a Business Manager, and a Press Relation Officer. They shall be elected by the board of directors from among themselves.

**Section 30. Term of Office of Officer.** All officers of the association shall hold office for three years until their successors are duly elected and qualified.

### **Article IV**

#### **Functions and Powers of Officers**

**Section 31. President** - The President shall be the Chief Executive Office of the federation. He shall preside in all meetings of the members of the federation and the board of directors. He shall execute all resolutions of the Board of Directors. He shall be in-charge with directing and overseeing the activities of the federation. He shall submit to the Board as soon as possible after the close each fiscal year, and to the members of each annual meeting, a complete report of the activities and operations of the federation for the fiscal year under his term.

**Section 32. Vice-President** – The Vice-President, if qualified, shall exercise all powers and perform all duties of the President during the absence or incapacity of the latter and shall perform duties that maybe assigned by the Board of Directors.

**Section 33. Secretary** – The Secretary shall give all notices required by these by-laws and keep the minutes of all meetings of the members and of the Board of Directors in a book kept for the purpose. He shall keep the seal of the federations and affix such seal to any proper or instrument requiring the same. He shall have custody of the members register and the correspondence files of the federation. He shall also perform all such other duties and work as the Board of Directors may from time to time assign to him.

**Section 34. Assistant Secretary**- The Assistant Secretary shall perform such duties stated above in cases where the Secretary is physically unable of doing it. He shall perform other official functions deemed necessary.

**Section 35. Treasurer** – The Treasurer shall be in-charge of the funds, receipts and disbursements of the federation. He shall keep all moneys and other valuables of the federations in such banks as the Board Directors may designate. He shall keep and have charge of the books of accounts. He shall also perform such other duties and functions as maybe assigned to him from time to time by the Board of Directors. He shall post a bond in such amount as maybe fixed by the Board of Directors.

**Section 36. Auditor** – The Auditor shall conduct periodic audit of the petty cash fund of the federation. He shall also conduct surprise audit of records and documents in the custody of the Treasurer. He makes a report on all audit during meetings. He shall indicate his initial to all documents prepared and/or presented by the Treasurer.

**Section 37. Business Manager** – The Business Manager shall coordinate with the Office of the Senior Citizens Affairs (OSCA) and/or other government agencies matters related to programs and policies of the federation for implementation. He shall assist the President in the preparation of plans and programs of activities and provides corresponding mechanism for their smooth implementation.

**Section 38. Public Relations Officer** – the Public Relations Officers shall serve as conduit to other government agencies related to the programs, education of members and other activities of the federation. He makes public information regarding the activities of the federation and perform such other official duties as necessary.

## ARTICLE V

### MEMBERS

**Section 39. Qualifications for Membership** – The board shall determine the qualifications of an applicant for membership.

**Section 40. Rights of Members** – A member shall have the following rights:

- a) To exercise the right to vote on all matters relating to the affairs of the association;
- b) To be eligible to any relative or appointive office of the association;
- c) To participate in all deliberations/meetings of the association;
- d) To avail of all the facilities of the association;
- e) To examine all the records or books of the association during business hours.

**Section 41. Duties and Responsibilities of the Members** – A member shall have the following duties and responsibilities:

- a) To obey and comply with the by-laws, rules and regulations that may be promulgated by the association from time to time;
- b) To attend all meetings of the association;
- c) To pay membership dues and other assessment of the association.

## ARTICLE VI

### SUSPENSION, EXPULSION AND TERMINATION OF MEMBERSHIP

**Section 42. Suspension, Expulsion and Termination of Membership,** shall be in accordance with the internal Rules and Procedures of the Federations.

Any member of the associations may file charges against a member by filing a written complaint with the Secretary of the association. The Board of Directors shall call a special meeting to consider the charges. The affirmative vote of majority of all the Directors shall be necessary to suspend a member; provided that where the penalty is expulsion, the affirmative vote of majority of all the members of the association shall be necessary.

## CHAPTER VII

### SENIOR CITIZENS COUNCIL OF NARVACAN, ILOCOS SUR

**Section 43. Senior Citizen Council.** Pursuant to Section 458, sub-paragraph 5(vii) of the Local Government Code of 1991, there shall be established a municipal council for the elderly and in consonance thereof, the Senior Citizens Council of Narvacan is hereby created to be composed of:

- a) The Honorable Municipal Mayor a Chairman
- b) The Chairman of the Committee on SeniorCitizen Affairs of the Municipal as Vice Chairman.
- c) The President of the Federation of Senior Citizens of Narvacan, the Municipal Health Officer, the Legal Officer, the Community Relations Officer of Narvacan as members.

**Section 44. Functions of the Senior Citizens Council.** The Senior Citizens Council shall have the following functions:

- a) Declare and designate the date of General Assembly of the Senior Citizens of Narvacan for the nomination of three (3) senior citizen candidates to head the OSCA.
- b) In coordination with the Committee for Senior Citizens of the barangays and concerned government agencies, declare and designate the date of election for the election of the Chairman, Vice Chairman and officers of the barangay senior citizen associations.
- c) Formulate policies and adopt measures mutually beneficial to the elderly and to the municipality.
- d) Coordinate, monitor and evaluate the implementation of programs and projects for the senior citizens
- e) Perform such other functions, as maybe provided by law or duly constituted authorities.

**Section 45. Council Secretariat.** There is hereby constituted for the Senior Citizens Council secretariat which shall be responsible for providing technical support, documentation, preparation of reports and other assistance as may be required in the discharge of its functions. The Senior Citizens Council may avail of the services of physically and mentally capable elderly, NGOs, educational or research institution for this purpose.

## CHAPTER VIII

### CONTRIBUTION OF THE SENIOR CITIZEN TO THE COMMUNITY

**Section 46. Senior Citizen's Contribution to the Community.** Any qualified, mentally and physically capable senior citizen as determined by the Office of the Senior Citizens of Narvacan may render voluntary services to the community, which shall consist but not limited to, any of the following:

- a) Tutorial and/or consultancy services, relative to his/her expertise or profession.
- b) Actual sharing or teaching of gained, acquired or learned skills that could help others generate income, or that will serve as a hobby or leisure for other senior citizens.
- c) Serve as educators in study and learning centers and in non-formal education services.
- d) Participate in municipal government's public welfare programs, civic affairs and other community services, like serving as adviser, guidance counselor, resource provider, tourist aide, and such other beneficial work or activity where the talent, expertise, profession or trade of the senior citizen may be aptly used or applied.
- e) Individually or jointly, formulate plans, programs and projects for community development and for the benefit of all senior citizen in general.
- f) Solicit grants or donations from local and foreign foundations charitable institutions and/or non-governmental organizations to finance noteworthy community, programs and senior citizen projects.

**Section 47. Awards and Benefits for Services Rendered.** In consideration of the services rendered by a senior citizen, the Office for Senior Citizen Affairs (OSCA) may award or grant special benefits or privileges subject to the approval of the Municipal Mayor and availability of funds, in addition to the other privileges provided for under the Acts.

## CHAPTER IX

### PRIVILEGES FOR THE SENIOR CITIZENS

**Section 48. Section 4 of RA No. 7432, as amended by RA. 9257,** otherwise known as the "Expanded Senior Citizens Act of 2003, provides that the Senior Citizens shall be entitled to the following:

a) the grant of twenty percent (20%) discount and exemption from the value-added tax (VAT), if applicable, on the sale of the following goods and services from all establishments, for the exclusive use and enjoyment or availment of the senior citizens:

- (1) on the purchase of medicines, including the purchase of influenza and pneumococcal vaccines, and such other essential medical supplies, accessories and equipment to be determined by the Department of Health (DOH).

The DOH shall establish guidelines and mechanism of compulsory rebates in the sharing of burden of discounts among retailers, manufacturers and distributors, taking into consideration their respective margins;

- (2) on the professional fees of attending physician/s in all private hospitals, medical facilities, outpatient clinics and home health care services;
- (3) on the professional fees of licensed professional health providing home health care services as endorsed by private hospitals or employed through home health care employment agencies;
- (4) on medical and dental services, diagnostic and laboratory fees in all private hospitals, medical facilities, outpatient clinics and home health care services, in accordance with the rules and regulations to be issued by the DOH, in coordination with the Philippine Health Insurance Corporation (PhilHealth);
- (5) in actual fare for land transportation travel in public utility buses (PUBs), public utility jeepneys (PUJs), taxis, Asian utility vehicles (AUVs), shuttle services and public railways, including Light Rail Transit (LRT), Mass Rail Transit (MRT), and Philippine National Railways (PNR);
- (6) in actual transportation fare for domestic air transport services and sea shipping vessels and the like, based on the actual fare and advanced booking;
- (7) on the utilization of services in hotels and similar lodging establishments, restaurants and recreation centers;
- (8) on admission fees charged by theaters, cinema houses and concert halls, circuses, leisure and amusement;
- (9) on funeral and burial services for the death of senior citizens;
- (10) granting of discounts in fares to Senior Citizens.
  - a) exemption from the payment of individual income taxes of senior citizens who are considered to be minimum wage earners in accordance with Republic Act No. 9504;
  - b) the grant of a minimum of five percent (5%) discount relative to the monthly utilization of water and electricity supplied by the public utilities. Provided, that the individual meters for the foregoing utilities are registered in the name of the senior citizen residing therein. Provided, further, that the monthly consumption does not exceed one hundred kilowatt hours (100KWh) of electricity and thirty cubic meters (30 m<sup>3</sup>) of water. Provided, furthermore, that the privilege is granted per household regardless of the number of senior citizens residing therein.
  - c) In the availment of the privileges mentioned above, the senior citizen, or his/her duly authorized representative, may submit as proof of his/her entitled thereto any of the following:
    - (1) an identification card issued by the Office of the Senior Citizen Affairs (OSCA) of the place where the senior citizen resides. Provided, that the identification card issued by the particular OSCA shall be honored nationwide;
    - (2) the passport of the senior citizen concerned; and
    - (3) other documents that establish that the senior citizen is a citizen of the Republic and is at least sixty (60) years of age as further provided in the implementing rules and regulations.
  - d) "In the purchase of goods and services which are on promotional discount provided herein whichever is higher."

"The establishment may claim the discounts granted under subsections (a) and (c) of this section as tax deduction based on the cost of the goods sold or services rendered: Provided, That the cost of the discount shall be allowed as deduction from gross income for the same year that the discount is granted.

Provided, further, that the total amount of the claimed tax deduction net of VAT, if applicable, shall be included in their gross sales receipts for tax purposes and shall be subject to proper documentation and to the provisions of the National Internal Revenue Code (NIRC), as amended."

**Section 49. Government Assistance.** The government shall provide the following:

a) Employment

"Senior citizens who have the capacity and desire to work, or be re-employed, shall be provided information and matching services to enable them to be productive members of society. Terms of employment shall conform with the provisions of the Labor Code, as amended, and other laws, rules and regulations."

"Private entities that will employ senior citizens as employees, upon the effectivity of this Act, shall be entitled to an additional deduction from their gross income, equivalent to fifteen (15%) percent of the total amount paid as salaries and wages to senior citizens, subject to the provision of Section 34 of the NIRC, as ended. Provided, however, That such employment shall continue for a period of at least six (6) months; Provided, further, That the annual income of the senior citizen does not exceed the latest poverty threshold as determined by the

National Statistics Coordination Board (NSCB) of the National Economic and Development Authority (NEDA). For that year.

"The Department of Labor and Employment (DOLE), in coordination with other government agencies such as, but not limited to, the technology and Livelihood Resource Center (TLRC) and the Department of Trade and Industry (DTI), shall assess, design and implement training programs that will provide skills and welfare or livelihood for senior citizens.

b) Social Services

"At least fifty percent (50%) discount shall be granted on the consumption of electricity, water, and telephone by the senior citizens centers and residential care/group homes that are government -run or non-stock, non-profit domestic corporation organized and operated primarily for the purpose of promoting the well-being of abandoned, neglected, unattached, or homeless senior citizens, subject to the guidelines formulated by the DSWD:

1)"self and social enhancement services" which provide senior citizens opportunities for socializing, organizing, creative expression, and self-improvement;

2)"after care and follow-up services" for senior citizens who are discharged from the homes or institutions for the aged, especially those who have problems of reintegration with family and community, wherein both the senior citizens and their families are provided with counseling;

3)"neighborhood support services" wherein the community or family members provide caregiving services to their frail, sick, or bedridden senior citizens, and

4)"substitute family care" in the form of residential care or group homes for the abandoned, neglected, unattached or homeless senior citizens and those incapable of self care."

**Section 50. Special Discount on Basic Necessities and Prime Commodities.** Pursuant to the guidelines issued by the DTI on the grant of special discount in special programs for senior citizens, every senior citizen of Narvacan, upon presentation of his/her Senior Citizen card shall be entitled to a special special discount of FIVE (5%) Percent of the regular price of the following basic necessities and prime commodities to be purchased from supermarkets, grocery stores, convenience and mini-convenience stores and shops, and bakeries only;

- a) Canned sardines, tuna
- b) Evaporated, condensed, and powdered filled milk
- c) Coffee
- d) Bread
- e) White and brown sugar
- f) Cooking oil
- g) Instant noodles
- h) Luncheon meat, meat loaf, corned beef
- i) Frozen/refrigerated/preserved/ready-to-cook pork, beef and chicken
- j) Powdered, liquid, bar, laundry and detergent soap

Provided, That the total amount of purchase shall not exceed the amount of Six Hundred Pesos (P600.00) per calendar week without carryover of the unused amount.

**Section 51. Posting of Informative Posters.** All concerned establishments covered by the Senior Citizen Act and Expanded Senior Citizens Act shall post in front and inside their premises informative posters which states that the establishment is granting Twenty Percent (20%) to senior citizens. The Business Permit and Licensing Office of Narvacan shall include the mandate as one of the requirements on the issuance of business permit and license to operate.

**Section 52. Purchase Booklets.** Purchase booklets shall be distributed by the OSCA which will be presented to the drug store or retailer every time a purchase of medicine or basic necessities and prime commodities is made. The booklets shall contain the name of the senior citizen, the listing of medicine or basic necessities and prime commodities and the date of purchase.

**Section 53. Authorized Representative.** A senior citizen who can not personally make the purchase of medicine and basic necessities and prime commodities may appoint a representative to make the purchase for and in his/her behalf. The appointed representative shall present the OSCA ID of the concerned senior citizen and an authorization letter.



## CHAPTER X

### OTHER PRIVILEGES AND EXEMPTIONS

**Section 54. Provision of Express Lane/Special Counter for Senior Citizens.** Express Lanes and/or special counters for senior citizens shall be provided in all private and retailed-own business establishments, drug stores, and government offices. In the absence of an express lane, priority shall be given to them. All drug stores and companies are required to provide special counters for senior citizens, and imposing penalties for violation thereof.

**Section 55. Income Tax Exemption.** The senior citizen shall be entitled from payment of individual income taxes. Provided that for purposes of this section, the "Annual Taxable Income" of a senior citizen shall refer to his/her annual gross compensation, business and other income received during each taxable year from all sources.

**Section 56. Exemption from Training Fees.** The Senior citizen shall be exempted from training fees for socio-economic programs conducted by private and government agencies, subject to the guidelines by the DTI and the TESDA.

**Section 57. Medical and Dental Privileges in Government Facilities.** Subject to the guidelines to be issued by the DOH, and in coordination with the Phil-HEALTH, a senior citizen shall be given privileges on medical and dental services and diagnostic and laboratory fees, such as, but not limited to, x-rays, computerized tomography scans and blood tests, in all government facilities.

**Section 58. Medical and Dental Services in Private Facilities.** In accordance with the rules and regulations to be issued by the DOH and in coordination with Phil-HEALTH, a senior citizen shall be granted twenty percent (20%) discount on medical and dental services and diagnostic and laboratory fees, such as but not limited to x-ray, computerized tomography scans and blood tests, including professional fees of attending doctors in all private hospitals and medical facilities.

**Section 59. Educational Privileges.** Educational assistance shall be granted to a senior citizen to pursue post secondary, post tertiary, vocational or technical education in both in both private and public through the provision of scholarship, grant . financial aid, subsidy and other incentives to a qualified senior citizen, including support for books, learning materials and uniform allowance to the extent feasible. Provided, that the senior citizen shall meet minimum admission requirements.

**Section 60. Benefits and Privileges for Retirees.** To the extent practicable and feasible, a senior citizen shall be granted the continuance of the same benefits and privileges given by the GSIS, the SSS, and the PAG-IBIG, as the case may be and as are enjoyed by those in active service. Retirement benefits of retirees from both the government and the private sector shall be regularly reviewed to ensure their continuing responsiveness and sustainability, and to the extent practicable and feasible, shall be upgraded to be at par with the current scale enjoyed by those in active service.

**Section 61. Privileges on Granting Special Discounts in Special Programs.** Subject to the guidelines to be issued by the DTI and the DA, and to the extent possible, the government may grant special discounts in special programs for senior citizens on purchase of basic necessities and prime commodities. Provided that, such special programs and their guidelines shall be developed by the concerned department with the concerned department's jurisdiction.

## CHAPTER XI

### DISCOUNTS AS TAX DEDUCTION

**Section 62. Discounts as Tax Deduction of Establishments.** An establishment may claim as tax deduction the discounts granted to senior citizens based on the net cost of the goods sold or services rendered. Provided: That the cost of the discount shall be allowed as deduction from gross income for the same taxable year that the discount is granted. Provided further that: The total amount of the claimed tax deduction net of value added tax (VAT), if applicable, shall be included in their gross sales receipts for tax purposes and shall be subject to proper documentation and to the provisions of the NIRC, as amended. Provided finally that: The implementation of the tax deduction shall be subject to the Revenue Regulations to be issued by the BIR and approved by the DOF.

## CHAPTER XII

### NATIONAL AND LOCAL GOVERNMENT ASSISTANCE

**Section 63. Employment.** Senior citizens, who have the capacity and desire to work, or to be re-employed, shall be provided with information and matching

services to enable them to be productive members of the society. Terms of employment shall conform to the provisions of the Labor Code, as amended, the Civil Service rules and regulations and other laws.

Private entities that shall employ senior citizens as employees upon effectivity of the Expanded Senior Citizens Act, shall be entitled to an additional deduction from their gross income, equivalent to fifteen percent (15%) of the total amount paid as salaries and wages to senior citizens, subject to the provision of the NIRC, as amended and the Revenue Regulations to be issued by the BIR approved by the Department of Finance (DOF). Provided, however, that such employment shall continue for a period of, at least, six (6) months. Provided, further, that the net annual income of the senior citizen does not exceed the poverty level for that year as determined by the NEDA through NSCB.

The DOLE, in coordination with other government agencies, such as, but not limited to, the Technology and Livelihood Resource Center (TLRC) and the DTI, shall assess, design and implement training programs that will provide skills or livelihood support for senior citizens.

**Section 64. Education.** The DepEd, the TESDA and the CHED, in coordination with NGOs and Pos shall institute a program that will ensure access of senior citizens to formal and non-formal education, and they are to:

- a) To formulate and implement relevant and effective course designs and educational programs.
- b) Conduct the necessary training for the implementation of the appropriate curriculum for the purpose.
- c) Ensure the availability of the needed educational facilities and materials.
- d) Conduct continuing research and development program for the necessary and relevant education of the senior citizen.

**Section 65. Health.** The DOH, in coordination with the Municipal Government of Narvacan, NGOs and Pos shall institute a national health program and shall provide an integrated health service for senior citizens. The health program aims to promote healthy and productive elderly population through:

- a) Establishment and provision of comprehensive and integrated health service package catering to the specific needs of the elderly.
- b) Human resource development/capability building of health personnel in relation to the care and health problems of the elderly.
- c) Health promotion for senior citizens.
- d) Conduct of researches and study.

The Municipal Government shall train community-based health workers among senior citizens and health personnel to specialize in geriatric care and health problems of senior citizens. In coordination with and technical assistance provided by the DSWD, NGOs and other concerned agencies, community-based health rehabilitation programs shall be established.

**Section 66. Social Services.** The MSWD, in coordination with the OSCA of Narvacan, NGOs, concerned Pos, and concerned offices and agencies of the Municipal Government, shall develop and implement programs on social services for senior citizens, the component of which are:

- a) Self and social enhancement services to provide senior citizens opportunities for socializing, organizing, creativeness and self-improvement.
- b) After-care and follow up services for senior citizens who are discharged from the homes or institution for the aged, especially those who have problems of reintegration with the family and community, free counseling shall be provided to both the senior citizens and their families.
- c) Neighborhood support services wherein the community or family members shall provide care-giving services to the frail, sick or bedridden senior citizens.
- d) Substitute family care in the form of residential care-group homes for the abandoned, neglected, unattached or homeless senior citizens and those incapable of self-care.

**Section 67. Housing.** The Senior Citizens Act, expanded, provides that the national government shall include in its national shelter program the special housing needs of senior citizens, such as establishment of housing units for elderly.

The HLURB is mandated to formulate housing designs suitable to the requirements and needs of the senior citizens. In accordance with Executive Order No. 105, promulgated on May 16, 2002, the housing program shall include the establishment and/or donation of group/foster homes for the neglected, abused and unattached or homeless senior citizens and those incapable of self-care, including its management, maintenance and operation.

**Section 68. Access to Public Transport.** The DOTC in coordination with concerned agencies is mandated by the Acts to develop programs to assist senior citizens in gaining full access in the use of public transport and facilities. The minimum requirements and standards to make transportation facilities and utilities for public use shall be developed for accessibility and mobility of senior citizens, particularly those with disability, pursuant to the Accessibility Law.

**Section 69. Assistance to Benefactors/Caregivers.** Benefactors and caregivers of senior citizens shall be treated as head of family and shall be entitled to basic personal exemption allowed by the NIRC, as amended, equivalent to Twenty Five Thousand Pesos (P25,000.00). For income tax purposes and as a head of family, the benefactor or caregiver must be an unmarried or legally-separated man or woman who cares and lives with the senior citizen who is totally dependent upon him or her for full support, be they relatives or not.

**Section 70. The Senior Citizens Center – Healthy Lifestyle Center of Narvacan.** Pursuant to Republic Act No. 7876, otherwise known as “Senior Citizens Center Act of the Philippines”, The establishment of a Senior Citizens Center in Narvacan the financial aid from the Municipal Development Fund (MDF), the Municipal Government of Narvacan established the Senior Citizens Healthy Lifestyle Center which is a venue for social and recreational services, sports and other socio-cultural activities and where senior citizens can avail free medical services, counseling, and other health services. The Center shall identify the needs of senior citizens of Narvacan and will initiate, develop and implement productive activities and work schemes for their leisure and in order to provide them with extra earnings that could supplement their finances. The Center shall also promote and maintain linkages with other instrumentalities or agencies of the government, including the Federation of Senior Citizens Association of the Philippines and other NGOs, for the delivery of health care services, facilities, professional advice/counseling services, training and community self-help projects.

### CHAPTER XIII

#### RESPONSIBILITY AND PROGRAMS OF THE MUNICIPAL GOVERNMENT OF NARVACAN FOR ITS SENIOR CITIZENS

**Section 71. Municipal Government Responsibility.** The Senior Citizens Act mandates that the Municipal Government of Narvacan shall be responsible in ensuring that the provisions of the Acts are implemented to its fullest extent, and through its Local Chief Executive, to require all establishments covered by the Acts to prominently display posters, stickers, and other notices that will generate public awareness of the rights and privileges of senior citizens.

**Section 72. Municipal Government Programs for Its Senior Citizens.** The Municipal Government of Narvacan has the following programs, projects and legislative measures for its senior citizens:

- a) Enactment of Ordinance No. 21, Series of 2013, creating the Office for Senior Citizens of Narvacan.
- b) Enactment of Ordinance declaring the third week of October every year as “Senior Citizens Week”.
- c) Enactment of Resolution No. 23, Series of 2011, strictly implementing the granting of 20% discount on fares of senior citizens.

- d) Section 54, Chapter X, of this Municipal Senior Citizen Code No. 01, Series of 2015, requiring all drug stores/companies to designate special counters for senior citizens.
- e) Establishment of the Senior Citizens Center known as the Bahay Kalinga that caters to the medical and health needs of senior citizens.
- f) Passage of Resolution requiring all accredited food establishments in Narvacan to comply in giving discount to all senior citizens.
- g) Accreditation of the Narvacan Federation of Senior Citizens Association, Inc., affiliated with the National Federation of Senior Citizens Association of the Philippines and the Securities and Exchange Commission. . The Federated Senior Citizen of Narvacan was accredited by the Sangguniang Bayan as per SB Resolution No. 45, 2013.
- h) Establishment of a Training Center for Caregivers
- i) "Sarungkar Kada Apong Lakay ken Apong Baket", an ambulatory health care program whereby municipal health personnel in ambulances make home visitation on the elderly to provide them health care services.
- j) Free admission upon entry to the Senior Citizens Park for their physical reconditioning.
- k) Adopting the Provisions of Republic Act No. 9994 otherwise known as the Expanded Senior Citizen Act of 2010.by SB Resolution No. 61, Series of 2013.

#### CHAPTER XIV

##### **PARTNERSHIP OF THE NATIONAL AND LOCAL GOVERNMENT UNITS, AND NON-GOVERNMENTAL ORGANIZATIONS**

**Section 72. Partnership of the Government Units.** The national government and local government units shall:

- a) Explore livelihood opportunities and other undertakings to enhance the well-being of senior citizens.
- b) Encourage the establishment of grassroots organizations for the elderly in their respective territorial jurisdictions.
- c) Establish a community-based health and rehabilitation program in coordination with the DILG, DOH, DSWD, NGOs and Pos and other concerned agencies.
- d) Develop and implement programs responsive to the needs of senior citizens in their locality.

**Section 73. Partnership of Government and Non-Governmental Organizations.** NGOs and/or private volunteer organizations, dedicated to the promotion, enhancement and support of the welfare of senior citizens are hereby encouraged to become partners of the government in the implementation of programs and projects for the elderly.

The government shall recognize the vital role of NGOs in complementing the government in the delivery of services to senior citizens. It shall likewise encourage NGOs for senior citizens to develop innovative service models and pilot projects and to assist in the duplication of successful examples of these models elsewhere in the country.

**Section 74. Support for Non-Governmental Organizations.** NGOs for senior citizens may avail of the following from the appropriate government agencies, subject to certain conditions:

- a) Technical assistance in the areas of capability building, packaging of project proposals, provision of program materials, e.g. manuals, brochures, leaflets, modular packages and acting as resource persons to training activities.

- b) Assistance to the replication of successful programs and projects.
- c) Eligibility to purchase or subcontract projects and/or services from concerned government agency subject to government regulation.
- d) Subsidy for program implementation depending on availability of funds and fulfillment of requirements of agency concerned.
- e) Assistance in establishing linkages with local, national, and international organizations and networks for resource development, sharing and generation.
- f) Endorsement by the appropriate government agency for duty-free importation of and equipment subject to government regulations.

**Section 75. Discount for Utilities.** At least fifty percent (50%) discount for the consumption of electricity, water, and telephone shall be granted to the senior citizens center and residential care/group homes that are non-stock, non-profit domestic corporation organized and operated exclusively for the purpose of promoting the well-being of abandoned, neglected, unattached, or homeless senior citizens. To avail of the discounts, the following are required:

- a) Accredited Senior Citizens Center
  - i. Being utilized by the senior citizens as certified by the DSWD Regional Office.
  - ii. Accredited by the DSWD.
  - iii. Must have a separate meter for water, electricity and telephone.
  - iv. For telephone discount, only one (1) line is entitled to 50% discount on monthly service charge, excluding long distance and overseas calls.
- b) Accredited Residential/Group Homes
  - i. Licensed or accredited by DSWD
  - ii. Must be serving at least six (6) senior citizens on a twenty-four (24) hour basis.
  - iii. Must have been in operation for the last six (6) months.
  - iv. Must have a separate meter for water, electricity and telephone.
  - v. For telephone discount, only one (1) line is entitled to 50% discount on monthly service charge, excluding long distance and overseas calls.

**Section 76. Assistance to Residential Homes/Communities Retirement Villages.** Individuals or accredited non-governmental institutions establishing homes, residential communities or retirement villages solely for the senior citizens shall be accorded the following:

- A) Realty tax holiday for the first five (5) years starting from the first year of operation subject to the guidelines to be issued by the DOF and its Bureau of Local Government Finance.
- B) Priority in the building and/or maintenance of provincial or municipal roads leading to the aforesaid home, residential community or residential village.

## CHAPTER XV

### MONITORING AND COORDINATING MECHANISM

**Section 77. Monitoring and Coordinating Mechanism.** The Expanded Senior Citizen of 2003 dated the establishment of a national inter-agency coordinating and monitoring mechanism at the national level know as the " National Inter-Agency Coordinating & Nan Board," and prescribing its composition and defining its functions.

The Act also required the establishment of an Inter-Agency Coordinating and Monitoring Board at the regional level with the same membership and similar functions as that of the National Board pursuant to the devolved functions accorded by the Local Government Code of 1991 to the local government units, the Municipal Government of Narvacan hereby establish its Local Inter-Agency Coordinating & Monitoring Board.

**Section 78. Composition of the Local Inter-Agency Coordinating & Monitoring Board.**

The Local Inter-Agency Coordinating & Monitoring Board shall be composed of the following:

- a) Chairperson - Chief of MSWD-Narvacan
- b) Vice –Chairperson - Chief of the DILG-Narvacan
- c) Members
  - Legal Officer
  - Municipal Health Officer
  - Head of the OSCA of Narvacan
  - President of the Federations of Senior Citizens of Narvacan
  - Four (4) NGO Representatives from the Various sectors of the senior citizens

The Board may call on other municipal government agencies, NGOs, and POs to serve as resource persons as the need arises. They shall not have the right to vote.

**Section 79. NGO Representation.** The NGOs shall be represented preferably by a senior citizen, but not limited to women, urban poor and veterans who are duly accredited by the DSWD and have services primarily for senior citizens. The representatives shall be selected and appointed by the Board and shall serve a period of three (3) years.

**Section 80. Functions of the Board.** The Local Inter-Agency Coordinating and monitoring Board shall have the following functions.

efficient, consistent uniform implementation of the plan

- a) Formulate a domestic or local plan of action for senior citizens in Coordination with the concerned municipal government agencies and other stakeholders.
- b) Develop effective monitoring and reporting system towards an efficient, consistent uniform implementation of the plan.
- c) Develop end institute effective and innovative approaches and Methods with which address the issues and concerns of the senior Citizens.

- d) Coordinate the programs and projects of the concerned agencies to immediately and effectively address the issues and concerns of the senior citizens.
- e) Coordinate and conduct of municipal-wide information, educational campaign and other advocacy activities on the Expanded Senior Citizens Act of 2003.
- f) Monitor the conduct of education, training and other capability-building program maximize the construction and participation of senior citizens.
- g) Coordinate the conduct and evaluation of plan of action, research, and documentation of good practices and disparities for policy and program development.
- h) To actively establish local network for resource generation and technical cooperation.
- i) Prepare yearly accomplishment report to the Office of the Mayor of Narvacan, Senior Citizens Council, the Sangguniang Bayan of Narvacan and the concerned local government.

**Section 81. Board Secretariat.** The DSWD of Narvacan shall act as the Secretariat of the Board.

## CHAPTER XVI

### IMPLEMENTING MECHANISM AND ENFORCING AUTHORITIES

**Section 82. Implementing Mechanism.** To help ensure the effective implementation of the Senior Citizens Act and the Expanded Senior Citizens Act, the following offices and agencies of the Municipal Government shall be:

- a) The Office of the Senior Citizens Affairs (OSCA) shall exercise all the mandated functions and responsibilities as provided for under the Senior Citizen Acts.
- b) The Business Permit and Licensing Office (BPLO) of Narvacan shall, prior to the approval and issuance of business permits and licenses, furnish to the establishment of copies of the pertinent provisions of RA No. 7432 (Senior Citizens Act as amended) and RA No. 9257 (Expanded Senior Citizens Act of 2003).
- c) The Municipal Social Welfare and Development Officer in coordination with the Public Information Office (PIO) of Narvacan shall launched a municipal-wide information campaign regarding the aforementioned Senior Citizen Acts.
- d) The Business Permit and Licensing Office , prior to the approval and issuance of franchise to operate, or renewal thereof, shall require all public utility operating within Narvacan to post the require sticker that reflects the 20% discount to be granted to senior citizens.
- e) The Barangays of Narvacan shall disseminate information regarding the pertinent provisions of the Senior Citizens in their respective areas of jurisdiction, including the posting of this Code in the bulletin boards in their barangay halls.
- f) All concerned offices and agencies of the Municipal Government shall be furnished with copies of this Code for their information, guidance and dissemination.

**Section 83. Enforcing Authorities.** All agencies of the Municipal Government of Narvacan vested with police powers shall be responsible for the strict implementation and enforcement of this Code, to include among others:

- a) The Barangay Captain and/or the Association of the Senior citizens of the barangay
- b) The Narvacan PNP and other law-enforcing agencies of the municipal government.



## CHAPTER XVII

### APPLICATION OF PENALTIES

**Section 84. Penalties of Persons.** Any Person who violates any provision of the Acts shall be imposed with the following penalties, as prescribed under the adopted implementing Rules and Regulations covering the Senior Citizens Acts.

- a) For the first violation, a fine of TEN THOUSAND PESOS (P10,000.00) but not exceeding TWENTY THOUSAND PESOS (P20,000.00) and imprisonment of not less than SIX (6) months, but not more than TWO (2) years.
- b) For any subsequent violation, a fine of not less than THIRTY THOUSAND PESOS (P30,000.00), but not exceeding FIFTY THOUSAND PESOS (P50,000.00) and imprisonment of not less than TWO (2) Years, but not more than SIX (6) Years.
- c) For abuse of the privileges granted under the Acts, a fine of not less than FIVE THOUSAND PESOS (P5,000.00), but not more than FIFTY THOUSAND PESOS (P50,000.00) and imprisonment of not less than SIX (6) months.
- d) If the offender is an alien or a foreigner, he shall be deported immediately after service of sentence without further deportation proceedings.

**Section 85. Penalties for Corporations.** If the offender is a corporation, organization or any similar entity, the officials thereof directly involved shall be held liable. Upon filing of an appropriate complaint and after due notice and hearing, the proper authorities may also cause the cancellation or revocation of the business permit, license to operate, franchise and similar privileges granted to any business entity that fails to abide by the provisions of the Acts.

**Section 86. Fines/Penalties for Violation of Municipal Ordinances.** The following penalties shall be imposed for violations of municipal ordinances, as prescribed by Section 458, (1), (iii) of the Local Government Code of 1991 which authorizes all government units to approve ordinances imposing fines and penalties for violation of municipal ordinances.

a) For violation of Section 54, Chapter XIII of this Code, the Municipal Senior Citizen Code of Narvacan, No. 01, Series of 2015 - Failure of drug stores/companies to provide special counters to senior citizens.

1<sup>st</sup> Offense - P1,000.00 fine

2<sup>nd</sup> Offense - P5,000.00 and revocation of business permit and license to operate

b) For violation of Ord. No. 23, Series of 2011 - for not granting 20% fare discount to senior citizens.

c) For Public Utility Tricycles Not Granting 20% fare discount to senior citizens

d) For Not Posting 20% Discount Sticker on Tricycles

e) For Not Posting Informative Billboards on Discounts by Establishment

The CTMDO shall require all public utility tricycles operating in Narvacan to permanently post a sticker inside the tricycle's sidecar which states that senior citizens are given 20% discount on tricycle fares. The CTMDO shall issue the sticker and may charge a minimal fee therefore.

**SECTION 87. Municipal Fines/Penalties – Exclusivity.** Pursuant to the devolved powers and authority vested upon local government units by the Local Government Code of 1991, the fines and penalties imposed by the Municipal Government of Narvacan for violation of municipal ordinances shall be separate and exclusive of the fines and penalties imposed by the Senior Citizens Acts, unless otherwise, declared by the judicial court or competent authority.

## CHAPTER XVIII

### APPROPRIATION

**SECTION 88. Appropriation.** The DBM and DSWD issued Joint Circular No. 2003-01 on April 28, 2003 regarding the implementing Guidelines for Section 29 of the General Appropriations Act for FY 2003, entitled, "Setting Aside One Percent of Government Agency Budget for Programs/Projects Related to Senior Citizens and the Disabled", wherein local government units are mandated to issue guidelines relative to the implementation of Section 29 of the General Appropriations Act of 2003.

The Senior Citizens Act mandates local chief executives of local government units to immediately include in their annual appropriations the funding necessary to implement programs and services required by the ACTS and its IRR. Thus, except for the provisions of the Senior Citizen Acts which requires the funding of the Office of the President of the Philippines and concerned national government agencies, funds necessary to implement the provisions of this Code shall be charged out of the funds of the Municipal Government of Narvacan. Thereafter, any such amount as shall be needed for the regular implementation of this Code shall be included in the annual preparation of the local chief executive budget.

**Section 89. Budgetary Allocation for Programs/Projects Relating to Senior Citizens and the Disabled.** Pursuant to the Joint Circular No. 2003-01, jointly issued by the Department of Budget Management (DBM) and the Department of Social Welfare and Development (DSWD), providing for the Implementing Guidelines for Section 29 of the General Appropriations Act for FY 2003, the Municipal Government of Narvacan hereby allocates annually one percent (1%) of its yearly total executive budget for the exclusive use in the implementation of programs, projects, and activities for the senior citizens and the disabled persons of Narvacan, as enumerated under the aforementioned Joint Circular.

**Section 90. Implementing Authority.** The Local Chief Executive shall be responsible for the implementation of the programs, projects, activities and services that will address the needs of the elderly and disabled persons of Narvacan, as well as, the submission of reports as required by the Federation, Board and MSWD. The Office of the Local Chief Executive shall likewise formulate the necessary Implementing Rules and Regulations (IRR) to ensure the strict implementation of this Code.

**CHAPTER XIX**  
**FINAL PROVISIONS**

**Section 91. Repealing Clause.** Municipal ordinances, executive orders, and rules and regulations, or parts thereof, that will be contrary to or inconsistent with the any provision of this Code, are hereby repealed or modified accordingly.

**Section 92. Separability Clause.** Should any part or provision of this Code shall be held to be unconstitutional and declared invalid, other parts or provisions hereof which are not affected thereby shall continue to be in full force and effect.

**Section 93. Effectivity Clause.** This Code shall take effect upon its approval.

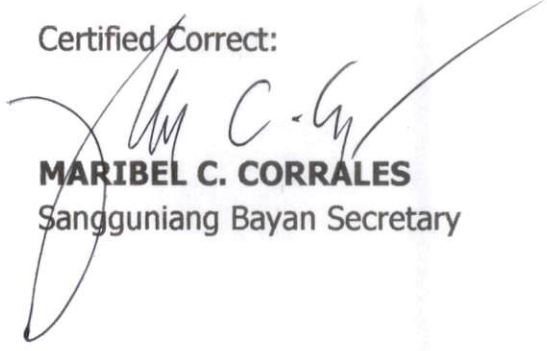
**APPROVED** by the **Sangguniang Bayan of Narvacan**, Ilocos Sur this 16<sup>th</sup> day of June, 2015.

**I HEREBY CERTIFY** to the passage of the foregoing Ordinance which was duly approved by the Municipal Council of Narvacan during its regular session held on June 16, 2015.

**Mun. Technical Working Group (MTWG)** for the Municipal Senior Citizen Code:

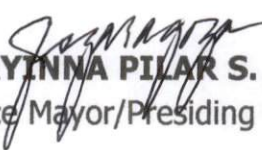
- SBM Rosalinda Cabanilla – Team Leader
- Agrifina P. Tablac - Consultant, Researcher
- Maribel Corrales - Secretary to the SB
- Rubelyn Ramos - Member
- Analilia Alcain - Member
- Dr. Diana Lim - Member
- Rey Peralta - Member (SC Pres. Brgy. Sta. Lucia & Fed. Pres.)
- Manuel Sison - Member (SC Pres., San Antonio)
- Member (SC Pres. San Jose)
- Michael Alas - Encoder, Printer

Certified Correct:



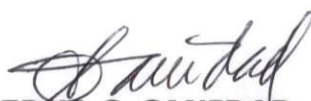
**MARIBEL C. CORRALES**  
Sangguniang Bayan Secretary

Attest:



**FAYINNA PILAR S. ZARAGOZA**  
Vice Mayor/Presiding Officer

CONFORME:



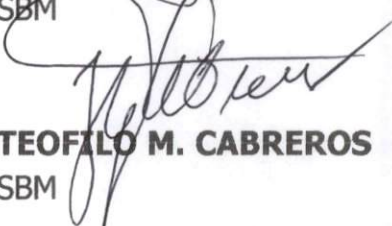
**EDNA C. SANIDAD**  
SBM



**TERESITO C. VALERA, SR.**  
SBM



**CARLITO T. CORRALES**  
SBM



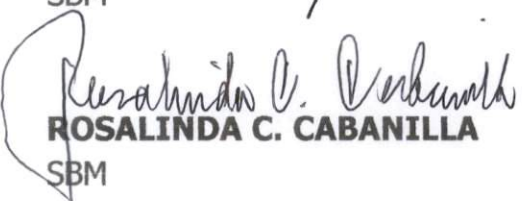
**TEOFILO M. CABRERROS**  
SBM



**AVEL VERNEY C. ZARAGOZA**  
SBM



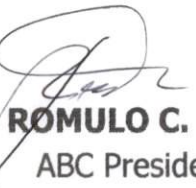
**MARIA PAZ V. CACHOLA**  
SBM



**ROSALINDA C. CABANILLA**  
SBM




**BENEDIX "BX" L. DELA CUADRA**  
SBM



**ROMULO C. REA**  
ABC President

Approved:



**ZURIEL S. ZARAGOZA**  
Municipal Mayor