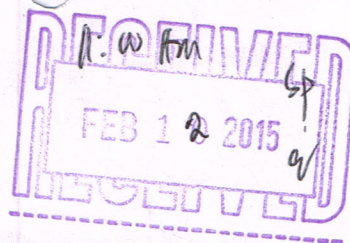


TERESITA J. VELOSO  
SP Member



Republic of the Philippines  
PROVINCE OF LEYTE  
City of Baybay  
-0000000-



DOMINADOR K. MURILLO  
SP Member

## Office of the Sangguniang Panlungsod

Excerpt from the

MINUTES OF THE 40<sup>TH</sup> REGULAR SESSION OF THE SANGGUNIANG PANLUNGSOD OF BAYBAY CITY, LEYTE HELD ON NOVEMBER 24, 2014 AT THE SP SESSION HALL, LEGISLATIVE BUILDING.

### CITY ORDINANCE NO. 07 Series 2014

**AN ORDINANCE CREATING THE CITY MANAGEMENT INFORMATION SYSTEM (CMIS) OF THE CITY GOVERNMENT OF BAYBAY, LEYTE AND REQUIRING THE CREATION OF BARANGAY MANAGEMENT INFORMATION SYSTEM (BMIS) IN ALL THE NINETY-TWO (92) BARANGAYS OF BAYBAY CITY, LEYTE**

*Sponsored by: Honorable Dominador K. Murillo & Honorable Eden C. Butawan*

WHEREAS, Republic Act No. 7160, otherwise known as the "Local Government Code of 1991", local government units were vested with powers and assigned functions for the delivery of basic services to the local communities;

WHEREAS, the generation, collection and analysis of reliable, credible and comparable data have significant bearing in the policy and decision-making processes of the local government unit and ultimately, in the delivery of the basic services to the constituents;

WHEREAS, Executive Order No. 135 provides for the establishment of a well-coordinated local level statistical system at the local level that is: (1) responsive to planning and monitoring requirements at the local level; and (2) capable of producing statistics that can be integrated and harmonized with statistics being produced at the national level.

WHEREAS, Executive Order No. 135 mandated the build-up of the statistical capability of the local government units, including, among others, the implementation of a statistical manpower development program for the local government units by the Regional Statistical Coordination Committee (RSCC).

WHEREAS, the City Government has manifested its desire to formally create a City Management Information System (CMIS) to be supported by the Barangay Management Information System of all the ninety-two (92) barangays of the City Government of Baybay, Leyte.

NOW THEREFORE on motion of Honorable Dominador K. Murillo duly seconded by Honorable Edgardo R. Ompoy and Honorable Alan D. Fernandez the City Council of Baybay City, Leyte hereby ordains the enactment of the following ordinance during the regular assembly of the body:

**AN ORDINANCE CREATING THE CITY MANAGEMENT INFORMATION SYSTEM (CMIS) OF THE CITY GOVERNMENT OF BAYBAY, LEYTE AND REQUIRING THE CREATION OF BARANGAY MANAGEMENT INFORMATION SYSTEM (BMIS) IN ALL THE NINETY-TWO (92) BARANGAYS OF BAYBAY CITY, LEYTE**

**SECTION 1. Title.** — This Ordinance shall be known as "An Ordinance Creating the City Management Information System (CMIS) of the City Government of Baybay, Leyte and Requiring the Creation of Barangay Management Information System (BMIS) in all the Ninety-Two (92) Barangays of Baybay City, Leyte".

CRISTINA S. LORETO  
SP Member

ALAN D. FERNANDEZ  
SP Member

EDGARDO R. OMPLOY  
SP Member

ARTURO DELSA O. ASTORGA  
SP Member

RODOLFO S. PALMA, JR.  
SP Member

LOLITO C. MUNOZ  
SP Member

HERMOGENES E. TORREFRANCA, III  
SP Member



**SECTION 2. Overall Coordination of Statistical Matters.—**

- (a) The City Information Office (CIO) shall regularly consult with the CMIS Council for consultation and advice regarding its proposed statistical policies and programs. The CMIS Council was created by virtue of Executive Order No. 21, S. 2014 of Baybay City Mayor Carmen L. Cari is the central policy-making body on all statistical and other related matters. It is composed of the following members:

Team Coordinator	:	City Planning and Development Officer
Asst. Team Coordinator	:	City Administrator
Members	:	Two (2) Members of the City Council
		Representative, city Legal Office
		Representative, City Health Office
		Representative, CPDO
		Representative, City Social Welfare and Development Office
		Representative Baybay Tourism and Investment Promotion Office
		Representative, City Information Office
		Officers of the Liga ng mga Barangay

- (b) The City Information Office (CIO) shall implement all statistical policies formulated by CMIS Council.
- (c) In each barangay, there shall be created a BMIS, which will be headed by either the incumbent Barangay Chairperson or the duly appointed Barangay Secretary. The BMIS shall be under the Liga ng mga Barangay, which shall serve as the link between the CMIS and the BMIS on statistical matters. All statistical activities of the LGUs shall planned and implemented in coordination with the Liga ng mga Barangay.
- (d) The BMIS in each barangay shall act on statistical matters concerning the barangay upon express authority of the Punong Barangay. Concerns involving statistical matters affecting the other barangays shall be forwarded to the Liga ng mga Barangay for further resolution.
- (e) The following statistical mechanisms shall be implemented by the CIO in the ninety-two (92) barangays.

- (1) Preparation and Review of Statistical Calendar. Starting CY 2015, the barangays shall submit to CIO through the Liga ng mga Barangay for review and approval a Two-Year Statistical Calendar indicating therein the statistical activities, objectives, data to be generated, and the expected time lag.
- (2) Statistical Survey Review and Clearance System. Statistical survey to be conducted by the BMIS. For said purpose, it shall submit the survey design and forms/questionnaires to the CIO at least thirty (30) days prior to the commencement of the field operations.

The CIO shall review technical aspects of the statistical survey and shall issue a clearance number if the same is found to be within the standard. The survey questionnaires shall bear the clearance control number, which may be renewed every time changes or revisions are made in the survey design or questionnaire.

- (3) Review of Data Quality. The data generated by the BMIS shall be regularly reviewed by the CIO in terms of their accuracy, consistency, relevancy and timeliness as basis for recommending statistical improvements or solutions at the barangay level.



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### SECTION 3. Production of Barangay-Level Statistics.

- (a) The CIO shall serve as the general purpose statistics producing office. It shall provide, when feasible and when budget and the applicable laws permit, the statistics required for city-level and barangay-level planning.
- (b) If the specific data requested could not be made available from existing statistical activities of the City Government, the generation of such statistics shall be done by the barangays in coordination with the BMIS/BMISs concerned.

### SECTION 4. Consolidation of Data Produced by Barangays.

- (a) To ensure accuracy, consistency and comparability of statistics among the barangays, statistical concepts, definitions, techniques and methodologies shall be formulated by the CIO with due recognition of the conditions and needs at the local levels.
- (b) Barangay data, which can be produced by the BMISs to arrive at barangay or city figures as may be determined by the CIO, shall be consolidated by the authorized staff of the CIO and to be incorporated into an official data base.
- (c) All barangays can have access to said data base, subject to the limitations and conditions set forth in any of the implementing rules and regulations and/or policies issued by the CMIS Council.

### SECTION 5. Provision of Technical Assistance.

- (a) The CIO may, upon request of the barangays and with the approval of the CMIS Council and the Liga ng mga Barangay, deputize statistical personnel from its own personnel or of other departments and/or sections of the City Government to render technical assistance in the statistical operations of the barangay. The barangays shall, however, undertake the payment of necessary expenses incurred by the deputized personnel of the City government subject to existing government rules and regulations.
- (b) The barangays may also be requested to provide assistance to the offices and/or sections of the City Government in gathering data of city concern. The City Government shall likewise provide additional emoluments to the barangay personnel utilized for its statistical activities, subject to existing rules and regulations of the government, including those of the Commission on Audit (COA).
- (c) In order to build up the statistical capability of the barangays, the CIO, CMIS Council and the other concerned offices and/or sections of the City Government shall prepare and implement a statistical manpower development program for the barangays upon approval of the CMIS Council.

### SECTION 6. Budget Allocation of BMIS and CIO.

- (a) The CIO shall include in its Annual Budget an allocation to support the conduct of statistical activities in the city.
- (b) The barangays shall include in their Annual Budget an allocation to support the conduct of statistical activities in their respective barangays. The head of the BMIS shall ensure that the barangay has all the facilities and equipment essential for the data gathering and processing, including, among others, computer units with the necessary software and/or program.

DOMINADOR R. MURILLO  
SP Member

RODOLFO S. PALMA, JR.  
SP Member

LOLITO C. MUÑEZ  
SP Member

HERMOGENES E. TORREFRANCA, III  
SP Member



**SECTION 7. Guidelines on the Issuance of Certification and Data.**

- (a) Each BMIS shall issue certification on data that it has collected and processed as well as on statistics that it has estimated.
- (b) The release of the stored data by the BMIS or CIO to any person or entity shall strictly in accordance with prescribed guidelines set forth by the CMIS Council

**SECTION 8. Transitory Provisions.** — The concerned offices and/or sections of the City Government shall continue to administer the collection and processing of the necessary local statistics on the basic services devolved to the local government unit, until the end of 2014. Thereafter, the generation of statistics shall be made by the BMIS and the CIO in accordance with Section 2 hereof.

In order to ensure the smooth implementation of the foregoing provisions, the CMIS Council and the Liga ng mga Barangay shall conduct the necessary orientation trainings and/or seminars for the barangays.

**SECTION 9. Implementation of the Provisions of this Ordinance.** — The CIO shall ensure that the foregoing provisions are adequately and efficiently carried out both at the city level and at the barangay level.

**SECTION 10. Separability Clause.**— If, for any reason, any part or provision of this Ordinance is declared unconstitutional, illegal or invalid the other parts or provisions hereof which are not dependent upon or affected by such unconstitutional, illegal or invalid provision shall continue to be in full force and effect.

**SECTION 11. Effectivity Clause.** — This Ordinance shall take effect immediately upon its approval and adoption by the Sangguniang Panlalawigan.

ENACTED, November 24, 2014.

RESOLVED FURTHER, to let certified copies of this ordinance be furnished to the Honorable Sangguniang Panlalawigan of Leyte for their information and appropriate action.

I HEREBY CERTIFY to the correctness of the foregoing ordinance which was duly adopted by the Sangguniang Panlungsod during its regular session held on November 24, 2014.

**DIVINA C. CAINTIC**  
*Acting SP Secretary*

Attested and Certified  
to be duly Adopted:

**ATTY. EDEN C. BUTAWAN**  
*SP Member & Presiding Officer*

Approved by Her Honor:

**MICHAEL L. CARI**  
*Acting City Mayor*