



# **DEVOLUTION TRANSITION PLAN**

## **2022-2024**



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## MESSAGE FROM THE LOCAL CHIEF EXECUTIVE

Greetings in the Spirit of Progress and Good Governance!

Section 17 of the Local Government Code of 1991 clearly states that "Local government units shall endeavor to be self-reliant and shall continue exercising the powers and discharging the duties and functions currently vested upon them. They shall also **discharge the functions and responsibilities of national agencies and offices devolved to them** pursuant to this Code. Local government units shall likewise exercise such other powers and discharge such other functions and responsibilities as are necessary, appropriate, or incidental to efficient and effective provision of the basic services and facilities enumerated herein."

In compliance to this LGC provision, the Santa Rita LGU commits to implement what is required by law and fully exercise the corresponding obligations thereof.

I would like to personally thank the Mandanas-Garcia team for their concerted effort to elevate this LGU-relevant issue on their just share from all national taxes to the Supreme Court, to ultimately capacitate them with fiscal reinforcement to better serve their respective communities.

As all LGUs are geared towards local autonomy and full devolution, I, on behalf of the Municipality of Santa Rita, Pampanga, welcome the bigger responsibilities attached to and aligned with such additional budget.

This Devolution Transition phase, however, requires fiscal and administrative adjustments but with the unified efforts of my fellow public servants, I am optimistic of the positive outcome of the devolution process to better address the needs of our beloved constituents through better delivery of basic but relevant, timely and impactful service.

I am one with the DILG in saying, "*Dahil sa **Full Devolution, Aangat ang Lakas ng Lokal** sa tulong ng **Dagdag na Pondo** na magdudulot ng **Angat Serbisyo** para sa mga mamamayan.*"

May our journey towards full devolution translate to more effective and efficient delivery of services most especially to those who truly deserve them.

Thank you and God bless

**ENGR. FERDINAND L. SALALILA**  
Municipal Mayor

## VISION

We envision Santa Rita as the Sarswela Capital in the region, with God-loving, productive and contented Riteñans, having a sense of pride and involvement for its unique culture and heritage, living in a safe, balanced and healthy environment, with a competitive and progressive economy, governed by a dynamic and competent leadership committed to the principles of good governance.

## MISSION

To pursue optimum growth through an effective governance propelled by empowered multi-sectoral participation and spiritual commitment.



## HISTORY OF SANTA RITA

Santa Rita, with a total land area of 2, 266 hectares, is a pear-shaped town in the heart of Pampanga. Bounded on the north by the mountainous terrain of Porac, on the east by Bacolor, and on the south by "Wawa" or Guagua, the second smallest town in the province is basically agricultural and accessible to commercial centers and market transit points via the Olongapo-Gapan-San Fernando Highway.

Santa Rita had its humble beginnings. Records show that sometime in 1697, the town started as a settlement at a place called Gasac, now Barangay San Isidro. During those times, politically and religiously, the town of Porac managed the affairs of the town.

There, it eventually expanded to a wide territory embracing today's Barangays San Vicente, San Matias, Santa Monica, San Agustin and San Juan. It was in 1724 that Santa Rita was carved out of Porac, although not as a separate parish. The year 1771 became a religious highlight when Santa Rita assumed parochial independence through the efforts of Rev. Fr. Eustaquio Polina.

As an independent parish, Santa Rita needed a church of its own. In 1839, Rev. Fr. Francisco Rayo, then the town's parish priest, spearheaded the herculean task of building the present Santa Rita Parish Church located in what is now known as Barangay San Jose. "Polo" or forced labor, which was legal at that time, was used to expedite the construction.

Due to the proximity of Santa Rita to the town of Bacolor and also because of the hispanization of and the eventual transfer of the capital of the Spanish Philippines by Governor General Simon de Anda to the latter, Santa Rita was referred to as Santa Rita de Lele or neighboring Santa Rita and Santa Rita Baculud.

Sometime between 1904 and 1907, when the Spanish regime had already ended, an attempt to annex Santa Rita to Bacolor was made. The onset of the American military and civil occupation under the administration of Governor William Howard Taft and Governor Joven of Pampanga caused Santa Rita to be merged with Bacolor.

The setback, however, was promptly resolved through the intervention of Don Basilio Ocampo and Don Magno Gosioco, then the incumbent mayor. Their crusade, backed by the towns folks' resounding protest, enabled them to regain Santa Rita's autonomy.

The post-liberation era was a period of harsh and rigid discipline, of witch-hunting and vendetta against the "Makapili." It was an era of emasculation and strict adherence to discipline. "Polo" was again used for the reconstruction of the public plaza.

The year 1950 saw the brand of discipline of Mang Dadong Dizon. He was feared by the towns folks. This was also the time when a dissident leader named "Pampanga" was captured and incarcerated in the municipal hall. The prisoner, however, demonstrated civic-mindedness when he planted shady and fruit-bearing trees around the plaza.

Not long after, in 1951, rebels raided and burned the municipal building, reducing it to ashes including every document safeguarded by it.

It was the election into office by the longest reigning mayor of Santa Rita, Hon. German Galang that brought peace. Despite his lack of academic credentials, he was well-loved by his constituents, enabling him to retain his incumbency for more that two decades.

In 1991, a catastrophic event happened. The more than four-hundred years of dormancy of Mt. Pinatubo finally ended, making Pampanga and the neighboring provinces virtual deserts of volcanic sand and ashes. Worse, the ensuing years even became horrors of unimaginable proportions with the onslaught of lahar or mudflows triggered by the rainy seasons. Santa Rita's Barangays San Juan, San Isidro and San Jose were half-buried with a few casualties.

To address the lahar's threat to life and property, the national government, under the administration of Pres. Fidel V. Ramos, built a concrete protection, known today as the Megadike. This and the unwavering faith to God and of the miraculous intercession of patroness Apung Dita were believed to be the reasons why Santa Rita, which was expected to be fully devastated by lahar, was saved.

In solemn gratitude, the people of Santa Rita, under the spiritual leadership of their parish priest Rev. Fr. Jess Mariano, Misa Sa Control was spearheaded and sustained as an annual celebration of thanksgiving.

Santa Rita, at present, proudly stands as a survivor; a town of resiliency, hard work and progress. Known as one of the best agriculturists and farmers in Pampanga, the Riteñans preserve the beautiful tradition of farming. As a matter of fact, the people of Santa Rita were the first to adopt the native plowing system of furrowing to the depth of more than 12 inches for planting sugarcane points, known locally as simberga after its Riteñan originator, Simeon Vergara.

The town's fine delicacies like the turrone de casoy, sans rival and the duman remain unrivaled up to this time. Duman, the cooked and pounded glutinous rice, famous for its green color, fragrance and exquisite taste, has given birth to the Duman Festival, an annual exhibition of the best performing artists of the province and authentic Kapampangan cuisine.

ArtiSta.Rita, the town's iconic cultural group, founded the Duman Festival. This cultural advocacy has merited the group with the 2004 Most Outstanding Kapampangan (MOKA) Special Citation for the Performing Arts and a national award, the 2007 Gawad Alab ng Haraya for Best Cultural Performance given by the National Commission for Culture and the Arts (NCCA).

On December 16, 2009, another festival was born in Santa Rita, the Cadena de Suman, under the able and motherly leadership of the Hon. Yolanda Pineda, the only female mayor Santa Rita ever had. The annual festival aims to promote the suman and the inspiring solidarity of the Riteñans, as evidenced by the participation of the town's ten barangays in suman and kubol-making competitions and cultural presentations from academic institutions.

In 2011, another historic milestone was again achieved under the incumbency of Hon. Mayor Yolanda Pineda. This time, the municipal building was reconstructed to full grandiosity, reminiscent of the elegance of the bygone era, while heralding the dawning of a robust economy and a deeper reverence to tradition and piety.

Santa Rita has also become an attractive site for national movie settings. Film makers and production designers find its heritage church and ancestral houses appealing. In the 70's and 90's, Villa Efifania located at Barangay San Jose, became the main set of Lino Brocka's *Tinimbang Ka Ngunit Kulang* and Laurice Guillen's *Tanging Yaman* respectively. Numerous TV productions like the Filipino version of *Marimar* and *Mga Mata Ni Angelita* were also shot in the town, among many others.

It is likewise humbled by the acquisition of the first class relic, a flesh "ex carne" of the patroness of the impossible, Santa Rita de Cascia. Such holy achievement was through the efforts of its parish priest Msgr. Eugene Reyes. This holy remnant has attracted countless pilgrims, supplicating for the saint's powerful intercessions.

Santa Rita, one of Pampanga's most peaceful towns, the abode of those with deep and active religiosity; a haven of warm smiles, simplicity and unmistakable hospitality; a progressive town of limitless possibilities.

Santa Rita, *kaluguran ning Diyos at Apung Dita; balen da reng mangasipag at matenakan; ing pagmaragul ning Pampanga!*

(Santa Rita, beloved of God and Santa Rita; the town of the hard working and the wise; the pride of Pampanga!)

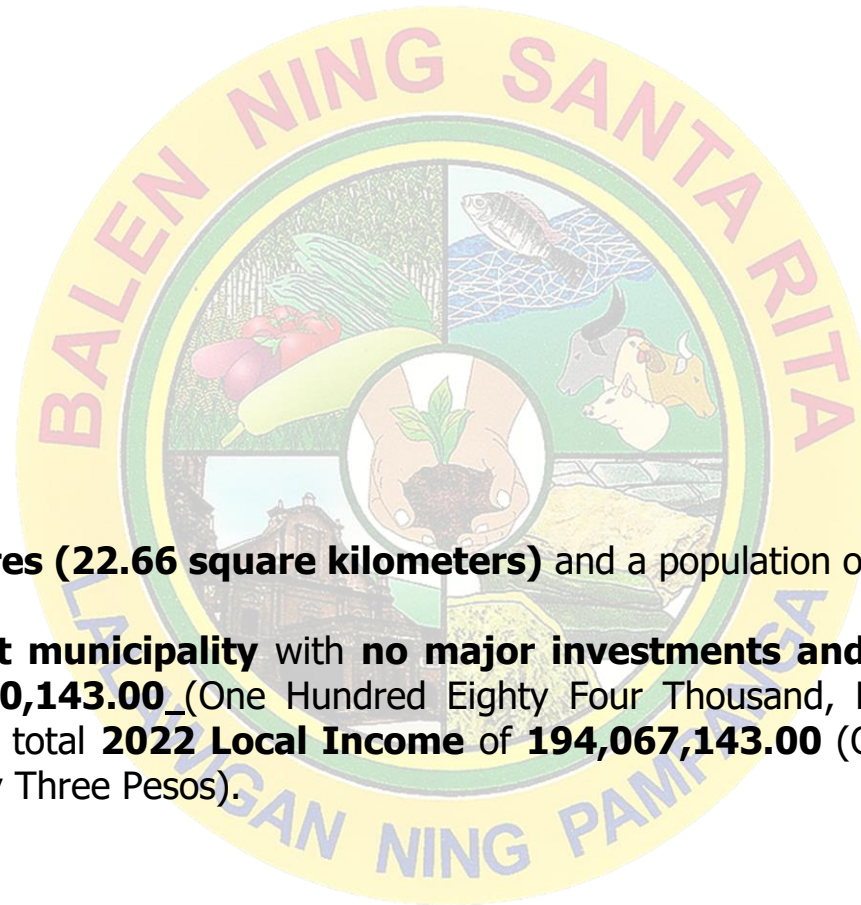
## QUICK FACTS ABOUT THE LGU

The **Municipality of Santa Rita** is the second smallest town in **Pampanga** with only **ten barangays** namely:

1. Becuran
2. Dila-Dila
3. San Agustin
4. San Basilio
5. San Isidro
6. San Jose
7. San Juan
8. San Matias
9. San Vicente
10. Santa Monica

**It has** a land area of **2, 266 hectares (22.66 square kilometers)** and a population of about **48,209**.

As a **fourth class IRA-dependent municipality** with **no major investments and industries**, its **2022 National Tax Allotment** is **Php PHP\_184, 890,143.00** (One Hundred Eighty Four Thousand, Eight Hundred Ninety Thousand, One Hundred Forty Three Pesos) with a total **2022 Local Income** of **194,067,143.00** (One Hundred Ninety Four Million, Sixty Seven Thousand, One Hundred Forty Three Pesos).



The seal of the Municipality of Santa Rita, Pampanga, is a circular emblem. It features a central shield divided into four quadrants: top-left shows a church facade, top-right shows a landscape with a sun and hills, bottom-left shows a field with a bull, and bottom-right shows a field with a sheaf of wheat. The shield is surrounded by a yellow ring with the text "MUNICIPALITY OF SANTA RITA" in pink at the top and "LALAWIGAN NING PAMPANGA" in blue at the bottom.

# **SECTION 1: STATE OF DEVOLVED FUNCTIONS, SERVICES AND FACILITIES**

## INTRODUCTION: STATE OF DEVOLVED FUNCTIONS, SERVICES AND FACILITIES

Section 17 of the Local Government Code of 1991 clearly expresses that “Local government units shall endeavor to be self-reliant and shall continue exercising the powers and discharging the duties and functions currently vested upon them. They shall also discharge the functions and responsibilities of national agencies and offices devolved to them pursuant to this Code. Local government units shall likewise exercise such other powers and discharge such other functions and responsibilities as are necessary, appropriate, or incidental to efficient and effective provision of the basic services and facilities enumerated herein. Such basic services and facilities (for municipalities) include, but are not limited to, the following:

- (i) Extension and on-site research services and facilities related to agriculture and fishery activities which include dispersal of livestock and poultry, fingerlings, and other seeding materials for aquaculture; palay, corn, and vegetable seed farms; medicinal plant gardens; fruit tree, coconut, and other kinds of seedling nurseries; demonstration farms; quality control of copra and improvement and development of local distribution channels, preferably through cooperatives; interbarangay irrigation systems; water and soil resource utilization and conservation projects; and enforcement of fishery laws in municipal waters including the conservation of mangroves;
- (ii) Pursuant to national policies and subject to supervision, control and review of the DENR, implementation of community-based forestry projects which include integrated social forestry programs and similar projects; management and control of communal forests with an area not exceeding fifty (50) square kilometers; establishment of tree parks, greenbelts, and similar forest development projects;
- (iii) Subject to the provisions of Title Five, Book I of this Code, health services which include the implementation of programs and projects on primary health care, maternal and child care, and communicable and non-communicable disease control services; access to secondary and tertiary health services; purchase of medicines, medical supplies, and equipment needed to carry out the services herein enumerated;
- (iv) Social welfare services which include programs and projects on child and youth welfare, family and community welfare, women’s welfare, welfare of the elderly and disabled persons; community-based rehabilitation programs for vagrants, beggars, street children, scavengers, juvenile delinquents, and victims of drug abuse; livelihood and other pro-poor projects; nutrition services; and family planning services;

(v) Information services which include investments and job placement information systems, tax and marketing information systems, and maintenance of a public library;

(vi) Solid waste disposal system or environmental management system and services or facilities related to general hygiene and sanitation;

(vii) Municipal buildings, cultural centers, public parks including freedom parks, playgrounds, and other sports facilities and equipment, and other similar facilities;

(viii) Infrastructure facilities intended primarily to service the needs of the residents of the municipality and which are funded out of municipal funds including, but not limited to, municipal roads and bridges; school buildings and other facilities for public elementary and secondary schools; clinics, health centers and other health facilities necessary to carry out health services; communal irrigation, small water impounding projects and other similar projects; fish ports; artesian wells, spring development, rainwater collectors and water supply systems; seawalls, dikes, drainage and sewerage, and flood control; traffic signals and road signs; and similar facilities;

(ix) Public markets, slaughterhouses and other municipal enterprises;

(x) Public cemetery;

(xi) Tourism facilities and other tourist attractions, including the acquisition of equipment, regulation and supervision of business concessions, and security services for such facilities; and

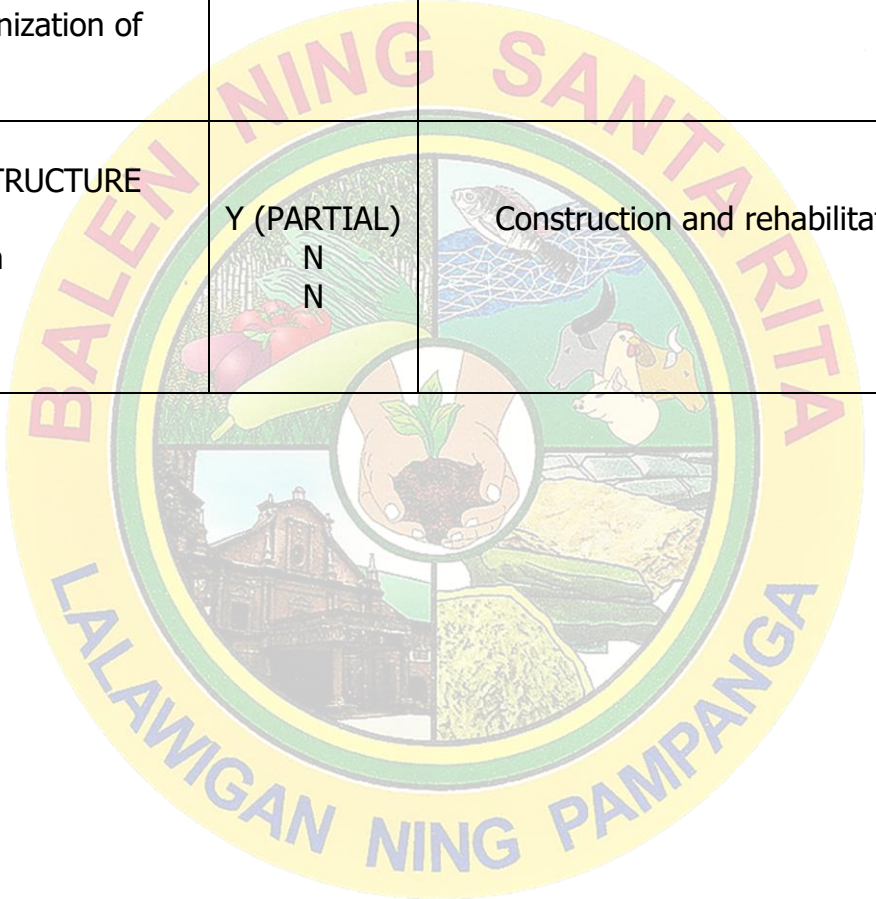
(xii) Sites for police and fire stations and substations and municipal jail;

The abovementioned basic services and facilities have been thoroughly reviewed by concerned departments/offices and have identified a complete inventory of current devolved functions, services and facilities as shown below:

**INVENTORY OF LGU FUNCTIONS, SERVICES, AND FACILITIES**  
**(AGRICULTURE)**

LEGAL BASIS  [1]	FUNCTIONS/SERVICES/FACILITIES  [2]	EXISTING? (Y/N)  [3]	PROGRAM/PROJECTS/ACTIVITIES  [4]	IMPLEMENTING OFFICE/UNIT  [5]	STAFF COMPLEMENT NO. OF POSITIONS [6]
RA 8435-0 AFMA 1997 RA 7308 Seed Industry Development Act of 1992	CROPS <ul style="list-style-type: none"> <li>Prevention and control of plant pest and diseases</li> <li>Planting materials distribution</li> <li>Seedling nursery</li> </ul>	Y (partial)	<ul style="list-style-type: none"> <li>Distribution of farm chemicals</li> <li>Distribution of palay seeds, fertilizer and vegetable seeds and seedlings</li> <li>Trees and fruit trees dispersal</li> </ul>	Agriculture Office	7 permanent 1 JO
RA 8550 Fisheries Code of 1998	FISHERIES <ul style="list-style-type: none"> <li>Distribution of tilapia fingerlings</li> </ul>	Y (partial)	<ul style="list-style-type: none"> <li>Fingerlings distribution</li> </ul>	Agriculture Office	7 permanent 1 JO
Sec.16 of RA 10611 or the Food supply Act of 2013 mandated as Food Safety Regulating Agency	LIVESTOCK & POULTRY <ul style="list-style-type: none"> <li>Prevention &amp; control of animal diseases</li> <li>Distribution of biologics and supplies</li> <li>Slaughter house</li> </ul>	Y (partial)  N	<ul style="list-style-type: none"> <li>Vaccination/immunization</li> <li>Animal treatment</li> <li>Animal dispersal</li> <li>Artificial insemination Vi/anti helminthics administration</li> <li>Meat inspection engaged in local trade</li> </ul>	Agriculture Office  Agriculture Office	7 permanent 1 JO  AT/Vet.

Sec. 89-95 of AFMA of 1997	RESEARCH AND EXTENSION <ul style="list-style-type: none"><li>• Transfer of technology</li><li>• Agricultural extension</li><li>• Organization/reorganization of farmers/fisher folks</li></ul>	Y (partial)	<ul style="list-style-type: none"><li>• Data gathering and encoding (planting /harvesting) of farmers</li></ul>	Agriculture Office	7 permanent 1 JO
Inter-Jurisdictional Externalization EO 138 Sec. 2.B	IRRIGATION AND INFRASTRUCTURE FARM TO MARKET ROAD <ul style="list-style-type: none"><li>• Communal Irrigation</li><li>• Spring development</li></ul>	Y (PARTIAL) N N	Construction and rehabilitation	Municipal Engineer	Municipal Engineer



(LOCAL DISASTER RISK REDUCTION AND MANAGEMENT OFFICE)

LEGAL BASIS	FUNCTIONS/SERVICES/FACILITIES	EXISTING? (Y/N)	PROGRAM/PROJECTS/ACTIVITIES	IMPLEMENTING OFFICE/UNIT	STAFF COMPLEMENT NO. OF POSITIONS
[1]	[2]	[3]	[4]	[5]	[6]
RA No. 10121	DRRM Research and Planning	Y	Design, program, and coordinate disaster risk reduction and management activities consistent with the National Council's standards and guidelines	Local DRRM Office	2 (LDRRMO and Research and Planning Staff)
		Y	Facilitate and support risk assessments and contingency planning activities at the local level	Local DRRM Office	2 (LDRRMO and Research and Planning Staff)
		Y	Consolidate local disaster risk information which includes natural hazards, vulnerabilities, and climate change risks, and maintain a local risk map	Local DRRM Office	2 (LDRRMO and Research and Planning Staff)
		Y	Conduct research and development initiatives on DRRM	Local DRRM Office	2 (LDRRMO and Research and Planning Staff)

		Y	Formulate and implement a comprehensive and integrated Local DRRM Plan (LDRRMP) in accordance with the national, regional and provincial framework, and policies on DRR in close coordination with the Local Development Council(LDC)	Local DRRM Office	2 (LDRRMO and Research and Planning Staff)
		Y	Prepare and submit to the Local Sanggunian through the Local DRRM Council and the LDC the annual LDRRMO Plan and budget, the proposed programming of the LDRRMF, and other dedicated DRRM resources, and other regular funding source/s and budgetary support of the LDRRMO or BDRRMC	Local DRRM Office	2 (LDRRMO and Research and Planning Staff)
		Y	Maintain a database of human resource, equipment, directories, and location of critical infrastructures and their capacities such as hospitals and evacuation centers	Local DRRM Office	2 (LDRRMO and Research and Planning Staff)
		Y	Serve as the secretariat and executive arm of the LDRRMC	Local DRRM Office	1 (LDRRMO)
		Y	Recommend through the LDRRMC the enactment of local ordinances consistent with RA10121	Local DRRM Office	2 (LDRRMO and Research and Planning Staff)

		Y	Prepare and submit, through the LDRRMC and the LDC, the report on the utilization of the LDRRMF and other dedicated disaster risk reduction and management resources to the local Commission on Audit (COA), copy furnished the regional director of the OCD and the Local Government Operations Officer of the DILG	Local DRRM Office	2 (LDRRMO and Research and Planning Staff)
		Y	Involve the most vulnerable sectors (women, children, senior citizens, and PWD) in risk assessment and planning	Local DRRM Office	2 (LDRRMO and Research and Planning Staff)
	DRRM Administration and Training	Y	Organize and conduct training, orientation, and knowledge management activities on disaster risk reduction and management at the local level	Local DRRM Office	2 (LDRRMO and Administration and Training Staff)
		Y	Identify, assess and manage the hazards, vulnerabilities and risks that may occur in the locality	Local DRRM Office	2 (LDRRMO and Administration and Training Staff)
		Y	Identify and implement cost-effective risk reduction measures/strategies	Local DRRM Office	2 (LDRRMO and Administration and Training Staff)

		Y	Disseminate information and raise public awareness about those hazards, vulnerabilities and risks, their nature, effects, early warning signs and counter-measures	Local DRRM Office	2 (LDRRMO and Administration and Training Staff)
		Y	Take all necessary steps on a continuing basis to maintain, provide, or arrange the provision of, or to otherwise make available, suitably-trained and competent personnel for effective civil defense and disaster risk reduction and management in its area	Local DRRM Office	2 (LDRRMO and Administration and Training Staff)
		Y	Organize, train, equip and supervise the local emergency response teams and the ACDVs, ensuring that humanitarian aid workers are equipped with basic skills to assist mothers to breastfeed	Local DRRM Office	2 (LDRRMO and Administration and Training Staff)
		Y	Within its area, promote and raise public awareness of and compliance with RA10121 and legislative provisions relevant to the purpose of the latter	Local DRRM Office	2 (LDRRMO and Administration and Training Staff)

		Y	Implement policies, approved plans and programs of the LDRRMC consistent with the policies and guidelines laid down in RA10121	Local DRRM Office	2 (LDRRMO and Administration and Training Staff)
		Y	Train the most vulnerable sectors (women, children, senior citizens, and PWD)	Local DRRM Office	2 (LDRRMO and Administration and Training Staff)
	DRRM Operations and Warning	Y	Operate a multi-hazard early warning system, linked to disaster risk reduction to provide accurate and timely advice to national or local emergency response organizations and to the general public, through diverse mass media, particularly radio, landline communications, and technologies for communication within rural communities	Local DRRM Office	2 (LDRRMO and Operations and Warning Staff)
		Y	Conduct continuous disaster monitoring and mobilize instrumentalities and entities of the LGUs, CSOs, private groups and organized volunteers, to utilize their facilities and resources for the protection and preservation of life and properties during emergencies in accordance with existing policies and procedures	Local DRRM Office	2 (LDRRMO and Operations and Warning Staff)

		Y	Develop, strengthen and operationalize mechanisms for partnership or networking with the private sector, CSOs, and volunteer groups	Local DRRM Office	2 (LDRRMO and Operations and Warning Staff)
		Y	Respond to and manage the adverse effects of emergencies and carry out recovery activities in the affected area, ensuring that there is an efficient mechanism for immediate delivery of food, shelter and medical supplies for women and children, endeavor to create a special place where internally-displaced mothers can find help with breastfeeding, feed and care for their babies and give support to each other	Local DRRM Office	16 (LDRRMO and 15 SAR Team Staff)
		Y	Coordinate other disaster risk reduction and management activities	Local DRRM Office	2 (LDRRMO and Operations and Warning Staff)
		Y	Establish linkage/network with other LGUs for disaster risk reduction and emergency response purposes	Local DRRM Office	2 (LDRRMO and Operations and Warning Staff)

		Y	Establish a Provincial/City/Municipal/Barangay Disaster Risk Reduction and Management Operations Center	Local DRRM Office	2 (LDRRMO and Operations and Warning Staff)
		Y	Give early warning to the most vulnerable sectors (women, children, senior citizens, and PWD)	Local DRRM Office	2 (LDRRMO and Operations and Warning Staff)
		Y	Respond to and manage the adverse effects of emergency and carry out recovery activities to the most vulnerable areas especially to the vulnerable sectors (women, children, senior citizens, and PWD)	Local DRRM Office	16 (LDRRMO and 15 SAR Team Staff)

(MUNICIPAL SOCIAL WELFARE AND DEVELOPMENT OFFICE)

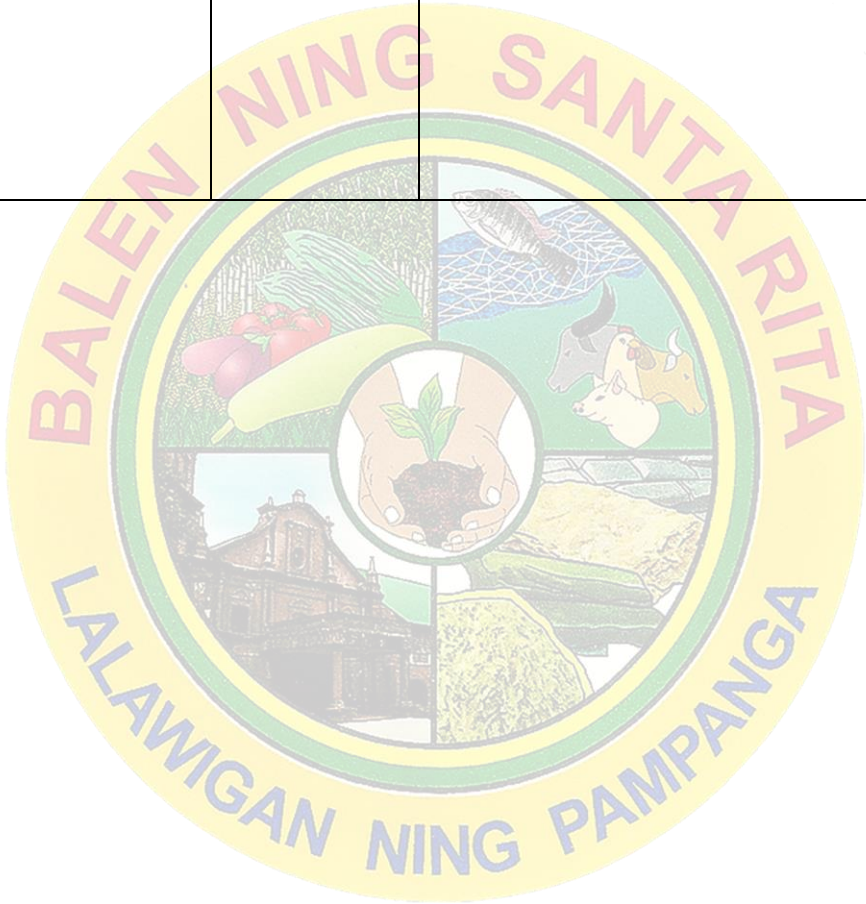
LEGAL BASIS [1]	FUNCTIONS/SERVICES/FACILITIES [2]	EXISTING? (Y/N) [3]	PROGRAM/PROJECTS/ACTIVITIES [4]	IMPLEMENTING OFFICE/UNIT [5]	STAFF COMPLEMENT NO. OF POSITIONS [6]
Republic Act No. 8980	Children and Youth Welfare	Y (Partial)	<ul style="list-style-type: none"><li>ECCD Project</li><li>Repair and Rehabilitation of Child Development Center (CDC)</li><li>Provision of Supplies, Materials and Equipment to CDC</li><li>Continuing Professional Development of Child Development Workers</li></ul>	MSWDO	4 permanent positions (MSWDO, SWO III, 2 Administrative Aide II)  1 JO
Republic Act 7610 and Republic Act 9344	Child in Conflict with the Law	Y (Partial)	<ul style="list-style-type: none"><li>Provision of Financial Assistance to Support among others their Expenses for Medical, Legal and Other Needs</li><li>Establishment of The Municipal Crisis Center for Children And Women</li></ul>	MSWDO	4 permanent positions (MSWDO, SWO III, 2 Administrative Aide II)  1 JO

Republic Act NO. 7277	Persons with Disabilities	Y (Partial)	<ul style="list-style-type: none"> <li>• Provision of Assistive Devices such as Wheelchairs, Walkers and Others</li> <li>• Participation in National Disability Month and PWD Assembly</li> <li>• PWD Livelihood Assistance</li> </ul>	MSWDO	4 permanent positions (MSWDO, SWO III, 2 Administrative Aide II)  1 JO
Republic Act 9994	Senior Citizens	Y(Partial)	<ul style="list-style-type: none"> <li>• Provision of Honoraria/Incentives to Municipal FSCAP</li> <li>• Participation in the Elderly Month Celebration</li> <li>• Cash Assistance to Indigent Senior Citizens</li> </ul>	MSWDO	4 permanent positions (MSWDO, SWO III, 2 Administrative Aide II)  1 JO
Memorandum Circular No. 24 series of 2020	Individuals in Crisis Situations (AICS)	Y (Partial)	<ul style="list-style-type: none"> <li>• Provision of Financial, Medical, Burial, Educational and Transportation Assistance to Individuals In Crisis Situations</li> </ul>	MSWDO	4 permanent positions (MSWDO, SWO III, 2 Administrative Aide II)  1 JO

Republic Act 9872	Solo Parents	Y (Partial)	<ul style="list-style-type: none"> <li>Financial Assistance based on Need Assessment (Legal, Medical, Etc.)</li> </ul>	MSWDO	4 permanent positions (MSWDO, SWO III, 2 Administrative Aide II)  1 JO
Republic Act No. 9710	Women	Y (Partial)	<ul style="list-style-type: none"> <li>Women's Month Celebration</li> <li>Skills Training</li> </ul>	MSWDO	4 permanent positions (MSWDO, SWO III, 2 Administrative Aide II)  1 JO
Joint Memorandum Circular No. 2013-1	Relief Distribution	Y (Partial)	<ul style="list-style-type: none"> <li>Provision of Food and Non-Food Items</li> <li>Provisions of Cash-For-Work and Food-for-Work</li> </ul>	MSWDO	4 permanent positions (MSWDO, SWO III, 2 Administrative Aide II)  1 JO

Republic Act No. 11037	Supplementary Feeding Program	Y (Partial)	<ul style="list-style-type: none"> <li>• Provision Of Supplementary Feeding for</li> <li>• Day Care Children and Adopted Communities (6 Yrs old and below)</li> </ul>	MSWDO	4 permanent positions (MSWDO, SWO III, 2 Administrative Aide II)  1 JO
DILG Memorandum Circular 2012-61	LCAT-VAW Anti-Trafficking Program	Y (Partial)	<ul style="list-style-type: none"> <li>• Advocacy</li> <li>• Financial Assistance</li> <li>• Intervention</li> </ul>	MSWDO	4 permanent positions (MSWDO, SWO III, 2 Administrative Aide II)  1 JO
Memorandum Circular No. 004 series of 2020	CCAM/ Food-for-Work	Y (Partial)	<ul style="list-style-type: none"> <li>• Provision of Food and Cash Assistance to Disadvantaged Families and Marginalized Sectors</li> </ul>	MSWDO	4 permanent positions (MSWDO, SWO III, 2 Administrative Aide II)  1 JO

DSWD Administrative Order No. 08 Series of 2009	Drop-in Center/Temporary Shelter	N	<ul style="list-style-type: none"><li>• Provision of Foster Care</li></ul>	MSWDO	4 permanent positions (MSWDO, SWO III, 2 Administrative Aide II)  1 JO
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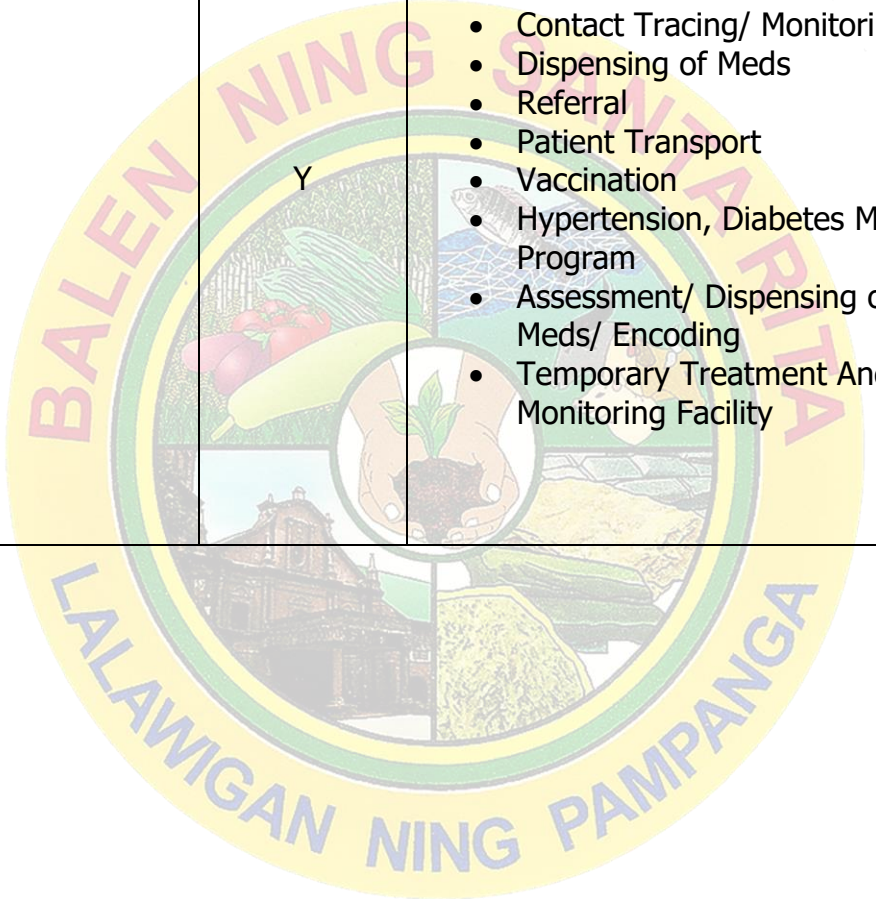
**(RURAL HEALTH UNIT)**

LEGAL BASIS	FUNCTIONS/SERVICES/FACILITIES	EXISTING? (Y/N)	PROGRAM/PROJECTS/ACTIVITIES	IMPLEMENTING OFFICE/UNIT	STAFF COMPLEMENT NO. OF POSITIONS
[1]	[2]	[3]	[4]	[5]	[6]
RA 1123 Universal Health Care Act of 2019  RA 7160 Local Government Code of 1991  DOH AO No. 67-A of 2000 Sentrong Sigla Standards	Maternal and Child Care	Y	<ul style="list-style-type: none"> <li>• Pre-Natal, In-Patient</li> <li>• Deliveries, Postpartum</li> <li>• Basic Oral Health Care</li> <li>• New Born Screening</li> <li>• HIV Screening/Blood Typing</li> <li>• Urinalysis/ Hepatitis B Screening</li> <li>• Immunization Services for New Born, Infants and School-Aged Children/ Adolescents Pregnant Women</li> <li>• Basic Oral Health Care for Senior, School-Aged Children and Adolescents</li> </ul>	RHU	1 Doctor 4 JO Midwife 1 Dentist 1 Admin Aide 1 Med Tech 4 Midwife 3 NDP 1 RHMPP 1 Nurse 1 Dentist
		Y	<ul style="list-style-type: none"> <li>• Family Planning</li> <li>• Services And Deworming For Women Of Reproductive Age</li> <li>• Adolescent Health (Teenage Pregnancy)</li> <li>• Education and Counselling</li> </ul>	RHU	3 NDP 4 Midwife 1 RHMPP

			<ul style="list-style-type: none"><li>• Operation Timbang</li><li>• Garantisadong Pambata – Vit. A</li><li>• WIFA - Weekly Iron Folic Acid Supplementation</li><li>• Recording Reporting</li><li>• </li></ul>	RHU	1 Nurse 4 Midwife 1 RHMPP 3 NDP
		Y	<ul style="list-style-type: none"><li>• Philhealth Claims</li></ul>	RHU	1 Admin Aide
		y	<ul style="list-style-type: none"><li>• Deworming Services for Infants, Children and Adolescents</li><li>• Management of Sick Infants and Children</li></ul>	RHU	4 Midwife 3 NDP 1 RHMPP 1 Doctor
	Primary Health Care	Y	<ul style="list-style-type: none"><li>• Out-Patient Consultation</li><li>• Assessment and Physical Examination</li><li>• Medical Advice and Intervention Prescription</li><li>• Pharmacy Services</li><li>• Issuance of Available Medicine</li><li>• Issuance of Referral Slip</li><li>• First-Aid Treatment</li></ul>	RHU	1 Doctor 1 Static Midwife 1 Nurse 1 JO

	Communicable and Non-Communicable Disease Control Services	Y	<ul style="list-style-type: none"> <li>• Tuberculosis Prevention Control</li> <li>• Sputum Exam/ HIV Screening Test</li> <li>• Registration/ Treatment/ Follow-up</li> <li>• Integrated Tuberculosis Information System</li> </ul>	RHU	1 Med Tech 1 NDP 1 Doctor 1 Nurse 1 Admin Aide
		Y	<ul style="list-style-type: none"> <li>• Leprosy Prevention Control</li> <li>• Registration/ Treatment/ Follow-up</li> </ul>	RHU	1 Nurse
		Y	<ul style="list-style-type: none"> <li>• Dengue</li> <li>• Dengue NS1 Rapid Test</li> <li>• Misting Fogging</li> <li>• Vector Surveillance</li> <li>• Information Dissemination regarding Dengue</li> <li>• Distribution of IEC materials</li> </ul>	RHU	1 Med Tech 2 Sanitary Inspectors

		Y	<p>COVID-19 Response</p> <ul style="list-style-type: none"> <li>• Antigen/ RTPCR Testing</li> <li>• Filling of Case Investigation Form</li> <li>• Contact Tracing/ Monitoring</li> <li>• Dispensing of Meds</li> <li>• Referral</li> <li>• Patient Transport</li> <li>• Vaccination</li> <li>• Hypertension, Diabetes Mellitus Program</li> <li>• Assessment/ Dispensing of Meds/ Encoding</li> <li>• Temporary Treatment And Monitoring Facility</li> </ul>	RHU	<p>1 Med Tech  3 NDP  1 RHMPP  10 Contact Tracers  3 JO Midwife  4 Midwife  1 Doctor  Ambulance Driver  1 Nurse  1 Vaccinator  HPO  1 Med Tech,  2 HRH Encoder  4 JO  1 Admin Aide</p>
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	Ancillary Services	Y	<ul style="list-style-type: none"> <li>• Laboratory Services</li> <li>• Voluntary Blood Services Program</li> <li>• Swabbing, Urinalysis, Sputum Examinations</li> <li>• Fecalysis, Hepatitis Screening</li> <li>• Blood Typing</li> <li>• Dental Services</li> <li>• Basic Oral Health</li> <li>• Care to All Age Group such as Permanent Filling, Temporary Filling</li> <li>• Oral Prophylaxis, Exodontia</li> <li>• Pits and Fissure Sealant, Fluoride Application, Health Education</li> <li>• Environmental Health and Sanitation Services</li> <li>• Food and Waterborne Diseases Prevention and Control Program</li> <li>• Issuance of Health Card and Sanitary Permit</li> <li>• Inspection of Business Establishment and Enforcement of Sanitation Rules and Regulation</li> </ul>	RHU	<p>1 Medtech</p> <p>1 Dentist 1 Dental Aide</p> <p>2 Sanitary Inspectors</p>
	Purchase of Medicine	y	<ul style="list-style-type: none"> <li>• Purchase of medicines, medical supplies and equipment</li> </ul>	RHU	1 Doctor
	Rehabilitation Program for Victims of Drug Abuse	Y	<ul style="list-style-type: none"> <li>• Drug Dependency Evaluation</li> <li>• Community Rehabilitation</li> </ul>	RHU	1 Doctor

# OFFICE OF THE MUNICIPAL TREASURY

LEGAL BASIS	FUNCTIONS/SERVICES/FACILITIES	EXISTING? (Y/N)	PROGRAM/PROJECTS/ACTIVITIES	IMPLEMENTING OFFICE/UNIT	STAFF COMPLEMENT NO. OF POSITIONS
[1]	[2]	[3]	[4]	[5]	[6]
RA 7160		Y	Advise the governor or mayor, as the case may be, the <i>sanggunian</i> , and other local government and national officials concerned regarding disposition of local government funds and on such other matters relative to public finance ( <i>Sec. 470 (d) (j), LGC</i> ), including amendments to local tax ordinances, identification of fiscal modalities, development of debt management strategies, identification of investment opportunities, and others	Office of the Municipal Treasury	1 LRCO 1 Disbursing Officer II 1 Bookbinder I 1 Revenue Collection Clerk I 1 Administrative Aide I 3 Job Orders

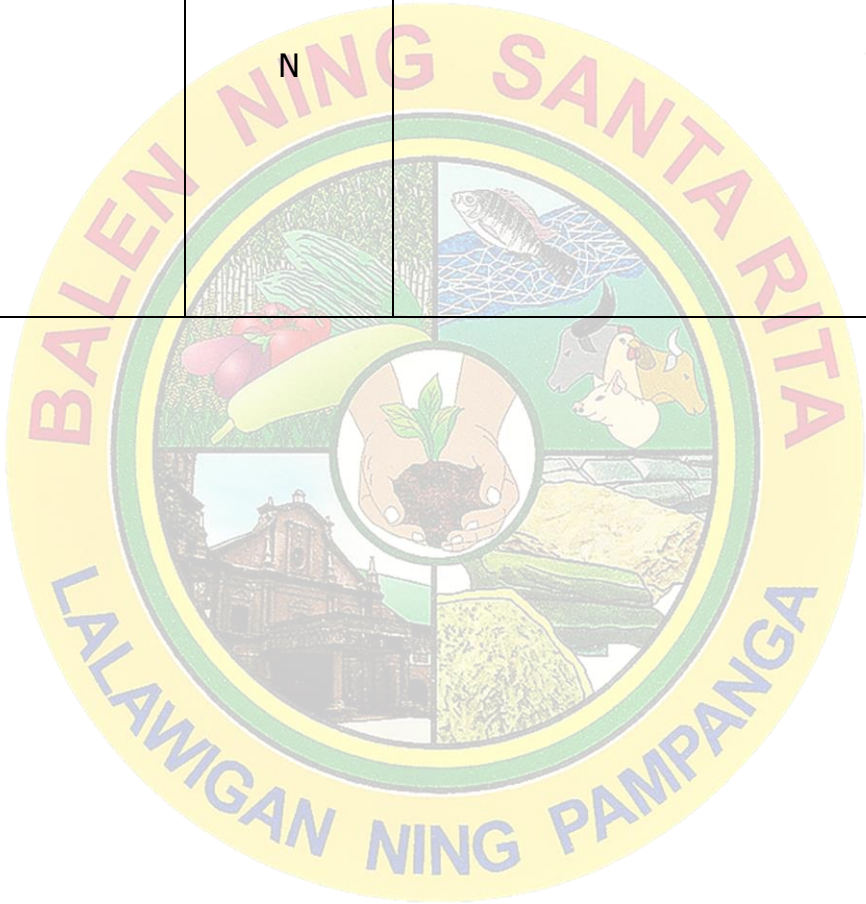
		Y	Take custody and exercise proper management of the funds of the local government unit concerned ( <i>Sec. 470 (d) (2), LGC</i> ), including effective cash flow forecasting, analysis of liquidity position and management of surplus cash positions	Office of the Municipal Treasury	1 LRCO 1 Disbursing Officer II 1 Bookbinder I 1 Revenue Collection Clerk I 1 Administrative Aide I 3 Job Orders
		Y	Take charge of the disbursement of all local government funds and such other funds the custody of which may be entrusted to him by law or other competent authority ( <i>Sec. 470 (d) (3), LGC</i> ), to ensure an effective and efficient management of expenditure and disbursement levels	Office of the Municipal Treasury	1 LRCO 1 Disbursing Officer II 1 Bookbinder I 1 Revenue Collection Clerk I 1 Administrative Aide I 3 Job Orders

		Y	Inspect private commercial and industrial establishments within the jurisdiction of the local government unit concerned in relation to the implementation of tax ordinances, pursuant to the provisions under Book II of the Local Government Code of 1991	Office of the Municipal Treasury	1 LRCO 1 Disbursing Officer II 1 Bookbinder I 1 Revenue Collection Clerk I 1 Administrative Aide I 3 Job Orders
		Y	Maintain and update the tax information system of the local government unit	Office of the Municipal Treasury	1 LRCO 1 Disbursing Officer II 1 Bookbinder I 1 Revenue Collection Clerk I 1 Administrative Aide I 3 Job Orders

		Y	In the case of the provincial treasurer, exercise technical supervision over all treasury offices of component cities and municipalities	Office of the Municipal Treasury	1 LRCO 1 Disbursing Officer II 1 Bookbinder I 1 Revenue Collection Clerk I 1 Administrative Aide I 3 Job Orders
		Y	Exercise such other powers and perform such other duties as may be prescribed by law or ordinance	Office of the Municipal Treasury	1 LRCO 1 Disbursing Officer II 1 Bookbinder I 1 Revenue Collection Clerk I 1 Administrative Aide I 3 Job Orders

			Conduct examination on book of accounts.	Office of the Municipal Treasury	1 LRCO 1 Disbursing Officer II 1 Bookbinder I 1 Revenue Collection Clerk I 1 Administrative Aide I 3 Job Orders
			Implement an optimized RPT collection efficient system	Office of the Municipal Treasury	1 LRCO 1 Disbursing Officer II 1 Bookbinder I 1 Revenue Collection Clerk I 1 Administrative Aide I 3 Job Orders

			Mobilize the Joint Inspection Team to conduct regular and field inspection of business establishments	Office of the Municipal Treasury	1 LRCO 1 Disbursing Officer II 1 Bookbinder I 1 Revenue Collection Clerk I 1 Administrative Aide I 3 Job Orders
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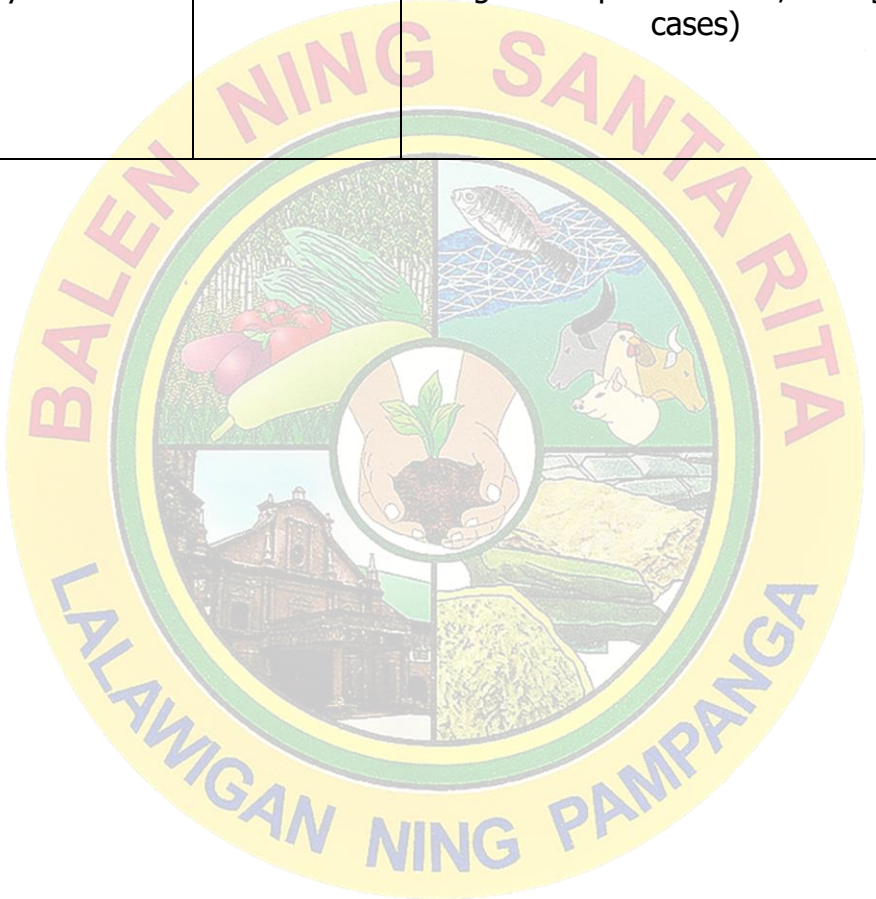


**(MUNICIPAL ENGINEERING OFFICE)**

LEGAL BASIS	FUNCTIONS/SERVICES/FACILITIES	EXISTING? (Y/N)	PROGRAM/PROJECTS/ACTIVITIES	IMPLEMENTING OFFICE/UNIT	STAFF COMPLEMENT NO. OF POSITIONS
[1]	[2]	[3]	[4]	[5]	[6]
Revised and Updated IRR of the National Building Code of the Phil. (PD 1096)	Securing Building Permit	Y	Processing & Issuance of Building Permit	Municipal Engineering Office (MEO)	1 Municipal Engineer 2 Admin Aide 2 Job Orders
Revised and Updated IRR of the National Building Code of the Phil. (PD 1096)	Securing Electrical Permit	Y	Processing & Issuance of Electrical Permit	Municipal Engineering Office (MEO)	1 Municipal Engineer 2 Admin Aide 2 Job Orders
Revised and Updated IRR of the National Building Code of the Phil. (PD 1096)	Securing Other Accessory Permits	Y	Processing & Issuance of Accessory Permit	Municipal Engineering Office (MEO)	1 Municipal Engineer 2 Admin Aide 2 Job Orders

Revised and Updated IRR of the National Building Code of the Phil. (PD 1096)	Securing Certificate of Building Occupancy	Y	Processing & Issuance of Certificate of Occupancy	Municipal Engineering Office (MEO)	1 Municipal Engineer 2 Admin Aide 2 Job Orders
Revised and Updated IRR of the National Building Code of the Phil. (PD 1096)	Securing Local Building Official Clearance	Y	Processing & Issuance of Building Clearance	Municipal Engineering Office (MEO)	1 Municipal Engineer 2 Admin Aide 2 Job Orders
Philippine Government Procurement 2016 Revised IRR of RA 9184 and Latest GPPB issues	Procurement of Goods and Services	Y	PhilGEPS, Public Bidding, Request for Quotation (small value procurement, negotiated procurement, emergency cases)	Municipal Engineering Office (MEO) & Bids & Awards Committee (BAC)	1 Municipal Engineer 2 Admin Aide 2 Job Orders
Philippine Government Procurement 2016 Revised IRR of RA 9184 and Latest GPPB issues	Procurement of Civil Works or Infrastructure Projects	Y	PhilGEPS, Public Bidding, Request for Quotation (small value procurement, negotiated procurement, emergency cases)	Municipal Engineering Office (MEO) & Bids & Awards Committee (BAC)	1 Municipal Engineer 2 Admin Aide 2 Job Orders

Philippine Government Procurement 2016 Revised IRR of RA 9184 and Latest GPPB issues	Procurement for Consultancy Services	Y	PhilGEPS, Public Bidding, Request for Quotation (small value procurement, negotiated procurement, emergency cases)	Municipal Engineering Office (MEO) & Bids & Awards Committee (BAC)	1 Municipal Engineer 2 Admin Aide 2 Job Orders
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**(MUNICIPAL ENVIRONMENT AND NATURAL RESOURCES OFFICE)**

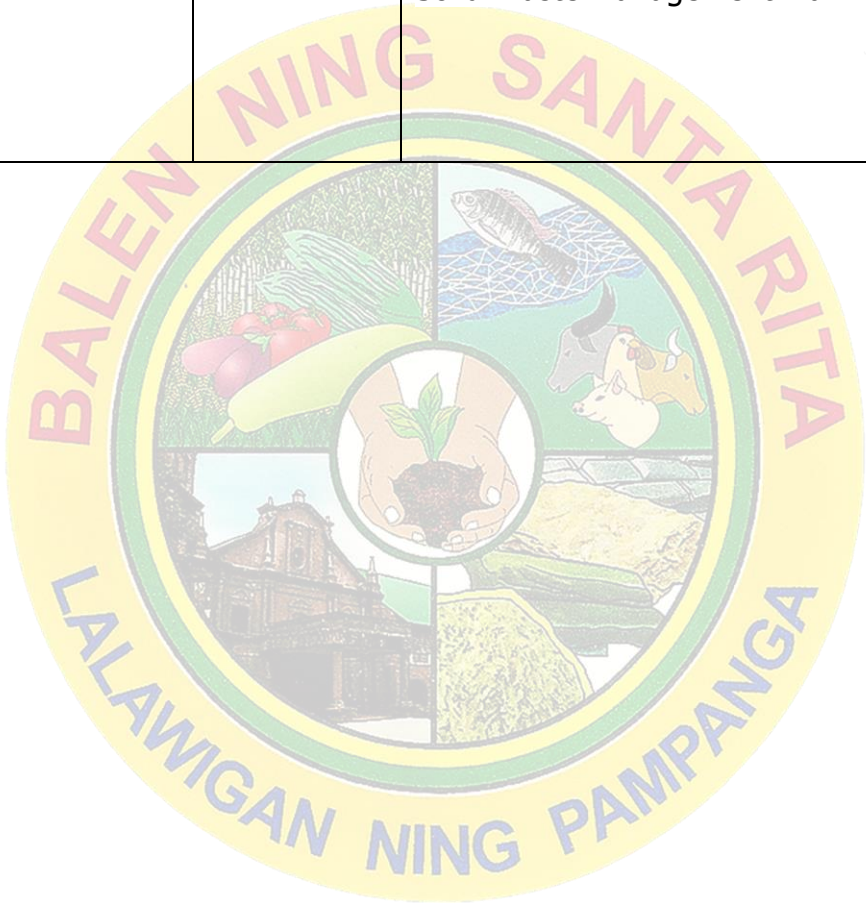
LEGAL BASIS	FUNCTIONS/SERVICES/FACILITIES	EXISTING? (Y/N)	PROGRAM/PROJECTS/ACTIVITIES	IMPLEMENTING OFFICE/UNIT	STAFF COMPLEMENT NO. OF POSITIONS
[1]	[2]	[3]	[4]	[5]	[6]
RA No. 7160	Solid Waste Management Board Secretariat	Y	Develop the City or Municipal Solid Waste Management Plan that shall ensure the long-term management of solid waste, as well as integrate the various solid waste management plans and strategies of the barangays in its area of jurisdiction. In the development of the Solid Waste Management Plan, it shall conduct consultations with the various sectors of the community	MENRO	1 Designated MENR Officer 1 Backhoe Operator 4 Truck Drivers 5 Helpers 1 MRF Resident
		Y	Adopt measures to promote and ensure the viability and effective implementation of solid waste management programs in its component barangays	MENRO	1 Designated MENR Officer 1 Backhoe Operator 4 Truck Drivers 5 Helpers 1 MRF Resident

		Y	Monitor the implementation of the City or Municipal Solid Waste Management Plan through its various political subdivisions and in cooperation with the private sector and the NGOs	MENRO	1 Designated MENR Officer 1 Backhoe Operator 4 Truck Drivers 5 Helpers 1 MRF Resident
		Y	Adopt specific revenue-generating measures to promote the viability of its Solid Waste Management Plan	MENRO	1 Designated MENR Officer 1 Backhoe Operator 4 Truck Drivers 5 Helpers 1 MRF Resident
		Y	Convene regular meetings for purposes of planning and coordinating the implementation of the solid waste management plans of the respective component barangays	MENRO	1 Designated MENR Officer 1 Backhoe Operator 4 Truck Drivers 5 Helpers 1 MRF Resident

		Y	Oversee the implementation of the City or Municipal Solid Waste Management Plan	MENRO	1 Designated MENR Officer 1 Backhoe Operator 4 Truck Drivers 5 Helpers 1 MRF Resident
		Y	Review every two (2) years or as the need arises the City or Municipal Solid Waste Management Plan for purposes of ensuring its sustainability, viability, effectiveness and relevance in relation to local and international developments in the field of solid waste management	MENRO	1 Designated MENR Officer 1 Backhoe Operator 4 Truck Drivers 5 Helpers 1 MRF Resident
		Y	Develop the specific mechanics and guidelines for the implementation of the City or Municipal Solid Waste Management Plan	MENRO	1 Designated MENR Officer 1 Backhoe Operator 4 Truck Drivers 5 Helpers 1 MRF Resident

		Y	Recommended to appropriate local government authorities specific measures or proposals for franchise or build-operate-transfer agreements with duly recognized institutions, pursuant to R.A.6957, to provide either exclusive or non-exclusive authority for the collection, transfer, storage, processing, recycling or disposal of municipal solid waste. The proposals shall take into consideration appropriate government rules and regulations on contracts, franchise and build-operate-transfer agreements	MENRO	1 Designated MENR Officer 1 Backhoe Operator 4 Truck Drivers 5 Helpers 1 MRF Resident
		Y	Provide the necessary logistical and operational support to its component cities and municipalities in consonance with subsection (f) of Sec. 17 of the Local Government Code	MENRO	1 Designated MENR Officer 1 Backhoe Operator 4 Truck Drivers 5 Helpers 1 MRF Resident
		Y	Recommended measures and safeguards against pollution and for the preservation of the natural ecosystem	MENRO	1 Designated MENR Officer 1 Backhoe Operator 4 Truck Drivers 5 Helpers 1 MRF Resident

		Y	Coordinates the efforts of its components barangays in the implementation of the city or municipal Solid Waste Management Plan	MENRO	1 Designated MENR Officer 1 Backhoe Operator 4 Truck Drivers 5 Helpers 1 MRF Resident
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**TOURISM**

LEGAL BASIS	FUNCTIONS/SERVICES/FACILITIES	EXISTING? (Y/N)	PROGRAM/PROJECTS/ACTIVITIES	IMPLEMENTING OFFICE/UNIT	STAFF COMPLEMENT NO. OF POSITIONS
[1]	[2]	[3]	[4]	[5]	[6]
RA No. 7160	Tourism Services/Programs	Yes/Partial	Tourism facilities and other tourist attractions, including the acquisition of equipment, regulation and supervision of business concessions		1 Designated Tourism Officer
RA No. 7160	Tourism Services/Programs	Yes/Partial	Security services for such facilities		1 Designated Tourism Officer

(PHILIPPINE NATIONAL POLICE)

LEGAL BASIS	FUNCTIONS/SERVICES/FACILITIES	EXISTING? (Y/N)	PROGRAM/PROJECTS/ACTIVITIES	IMPLEMENTING OFFICE/UNIT	STAFF COMPLEMENT NO. OF POSITIONS
[1]	[2]	[3]	[4]	[5]	[6]
RA No. 7160	Peace and Order Services  Local Government Development and Supervision	Y	Sites for police stations and substations and the municipal jail;	PNP	4 Non-uniformed Personnel 29 Uniformed Personnel



**(BUREAU OF FIRE PROTECTION)**

LEGAL BASIS	FUNCTIONS/SERVICES/FACILITIES	EXISTING? (Y/N)	PROGRAM/PROJECTS/ACTIVITIES	IMPLEMENTING OFFICE/UNIT	STAFF COMPLEMENT NO. OF POSITIONS
[1]	[2]	[3]	[4]	[5]	[6]
RA No. 7160	Peace and Order Services  Local Government Development and Supervision	Y	Sites fire stations and substations	BFP	2 SFO2 2 SFO1 2 FO3 1 FO2 10 FO1

Prepared by:


  
**EDITHA M. SALVADOR**
Municipal Planning and Development Coordinator  
October 22, 2021

Reviewed by:

  
**RANDY C. DEL ROSARIO**
Municipal Administrator  
October 29, 2021

Approved by:

  
**ENGR. FERDINAND L. SALALILA**
Local Chief Executive  
November 03, 2021



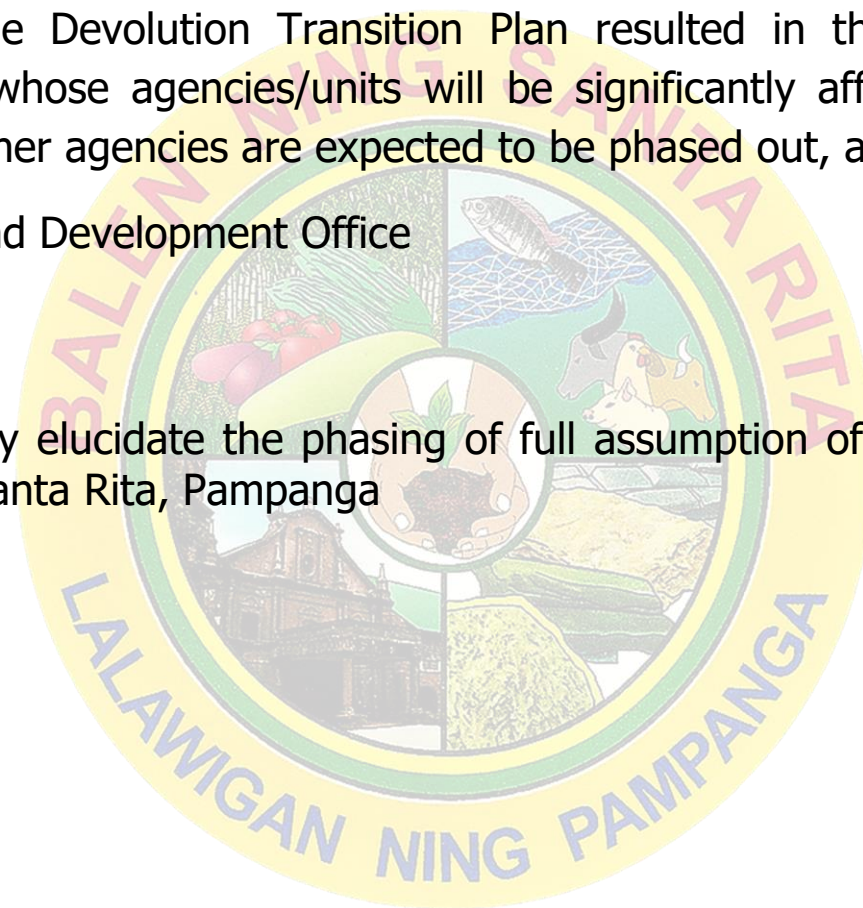
# **SECTION 2: PHASING OF FULL ASSUMPTION OF DEVOLVED FUNCTIONS, SERVICES AND FACILITIES**

## **INTRODUCTION: PHASING OF FULL ASSUMPTION OF DEVOLVED FUNCTIONS, SERVICES AND FACILITIES**

The process of formulating the Devolution Transition Plan resulted in the identification of the following municipal departments/offices whose agencies/units will be significantly affected by this administrative and fiscal transition as aids from higher agencies are expected to be phased out, and these are:

1. Municipal Social Welfare and Development Office
2. Rural Health Unit
3. Agriculture Office

The following tables shall clearly elucidate the phasing of full assumption of devolved functions, services and facilities of the Municipality of Santa Rita, Pampanga



PHASING OF FULL ASSUMPTION OF DEVOLVED FUNCTIONS, SERVICES, AND FACILITIES  
(AGRICULTURE)

FUNCTIONS/ SERVICES/ FACILITIES TO BE ASSUMED	PROGRAMS/ PROJECTS/ ACTIVITIES FOR IMPLEMENTATION	TIMELINE FOR FULL ASSUMPTION	IMPLEMENTING OFFICE/UNIT	RESOURCE REQUIREMENTS								
				PERSONNEL/STAFFING			CAPACITY DEVELOPMENT			FUNDING		
				FY 2022	FY 2023	FY 2024	FY 2022	FY 20 23	FY 20 24	FY 2022	FY 2023	FY 2024
[1]	[2]	[3]	[4]	[5]								
Meat Inspection for Local Trade	Accreditation of a slaughter house	2022	Agriculture Office	2 MEO personnel			SB Resolution for the adoption of MOA on the partnership of LGU with a privately owned slaughter house					

	Operational Management of Slaughter House			1 Veterinarian and 1 MAO personnel			Training of Slaughter Focal Person					
				Accreditation of Slaughter house								
	Animal/Zoological Supplies									45,000	45,000	45,000
	Agricultural/Marine Supplies									1,900,000	1,900,000	1,900,000
	HVCD Program									150,000	150,000	150,000
	Fruit Trees Dispersal Program									100,000	100,000	100,000
	Farmers' Associations									15,000	15,000	15,000
	Vaccines									5,000	5,000	5,000
	Fishery Program									15,000	15,000	15,000
TOTAL										2,230,000	2,230,000	2,230,000

MUNICIPAL SOCIAL WELFARE AND DEVELOPMENT OFFICE

FUNCTIONS/ SERVICES/ FACILITIES TO BE ASSUMED	PROGRAMS/ PROJECTS/ ACTIVITIES FOR IMPLEMENTATION	TIMELINE FOR FULL ASSUMPTION	IMPLEMENTING OFFICE/UNIT	RESOURCE REQUIREMENTS								
				PERSONNEL/STAFFING			CAPACITY DEVELOPMENT			FUNDING		
				FY 2022	FY 2023	FY 2024	FY 2022	FY 2023	FY 2024	FY 2022	FY 2023	FY 2024
[1]	[2]	[3]	[4]	[5]								
Senior Citizens	<ul style="list-style-type: none"><li>social Pension</li></ul>		MSWDO							3,078,000	3,078,000.	3,078,000.
CCAM/ Food- for-Work	<ul style="list-style-type: none"><li>Provision of Food and Cash Assistance to Disadvantaged Families and Marginalized Sectors</li></ul>		MSWDO							10,000,000	10,000,000	10,000,000
TOTAL										13,078,000	13,078,000	13,078,000

### RURAL HEALTH UNIT

FUNCTIONS/ SERVICES/ FACILITIES TO BE ASSUMED	PROGRAMS/ PROJECTS/ ACTIVITIES FOR IMPLEMENTATION	TIMELINE FOR FULL ASSUMPTION	IMPLEMENTING OFFICE/UNIT	RESOURCE REQUIREMENTS								
				PERSONNEL/STAFFING			CAPACITY DEVELOPMENT			FUNDING		
				FY 2022	FY 2023	FY 2024	FY 2022	FY 2023	FY 2024	FY 2022	FY 2023	FY 2024
[1]	[2]	[3]	[4]	[5]								
Health Services	Medicines	2022-2024	MHO							1,542,000	1,542,000	1,542,000

Prepared by:

*Editha M. Salvador*  
**EDITHA M. SALVADOR**

Municipal Planning & Development Coordinator  
 October 22, 2021

Reviewed by:

*Randy C. del Rosario*  
**RANDY C. DEL ROSARIO**  
 Municipal Administrator  
 October 29, 2021

*Anita G. Millares*  
**ANITA G. MILLARES**  
 Municipal Budget Officer

*Rosario M. Mangune*  
**ROSARIO M. MANGUNE**  
 Human Resources Management Officer IV

Approved by:

*Engr. Ferdinand L. Salalila*  
**ENGR. FERDINAND L. SALALILA**  
 Municipal Mayor  
 November 03, 2021

The seal of the Municipality of Santa Rita, Pampanga, is a circular emblem. It features a yellow outer ring with the text "BALEN NING SANTA RITA" in pink at the top and "MULAWIGAN NING PAMPANGA" in blue at the bottom. The inner circle is divided into four quadrants: the top-left shows a green field with a red fruit, the top-right shows a blue fish, the bottom-left shows a brown bull, and the bottom-right shows a green field. In the center of the seal is a small illustration of a church with a bell tower.

# **SECTION 3: CAPACITY DEVELOPMENT AGENDA**

## INTRODUCTION: CAPACITY DEVELOPMENT AGENDA

The DTP Team of the Municipality of Santa Rita, Pampanga, after a series of meetings, analyzed the six Capacity Development Pillars namely Structure, Competency, Policies, Leadership, Management Systems and Knowledge and Learning. The collective examination of said pillars resulted in a decision to address all of them in the regular programs of the LGU except for the following:

### MUNICIPAL AGRICULTURE OFFICE

- Training of the designated Slaughter House Operation Manager/Focal Person who is officially appointed as the Municipal Veterinarian.

### MUNICIPAL TREASURY OFFICE

- Training on Real Property Tax Assessment
- Training on the Examination of Book of Accounts
- Orientation on the Electronic Payment System of the EBPLS
- Orientation on the Local Fees and Charges Tool Kit and Procedures in the Updating of the Local Government Code
- Orientation on the Conduct of Service Inventory
- Orientation on the Condition and Collection Status of Local Economic Enterprise Operations
- Orientation on the Procedures in the updating of the Tourism Code

The Santa Rita LGU is confident that Capacity Development in the remaining departments and offices shall be effectively addressed in the regular programs.

# AGRICULTURE OFFICE

**PERFORMANCE  
AREA/  
ECONOMIC  
SECTOR:**

## SAFE AND SUSTAINABLE FOOD

### CURRENT STATE

### DESIRED STATE

**ABSENCE OF AN ACCREDITED SLAUGHTER HOUSE**

**GOAL: TO ENSURE THE MEAT SAFETY FOR CONSUMERS  
OBJECTIVE: TO ACCREDIT A PRIVATELY-OWNED SLAUGHTERHOUSE THRU PUBLIC-PRIVATE PARTNERSHIP**

CURRENT STATE OF CAPACITY	DESIRED STATE OF CAPACITY	CAPACITY DEVELOPMENT INTERVENTION	EXPECTED OUTPUT	TARGET OF CAPACITY DEVELOPMENT	TIMEFRAME	FUNDING REQUIREMENTS			PROCESS OWNER/OFFICE RESPONSIBLE	SOURCE OF SUPPORT/ TECHNICAL ASSISTANCE
						Year 1	Year 2	Year 3		
Presence of an operational but unaccredited privately owned slaughter house	Fully operational accredited slaughter house	Training of slaughter house focal person	Fully trained personnel	Meat Inspector (Focal Person) from MAO	2022	10,000.00			MAO	NMIS / Provincial Government
Absence of an SB Resolution on MOA between LGU and privately-owned slaughter house on accreditation and partnership	Presence of an accredited privately-owned slaughter house, monitored by the LGU	Adoption of an SB Resolution Signing of MOA	Authorized MOA between LGU and privately owned slaughter house  Accredited slaughter house	Meat Inspector (Focal Person) from MAO	2022				LCE, MAO, SB	NMIS
						10,000.00				

# MUNICIPAL TREASURY OFFICE

PERFORMANCE  
AREA/  
ECONOMIC  
SECTOR:

## INCREASE IN LOCAL INCOME

### CURRENT STATE

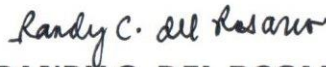
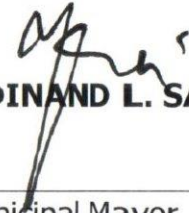
### DESIRED STATE

### MINIMAL LOCAL INCOME

GOAL: TO INCREASE LOCAL INCOME  
OBJECTIVE: TO IMPLEMENT VARIOUS MEASURES TO INCREASE LOCAL INCOME

CURRENT STATE OF CAPACITY	DESIRED STATE OF CAPACITY	CAPACITY DEVELOPMENT INTERVENTION	EXPECTED OUTPUT	TARGET OF CAPACITY DEVELOPMENT	TIMEFRAME	FUNDING REQUIREMENTS			PROCESS OWNER/ OFFICE RESPONSIBLE	SOURCE OF SUPPORT/ TECHNICAL ASSISTANCE
						Year 1	Year 2	Year 3		
Lack of Training on Real Property Assessment	Completed Training on Real Property Assessment	Training on Real Property Assessment	Fully trained personnel	Treasury Personnel	2022	24,000.00			Office of the Municipal Treasurer/ Office of the Municipal Assessor	Provincial Office
Absence of an Electronic Payment System	Presence of an Electronic Payment System	Conduct of Orientation/Training of the Electronic Payment System/Installation of Electronic Payment System	Fully trained personnel and installed and fully operational electronic payment system	Treasury Personnel	2022	30,000.00			Office of the Municipal Treasurer	DICT

Tourism Code not updated	Update Tourism Code to enable the collection of entrance fees at the Eco-Park	Conduct of Training on the updating of the Tourism Code	Fully trained members of the Tourism TWG	Treasury and Tourism Personnel	2022	20,000.00			Office of the Municipal Treasurer Office of the Arts, Culture and Tourism Officer Sangguniang Bayan	Provincial Tourism Office
Lack of Training on the Examination of Book of Accounts	Completed Training on the Examination of Book of Accounts	Conduct of Training on the Examination of Book of Accounts	Fully trained personnel	Treasury Personnel	2022	15,000.00			Municipal Treasures/BPLO BPLO Staff BPLO Committee	Provincial Office
Lack of Orientation on Local Fees and Charges/Tool Kits and Procedures for the Updating of the Local Revenue Code	Completed Orientation on Local Fees and Charges/Tool Kits and Procedures for the Updating of the Local Revenue Code	Conduct of Orientation on Local Fees and Charges/Tool Kits and Procedures for the Updating of the Local Revenue Code	Fully trained personnel	Local Chief Executive Sangguniang Bayan Department Heads Treasury Personnel	2022	50,000.00			Treasury Office	Provincial Office

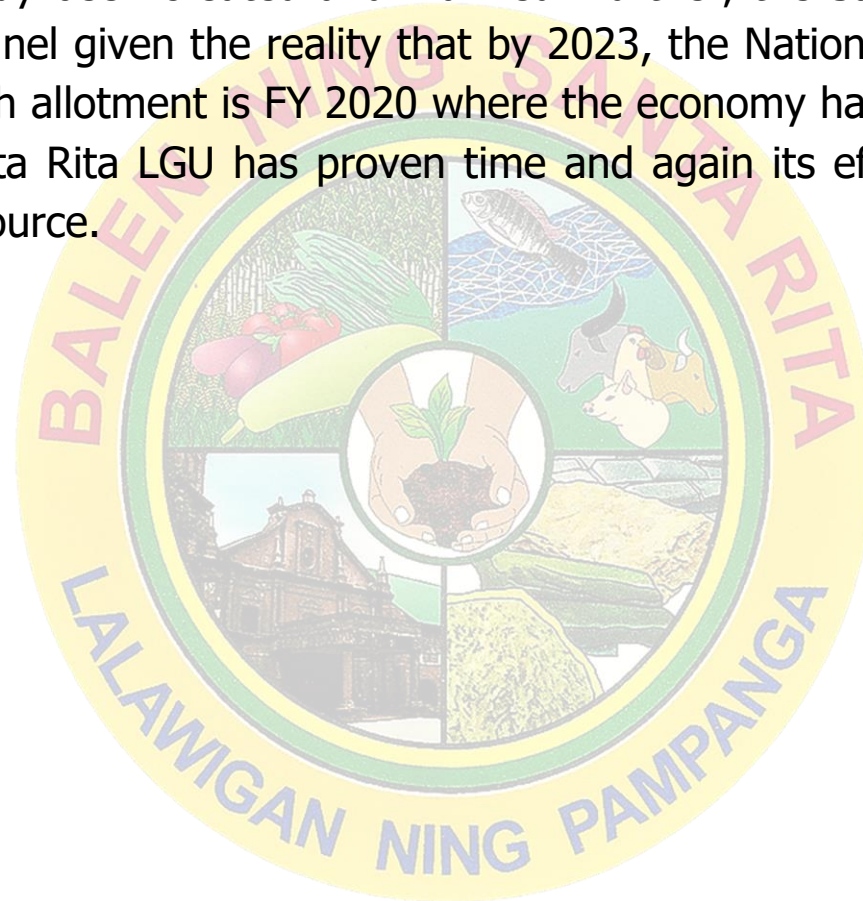
Lack of Orientation on the Conduct of Service Inventory	Completed Orientation on the Conduct of Service Inventory	Conduct of Orientation on the Conduct of Service Inventory	Fully trained personnel	Local Chief Executive Sangguniang Bayan Department Heads Treasury Personnel	2022	30,000.00			Treasury Office	Provincial Office
Lack of Orientation on the condition and collection status of Local Economic Enterprise operations	Completed Orientation on the condition and collection status of Local Economic Enterprise operations	Conduct of Orientation on the condition and collection status of Local Economic Enterprise operations	Fully trained personnel	Local Chief Executive Sangguniang Bayan Market Collector Municipal Treasurer LRCO I	2022	20,000.00			Treasury Office	Provincial Office
<div> <div>Prepared by:</div> <div>    <b>RANDY C. DEL ROSARIO</b> </div> <div>Head, CapDev Agenda TWG October 22, 2021</div> </div> <div> <div>Approved by:</div> <div>    <b>ENGR. FERDINAND L. SALALILA</b> </div> <div>Municipal Mayor November 03, 2021</div> </div>										



# **SECTION 4: ORGANIZATIONAL STRUCTURE AND STAFFING PATTERN (OSSP)**

## **INTRODUCTION: ORGANIZATIONAL STRUCTURE AND STAFFING PATTERN (OSSP)**

The decision of the Santa Rita LGU to hold in status quo its current human resource stems from the fact that all mandatory positions have already been created and manned. Further, the Santa Rita LGU is quite careful and cautious in increasing its personnel given the reality that by 2023, the National Tax Allotment shall be reduced significantly as the basis for such allotment is FY 2020 where the economy has been badly hit by the COVID-19 pandemic. In addition, the Santa Rita LGU has proven time and again its effective multi-tasking mechanisms which fully utilize its human resource.



**OFFICE OF THE MAYOR**

**ENGR. FERDINAND L. SALALILA**  
Municipal Mayor

**RANDY C. DEL ROSARIO**  
Municipal Administrator

**BRYAN O. LUMBA**  
LDRMO Officer

**ALMA P. BANSIL**  
Administrative Aide II

**RANDY S. PONCE**  
Administrative Aide I

**23 Job Order**

**VIRGILIO P. TAVERNA**  
Security Agent I

**ELISA S. BATAK**  
Administrative Aide VI

**OFELIA S. MARTIN**  
Administrative Aide II

**JACK M. BATAK**  
Administrative Aide I

**RYAN L. TENDENILLA**  
Administrative Aide I

**MARIE G. MAÑALAC**  
Administrative Aide I

**SARAH JANE O. MAÑALAC**  
Administrative Aide I

**ALFREDO EMMANUEL P. CAPATI JR.**  
Administrative Aide I

**RODERICK V. CURA**  
Private Secretary II

**LARRY R. OCAMPO**  
Administrative Aide III

**ARIEL G. ONG**  
Administrative Aide I

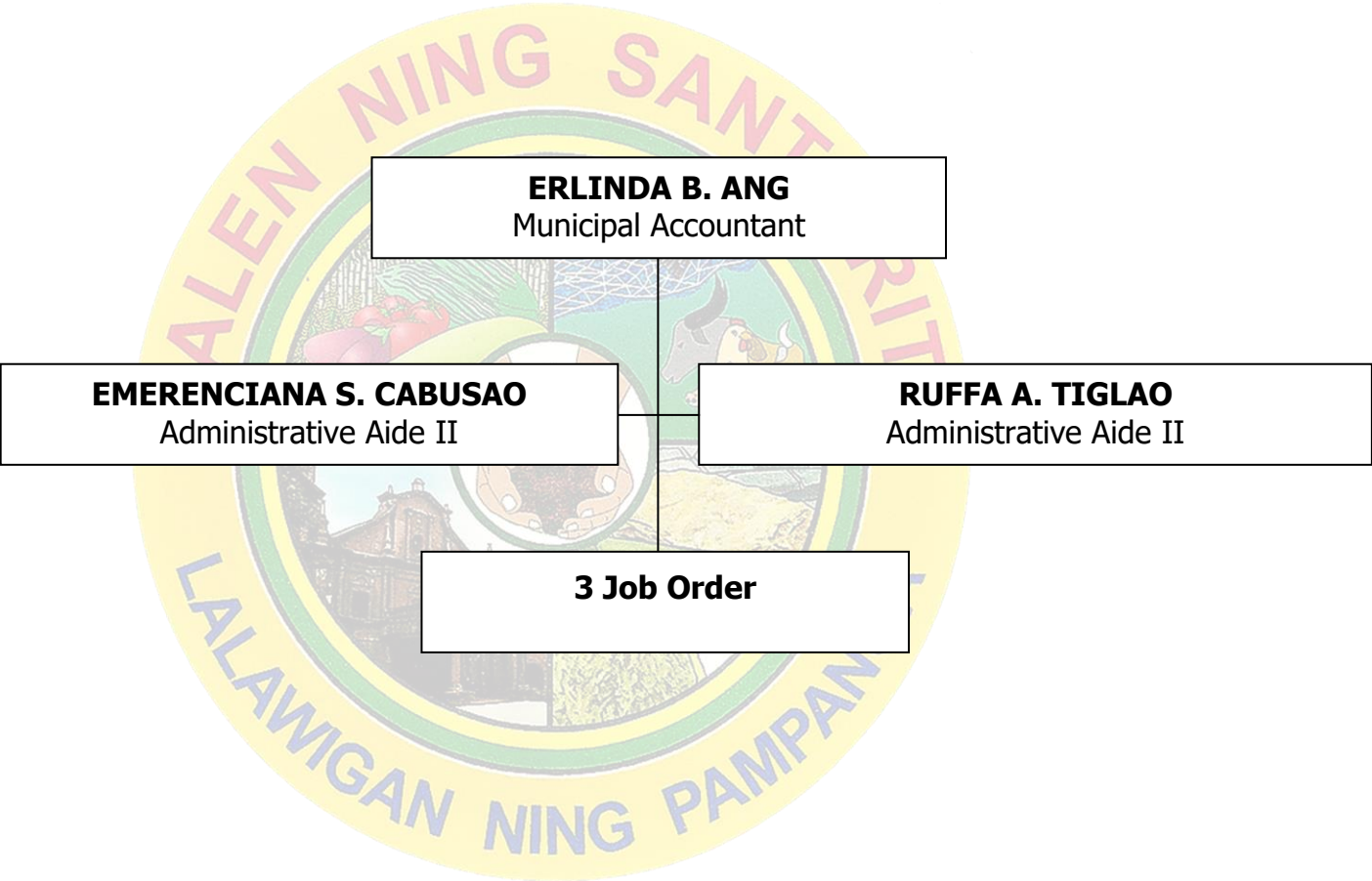
**LITO R. OCAMPO**  
Administrative Aide I

**JONATHAN F. AGULTO**  
Administrative Aide I

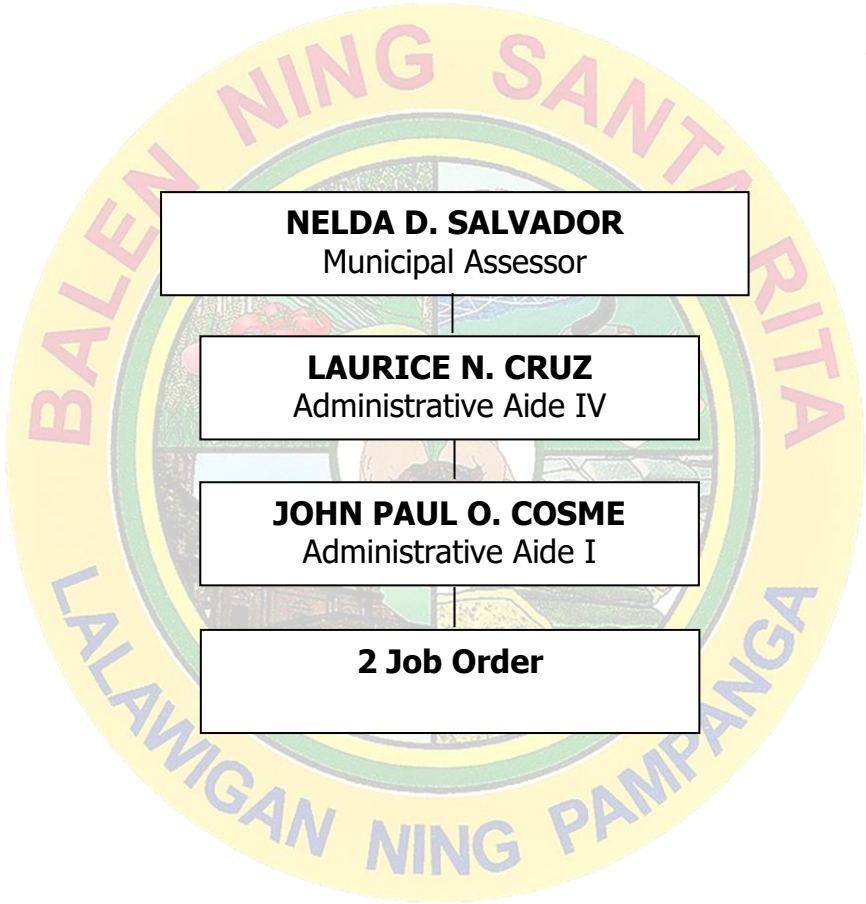
**JEFFREY G. OCAMPO**  
Administrative Aide I

**NOEL C. GAVIOLA**  
Administrative Aide I

**OFFICE OF THE MUNICIPAL ACCOUNTANT**



**OFFICE OF THE MUNICIPAL ASSESSOR**



**OFFICE OF THE MUNICIPAL AGRICULTURE**



**HUMAN RESOURCES OFFICE**



**ROSARIO M. MANGUNE**  
HRMO IV

**REYLEN MARIE S. SANTOS**  
Administrative Aide IV

**2 Job Order**

**OFFICE OF THE MUNICIPAL BUDGET OFFICER**

**ANITA G. MILLARES**

Municipal Budget Officer

**JENNIFER B. REYES**

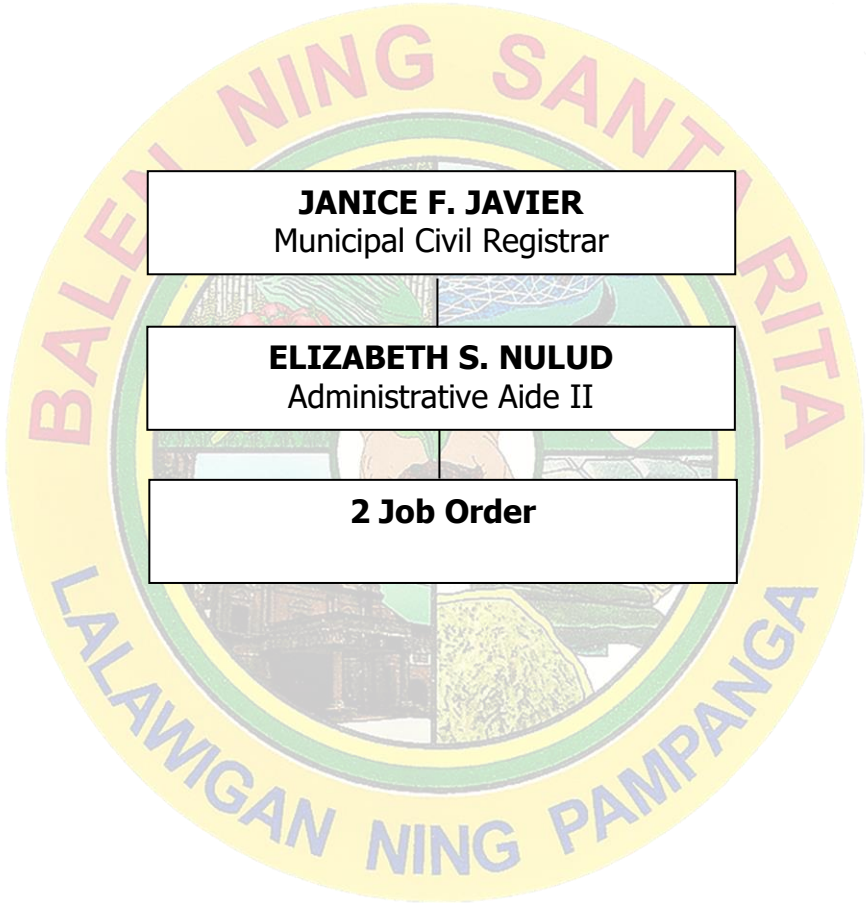
Administrative Assistant/PESO Coor.

**PATRICIA P. DAVID**

Administrative Aide II

**1 Job Order**

**OFFICE OF THE MUNICIPAL CIVIL REGISTRAR**

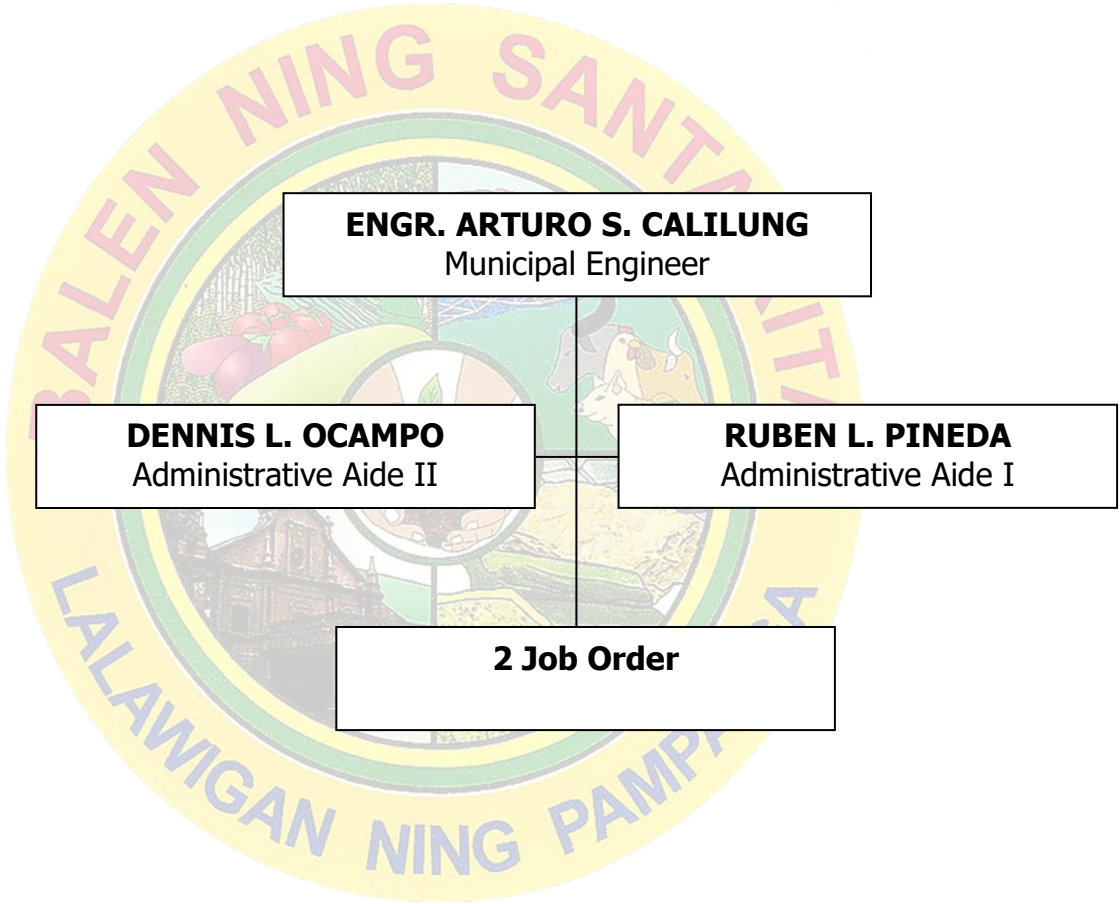


**JANICE F. JAVIER**  
Municipal Civil Registrar

**ELIZABETH S. NULUD**  
Administrative Aide II

**2 Job Order**

**OFFICE OF THE MUNICIPAL ENGINEERING**



**OFFICE OF THE MUNICIPAL PLANNING AND DEVELOPMENT  
COORDINATOR**



**EDITHA M. SALVADOR**

Municipal Planning Development  
Council/DZA

**MERCY M. MARCELO**

Administrative Aide II

**OFFICE OF THE MUNICIPAL HEALTH OFFICER**

**LENNARD C. DE VERA, MD**  
Municipal Health Officer

**ELIZABETH V. PASINAG, RN**  
Public Health Nurse II

**NONELEON C. BATAAC, DMD**  
Dentist II

**TEA ABIGAIL M. AGUSTIN, RMT**  
Medical Technologist II

**RENATO D. NARCISO**  
Rural Sanitation Inspection II

**FATIMA M. LAXAMANA, RM**  
Rural Health Midwife III

**MARIA ADELAIDA B. ENRIQUEZ**  
Dental Aide

**JEFFREY L. BALIDO**  
Rural Sanitation Inspection I

**MYCEL D. MALLARI, RM**  
Rural Health Midwife III

**5 Job Order**

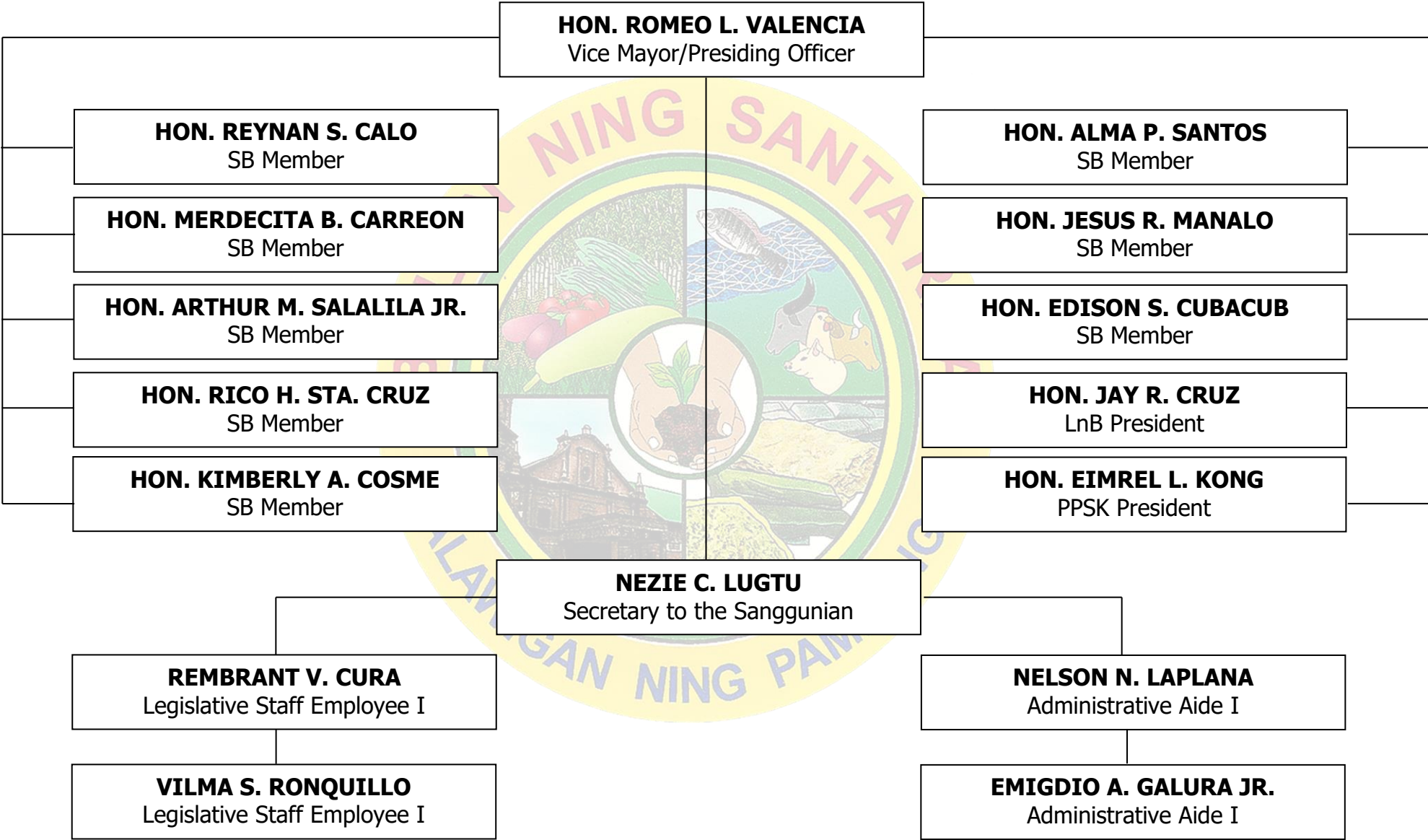
**LANIE S. VALDEZ, RM**  
Rural Health Midwife II

**ROSELYN M. SINGIAN, RM**  
Rural Health Midwife II

**MADELENE JOY M. REGALA, RN**  
Administrative Aide II

**REYNALDO C. VALENCIA**  
Ambulance Driver

**OFFICE OF THE SANGGUNIANG BAYAN**



**OFFICE OF THE MUNICIPAL TREASURER**

**BLANCA V. LOPEZ**  
Municipal Treasurer

**MYLA N. CAPULONG**  
Local Revenue Collector Officer

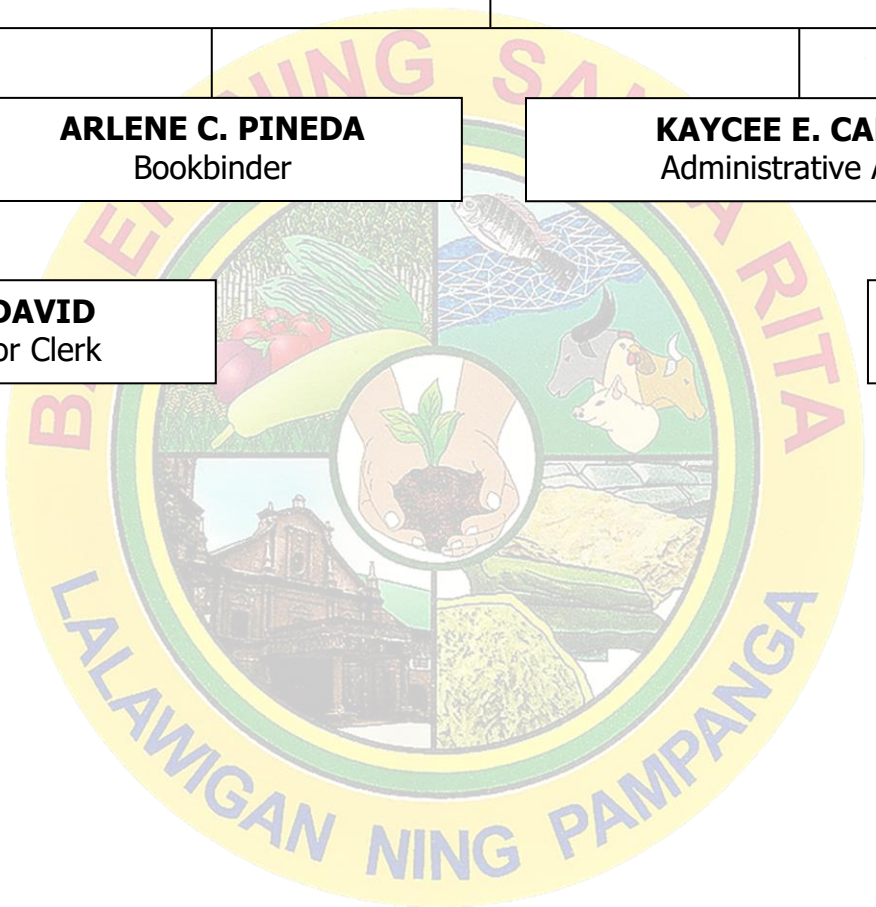
**ARLENE C. PINEDA**  
Bookbinder

**KAYCEE E. CARLOS**  
Administrative Aide I

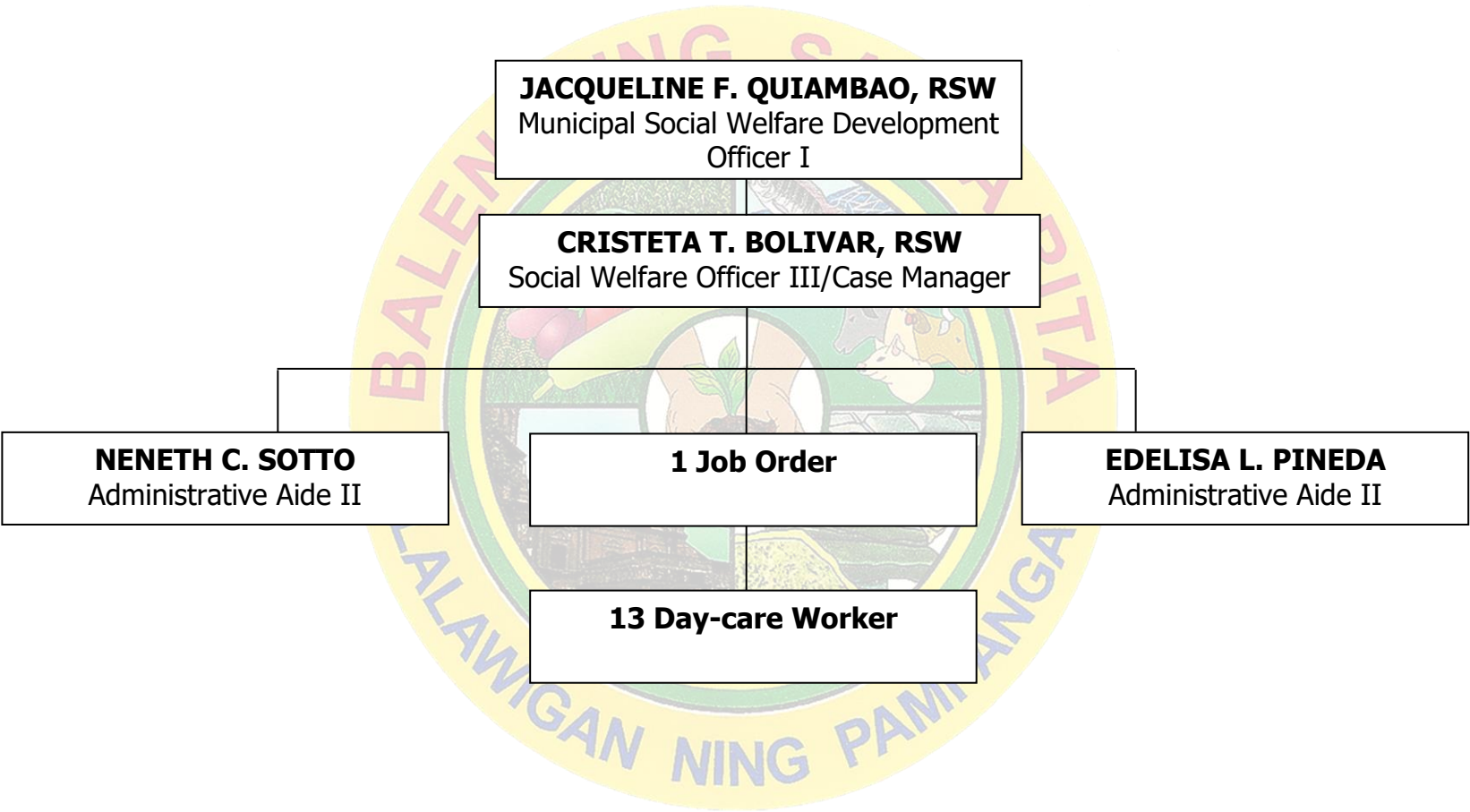
**TONI ROSE T. FLORES**  
Disbursing Officer

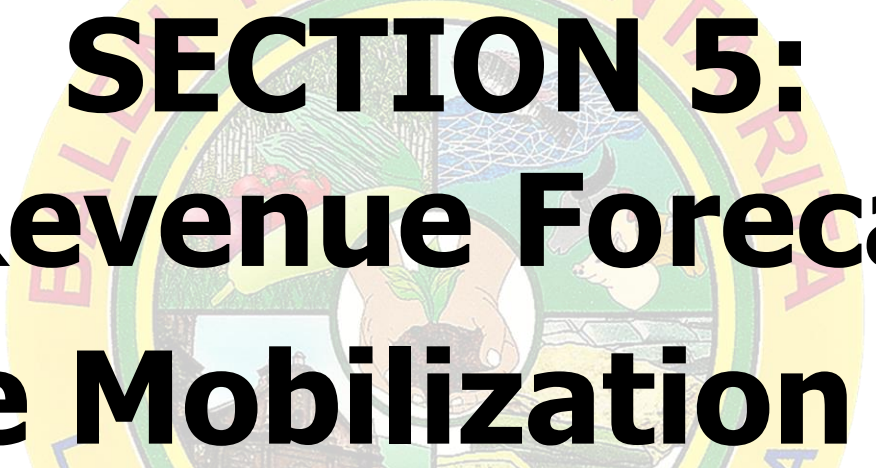
**RODOLFO M. DAVID**  
Revenue Collector Clerk

**3 Job Order**



**OFFICE OF THE MUNICIPAL SOCIAL WELFARE AND  
DEVELOPMENT OFFICER**



The seal of the Municipality of Santa Rita, Pampanga, is a circular emblem. It features a central shield with a green field, a white cross, and a red banner. The shield is surrounded by a yellow ring with the text "MUNICIPALITY OF SANTA RITA" in pink and "PAMPANGA" in blue. The outermost ring is yellow with the text "MUNICIPALITY OF SANTA RITA" in pink and "PAMPANGA" in blue.

# **SECTION 5:**

# **Local Revenue Forecast and**

# **Resource Mobilization Strategy**

## **INTRODUCTION: LOCAL REVENUE FORECAST AND RESOURCE MOBILIZATION STRATEGY**

As shown below, the Municipality of Santa Rita, Pampanga specifies target increases in local income for 2022-2024 on the collection of Real Property Taxes, Business Taxes, Regulatory Fees, Service/User Charges as well as the Income from Economic Enterprises.

The following salient mechanisms on how to increase local income have been identified as the municipality has always been IRA dependent because it has no major industries:

- Issuance of demand letters for delinquent tax payers
- Updating of the Local Revenue Code as a potential income-generating instrument
- Enactment of an Ordinance to collect entrance fees at the Santa Rita Eco-Park where there is a consistent influx of bikers, picnic aficionados and joggers from all over Pampanga

# SECTION 5: LOCAL REVENUE FORECAST AND RESOURCE MOBILIZATION STRATEGY

Local Sources	Income FY 2020 <i>(Baseline)</i>	Target Increase (in %)			Strategies to Increase Local Revenue	Timeframe	Responsible Office/Unit	Resources Required		
		FY 2022	FY 2023	FY 2024				Staffing	Capacity Building Requirements	Funding
[1]	[2]	[3]			[4]	[5]	[6]	[7]		
Taxes										
Real Property Tax	Php1,465,756.27	10%	10%	10%	Go after delinquent taxpayers	3rd Qtr FY's 2022-2024	Barangay Officials, MAssO, MTO			15,000.00 annually
					Conduct tax mapping and assessment of newly discovered properties.	2023	MAssO, MTO		Training on Real Property Tax assessment	24,000.00
Business Tax	Php3,688,546.26	5%	10%	10%	Conduct examination books of accounts.	3rd-4th Qtr FY's 2022-2024	MTO		Training on examination of books of accounts	15,000.00 annually

				Mobilize the Joint Inspection Team to conduct regular field inspection of business establishments	3rd-4th Qtr FY's 2022-2024	MTO, MO, MEO, MPDO, MHO, LCE, BFP, PNP			30,000 annually
				Improve the business and collection process thru an electronic payment system	2023	LBP, MTO		Orientation on the electronic payment system	30,000.00
				Update the Local Revenue Code	3rd QTr 2024	Treasurer's Office, Income Center Departments, LCE, SB		Orientation on the Local Fees and Charges toolkit and procedures in the updating of the Local Revenue Code	50,000.00

<b>Regulatory Fees</b> (Permits and Licenses)	Php1,783,340.79	6%	6%	6%	Conduct inventory of services rendered per office and fees imposed	3rd Qtr 2024	MTO and all Departments Heads		Orientation on the conduct of Service Inventory	30,000.00
					Rationalize rate of fees and charges and include them in the Revised Local Revenue Code	3rd Qtr 2024	MTO, all Department Heads, LCE, SB			
<b>Service/User Charges</b> (Service Income)	Php978,379.58	6%	6%	6%	Conduct of Revision of the Local Revenue Code	3rd Qtr 2024	MTO, LCE, SB		Orientation on the Local Fees and Charges toolkit and procedures in the updating of the Local Revenue Code	Included above
<b>Income from Economic Enterprises</b>	Php1,012,539.68	5%	10%	15%	Establish an inventory of delinquent taxpayers and issue demand letters to delinquent stallholders.	4th Qtr FY's 2023-2024	MTO		Orientation on the condition and collection status of Local Economic Enterprise operations	20,000 annually

					Create a supplemental ordinance in the Tourism Code for the imposition of entrance fee in Ecopark	3rd Qtr 2022	MTO		Orientation on the procedures in updating of the Tourism Code	20,000.00
<b>TOTAL</b>										<b>234,000.00</b>

Prepared by:

  
**MYLA N. CAPULONG**  
 OIC- Municipal Treasurer

Reviewed by:

  
**RANDY C. DEL ROSARIO**  
 Municipal Administrator

Approved by:

  
**ENGR. FERDINAND L. SALALILA**  
 Municipal Mayor



# **SECTION 6: PERFORMANCE TARGETS FOR DEVOLVED FUNCTIONS AND SERVICES**



PERFORMANCE MONITORING FRAMEWORK

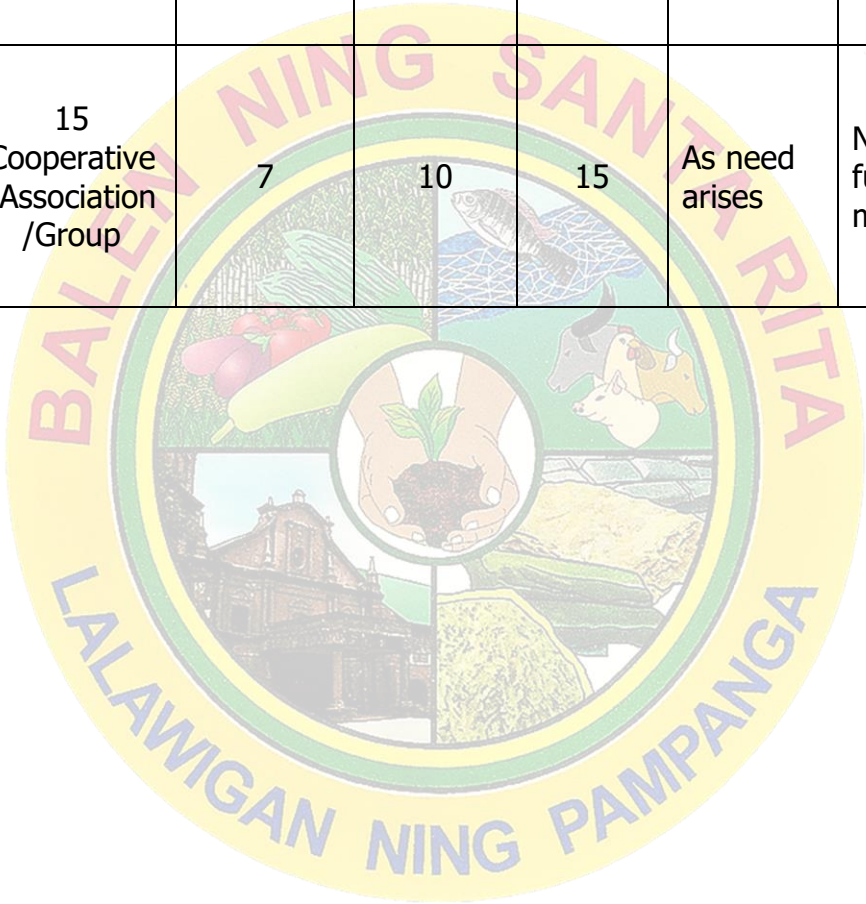
AGRICULTURE  
OFFICE

Functions/ Services/ Facilities	Programs/ Projects/ Activities	Performance Indicators	Baseline	Performance Targets			Frequenc y of Monitori ng	Performance Monitoring Tool Used and Data Collection Method	Data Sources	Responsible Office in the LGU	LGU Monitoring and Evaluation Cap-Dev Needs
				FY 2022	FY 2023	FY 2024					
[1]	[2]	[3]	[4]	[5]			[6]	[7]	[8]	[9]	[10]
Agricultural and Marine Services	Distribution of rice/vegetable seeds and seedlings, fertilizers, farm and farm chemicals	100%	Rice Area - 944.0 has. Farmers - 729 Vegetable area 45.0 has	1880 bags CS , 50 kgs. Vegetable seeds, 750 kg. chemicals distributed	1880 bags CS , 50 kgs. Vegetable seeds, 750 kg. chemicals distributed	1880 bags CS , 50 kgs. Vegetable seeds, 750 kg. chemicals distributed	Once to Twice a week	Distribution of seeds, planting and harvesting reporting and monitoring	Total no. of farmers	DA	RSBSA registration / data analysis/ collection

Distribution of fingerlings	Fingerlings distribution	50%	Fisher folks- 30	40,000 pcs. Fingerlings distributed	45,000 pcs. Fingerlings distributed	50,000 pcs. Fingerlings distributed	Once a month	Stocking and harvesting reporting and monitoring	Total no. of fisher-folks	DA-LGU	RSBSA registration / data analysis/ collection
Prevention and control of animal pest /diseases	Vaccination/ Immunization										RSBSA registration / data analysis/ collection
	a. Dog/Cat	80%	2300 heads	1840 heads vaccinated	1900 heads vaccinated	2000 heads vaccinated	Once a year	No. of animals vaccinated	Total No. of animals	DA-LGU	RSBSA registration / data analysis/ collection
	b. Large Animal	60%	220 heads	132 heads vaccinated	150 heads vaccinated	170 heads vaccinated	Twice a year	No. of animals vaccinated	Total No. of animals	DA-LGU	RSBSA registration / data analysis/ collection
	Animal Treatment	10%	220 heads	22 heads treated	25 heads treated	25 heads treated	Week after treatment	No. of animals treated	Total No. of animals	DA-LGU	RSBSA registration / data analysis/ collection

	Animal Dispersal	15%	30 animals dispersed to farmers	20 Animals dispersed	30 Animals dispersed	30 Animals dispersed	Quarterly	No. of animals dispersed	Total No. of animals	DA-LGU	Data collection/ analysis
	Artificial Insemination	10%	200 cows/ carabaos	20 cows/ Carabaos inseminated	25 20 cows/ Carabaos inseminated	30 20 cows/ Carabaos inseminated	Until Calving	No. of pregnant animals	Total No. of animals	DA-LGU	Data collection/ analysis
	Vitamin/ Anthelmintics Administration	80%	200 heads	160 heads administered	200 heads administered	220 heads administered	Twice a year	No. of animals administered	Total No. of animals	DA-LGU	RSBSA registration / data analysis/ collection
	Slaughter House		1			1	As needed	Quality Meat	Total No. of animals slaughtered	DA-LGU	Training of personnel and cooperatives ante /post mortem inspection

	Transfer of Technology	70%	729 farmers	500	550	600	As needed	Farmers Innovation	Total No. of farmers/ fisher-folks/	DA-LGU	Data Analysis/ Collection
Farm Mechanization	Distribution of farm machineries, equipment and tools	50%	15 Cooperative /Association /Group	7	10	15	As need arises	No. of functional machineries	Total no. of machi-neries distributed	DA-LGU	Pre/Post Harvest Machineries Training



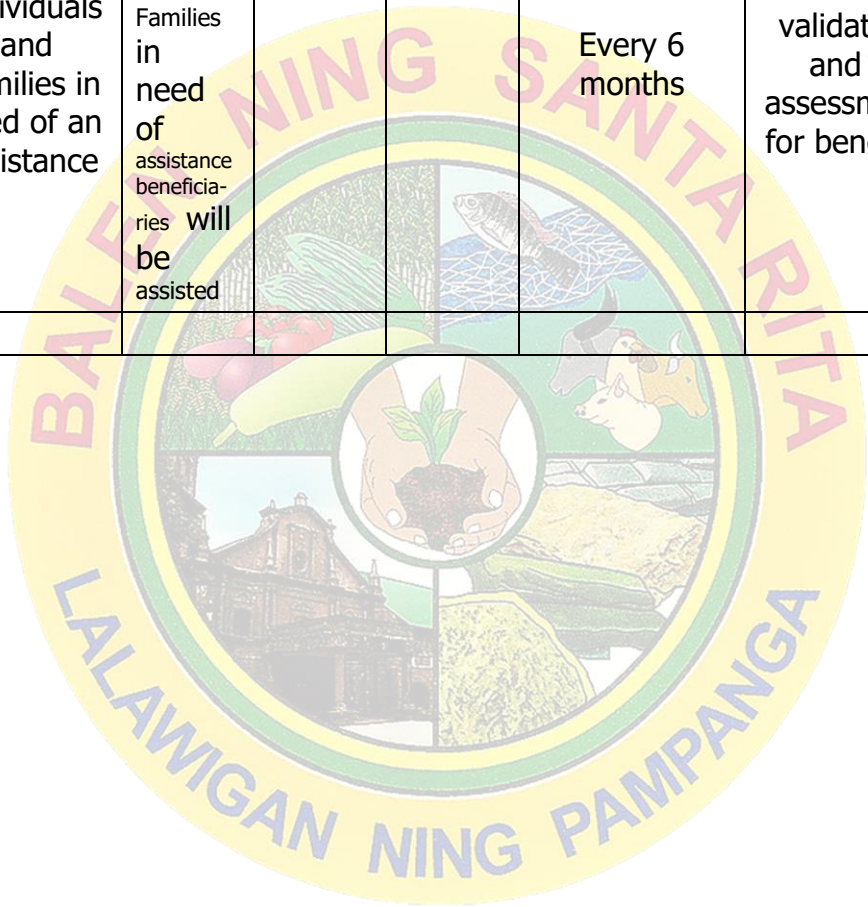
### MUNICIPAL SOCIAL WELFARE DEVELOPMENT OFFICE

Functions/ Services/ Facilities	Programs/ Projects/ Activities	Performance Indicators	Baseline	Performance Targets			Frequency of Monitoring	Performance Monitoring Tool Used and Data Collection Method	Data Sources	Responsible Office in the LGU	LGU Monitoring and Evaluation Capacity Development Needs
				FY 2022	FY 2023	FY 2024					
[1]	[2]	[3]	[4]	[5]			[6]	[7]	[8]	[9]	[10]
Early Childhood Care and Developme nt (ECCD)	Encoding and Management of ECCD IS	No. of Conducted/ Attended Trainings	1 Conducted /Attended Training	1			Bi-annually	Accomplishment Report/ Attendance/ Pictures/ Certificates	DCCs MSWDO	MSWDO	Data Processing and analysis/ interpretation
		No. of established mechanism/ system	1 established comprehen -sive mechanism / system	1			Quarterly	Accomplishment / Monitoring Reports			
		Updated ECCD database and information system	Annually updated ECCD database and information system	1	1	1	Quarterly	Accomplishment / Monitoring Reports			

Senior Citizens	Services for Senior Citizens (Social Pension Program	Provision of Assistance to Individuals in Crisis Situations								
		Issuance of Senior Citizen IDs	Random Senior Citizens assisted in 10 barangays			Monthly	Case Studies and other assessment tools for beneficiaries	Municipal Data, Barangay beneficiaries and relatives	MSWD	
		Case management and Social Work Intervention for Elderly								
Sustainable Livelihood Program		Conduct Validation/ Assessment and Monitoring for identified Livelihood beneficiaries	No. of Livelihood Beneficiaries	200 out of 300 livelihood beneficiaries will be assisted		Quarterly	Case Study , validation tools, other assessment tool for beneficiaries	Municipal Data, Barangay beneficiaries and relatives	MSWD	
		Provide Livelihood Assistance Grants for Indigent								

		Families with small scale businesses								
		Conduct Skills training for the beneficiaries								
Supplement ary Feeding Program		Conduct Nutrition Program for Children								
		Conduct coordination to RHU personnel and other involved agencies	No. of children serve in nutrition program	500 out of 600 malnourished children served	Monthly	Nutrition tool, assessment and validation tool for beneficiaries	Municipal Data, Barangay beneficiaries and relatives	MSWD		

Protective Services for Individuals and Families in Especially Difficult Circumstances / Assistance to Individuals in Crisis Situation		Provide assistance for Individuals and Families in Especially Difficult Circumstances	No. of Individuals and Families in need of an assistance	1000 out of 1200 individuals and Families in need of assistance beneficiaries will be assisted		Every 6 months	Case Study, validation tool and other assessment tool for beneficiaries	Municipal Data, Barangay , beneficiaries and relatives	MSWD	



RURAL HEALTH UNIT

Functions/ Services/ Facilities	Programs/Pr ojects/ Activities	Performa nce Indicator s	Baseline	Performance Targets			Frequency of Monitoring	Performance Monitoring Tool Used and Data Collection Method	Data Sources	Resp onsib le Offic e in the LGU	LGU Monitoring and Evaluation Capacity Developme nt Needs
				FY 2022	FY 2023	FY 2024					
[1]	[2]	[3]	[4]	[5]			[6]	[7]	[8]	[9]	[10]
PRIMARY HEALTH CARE	Expanded Program of Immunization	Percentage of Fully Immunized Children	No. of 0- 12mos old children				Quarterly	FHSIS, Target Client List		MHO	Quarterly Submission of Accomplishments with monitoring and evaluation
	Maternal and Child Health	Percentage of Pregnant Women with 4 or more prenatal visits	No. of Pregnant women				Quarterly	FHSIS, Target Client List		MHO	Quarterly Submission of Accomplishments with monitoring and evaluation

		Percentage of Pregnant women with 2 postpartum visits	No. of Postpartum women				Quarterly	FHSIS, Target Client List		MHO	Quarterly Submission of Accomplishments with monitoring and evaluation
		Percentage of Postpartum Mothers counselled on advantages of breastfeeding	No. of Postpartum women				Quarterly	FHSIS, Target Client List		MHO	Quarterly Submission of Accomplishments with monitoring and evaluation
	Family Planning program	Percentage of Women of Reproductive Age registered and given contraceptives	No. of Women of Reproductive Age				Quarterly	FHSIS, Target Client List		MHO	Quarterly Submission of Accomplishments with monitoring and evaluation

	National Tuberculosis Program	Case Notification Rate	No. of TB patients Target set by DOH			Quarterly	TB Register, ITIS		MHO	Quarterly Submission of Accomplishments with monitoring and evaluation
		Treatment Success Rate	No. of TB patients registered that are cured and completely treated			Quarterly	TB register; IT IS, FHSIS		MHO	Quarterly Submission of Accomplishments with monitoring and evaluation
	Operation Timbang	Percentage of 0-59 months old children weighed and assessed and given intervention	No. of 0-59 months old children			Annual	OPT Tool		MHO	Submission of Accomplishments with monitoring and evaluation
	Non-Communicable Diseases Prevention and Control	Percentage of patients registered in NCD assessed and given intervention	No. of patients registered in the NCD			Quarterly	Target Client List		MHO	Quarterly Submission of Accomplishments with monitoring and evaluation

	Garantisadong Pambata (Vitamin A Supplementation and Deworming Activity)	Percentage of children dewormed and given vitamin A supplementation	No. of children dewormed and given vitamin A supplementation				Semi Annual	FHSIS		MHO	Semi Annual Submission of Accomplishments with monitoring and evaluation
	OPD Consultations	Percentage of patients who consulted and assessed and given intervention	No of patients who consulted				Quarterly	Patient's Logbook		MHO	Quarterly Submission of Accomplishments with monitoring and evaluation
	Activities Against Covid-19	Percentage of patients tested for Covid-19	No. of Covid-19 suspects who sought consultation				Quarterly	Laboratory Logbook		MHO	Quarterly Submission of Accomplishments with monitoring and evaluation
		Percentage of Covid-19 patients in Isolated and managed (Hospital, TTMF or Home)	No. of registered Covid-19 patients				Quarterly	Covid-19 Electronic Monitoring Database		MHO	Quarterly Submission of Accomplishments with monitoring and evaluations

	Dental Services	Percentage of patients seeking dental consultation who were assessed and given intervention	No. of patients who sought dental consultation			Quarterly	Patient's Logbook and record			MHO	Quarterly Submission of Accomplishments with monitoring and evaluation
	Sanitation Services	Percentage of registered Business establishments that were issued Sanitary permits	No. of registered business establishments Issued sanitary permits			Quarterly	Business Establishment Registration			MHO	Quarterly Submission of Accomplishments with monitoring and evaluation

# MUNICIPAL TREASURY OFFICE

Functions/ Services/ Facilities	Programs/Proj ects/ Activities	Performan ce Indicators	Baseline	Performance Targets			Frequency of Monitoring	Performance Monitoring Tool Used and Data Collection Method	Data Sources	Resp onsib le Office in the LGU	LGU Monitoring and Evaluation Capacity Development Needs
				FY 2022	FY 2023	FY 2024					
[1]	[2]	[3]	[4]	[5]			[6]	[7]	[8]	[9]	[10]
Treasury Services	Electronic Business Permits and Licensing System	Registratio n of business	Number of registered business	750	800	850	Weekly	BPLS Monitoring System	Business Application Forms	Office of the Municipal Treasurer	Data Collection
	I-Tax System	Payment of real property tax	Delinquent properties	1,612,3 31.90	1,612,3 31.90	1,612,3 31.90	Quarterly	eSRE System	Abstract of Real Property Tax Receipts		
	Granting of Motorized Tricycle Operator's Permit	Registratio n of motorcycle for hire	Number of registered motorcycle for hire	370.00	385.00	400.00	Annually	Official Receipts and Record	Record of General Collections		

Prepared by:

  
**EDITHA M. SALVADOR**

Municipal Planning and Development Coordinator

Reviewed by:

  
**JAY R. CRUZ**

Chair, Project Monitoring Committee  
President, Liga ng mga Barangay

Approved by:

  
**ENGR. FERDINAND L. SALALILA**

Municipal Mayor



The seal of the Municipality of Santa Rita, Pampanga, is a circular emblem. It features a central shield divided into four quadrants: top-left shows a green field with a white cross; top-right shows a blue sky with a white cross; bottom-left shows a green field with a white cross; bottom-right shows a green field with a white cross. The shield is surrounded by a yellow ring with the text "MUNICIPALIDAD DE SANTA RITA" in pink and "PAMPANGA" in blue. The outermost ring is yellow with the text "MUNICIPALIDAD DE SANTA RITA" in pink and "PAMPANGA" in blue.

# **Photo-Documentation on the Formulation of Devolution Transition Plan 2022 – 2024**









# **Sangguniang Bayan Resolution Approving the 2022 – 2024 Devolution Transition Plan of the Municipality of Santa Rita, Pampanga**





Republic of the Philippines  
Province of Pampanga  
MUNICIPALITY OF SANTA RITA

## OFFICE OF THE SANGGUNIAN BAYAN

EXCERPTS FROM THE MINUTES OF THE REGULAR  
SESSION OF THE 9<sup>TH</sup> SANGGUNIAN BAYAN OF STA.  
RITA PAMPANGA HELD ON NOVEMBER 8, 2021 AT 8:30  
A.M. AT THE SANGGUNIAN BAYAN SESSION HALL,  
STA. RITA, PAMPANGA

Present:

Hon. Romeo L. Valencia	Vice Mayor/Presiding Officer
Hon. Reynan S. Calo	Councilor
Hon. Mercedita B. Carreon	Councilor
Hon. Arthur M. Salalila Jr.	Councilor
Hon. Rico H. Sta. Cruz	Councilor
Hon. Kimberly A. Cosme	Councilor
Hon. Jesus R. Manalo	Councilor
Hon. Edison S. Cubacub	Councilor
Hon. Alma P. Santos	Councilor
Hon. Jay R. Cruz	LNB President
Hon. Eimrel L. Kong	PPSK President

Absent:

None

### MUNICIPAL RESOLUTION NO. 67 - 2021

A RESOLUTION APPROVING THE DEVOLUTION  
TRANSITION PLAN OF THE MUNICIPALITY OF SANTA  
RITA, PAMPANGA PROVIDING THE MUNICIPALITY WITH  
A ROADMAP TO ENSURE STRATEGIC, SYSTEMATIC AND  
COHERENT ACTIONS TOWARDS THE FULL  
IMPLEMENTATION OF FUNCTIONS, SERVICES AND  
FACILITIES TO BE FULLY DEVOLVED BY NATIONAL  
GOVERNMENT AGENCIES (NGAS) CONCERNED FOR  
CALENDAR YEAR 2022 - 2024

Sponsors: ALL MEMBERS

WHEREAS, Section 25, Article II of the Constitution  
provides that the State shall ensure the autonomy of local  
governments;

WHEREAS, Section 6, Article X of the Constitution  
provides that local government units (LGUs) shall have a



Republic of the Philippines  
Province of Pampanga  
MUNICIPALITY OF SANTA RITA

## OFFICE OF THE SANGGUNIAN BAYAN

just share, as determined by law, in the national taxes which shall be automatically released to them;

**WHEREAS**, Section 2(a) of the Local Government Code (LGC) of 1991 Act No. 7160) provides that the State shall provide for a more responsive and accountable local government structure instituted through a system of decentralization whereby local government units (LGUs) shall be given more powers, authority, responsibilities, and resources. The process of decentralization shall proceed from the national government (NG) to the local government units LGUs;

**WHEREAS**, Section 3(d) of the LGC further provides that “the vesting of duty, responsibility, and accountability in local government units shall be accompanied with provision for reasonably adequate resources to discharge their powers and effectively carry out their functions; hence, they shall have the power to create and broaden their own sources of revenue and the right to a just share in national taxes and an equitable share in the proceeds of the utilization and development of the national wealth within their respective areas;

**WHEREAS**, the Supreme Court (SC) decision in the consolidated cases of Congressman Hermilando I. Mandanas, et al. vs. Executive Secretary Paquito N. Ochoa, Jr. et al. and Honorable Enrique T. Garcia, Jr. vs. Executive Secretary Paquito Ochoa, et al. clarifies the basis for the computation of the base amount for the just share of LGUs;

**WHEREAS**, Executive Order No. 138, s. 2021 orders the full devolution of functions, services, and facilities by the national government (NG) to local governments (LGUs) no later than the end of CY 2024. These shall include those devolved responsibilities indicated in Section 17 of RA 7160 and in other existing laws which subsequently devolved functions of the NG to LGUs. These fully devolved responsibilities shall be funded from the share of the LGUs in the proceeds of the national taxes and other local revenues;



Republic of the Philippines  
Province of Pampanga  
MUNICIPALITY OF SANTA RITA

## OFFICE OF THE SANGGUNIAN BAYAN

**WHEREAS**, Section 10 of Executive Order No. 138, s. 2021 orders of local governments to prepare their Devolution Transition Plans (DTPs) in close coordination with the NGAs concerned especially with regard to devolved functions and services that are critical them;

**NOW THEREFORE, THE SANGGUNIAN BAYAN OF SANTA RITA, PAMPANGA** in session assembled:

**BE IT RESOLVED**, as it hereby resolved, to approve the Devolution Transition Plan providing the Municipal Government with a roadmap to ensure strategic, systematic, and coherent actions towards the full implementation of functions, services, and facilities to be fully devolve by national government agencies concerned for CY 2022 - 2024;

**RESOLVED FURTHER**, that a copy of this resolution be forwarded to the Office of the Municipal Mayor, Engr. Ferdinand L. Salalila and other concern for their information and appropriate action;

This Resolution shall take effect immediately upon its approval.

RESOLVED UNANIMOUSLY this 8<sup>th</sup> day of November 2021.

**I HEREBY CERTIFY THAT THE FOREGOING IS A TRUE AND ACCURATE COPY OF THE RESOLUTION WHICH WAS ADOPTED BY THE 9<sup>TH</sup> SANGGUNIAN BAYAN OF THE MUNICIPALITY OF SANTA RITA**

**NEZIE CORTEZ LUCTU**  
Secretary to the Sanggunian

**ATTESTED:**

**ROMEO L. VALENCIA**  
Presiding Officer/Vice - Mayor