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RESOLUTION NO. 025-B-2007

**A RESOLUTION TO IMPLEMENT THE BATCH REQUEST ENTRY SYSTEM
(BREQS) OF THE NATIONAL STATISTICS OFFICE (NSO) IN THE
MUNICIPALITY OF NAGA, CEBU**

WHEREAS, the National Statistics Office (NSO) has developed the Batch Request Entry System (BREQS), in partnership with the Local Government Units, which will provide an off-line method of encoding requests for NSO copy issuances for submission to an on-line Serbilis Outlet of the NSO;

WHEREAS, in becoming a BREQS user, the Local Civil Registry Office of this municipality will have the capacity to provide a more extensive service to the people by accepting and processing requests for NSO copy issuances not only for documents registered in this local government unit but also those registered in other localities;

WHEREAS, the BREQS will be beneficial to the people as this will provide convenience and savings on time and money in obtaining NSO copy documents, aside from generating additional revenues to the local treasury in the form of service fees;

NOW THEREFORE, Be it resolved as it is hereby resolved by the Sangguniang Bayan of Naga, Cebu to adopt and promulgate the following Ordinance:

ORDINANCE NO. 2007-002

**AN ORDINANCE IMPLEMENTING THE BATCH REQUEST ENTRY SYSTEM
(BREQS) OF THE NATIONAL STATISTICS OFFICE IN THE MUNICIPALITY OF
NAGA, CEBU AND IMPOSING SERVICE FEES THEREOF**

Be it ordained by the Sangguniang Bayan of Naga, Cebu that:

SECTION 1. IMPLEMENTING OFFICE. The Local Civil Registry Office (LCRO) of the Municipality of Naga, Cebu shall be designated as the implementing unit of BREQS-LGU System.

SECTION 2. BREQS SCHEME. Under the scheme, the LCRO also referred to as the BREQS User or BREQS Partner, shall be authorized by the NSO to receive requests or applications for NSO copy issuance of Civil Registry documents registered in any of the LCRO's all over the Philippines.

The BREQS request or application shall be considered filed upon payment of the NSO copy issuance fees and LCRO service fees.

The LCRO-BREQS user shall then batch the requests and do off-line encoding of application details before submission of the BREQS batch and payment to the on-line Serbilis Outlet designated by the NSO as its servicing outlet.

The servicing outlet shall process all full-paid batches and release the results to the LCRO-BREQS user on the scheduled date. Upon receipt thereof, the LCRO shall then release the NSO copy issuance to its clientele.

SECTION 3. COVERAGE. Unless rescinded or amended by the National Statistics Office, the following may be requested through the System at the LCRO:

1. Copies of birth, death and marriage documents.
2. Copies of annotated or endorsed documents, provided copies of said documents have already been issued by NSO previously.
3. Certificates of No Record of Marriage (CENOMAR or Singleness)

[Signature]

[Signature]

4. Other copies of documents as the NSO may later allow its BREQS partners to receive.

SECTION 4. PROVISIONS.

Under the scheme, the NSO shall provide the BREQS user the software, form templates, updates and procedures necessary in servicing its clientele. The software will enable the BREQS user to do off-line encoding of the application details.

The responsibilities of the NSO and the LCRO under the BREQS scheme, the acceptable use of the BREQS by its users and the NSO warranties and support on the use of the software are all embodied in the aforesaid Memorandum of Agreement.

SECTION 5. SERVICE FEES.


There shall be collected a service fee of SEVENTY FIVE (P75.00) PESOS for every NSO copy issuance of Civil Registry document requested through the BREQS-LGU System. The amount shall be paid the Municipal Treasurer of Naga, Cebu or his duly authorized representative before any BREQS request is processed. Said payment shall be acknowledged by the issuance of the appropriate Official Receipt.

SECTION 6. EFFECTIVITY.


This Ordinance shall take effect immediately.

UNANIMOUSLY APPROVED this 16th day of July 2007, on motion of Hon. Letecia F. Abangan.

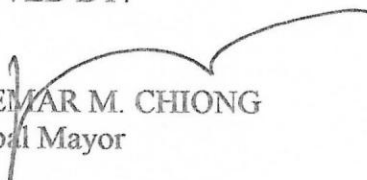
CERTIFIED CORRECT:


DELFIN R. SEÑOR
Vice Mayor/Presiding Officer

ATTESTED BY:


DELZA T. ARELLANO
Secretary to the SB

APPROVED BY:


VALDEMAR M. CHIONG
Municipal Mayor