



Republic of the Philippines  
**QUEZON CITY COUNCIL**  
Quezon City  
20<sup>th</sup> City Council

PO20CC-043

22<sup>nd</sup> Regular Session

ORDINANCE NO. SP- **2576**, S-2017

**AN ORDINANCE PROVIDING PRE-EMPLOYMENT FINANCIAL AID AND SERVICES TO QUEZON CITY LABOR FORCE AND JOB SEEKERS.**

*Introduced by Councilor DONATO C. MATIAS.*

*Co-Introduced by Councilors Anthony Peter D. Crisologo, Lena Marie P. Juico, Elizabeth A. Delarmente, Victor V. Ferrer, Jr., Oliviere T. Belmonte, Alexis R. Herrera, Precious Hipolito Castelo, Voltaire Godofredo L. Liban III, Ramon P. Medalla, Ranulfo Z. Ludovica, Estrella C. Valmocina, Allan Benedict S. Reyes, Gian Carlo G. Sotto, Kate Abigael G. Coseteng, Jose Mario Don S. De Leon, Franz S. Pumaren, Eufemio C. Lagumbay, Marvin C. Rillo, Raquel S. Malañgen, Irene R. Belmonte, Ivy Xenia L. Lagman, Marra C. Suntay, Jose A. Visaya, Karl Edgar C. Castelo, Julienne Alyson Rae V. Medalla, Godofredo T. Liban II, Andres Jose G. Yllana, Jr., Allan Butch T. Francisco, Marivic Co-Pilar, Melencio "Bobby" T. Castelo, Jr., Rogelio "Roger" P. Juan, Diorella Maria G. Sotto, Eric Z. Medina and Ricardo B. Corpuz.*

*WHEREAS, Section 9, Article II, of the 1987 Philippine Constitution declares that "the State shall promote a just and dynamic social order that will ensure the prosperity and independence of the nation and free the people from poverty through policies that provide adequate social services, promote full employment, a rising standard of living, and an improved quality of life for all.";*

*WHEREAS, Section 18, Article II, of the same Constitution provides that "the State affirms labor as a primary social economic force. It shall protect the right of workers and promote their welfare.";*

*[Handwritten signatures and initials]*

WHEREAS, Article 3 of the Labor Code of the Philippines provides that "the State shall afford protection to labor, promote full employment, ensure equal work opportunities regardless of sex, race or creed and regulate the relations between workers and employers.";

WHEREAS, Article 3 of the Implementing Rules and Regulations of the Local Government Code of 1991 provides that "it is hereby declared the policy of the State that the territorial and political subdivisions of the state shall enjoy genuine and meaningful local autonomy to enable them to attain their fullest development as self-reliant communities and make them more effective partners in the attainment of national goals.";

WHEREAS, the Quezon City Government, in its desire to further improve its capability to deliver services to the general public, is currently implementing poverty alleviation programs that will uplift the social conditions of its constituents;

WHEREAS, the poverty alleviation programs of the city government can still be further enhanced by providing financial aid and other services to Quezon City constituents and first-time job seekers to increase the capacity of first-time employment seekers to land a job by providing necessary financial support and services.

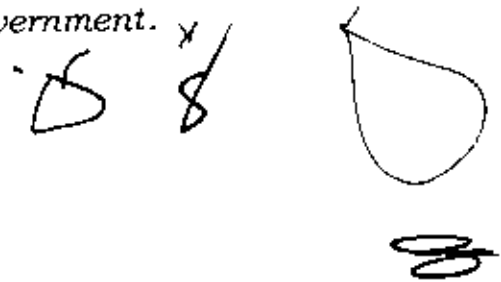
NOW, THEREFORE,

BE IT ORDAINED BY THE CITY COUNCIL OF QUEZON CITY IN REGULAR SESSION ASSEMBLED:

SECTION 1. TITLE - This Ordinance shall be known and called as "An Ordinance Providing Free Pre-employment Financial Aid and Services to Quezon City Labor Force Job-Seekers".

SECTION 2. DEFINITION OF TERMS - When used in this ordinance, the following terms shall have the corresponding meanings, thus:

a. City - refers to the Quezon City Government.

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- b. *Skills Registration System* – is a computer program, developed by the National Government, that aims to establish and maintain a continuing nationwide manpower skills registration system.
- c. *Pre-Employment Financial Aid Program Registry System* – is a computer program, developed to maintain the data base and profile of QC constituents who wish to enroll and avail of the pre-employment financial aid program of the City.
- d. *Financial Assistance* – amount given to the qualified beneficiary in the form of a voucher(s) valid in the processing of pre-employment requirements.
- e. *QC-PESO – Public Employment Services Office*, the office tasked to handle the implementation of this program.

**SECTION 3. PRE-EMPLOYMENT FINANCIAL AID PROGRAM –**  
This program is designed for Quezon City labor force and employment-seekers that aims to provide pre-employment financial assistance and other services.

**SECTION 4. PRE-EMPLOYMENT FINANCIAL AID PROGRAM SERVICES –** The program aims to provide the following services:

- a. *Financial Assistance* – for processing of pre-employment documents and requirements such as, but not limited to, work permit, health permit, medical certificate, NBI clearance among others.
- b. *Graduate Placement* – network and profiling of job opportunities to support newly graduate constituents of the city.

**SECTION 5. QUALIFICATIONS AND CRITERIA –** To avail of the services and financial support of the program, an applicant must possess the following qualifications:

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- a. He/She must be a bonafide resident of Quezon City belonging to the labor force, including fresh graduates.
- b. He/She must belong to an indigent family as evidenced by a barangay and Social Services Development Department (SSDD) certification.
- c. He/She must be willing to enroll in the Pre-employment Financial Aid Program and abide by its rules and guidelines.
- d. He/She must be a Public High School Graduate and a Registered Voter of this City.

**SECTION 6. ENROLLMENT IN THE PRE-EMPLOYMENT FINANCIAL AID PROGRAM** – Constituents who wish to access the services and financial support of the program should register and enroll with the city’s Public Employment Services Office (QC-PESO) upon enrollment, QC-PESO shall facilitate work placement of the qualified beneficiary.

**SECTION 7. INITIAL BUDGET** – To be able to implement the Pre-employment Financial Aid Program, an initial budget of Three Million Pesos (3,000,000.00) shall be appropriated to provide the needed services to interested qualified constituents.

**SECTION 8. FINANCIAL ASSISTANCE** – Qualified beneficiaries shall be entitled to financial assistance in the processing of their pre-employment requirements including NBI certification, Police Clearance, Prosecutor’s Clearance, Court Clearance, Health Permit, Occupational Permit (Mayor’s Permit) and other important documents that the employers may require, provided that each recipient may avail only a maximum of One Thousand Pesos (P1,000.00) worth of assistance per application.

**SECTION 9. LIMITATIONS** – The qualified beneficiary may only receive financial assistance once. Subsequent request for the pre-employment assistance shall be limited to employment placement. Any concealment of material facts as well as misinterpretation by the beneficiary shall be a ground for automatic disqualification and blacklisting of the beneficiary.

*[Handwritten initials and a large scribble]*

**SECTION 10. REQUIREMENTS** – *Constituents who will avail of the Pre-employment Financial Aid Program shall be required to submit the following documents:*

- a. *Resume/Bio-data*
- b. *Certified List of Pre-employment requirements from the employer*
- c. *Certificate of Indigency from the Barangay and SSDD*
- d. *Certification from Barangay certifying the applicant as a registered barangay skilled worker as per City Ordinance No. SP-2404, S-2015.*

**SECTION 11. IMPLEMENTING OFFICE** – *The Quezon City Public Employment Service Office (QC-PESO) in coordination with relevant agencies and offices is tasked to implement the provisions of this Ordinance. Within six (6) months after the enactment and approval of this Ordinance, the Public Employment Services Office (PESO) with the assistance of other Departments/ Offices shall draft the Implementing Rules and Regulations (IRR) necessary for the implementation of this Ordinance.*

**SECTION 12. MONITORING AND EVALUATION** – *QC-PESO is also tasked to monitor and evaluate the implementation of the program and should keep track and monitor the progress of the beneficiaries and retain a record thereof.*

**SECTION 13. SEPARABILITY CLAUSE** – *If any provision of this Ordinance is declared invalid, the remainder of this Ordinance or any provision not affected thereby shall remain in full force.*

**SECTION 14. REPEALING CLAUSE** – *All Ordinances, Orders and their implementing rules inconsistent with the provisions of this Ordinance are hereby repealed, amended or modified accordingly.*

*[Handwritten signatures and initials]*

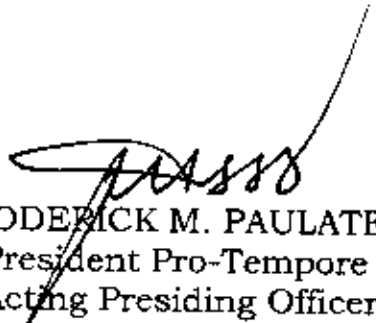
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*SECTION 15. EFFECTIVITY – This Ordinance shall take effect fifteen (15) days after its publication in a newspaper of general circulation.*

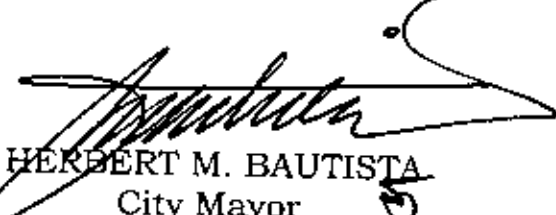
ENACTED: February 20, 2017.

  
RODERICK M. PAULATE  
President Pro-Tempore  
Acting Presiding Officer

ATTESTED:


  
Atty. JOHN THOMAS S. ALFEROS III  
City Gov't. Asst. Dept. Head III

APPROVED: ~~22 MAR 2017~~

  
HERBERT M. BAUTISTA  
City Mayor

CERTIFICATION

*This is to certify that this Ordinance was APPROVED by the City Council on Second Reading on February 20, 2017 and was PASSED on Third/Final Reading on March 6, 2017.*

  
Atty. JOHN THOMAS S. ALFEROS III  
City Gov't. Asst. Dept. Head III

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