



Republic of the Philippines
OFFICE OF THE CITY MAYOR
City of Davao

760.11 ED, CM

FILE MAYOR'S
OFFICE

EXECUTIVE ORDER NO. 27
Series of 2018

"AN ORDER AMENDING EXECUTIVE ORDER NO. 46, SERIES OF 2017, PROMULGATING THE IMPLEMENTING RULES AND REGULATIONS ON THE IMPLEMENTATION OF DEATH BENEFITS ASSISTANCE FOR THE SURVIVING HEIRS OF THE BONA FIDE INDIGENT SENIOR CITIZENS OF DAVAO CITY.

WHEREAS, the City of Davao, in its Lingap Sa Mahirap Program provides Death Benefits Assistance, either food or financial assistance to indigent family of a senior citizen who is a resident of Davao City, immediately upon his/her death.

WHEREAS, City Ordinance No. 0201-14 directs the grant of Death Benefits Assistance in the amount of P5,000.00 to the surviving heirs or other beneficiaries of a deceased senior citizen.

NOW THEREFORE, for efficient, unified and orderly implementation of Death Benefits Assistance and pursuant to Section 4 of Ordinance No. 0201-14, I SARA Z. DUTERTE, City Mayor of Davao City, by the power vested in me by law, do hereby promulgate the following Rules and Regulations concerning the grant of Death Benefits Assistance as follows:

SECTION 1. DEFINITION OF TERMS.

- a. Senior Citizens refer to persons who are sixty (60) years old and above at the time of death is a resident of Davao City for at least six (6) months.
- b. Resident refers to a senior citizens who is a registered voter and/or actually residing in Davao City for at least six (6) months prior to his/her death.
- c. Death Benefits Assistance refers to the Financial assistance in the amount of not more than P 5,000.00 granted to the family of the Senior Citizens, who is found to be indigent, without personal memorial and funeral service plan.
- d. Benefactor refers to the person who provided care, assistance and on whom the senior citizens is dependent on him/her for primary care and material support, for at least three (3) months prior to the death of the senior citizen as certified by the City Social Service and Development Office (CSSDO).
- e. Indigent A non pensioner, to include a social pensioner under the Dept. of Social Welfare and Development (DSWD) and whom is without Personal Memorial, Funeral Service Plan.

10/02/2018

SECTION 2. DEATH BENEFITS ASSISTANCE – The amount of not more than P5,000.00 shall be given to a qualified beneficiary of the senior citizen, through the project Code 9999-200 embodied in the annual budget. However, in the event that the beneficiary was granted financial assistance for the burial of the senior citizen in the amount equal to or more than P 5,000.00 the request for death benefit assistance may be denied.

SECTION 3. BENEFICIARIES – The death benefits assistance shall be accorded to the spouse of the senior citizens.

In the absence of the spouse, the beneficiary will be the nearest surviving relative by consanguinity in the following order of degree of kinship:

1. Children
2. Parents
3. Grandchildren
4. Siblings
5. Uncle and Aunts (within the 3rd civil degree of consanguinity)
6. Benefactor

SECTION 4. GUIDELINES – The following are the guidelines to avail of Death Benefit Assistance:

1. The death of the senior citizen shall be reported immediately by the qualified beneficiary to the Office for the Senior Citizen's Affairs (OSCA) by presenting a copy of the death certificate.
2. The OSCA shall conduct verification and thereafter, refer the claimants to the City Social Services & Development Office (CSSDO) where the deceased senior citizen resided as the case maybe or where the claimant resides.
3. The CSSDO shall validate and determine the veracity of the reported death of a senior citizen and the claimant. Upon determining the veracity, the Social Worker shall require the claimant to comply with the basic requirement submission to CSSDO.

SECTION 5. BASIC REQUIREMENTS – The following are the basic requirements to be prepared in availing of the Death Benefit Assistance:

1. Original as Certified True Copy of the Death Certificate of the deceased.
2. Original Certified True Copy and a photo static copy of the Senior Citizens Identification Card issued by the OSCA or any valid government Identification Card.
3. Marriage Contract if the claimant is the legal surviving spouse.
4. Public record showing proof of affinity to the deceased senior citizen such as birth certificates, marriage contract or Barangay Certification to such effect if the claimant is next of kin.
5. Certification from CSSDO if the claimant is a benefactor.

Upon review on the basic requirements enumerated above, the Social Worker shall conduct an interview and assessment using the CSSDO Form 200. The claimant shall be made to sign the Form 200 so as to attest that the information given is true and correct.

The Form 200 together with the basic requirements shall be forwarded to the main office within twenty-four hours for the processing of death benefits assistance.

6. The CSSDO shall forward its recommendation to the City Mayors Office for final approval. The death benefit assistance shall be released by the City Treasurer's Office.

SECTION 6. REPORTING AND MONITORING.

1. The OSCA and the CSSDO office shall maintain copies of the records of the deceased senior citizens as reference for the beneficiaries of social pension.
2. The OSCA and CSSDO shall from time to time, coordinate with the City Budget Office on the balance/ appropriation of the death benefits assistance.

SECTION 7. INITIAL FUNDS – funds shall be taken from the approved AIP 2014 Budget of Burial Assistance under Project Code No. 9999-200, embodied in the Annual Budget for CY 2014, approved per Ordinance No. 074-13, Series of 2013.

SECTION 8. EFFECTIVITY – This Executive Order shall take effect immediately upon its approval.

Done in the City of Davao, Philippines, this 01 OCT 2018.

[Signature]
SARA Z. DUTERTE
 City Mayor

100218-297

CMO - CRD 7-31
RELEASED
 02 OCT 2018 3:30 AM

Attested By:

[Signature]

ATTY. ZULEIKA T. LOPEZ
 City Administrator

CMO *[Signature]* 10-03-18 ✓
 CADD *[Signature]* 10-3-18 ✓
 CADD (Adm) *[Signature]* ✓
 CADD (Opn) *[Signature]* 10.3.18 ✓
 CID *[Signature]* 10.3.18 ✓
 CPDO *[Signature]* 10/3/18 ✓
 SP *[Signature]* 10-3-18

DILG *[Signature]* 10-3/18 ✓
 CSSDO *[Signature]* 10/3/18 ✓
 OSCA *[Signature]* 10/3/18 ✓
 DSWD *[Signature]* 10/5/18