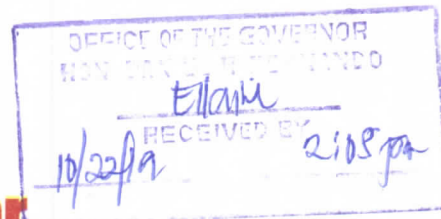




Republic of the Philippines
Province of Bulacan
City of Malolos



Office of the City Mayor

Executive Order No. 17 s. 2019

AN EXECUTIVE ORDER RE-ORGANIZING THE CITY PRE-MARRIAGE ORIENTATION AND COUNSELING (PMOC) TEAM

WHEREAS, the 1987 Philippine Constitution Article XV Section 2 states that marriage is an inviolable social institution, is the foundation of the family and shall be protected by the State;

WHEREAS, it is stated in Presidential Decree 965 as a pre-requisite requirement for all engaged couples, all applicants for marriage license to attend a Pre-Marriage Counseling (PMC) session and likewise states that no marriage license shall be issued by the Local Civil Registrar unless the applicants present a certificate issued by the City Population Office as proof that they have undergone pre-marriage counseling;

WHEREAS, Executive Order No. 209 s. 1987 known as The New Family Code, under Chapter 1 Requisites of Marriages Article 16, states that failure to attach certificate of marriage counseling shall suspend the issuance of marriage licenses for a period of three months from the completion of the publication of the application;

WHEREAS, Executive Order No. 17 s. 2016 created the City Pre-Marriage Counseling (PMC) Team based on the Joint Circular No. 01 series of 2010 by the Department of Interior and Local Government (DILG), Department of Health (DOH), Department of Social Welfare and Development (DSWD) and Commission on Population POPCOM;

WHEREAS, Joint Circular No. 1 series 2018 of the Department of Interior and Local Government (DILG), Department of Health (DOH), Department of Social Welfare and Development, Philippine Statistics Authority (PSA) and Commission on Population (POPCOM) repealed Joint Circular No. 01 series of 2010 and constituted the composition of the team and its tasks and functions;

NOW, THEREFORE, I ENGR. GILBERT T. GATCHALIAN, City Mayor of Malolos, Bulacan, by virtue of powers vested in me by existing and applicable laws do hereby order the following:

Section 1. Composition. The Pre-Marriage Orientation and Counseling Team is composed of:

Team Leader : City Social Welfare and Development Officer

SAMA-SAMANG PAGKILOS PARA SA
BAGONG MALOLÓS

Mandatory Members Pre-Marriage Counselor Representatives from:

City Health/Nutrition Office
City Social Welfare and Development Office – Population
Division

Pre-Marriage Counselor:

Any PMOC Member accredited by DSWD as PMOC
Counselor

Optional Members Representative from:

Local Civil Registrar's Office
City Agriculture Office
Civil Society Organization

Section 2. Eligibility. The PMOC Team Members shall have the following qualifications and eligibility requirements:

- a. The team leader and mandatory members of the PMOC team must have permanent status of appointments;
- b. The team leader, mandatory members, and optional members of the PMOC team must have undergone and completed the PMOC Training conducted by POPCOM in collaboration with other agencies in accordance with the training program developed by the National PMOC TWG;
- c. PM Counselors must be accredited by DSWD before they can provide PM Counseling.

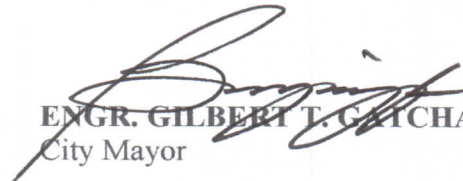
Section 3. Tasks and Functions. The PMOC Team shall have the following tasks and functions:

- a. Develop and maintain a responsive mechanism to effectively implement the PMOC program in the city/municipality;
- b. Ensure adequate number of trained PMOC members that can cover the prevailing number of marriage license applicants;
- c. Advocate for the effective implementation of the PMOC Program to ensure adequate resources, logistics requirement, and policy support for the program;
- d. Undertake preparatory activities for the PMOC sessions by:

- i. Disseminating information about the PMOC program through community assemblies, barangay meetings, and quad-media outlets;
 - ii. Posting schedules of PMOC sessions in the office of the Local Civil Registrar, offices of the mandatory members of the PMOC team, and other noticeable places in the city hall;
 - iii. Ensuring appropriateness, readiness and availability of a venue for PMOC sessions;
 - iv. Preparing schedules of PMOC sessions for mandatory team members to enable them to plan these activities; and
 - v. Processing of the accomplished marriage expectation inventory (MEI) by contracting parties to take note of the specific areas of concerns needing emphasis at the actual conduct of the PMOC session;
- e. Conduct the PMO session for not more than 15 couples at a time and the PMC session per couple or by group of not more than six (6) couples;
- f. Conduct PMC session for selected couples based on the accomplished MEI, for contracting parties where one or both parties are 18-25 years old or as requested by couples;
- f. Provide the Certificate of Compliance to contracting parties who have completed the PM Orientation to be signed by the PMOC Team Members who conducted the PMO Session and issued by the Local Population Office;
- g. Provide the Certificate of Marriage Counseling to contracting parties who have completed the PM Counseling session to be issued by an accredited PM Counselor;
- h. Regularly assess, resolve and/or elevate arising issues in the implementation of the PMOC program; and
- i. Maintain a client satisfaction feedback survey and consolidate the result annually as a mechanism to monitor the quality of PMOC session provided as well as to serve as an additional basis in the renewal of the accreditation of PM counselors.
- j. Local PMOC Secretariat. The CSWDO-Population Division shall provide secretariat support to the implementation of PMOC program. The PMOC Secretariat shall specifically perform the following functions:
 - i. Maintain the profile and electronic or hard database of couples;
 - ii. Prepare the needed supplies, materials, and equipment for the conduct of the PMOC sessions;
 - iii. Prepare and control the issuance of Certificate of Compliance and Certificate of Marriage Counseling; and
 - iv. Prepare and submit reports to PMOC Regional TWG.

Section 4. Effectivity. This Executive Order shall take effect immediately upon signing.

Done this 22th of October, 2019.



ENGR. GILBERT T. GATCHALIAN
City Mayor