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Workshop for the 1995 Local Elections: A Manual

Prepared by *Simbahang Lingkod ng Bayan (SLB)*

for

PARISH PASTORAL COUNCIL
FOR RESPONSIBLE VOTING (PPC-RV)

Inside:

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Choosing Candidates

February 2, 1995
(Our Lord's Presentation)

Dear PPCRV Trainors and Volunteers,

The love and peace of Jesus.

Four years ago in 1991, PPCRV was born in response to the challenge of the Second Plenary Council of the Philippines to "unite all things under Christ" — more specifically to "help form the civic conscience of the voting population and work to explicitly promote the election to public office of leaders of true integrity."

How the PPCRV faith and fire came to be cited as the "phenomenon of elections '92" is now part of our heritage. That heritage inspires us anew to a re-commitment to proclaim Christ from the womb of elections '95.

Hence, this Training Manual.

Our little book attempts to clarify, so that you could convey it loud and clear, our reason for being. That for us, participation in political renewal is a religious matter which stems from our identity as Church. It also hopes to provide you with skills in developing a Christian political ethics, and in "linking knowledge with conscience." As you guide our voting population to make responsible choices in the elections, a basic requirement is to help them understand what they are choosing and why. And in the same token, to understand likewise whatever it is that they have to reject.

When you go about giving voters' education and pollwatching training, your *gaze* must be fixed on the order of Truth and Justice, on the values of Humility and Love. But unless they are given concrete form, order and values remain distant abstract ideas. It is when you witness order and values that you attract others. Then, with God's *grace*, the decision to follow happens.

Your responsibility then, my cherished PPCRV frontliners, is to train the voters, yes, but more importantly, that those whom you reach out to will find no discrepancy in you. All the contents of this Training Manual, if these are to be efficacious, must come alive and shine in you and through you. Only then can PPCRV awaken "the Christian hope that points to a new humanity" which is in kinship with the Kingdom of Truth, Love, Justice and Peace.

Be brave. Be steadfast. The Lord walks with you.

As ever, I thank God for all of you, and I hold you in my prayers and in my heart.

Sincerely,

(Sgd.) Henrietta T. de Villa

Introduction:

On May 8, 1995, qualified voters of the Philippines shall once again troop to the polls to elect 12 senators and about 200 congressmen as well as their local officials. With the promulgation of the 1991 Local Government Code, the local government unit requires as much attention as the national and congressional district level elections. This workshop shall focus primarily on the local government level elections.

Goals:

The workshop has the following goals:

1. To give the participants adequate knowledge about the 1991 Local Government Code (LGC), particularly as regards the devolved services and powers to provincial and municipal offices.
2. To allow the participants to make an assessment of the current situation in their respective municipality and province.
3. To enable the participants to draw up a set of criteria for choosing their local officials who will have the competence to fulfill the proposed programs.
4. To help the participants see that their Christian faith demands their involvement in social and political issues of the day.
5. To instill in the participants a sense of responsibility and urgency to get involved in local governance.

Part I:

Think Faith and Justice

Time Needed: 1 hour to 1 hour 30 minutes

- Materials:**
1. Peripherals (small posters & signs) saying
“Faith that does Justice”
“Create a New Attitude”
“Church and Government Serve the Same Human Beings”
“Dialogue, Cooperation and Mutual Support”
 2. Tape Recorder
 3. Instrumental Music appropriate for Reflection
 4. Bible

Objectives By the end of the session, the participants should be able to:

1. give their expectations of the workshop,
2. know the challenge presented by John Paul II and PCP II with regard to political participation,
3. understand what the motto “Faith that does justice” means in their particular life context.

Methodology A. Levelling of Expectations

1. Ask the participants to silently think of their answer to the following question:

“What is your main reason for coming to this workshop?”

2. Call on 1 participant to give his/her answer.

Have the participant come to the front to introduce self, the parish where he/she comes from and to give his/her answer.

Remind the participants that they should give the MAIN reason. No need to explain unless answer is very vague.

Write the answer on the board.

Ask the participant to remain in front.

3. Call on another participant and do the same until you have 5 participants in front.
Stress that you want a different answer as you call on the 2nd to the 5th participant.
Accept all answers.
4. Explain to the group that you are going to find out if the rest of the group has the same reasons as the 5 participants.
Assign an animal or sound-producing object to each of the 5 participants. (eg. dog, cat, cow, rooster, doorbell).
Let the participants make the sound as you assign the animal or object.
5. Tell the group that they will make the sound of the participant whose reason for coming to the workshop is the same as theirs.
If they have an entirely different answer, tell them to make the sound of a snake. Demonstrate the sound.
Ask the 5 participants to repeat their sound as you read the reason they gave from the board.
6. At your signal, ask the workshop participants to make their sounds. Tell the 5 volunteers to search for those making the same sound as theirs and gather them together in one place. Gather those making the snake sound.
7. Elicit comments from the group regarding the divisions/groupings, i.e. the most (or least)

common reason for attending the seminar

Do not criticize any of the reasons given.

Point out the importance of being aware of the reasons why we are here.

Point out the goals of the workshop (see above). Identify which goals can and can't be met.

B. Case Discussion

1. Divide into groups of 8-10. Ask those seated near each other to form groups.
2. Explain that each group will be given 10 minutes to decide what they would do if they found themselves in the given situation.

3. Give the situation. (Details can be adjusted to the locality of the participants)

"It is 5:00 pm of Sunday. You are driving your car on the way home to (Manila) after a weekend seminar at (Tagaytay). Your children are alone at home waiting for you. You have just enough time to catch the last Mass in your parish. You haven't attended Mass yet.

When you approach a major intersection on the highway, you see a car suddenly swerve to the right, hitting the lamppost. The driver, the lone person in the car, seems unconscious. The 5 or so cars in front of you slow down to look at the accident, then drive on. You hear a faint sound of a siren in the distance.

What will you do?"

4. Remind the group that they have 10 minutes to agree on what they will do.

Each group should also assign a reporter to report to the big group *what* they decided to do and *why*.

5. Reporting by the groups. Note responses and reasons on the board. 2-3 minutes only per group.
6. Process activity by focusing on the reasons why they decided on a specific course of action. Point out the underlying values (the good) that each response upholds.
7. Link activity to elections by pointing out that the coming elections in May is like this urgent situation asking us to respond. Like the accident, the elections are at a crossroad of our nation's history. There are various options open to us and at the same time various personal concerns which we have. There is a faint siren call telling us that people are doing something, that the elections could possibly be clean and safe because of their vigilance. (Exploit the parallels.) What do you do? What does our faith ask us to do?

Input:

Faith That Does Justice (must not be more than 15 minutes)

Below are some pertinent points to raise. Note the key ideas printed in bold below. These are the main points of the text that follows. As key points are raised, post peripherals in front.

1. The Need for Change

In John Pall II's speech to the CBCP on 14 January 1995, the Pope urge the bishops to "help create a new attitude, a new conviction shaped by the principle of the social purpose of power and wealth, which can lead to appropriate changes in the prevailing order."

2. Problems Prevailing in Philippine Society

“Too many families remain without land to till or a home to live in, and too many people are without employment and basic services,” the Pope said.

3. Concentration of Power in the Hands of a Few

The Pope acknowledged what the bishops had earlier written at the Second Plenary Council of the Philippines—that “a situation where economic wealth and political power are concentrated in the hands of the few is...an affront to human dignity and solidarity.”

4. The Church and the Government Serve the Same Human Beings

In his arrival message on 12 January 1995, Pope John Pall II, said “the Church and the political community work on different levels and are mutually independent but they serve the same human beings...In that service there is ample room for dialogue, cooperation and mutual support.”

5. The Church’s Commitment to the Common Good

As Church, we share in the mission of Christ to transform society. As Church in the Philippines, we have a commitment to collaborate critically with the government for the achievement of the common good.

6. Involvement as Indispensable to Our Faith

The nonpartisan voters’ groups (eg. PPCRV) are responding to the call of the Pope and of PCP II to all members of the Catholic Church to see

their involvement in the political processes of our nation as indispensable to the faith.

(Brief background on PCP II to be given here before continuing point)

“Our times have seen significant political activities and changes regarding which the Church has been to no little extent involved...as a community of Christian disciples the Church must participate towards an even more effective and lasting change in the political sphere, especially where a previous transformation has apparently lost its momentum and failed” (PCP II, #330).

By “effective and lasting change in the political sphere” we mean people’s empowerment or the greater involvement of people in their society’s decision making process. Its end in view is social transformation—that the destiny of the people may not remain in the hands of the few.

Whenever we responsibly participate in the transformation of our society, we give witness to our faith and cherished hope that the promised Kingdom of God is to come; and that the coming of God’s Kingdom begins on earth and needs both God’s grace and human task. As such, our Church requires us to practice our faith not only privately nor only within our families, nor merely by word but by active involvement in the political processes as guided by our consciences informed by the teachings of our Church.

“Faith is exercised not only in explicitly religious acts. It must be exercised in service, to care for the needy and to care for our earth. In one’s neighbor faith recognizes not only a person made in the image and likeness of God, but a bearer of Christ Himself, so that whatever is done to the least of His brethren is really done to Him” (PCP II, 79). The Second Plenary Council indeed urges the faithful to participate actively and to lead

in renewing Philippine political life in accordance with the Gospel values. Because we mean to change the destiny of people—especially the powerless.

7. We are a Church of the Poor

Our involvement in the political processes must, according to PCP II #351 be in accordance with its declaration that we are a Church of the Poor. We must therefore see our involvement in political process as an opportunity to make the society we live in more just for the sake of our poorer brothers and sisters.

8. Therefore, Faith that Does Justice

Thus, we must think Faith and Justice. This is our motto. We must work for justice in the service of the faith. John Paul II himself advocates 'reforms that aim at a more just society'; and he insists that the Church 'constantly endeavor to recall concern for the poor, for those who are underprivileged in some way.' "Expressing our faith through deeds of justice and love is particularly urgent in the Philippines where the exercise of faith often seems to be restricted to the realm of religious activities and private morality." (PCP II, 80) The poor themselves, primarily responsible for their own lives, are to be the main agents in bringing about their human development. Others—the powerful, the decision makers—are to cooperate with the poor.

D. Closure: Silent Reflection

1. Invite participants to take a few minutes to silence themselves and reflect on what the input means to

them.

2. Play reflection music. (Ask them to close their eyes if they aren't too sleepy.)
3. When participants have quieted down to the music, Read "The Good Samaritan" passage (Luke 10:28-36)
4. After the reading, ask the participants to write down their answers to the questions as they continue to listen to the music.

How has my involvement in previous elections been a living out of my faith?

How have I tried to be a Good Samaritan during the elections?

How can I be a Good Samaritan in the coming elections?

5. Give about 10 minutes or enough time for most to have written their responses.

Part II

Local Situationer

Time Needed: 30 minutes

- Materials:**
- A. Checklist of Devolved Services to the Province and municipality
 - B. 2 sheets of Manila Paper reproducing (a)
 - C. pentel pens or colored chalk

Objective: By the end of the session, the participants should know the list of services devolved to both the province and municipality by the 1991 LGC.

- Methodology**
1. Divide the participants into groups of 8-10 by municipality. If grouping by municipality is not equal, neighboring municipalities could form one group to equalize group size.
 2. Give the checklist of services to the group. Ask them to identify the following:
 - a. 3 services delivered most effectively or adequately in your municipality/province
 - b. 3 services that are needed but not delivered (or, very poorly delivered).
 3. Post Manila Papers on board. As soon as the groups are done, ask them to send a representative to the board to put a check mark on the appropriate columns.
 4. Process activity by pointing out commonalities through the frequency of answers. Elicit possible reasons why such services are effectively or poorly delivered. Elicit comments on what the data tells them as a voter. (Note: Try not to take sides or allow the discussion to escalate into a debate.)

Part III:

Getting to Know the LGC

Time Needed: 1 hour

Objectives By the end of the session, the participants should be able to:

1. know what devolution is in relation to the 1991 Local Government Code
2. identify the powers and responsibilities of the mayor, councilors and governor under the new LGC
3. recall the primary services devolved to the municipality and province
4. note the sources of revenue devolved to the municipality and province

Materials

1. alphabetized list of duties and responsibilities of local government officials
2. list of duties and responsibilities classified by office
3. Manila paper - visuals of organizational structure and sources of revenues, definition of devolution.

Input A. Input on Devolution

Explain that services earlier mentioned are the services devolved to the local government units by the 1991 LGC.

1. Devolution and the Local Government Code

The main philosophy behind the 1991 Local Government Code rests on the concept of devolution. Devolution—the mandatory process whereby there is transfer of powers and responsibilities (delivery of basic services and exercise of regulatory powers), personnel and resources from the national government to the local government units.

2. Why devolution?

To promote our country's development.

How does devolution make that possible?

- a. It enables maximum participation of the people in decision making, resulting in decisions more responsive to the people's needs.
 - b. It promotes greater self-reliance among local government units (LGUs).
 - c. It reduces red tape and bureaucracy, hastening decision-making processes.
 - d. It relieves central government of functions which can be handled more efficiently at lower levels.
3. Experience has shown disadvantages of centralization of government powers—the concentration of development only in urban centers, particularly Metro Manila, and the neglect of the rural areas where 60% of Filipinos live.

4. The Development Philosophy Behind the LGC

Local officials are viewed as *area development managers* rather than mere administrators of national development programs. As such, they are tasked to ensure the balanced, holistic and sustainable development of their own communities. Consequently, the LGC has *expanded* these officials' powers and responsibilities.

B. Group Activity: Let's Classify the Duties and Responsibilities of the Governor, Mayor and Councilors

1. Give out alphabetized list to each group. Use same grouping as in Part II. Put a check mark under the

appropriate column to identify whose duty or responsibility it is (refer to Appendix for this checklist of duties and responsibilities).

2. When the groups are done, ask a representative to raise his hand (or stand) to let you know if the groups have completed the activity.

C. Key Provisions of the LGC

1. Structure and Key Officials of a Municipality, City, Province:

a) The Role of the Municipality (Sec.440)

The municipality consists of groups of barangays. It serves as a general purpose government for its citizens. It also coordinates and delivers basic service such as: infrastructure, health care, livelihood projects, peace and order, waste disposal, water supply, etc. (cf. Sec 17 and chart of Basic Services)

b) The Municipal Mayor

As Chief Executive of the municipality, its mayor executes and implements all laws and ordinances within his territorial jurisdiction. He is overall administrator and general supervisor and controller of his municipality. (Refer to the list of powers and responsibilities of the Mayor in the appendix)

His powers are basically the following:

- 1) to exercise supervision and control over all programs, projects and services of his municipal government.

2) Enforce all laws and ordinances and to implement all policies, programs, projects, services and activities of the municipality and exercise the corporate powers of the municipality.

3) Initiate and maximize the generation of resources and revenues and to see to it that the same be applied in accordance with law and ordinance; and

4) To ensure the delivery of basic services and to provide adequate facilities.

The basic services like social services, health care, information services, disposal of waste, infrastructures, public markets, police and fire stations, tourism facilities are stated in Sec 17 of the Code (refer to list of Basic Services in the Appendix; refer to Appendix for the powers/ functions of the Mayor)

c) The City Mayor

The City Mayor, just like the municipal mayor, executes all the applicable laws and ordinances within his territorial jurisdiction. He shall issue executive orders for the enforcement and execution of these laws and ordinances. The other powers and functions enumerated above are similar if not identical with those appertaining to the municipal mayor and therefore annotations above are pertinent. (Sec 17; list of basic services)

d) The Role of the Province

The province, composed of a cluster of municipalities, or municipalities and component

cities, and as a political and corporate unit of government, serves as a dynamic mechanism for developmental processes and effective governance for local government units within its territorial jurisdiction.

The province is composed of the following:

- 1) Barangays
- 2) Municipalities; and
- 3) Component Cities (non-independent component cities whose voters are allowed to vote for elective provincial officials).

The reasons for the existence of a province:

- 1) To have a political unit that serves as a dynamic mechanism for developmental processes.
- 2) To have a unit that will effectively govern LGUs within the sphere of the political subdivision that is known as a “province.”

e) The Provincial Governor

As Chief Executive, the governor executes all pertinent laws and ordinances within the province. His duties and functions are similar to those of the city or municipal mayor.

As contemplated in Section 4, Article X of the 1987 Constitution, the governor shall ensure that the acts of the component cities and municipalities of the province and of its officials and employees are within the scope of their prescribed powers, duties and functions. The governor, just like the mayor, may issue such

executive orders for the faithful and appropriate enforcement and execution of laws and ordinances (refer to the Appendix for the powers/functions of the Governor)

f) the Councilpersons (Sangguniang Panlalawigan and Sangguniang Bayan)

Sangguniang Panlalawigan

Its Composition:

The Sangguniang Panlalawigan, the legislative body of the province, shall be composed of the provincial Vice-Governor as presiding officer, the regular sanggunian members, the president of the provincial chapter of the liga ng mga barangay, the president of the panlalawigan pederasyon ng mga sangguniang kabataan, the president of the provincial federation of sanggunian members of municipalities and component cities, and the sectoral representatives as members (LGC Sec. 467).

(Sectoral Representation: women; agricultural/industrial workers; and one from the other sectors including the urban poor, indigenous cultural communities or disabled persons)

Powers, Duties and Functions of the Sangguniang Panlalawigan (Sec. 468)

As a legislative body of the province, the Sangguniang Panlalawigan has the following powers and functions.

- a. for effective and efficient government of the province:

- review ordinances passed by Sangguniang Bayan/Lunsod (of its component cities and municipalities and executive orders issued by their mayors)

- enact measures to promote peace and order, to prevent proliferation of social ills, to protect the environment

- adopt measures to protect its people from the effects of calamities and to help them recover.

- provide mechanism and funding for preservation and protection of government property

- determine powers, functions, positions, salaries, wages, emoluments, benefits of provincial employees and officials

- authorize payment of compensation or honorarium for temporary positions

- provide for additional allowances/benefits to judges, prosecutors, public school teachers (elem. and hs) and other national officials stationed in the province

The SP may pass laws and ordinances providing for imposition of fines (max. P5,000.00) and 1 year imprisonment or both for violation of provincial ordinances

b. for the generation of revenues and maximization of the use of resources

- enact appropriations law
- raise funds for construction, maintenance, rental of buildings for provincial use
- levy taxes, fees and charges
- grant tax exemptions, reliefs or incentives
- authorize Governor to negotiate and contract loans/indebtedness
- authorize floating of bonds and other instruments of indebtedness

- lease out government buildings which are held in a proprietary capacity
- provide for limits on the use of government property
- adopt provincial comprehensive land use plan (review municipal zoning ordinances and land use plans)
- help implement the national agrarian reform program

c. for services rendered by the province to private persons or entities

- fix and impose reasonable fees and charges
- regulate and fix license fees

d. for efficient and effective delivery of basic services

- adopt measures to safeguard and protect the ecosystem
- facilitate or provide for waterworks system
- establish vocational, technical and similar post-secondary education (with DECS approval)
- establish scholarship fund for the poor
- provide for guarantee regulations
- provide for the care of needy and disadvantaged persons, establish centers and facilities for their care and development, promote welfare of the poor and needy
- establish provincial council for the elderly
- provide for maintenance and improvement of jails and detention centers/ appropriate funds for the subsistence of detention prisoners and convicted felons
- establish a council for the promotion of culture and arts

The Sangguniang Bayan

Its Composition (Sec 446)

The Sangguniang Bayan, the legislative body of the municipality, shall be composed of the municipal vice mayor as the presiding officer, the regular sanggunian members, the president of the municipal chapter of the liga ng mga barangay, the president of the pambayanang pederasyon ng mga sangguniang kabataan, and the sectoral representatives as members.

There shall be three sectoral representatives: one from the women; one from the agricultural or industrial workers, and one from the other sectors, including the urban poor, indigenous cultural communities or disabled persons.

The regular members of the Sangguniang Bayan and the sectoral representatives shall be elected in the manner as may be provided for by law.

Powers, Duties and Functions of the Sangguniang Bayan (Sec. 447)

Same as the powers and functions of the Sangguniang Panlalawigan but, with the following additions:

a. for effective and efficient government of the municipality

- provide legal assistance to barangay officials, who, in the exercise of their functions or on occasion thereof, have to initiate judicial

proceedings or defend themselves against legal actions

- provide for group insurance or additional insurance coverage to barangay officials, tanods, brigades, service units subject to availability of funds

The Sangguniang Bayan may pass laws and ordinances providing for imposition of fines (max. P2,500.00) and 6 months imprisonment or both for violation of municipal ordinances

b. for the generation of revenues and maximization of the use of resources

- approve annual and supplemental budget and appropriate funds for municipal projects

- authorize City Mayor to negotiate and contract loans/indebtedness

- adopt comprehensive land use plan for the municipality in coordination with the Province; reclassify land within the city, enact zoning ordinances

- approve subdivision plans for residential, commercial or industrial purposes and other development purposes; collect processing fees and other charges

- grant privilege to construct fish corrals/fish pens grant the exclusive privilege to catch fish within city waters

- grant loans or provide grants to other LGUs or to national, provincial and city charitable, benevolent or educational institutions

- regulate inspection/weighing/measuring of articles of commerce

- regulate the numbering of buildings (residential or commercial or industrial)

c. for services rendered by the city to

private persons or entities

- regulate and fix license fees for business/ profession and impose conditions under which the license may be revoked; levy taxes on such business/professions
- grant franchise for doing business with the city (cooperatives shall have first priority)
- authorize and license the operation of cockpits, regulate cockfighting and commercial breeding of game cocks
- regulate operation of tricycles, grant franchises for their operation
- establish ferries, wharves, markets, slaughterhouse, etc.

d. for the proper use of land, buildings and structures within the city

- declare, prevent or abate nuisance
- regulate the sanitary maintenance of
- buildings
 - require the filling up of land or premises to a grade necessary for proper sanitation
 - regulate waste disposal of hospitals, clinics, etc.
 - regulate the establishment, maintenance and operation of businesses/services within the city
 - provide for impounding of stray animals

e. for efficient and effective delivery of basic services

- establish city council for the elderly
- regulate the use of streets, markets, sale of goods, installation and maintenance of wharves, ferries, bus stops, parking, road signs, sewerage systems, gas mains, facilities such as electricity,

telephones,

- maintain cleanliness of the city
- regulate traffic within the city

In relation to Section 17 (b) (2) of the Code, the above section enumerates the instances for which the Sangguniang Bayan may enact ordinances or pass resolutions or appropriate public funds and these instances may cover or refer to:

- 1) social services
- 2) peace and order
- 3) appropriation of funds and passage of municipal budget
- 4) zoning regulations
- 5) regulation of traffic
- 6) water supply
- 7) sewage disposal
- 8) protection of the disabled and elderly
- 9) regulation of maintenance as well as operation of business and sale of products;
- 10) adoption of land use plan and reclassification and
- 11) grant of loans to other local government units

**Sangguniang Panlungsod - same as the
Powers and Functions of the Sangguniang Bayan**

2. Duties and Responsibilities

- Review correct answers (classified list at the Appendix) Ask the group which ones they were surprised about.

Elicit not more than 5 answers.

Ask the group what the information tells them (their insights)

CATHOLIC BISHOPS' CONFERENCE OF THE PHILIPPINES

January 16, 1995

**PASTORAL LETTER
ELECTIONS 1995 - A CHALLENGE TO THE YOUNG**

"The Church and the world look to the young people for new light, new love, a new commitment to meeting the great needs of humanity" (Pope John Paul II, Arrival Speech, January 12, 1995).

And to the youth of our country the Holy Father expressly addressed: "Young people in the Philippines, the modern world needs a new kind of young person: it needs men and women who are capable of self discipline, capable of committing themselves to the highest levels, ready to change radically the false values which have enslaved so many young people and adults" (UST Address, January 13, 1995).

To this challenge of the Holy Father the young people generously and publicly responded towards a new Christian way of nation building...We must support our young people live their new found vision and inspiration for a better Philippines...

...Allow us to remind you, our beloved Faithful, of our previous appeals, namely:

1. that in your exercise of suffrage you be guided by Christian principles by voting for candidates who are specifically **PRO-GOD, PRO-LIFE and PRO-FAMILY**;
2. that as in our joint efforts at clean and honest elections in the past, we organize ourselves anew and support an effective coordination among the citizens' arm of COMELEC, like PPCRV...

In this regard we highly commend the efforts particularly of the young people who in the past volunteered to protect and safeguard the sanctity of the ballot...

For the Catholic Bishops' Conference
of the Philippines,

(Sgd.) CARMELO D.F. MORELOS, D.D.
CBCP President

Part IV:

Setting Criteria for Choosing Candidates

Time Needed: 1 hour

Materials

1. Manila paper
2. pentel pens
3. PPC-RV Qualification Standards

Objectives To draw up criteria for choosing candidates in the coming elections.

Methodology

1. Input: Conclusion of Pastoral Letter, Jan. 16, 1995
Note key concepts: Pro-God, Pro-Life, Pro-Family
Write these down on separate sheets of Manila Paper
2. Plenary

Ask participants to write on the posted sheets specific behavior that will tell them that the candidate has (or does not have) the quality mentioned by the bishops

3. Process by reading answers on the sheets of Manila Paper
Handout copies of PPC-RV Qualification Standards
4. Review specific ideas listed. Add new ideas to the list on the Manila Paper. Note that one quality was left out by the bishops but included in the handout: PRO-COUNTRY.
5. Closure: The Total Person Vote: Head
Heart
Hand
- applies to both the voter and the candidate
6. Synthesis: Silent Reflection: Play reflection music. Prayer: John 20:18-23 ("As the Father has sent me, so am I sending you.")

Appendix

Powers, Functions, and Responsibilities of the Municipal Mayor, City Mayor, and Governor

Chief Executive

General Functions:

- a. exercises general supervision and control of municipal programs, projects, services and activities
- b. enforces laws and ordinances implements approved programs, policies and projects
- c. generates revenue and maximizes the use of resources
- d. ensures delivery of basic services.
- e. exercises such other functions as may be provided by law.

Particular Functions:

- I. General supervision
 1. appoints most municipal officials and employees

2. issues executive orders to effect efficient governance on public matters
3. visits barangays once every 6 months to know their problems and conditions and to inform them of new laws and ordinances
4. proposes legislative measures
5. submits reports to Provincial Governor
6. allocates office spaces
7. examines books, records and documents of the municipality
8. authorizes official trips
9. consults with national officials/employees assigned to his municipality
10. authorizes payment of medicare, medicine, etc for municipal employees/officials injured while on duty
11. approves leave applications and applications for commutations of leave credits
12. institutes administrative or judicial actions against erring officials or employees or representatives of national offices assigned to his municipality

II. Law Enforcement

1. implements policies and programs of government
2. issues executive orders
3. carries firearm
4. exercises disciplinary authority over his subordinates
5. deputy of the Napolcom in peace and order planning and implementation
6. maintains peace and order

III. Revenue Generation/Resource Allocation and Preservation

1. prepares cause budget to be prepared
2. ensures efficient tax collection
3. allocates revenues
4. issues licenses and permits
5. demolishes illegal structures or cause them to be demolished in accordance with law
6. preserves natural resources

IV. Delivery of Basic Services

1. coordinate with Dpwh regarding roads and highways
 2. technical services
- The basic services like social services, health care, information services, disposal of waste, infrastructures

V. Other Functions

- a. represents the municipal government in all its business transactions (upon authority of the Sangguniang Bayan)
- b. plans the development of the municipality, with the assistance of the municipal development council
- c. conducts the annual Palatrong Bayan
- d. solemnizes marriages
- e. protects the environment
- f. such other powers and functions as may be provided for by law.

Governor, City Mayor

The governor and city mayor have the same functions, powers and responsibilities as the Municipal Mayor except that the municipality is, of course, under the jurisdiction of the Province.

It is interesting to note that the City Mayor and the Provincial Governor are of the same salary level (Grade 30).

Appendix

LIST OF BASIC SERVICES (Municipality, Province, City)

I. MUNICIPALITY:

Agriculture:

1. Research and Facilities on/for agriculture and fisheries.....
2. seedling nurseries
3. medical plant gardens.....
4. demonstration farms.....
5. distribution system (preferably through cooperatives).....
6. inter-barangay irrigation system
7. water and soil conservation and utilization
8. enforcement of fishery laws in municipal waters.....
9. conservation of mangroves

Forestry: (subject to DENR regulation)

1. social forestry programs.....
2. communal forests (max. 50 sq. k.)
3. tree parks
4. green belts
5. similar projects

Health Services:

1. primary health care
2. maternal and child care.....
3. communicable and non-communicable disease control.....
4. secondary and tertiary health services
5. purchase medicine medical supplies equipment

Social Welfare Services:

1. child and youth welfare
2. family and community welfare
3. women's welfare
4. welfare of the elderly and disabled persons.....
5. community-based rehabilitation programs for vagrants, beggars, street children, scavengers, juvenile delinquents and victims of drug abuse
6. livelihood and other pro-poor projects
7. nutrition services
8. family planning services

Information Services:

1. investments and job placement information systems
2. tax and marketing information systems
3. maintenance of public library

Hygiene and Sanitation:

1. Solid waste disposal system.....
2. Environment management system, etc.....

Yes (/)	No (x)	Comment(s)

Yes (/)	No (x)	Comment(s)

Buildings/Facilities:

1. Municipal buildings.....
2. cultural centers
3. public parks
4. playgrounds
5. sports facilities and equipment.....

Infrastructures:

1. municipal roads and bridges
2. schoolbuildings
3. other facilities for public elementary and secondary schools
4. clinic/health center/other health facilities
5. communal irrigation
6. small water impounding projects,
7. fish ports
8. artesian wells/spring development rainwater collectors and water supply systems/sea walls/dikes/drainage and and sewerage, and flood control
9. traffic signals and road signs
10. similar facilities

Municipal enterprises:

1. Public market.....
2. Slaughterhouse, etc.

Others:

1. Tourism facilities and other tourist attractions (including acquisition of equipment, regulation and supervision of business concessions and security services).....
2. sites for police and fire station
3. public cemetery

II. CITY

1. adequate communication and transportation facilities
2. support for education/police/ fire services and facilities

III. PROVINCE

Agriculture:

1. prevention and control of plant and animal pests and diseases .
2. dairy farms
3. livestock markets.....
4. animal breeding stations
5. artificial insemination centers.....
6. assist in organization of farmers' and fishermen's cooperative
7. assist in technology transfer

Yes (/)	No (x)	Comment(s)

Forestry: (subject to DENR regulation)

1. enforce forestry laws on community-based forestry, projects, pollution control law, small-scale mining law, other laws on protection of environment and mini-hydro-electric projects for local purposes.....

Health Services:

1. hospitals.....
2. other tertiary services.....

Social Welfare Services:

1. includes programs on rebel returnees and evacuees
2. relief operations
3. population development services

Infrastructure facilities:

1. provincial roads and bridges.....
2. inter-municipal waterworks/ drainage and sewerage.....
3. flood control.....
4. irrigation systems
5. reclamation projects
6. similar facilities

Dwellings:

1. low-cost housing/other mass dwellings (except those funded by GSIS, SSS and HOME)

Investment support services, including access to credit financing.....

Taxation:

1. upgrading and modernization of tax information and collection services (computerization, etc.)

Telecommunications:

1. Inter-municipal tele-communication system (subject to national guidelines)

Tourism:

1. Tourism development program
2. Tourism promotion program

Facilities:

1. Provincial Buildings.....
2. Provincial jails.....
3. Freedom parks
4. Other public assembly areas

Appendix Checklist of Duties and Responsibilities for Mayors and Councilors

ACTIVITY:

Form groups of eight (8).

Below is an alphabetized list of some duties of the local officials (mayor and councilors). Put a check mark under the appropriate column to identify whose duty and responsibility each item is:

1. adopt comprehensive land use plan for the municipality
2. adopt measures to protect inhabitants from the effects of calamities
3. adopt measures to safeguard and protect the ecosystem
4. appoint most municipal officials and employees
5. authorize Governor to negotiate and contract loans ..
6. conduct annual Palarong Bayan
7. coordinate with DPWH regarding roads and highways
8. deputy of the NAPOLCOM in peace and order planning and implementation
9. determine powers, salaries, benefits of city employees
10. enact measure to promote peace and order
11. enforce law and ordinances
12. establish scholarship fund for the poor
13. ensure efficient tax collection
14. ensure delivery of basic services
15. provide for waterworks system
16. generate revenue, maximize use of revenue
17. grant privilege to construct fish pens within city waters
18. implement approved programs, policies and projects
19. provide for maintenance and improvement of jails and detention centers
20. provide for the care of the needy and disadvantaged .
21. protect the environment
22. plan the development of municipality
23. regulate and fix fees and license fees for business profession and its restrictions
24. regulate waste disposal of hospitals, clinics
25. visit barangay every 6 months to know their problems

Mayor	Councilor

Answer Key: Mayor: 4, 6, 7, 8, 11, 14, 16, 18, 21, 22, 25
Councilor: 1, 2, 3, 5, 9, 10, 12, 13, 15, 17, 19, 20, 23, 24

ANG SAMPUNG UTOS SA TAMANG PAGBOTO

1. Bumoto ka ayon sa sinasabi ng iyong konsiyensa.

2. Igalang mo ang kapasiyahan ng iba sa pagpili ng kandidato.

3. Kilalanin mo ang pagkatao, kakayahan at mga katangian ng mga kandidatong nanliligaw sa iyong boto.

4. Alamin mo ang mga isyu, plataporma at programa ng mga kandidato o partidong tumatakbo sa halalan.

5. Huwag mong ibebenta ang iyong boto.

6. Huwag mong iboboto ang kandidatong gumagamit ng guns, goons at gold.

7. Huwag mong iboboto ang kandidatong may record ng graft & corruption.

8. Huwag mong iboboto ang kandidato dahil lamang sa utang na loob, popularidad o pakikisama.

9. Huwag mong iboboto ang kandidatong imoral sa kanyang personal na pamumuhay.

10. Isaalang-alang mo nang una at higit sa lahat ang kapakanan ng bayan sa pagpili ng kandidatong iboboto.



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