



Republic of the Philippines  
**SANGGUNIANG BAYAN**  
Taytay, Rizal

DO No. 2407 – 016

**ORDINANCE NO. 844 series of 2025**

**TAYTAY SOLO PARENT WELFARE ORDINANCE**

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*Mr. M. J. Cruz*

WHEREAS, under the Local Government Code of 1991 otherwise known as RA 7160 provides that “local government units shall endeavor to be self-reliant and shall continue exercising powers and discharging the duties and functions currently vested upon them”;

WHEREAS, Republic Act 11861 also known as Expanded Solo Parents Welfare Act states that “the government shall support the natural and primary rights and duty of solo parents in rearing their children by providing for their basic needs, and extending to them the assistance in social services and welfare benefits, with the end in view of uplifting their status and circumstances”;

*Amador*

WHEREAS, Department of the Interior and Local Government (DILG) issued a Memorandum Circular No. 2023-140 that provides guidelines to every local government unit for the implementation of RA 11861 or the Expanded Solo Parent Welfare Act;

WHEREAS, the Solo Parents bear the heavy burden of raising the family and providing their children a better future, single-handedly do parental duties in the face of privation and poverty and the Local Government Unit of Taytay, Rizal acknowledges the plight of the solo parents in providing decent living conditions for their children;

WHEREAS, the Municipal Government of Taytay, Rizal shall undertake measures to ensure the needs of the solo parents and their children are within reach pursuant to RA 8972 known as the Solo Parents Welfare Act of 2000 and RA 11861 or the Expanded Solo Parent Welfare Act;

*Shelly*

NOW THEREFORE, BE IT ORDAINED, as it is hereby ordained, by the 12<sup>th</sup> Sangguniang Bayan of Taytay, Rizal, in a session duly assembled, that:

**Section 1. Title -** This Ordinance shall be known as “**TAYTAY SOLO PARENT WELFARE ORDINANCE**”.

**Section 2. Purpose** - The purpose of this Ordinance is to localize the Implementation of programs, services, privileges and benefits of every solo parent and the creation of the Solo Parent Office, its organizational structure and its annual appropriation.

**Section 3. Declaration of Policy** - The Municipality of Taytay hereby adopts the policy of RA 11861, as amended, and to be read as follows:

- a. It is the policy of the State to promote a just and dynamic social order that ensures the prosperity and independence of the nation and free people from poverty through policies that provide adequate social services, promote full employment, a rising standard of living, and an improved quality of life.
- b. The state shall also promote social justice in all phases of national development, value the dignity of every human person and guarantee full respect for human rights.
- c. The government shall support the natural and primary rights and duty of every solo parent in rearing their children by providing for their basic needs, and extend assistance in social services and welfare benefits, with the end in view of uplifting their status and circumstances.
- d. To adhere to international agreements and national law on families.

**Section 4. Definition of Terms** - The following terms shall mean:

- a. **Indigent Solo Parent** - refers to one whose net income is below poverty threshold set by NEDA and not a recipient of any other cash assistance or subsidy from a concerned public or private entity beyond such poverty threshold that will be verified by the Municipal Social Welfare and Development Office.
- b. **Solo Parent** - any individual who falls under the following categories:
  1. A woman who gives birth as a result of rape and other crimes against chastity even without a final conviction of the offender: *Provided*, That the mother keeps and raises the child.
  2. Parent left solo or alone with the responsibility of parenthood due to death of spouse.
  3. Parent left solo or alone with the responsibility of parenthood while the spouse is detained or is serving sentence for a criminal conviction.
  4. Parent left solo or alone with the responsibility of parenthood due to physical and/or mental incapacity of spouse as certified by a public medical practitioner.
  5. Parent left solo or alone with the responsibility of parenthood due to legal separation or *de facto* separation from spouse for at least six (6) months, as long as he/she is entrusted with the custody of the children.
  6. Parent left solo or alone with the responsibility of parenthood due to declaration of nullity or annulment of marriage as decreed by a court or by a church as long as he/she is entrusted with the custody of the children.
  7. Parent left solo or alone with the responsibility of parenthood due to abandonment of spouse for at least six (6) months.
  8. Unmarried mother / father who has preferred to keep and rear her/his child / children instead of having others care for them or give them up to a welfare institution.
  9. Any other person who solely provides parental care and support to a child or children.
  10. Any family member who assumes the responsibility of head of family as a result of the death, abandonment, disappearance or prolonged absence of the parents or solo parent.
- c. **Children or Dependents** - refers to those living with and dependent upon solo parent for support who are unmarried, unemployed and twenty-two years old or below or those twenty-two years old but who are unable to fully take care or protect themselves from abuse, neglect, cruelty, exploitation or discrimination because of physical or mental disability or condition.

- d. **Parental Leave** - refers to leave benefits granted to solo parent to enable the performance of parental duties and responsibilities where physical presence is required or beneficial to the child.
- e. **Adolescent Parents** - refers to primarily to men and women who are nineteen (19) years of age and below, who have a child or children and opt to parent and raise the child or children of her own.
- f. **Adoptive Parent** - refers to person who, through adoption, is considered the legitimate parent of a child over whom he/she has parental authority.
- g. **Cohabitation** - refers to a living arrangement whereby a couple who is not married. Is living together in the same household. Couples in such a living arrangement may be of the same or different gender.
- h. **Foster Parent** - refers to a person who is duly licensed by the DSWD or the NACC to provide foster care to a child or children.
- i. **Legal Guardian** - refers to a person granted legal guardianship over person or property, or both, of a minor or an incompetent, by a court of proper jurisdiction.
- j. **Parental Care and Support** - refers to the acts of nurturing and providing for the basic need, health care, mental and physical safety, emotional support, and development of the personality of the child, children or dependent/s, and do not depend solely on the financial capability of or support given by the person obligated to support.
- k. **Relative within the Fourth Civil Degree of Consanguinity or Affinity** - where "consanguinity" refers to relationship by blood; "affinity" refers to relationship by marriage; "relative within the fourth civil degree" includes one's spouse, parents, grandparents, great grandparents, great-great-grandparents, children, grandchildren, great-grandchildren, great-great grandchildren, uncles, aunts, great uncles, great-aunts, first cousins by-virtue of a blood relationship or marriage.
- l. **Solo Parent Identification Card (SPIC)** - refers to identification card issued to the solo parent as his/her competent proof of identification and the primary evidence of his/her status as solo parent to enable him/her to avail of the benefit under the Expanded Solo Parent Act.
- m. **Spouse** - refers to a husband or wife by virtue of a valid marriage or a partner in a common-law relationship as defined by law.
- n. **Means-Tested** - refer as the determination whether a solo parent has no visible means of income, or his or her income is otherwise insufficient to enable the solo parent to provide sole parental care and support to a child, children, dependent/s owing to demands for subsistence of his/her family and the conditions prevailing in the place of residence.

**Section 5. Solo Parent Division** - The Solo Parent Division shall be established under the Municipal Social Welfare and Development Office in every Municipality. The head of the Solo Parent Division must possess a bachelor's degree in social work, hold permanent position with at least a Salary Grade 10, shall be appointed by the Mayor and have at least one (1) Staff Member.

**Section 6. Duties, Function and Responsibilities of the Solo Parent Division** - The following are the duties and functions of the Solo Parent Division:

1. Establish linkages and work together with accredited civil society and non-governmental organizations, political organizations and the barangays in their respective area.
2. Formulate plan, implement and monitor yearly programs in pursuance of the objectives of RA 8972 as amended by RA 11861.
3. Draw a list of available and required services by the solo parent.
4. Maintain and regularly, on a quarterly basis, the list of the solo parents and responsible for the issuance of the Solo Parent Identification Card (SPIC) and booklets.
5. Serve as a general information and liaison center for solo parent.
6. Monitor compliance with the provisions of RA 11861, particularly the grant of privileges and additional benefits.
7. Report to the Mayor through the Office of the Social Welfare, any individual, establishment, business entity, institution or agency that violates any provision of RA 11861.
8. Assist the solo parent in filing the complaint against any individual, establishment, business entity, institution or agency that refuses or fails to provide the privileges and additional benefits of solo parents granted under RA 8972 as amended by RA 11861.
9. Provide such other services as may requires under RA 8972 as amended by RA 11861.

**Section 7. Solo Parent Help Desks** - Every Barangay of this Municipality must have a Solo Parent Help Desk and shall be under the direct supervision of the Municipal Social Welfare and Development Office.

The Barangay Solo Parent Help Desk shall render immediate assistance to every Solo Parents and their children.

**Section 8. Issuance of Solo Parent Identification Card (SPIC) and Booklet** - The Solo Parent Division (SPD) head shall review the documents submitted by the applicant and shall issue the Solo Parent Identification Card (SPIC) and booklet, within seven (7) working days from receipt of complete documents will be free of charge.

The SPIC and Booklet shall be valid for one (1) year, subject for renewal conditioned upon the assessment and evaluation of the solo parent by the social worker of the SPD.

If the SPIC was lost or cannot be found in any kind of circumstances such SPIC replacement shall be paid in the amount of One Hundred Pesos only (Php 100.00) at the Municipal Treasury Office. If the Solo Parent comes from an indigent family upon the assessment and verification of the assigned Social Worker, the said solo parent shall be exempt on the said fee.

**Section 9. Procedure for Issuance of the Solo Parent Identification Card** - The following procedure shall be undertaken to issue the SPIC:

- a. The Social Worker of the SPD shall conduct virtual or face to face orientation seminars to solo parent applicants to apprise them of the categories of a solo parent, qualifications, rights, duties and obligations, supporting documents for the application of SPIC as well as the benefits, assistance and service available to solo parents. A Certification of Attendance shall be issued after the applicant attended the seminar.
- b. The social worker shall request and assist the applicant in accomplishing the Application Form and advise the applicant to prepare required documents for submission to the SPD and the Custodian of the documents, records, data or information shall ensure the utmost confidentiality of the same.
- c. The social worker shall review and verify the documents submitted including in particular means-testing and determine the applicant's income if it's below the poverty line and is insufficient for subsistence in his or her place of residence.
- d. The social worker shall interview or may schedule an interview with the applicant to establish their eligibility as a solo parent and they also conduct a home visit to validate

the veracity of the information given by the applicant that may arise with a comprehensive assessment of the applicant's eligibility.

- e. In case of disapproval, the social worker must issue a written Notice of Disapproval to the applicant who were not qualified to be solo parent indicating the reason and any dispute with regards to the same must be solved by the social worker within five (5) working days.

**Section 10. Recording and Maintaining a Solo Parent Data Base** - The MSWD, in coordination with the DILG, shall establish and maintain a centralized database of all solo parents who have been issued SPIC and booklets by the SPDs.

**10.1** The Local Civil Registry (LCR) shall update the Solo Parent Database (SPD) of the list of deceased and married residents of Taytay on a quarterly basis for the Solo Parent Database (SPD) and do regular update their database.

**10.2** The Solo Parent Division noted by the MSWD Head shall submit the list of solo parents receiving benefits under RA 11861 to the DSWD on quarterly basis.

**Section 11. Categories of Solo Parent** - The Solo Parent refers to any individual falls under the following category as prescribed or as determined by the Social Worker:

- A. A parent who provides sole parental care and support of the child or children due to -
  - 1. Birth as a consequence of rape, even without conviction;
  - 2. Death of the spouse;
  - 3. Detention of the spouse for at least three (3) months or service of sentence for a criminal conviction;
  - 4. Physical and mental incapacity of the spouse as certified by public or private medical practitioner;
  - 5. Legally separated or *de facto* separated for at least six (6) months and the solo parent is entrusted with the sole care and support of the child or children;
  - 6. Declaration of nullity or annulment of marriage, as decreed by a court recognized by law, or due to divorce, subject to existing laws, and the solo parent is entrusted with the sole parental care and support of the child or children; or
  - 7. Abandonment by the spouse for at least six (6) months.
- B. Spouse or any family member of an OFW, or the guardian of the child or children of an OFW and the said OFW belongs to the low / semi-skilled worker category that had been away from his or her family for uninterrupted period of twelve (12) months.
- C. Unmarried mother or father who keeps and rears the child or children.
- D. Any legal guardian, adoptive or foster parent who solely provides parental care and support to a child or children.
- E. Any relative within fourth (4<sup>th</sup>) civil degree of consanguinity or affinity of the parent or legal guardian who assumes parental care and support of the child or children as a result of death, abandonment, disappearance or absence of the parents or solo parent for at least six (6) months and in case of solo grandparents who are senior citizens and who have the sole parental care and support over their grandchild or grandchildren who are unmarried, or unemployed, and twenty-two (22) years old or below, or those twenty-two (22) or over but who are unable to fully take care or protect themselves from abuse, neglect, cruelty, exploitation or discrimination because of physical or mental disability or condition and if the child or children entitled to be supported beyond the age of majority shall be limited to those who are in school or in training for some profession, trade or vocation.
- F. A pregnant woman who provides sole parental care and support to the unborn child or children.

**Section 12. Solo Parent Identification Card (SPIC) Categories** - The following categories will appear in every Solo Parent Identification Card issued by the SPD as mentioned in the previous Section:

1. A1 - as a consequence of rape, even without conviction
2. A2 - death of spouse
3. A3 - on account of the detention or criminal conviction / spouse of Person Deprived of Liberty (PDL)
4. A4 - on account of physical or mental incapacity / spouse of Person with Disability (PWD)
5. A5 - on account of legal or *de facto* separation of spouses
6. A6 - on account of Declaration of Nullity or Annulment of Marriage or Divorce
7. A7 - on account of Abandonment by the spouse
8. B - spouse or family member of an OFW
9. C - unmarried Mother or Father
10. D - Legal guardian, Foster Parent or Adoptive Parent
11. E - relative within the 4th civil degree of consanguinity or affinity
12. F - Pregnant Solo Parent

**Section 13. Qualification of Solo Parent** - A solo parent seeking benefits other those provided by law shall be qualified based on the following:

1. A resident of Taytay more than six (6) months of the place where assistance is sought, as certified by the Punong Barangay or any of his/her duly authorized representative;
2. If the solo parent is a transferee from another barangay, he/she shall secure a clearance from his/her previous barangay indicating whether he/she has availed of any benefits for solo parents, and the nature of such benefits;
3. With an income level equal to or below the poverty threshold as determined by the PSA, and assessed and means-tested by social worker to have an income that is insufficient for subsistence in the place of residence as provided; and
4. A Registered Voter of the Municipality of Taytay, Rizal.

**Section 14. Criteria for Assessment** - Every Solo Parent is eligible for monthly subsidy assistance based on the following criteria:

- a. Earns income equal to or less than the poverty threshold as set by the PSA or with an annual income below the poverty threshold as declared yearly by the said agency and designated social worker has determined that his/her income is insufficient for the subsistence of the solo parent and his/her child; and
- b. Not a recipient of any other subsidy from other government programs like Pantawid Pamilyang Pilipino Program (4Ps), provided that senior citizens and persons with disability (PWD) may continue receiving their corresponding benefits without forfeiting benefits under Republic Act No. 11861.

**Section 15. Eligibility Assessment** - An applicant who demonstrates the need of assistance is subject to the objective and thorough assessment by a social worker at the MSWD and shall be based on the comprehensive package of social protection services for solo parent and their families shall cover, but not limited, to the following;

1. Determination of the applicant's category as defined by this Ordinance.
2. Evaluation of the needs of the applicant and his/her children as the basis for the provision of the appropriate services and intervention.
3. Identification of the level of readiness of the applicant to receive particular service / assistance that shall as the basis for the conduct of social preparation activities prior to the provision of such service / assistance.
4. Identification of existing and potentially available resources that may support the applicant and his/her children.

5. Means-testing of the applicant, specifically the determination and verification of the social worker, based on the submitted documentation and case study, that the applicant's income is equal to or below the poverty line, and insufficient for the subsistence of the applicant in the place of residence.

**Section 16. Welfare Services, Privileges and Benefits of Every Solo Parent** - The following benefits mandated by RA 8972 as amended by RA 11861 are as follows:

1. Comprehensive Package of Social Protection Services for solo parent and their families shall be developed by the DSWD in coordination with different national agencies and instrumentalities that provides livelihood assistance, counselling, parent effectiveness and critical incidence stress debriefing.
2. Flexible Work Schedule for solo parent that shall not affect individual and company productivity.
3. No work discrimination against any solo parent employee with respect to terms and condition of employment on account of their status.
4. Solo parent employee has additional leave privileges under the law, a forfeitable and noncumulative leave of not more than seven (7) working days with pay every year shall be granted to them regardless of their employment status who has rendered service of at least six (6) months provided that the said benefit may be availed in the government and the private sector.
5. Social Safety Assistance during calamities, disasters, pandemics and other public health crisis.

**Section 17. Additional Benefits, Services and Privileges of a Solo Parent** - The following are the additional benefits, services and privileges of a solo parent as mandated by RA 11861 otherwise known as the Expanded Solo Parents Welfare Act shall be avail only upon presentation of the Solo Parent Identification Card and Solo Parent Booklet:

1. Means, pension and subsidy-tested monthly cash subsidy of One Thousand pesos only (Php 1,000.00) per month per solo parent who is earning a minimum wage and below or classified as indigent solo parent determined by the Social Worker or MSWD, to be allocated below by the concerned municipal government in accordance with the Local Government Code of 1991, provided that the senior citizen and person with disability (PWD) may continue receiving their corresponding benefits without forfeiting benefits under RA 11861 and the Solo Parent who are eligible to receive such One Thousand pesos (Php 1,000.00) monthly subsidy are those who earn annually in the amount below on the poverty threshold as set by the PSA.
2. Prioritization of solo parent in apprenticeship, scholarships, livelihood training, reintegration programs for OFWs, employment information and matching services and other poverty alleviation programs subject to the standard eligibility and qualifications.
3. Prioritization and allocation in housing projects with liberal terms of payment on government low-cost housing projects in accordance with law.
4. Children of every solo parent shall be given a priority inclusion in the Municipal Scholarship Program in the Pre-school, Elementary and Secondary Level, including the Special Education (SPED) Program.
5. Barangay Solo Parent Assistance Desk and other services.
6. Other services, privileges and benefits that the municipality is currently giving or may subsequently offer as provided by law.

**Section 18. Manner of Giving the Monthly Subsidy** - The monthly subsidy to all qualified or eligible solo parent shall be given on a quarterly basis of every year.

**Section 19. Provisional Benefit** - All qualified solo parents who shall not be eligible to receive the monthly subsidy based on RA 11861 shall receive a yearly cash aid from the Local Government of Taytay in the minimum amount of at least One Thousand Pesos (Php 1,000.00) and shall be given once a year.

**Section 20. Requirements to Avail the Benefits** - Every solo parent shall present the following requirement to avail the benefits prescribed by this Ordinance:

1. Voter's ID or Certification or any government issued ID that the applicant is a registered voter of the Municipality; and
2. Valid Solo Parent Identification Card (SPIC) issued by the Municipality of Taytay, Rizal.

**Section 21. Disqualification** - Every Solo Parent shall disqualify to avail the benefits prescribe by this Ordinance if the said parent has changed his or her status or circumstances and no longer left alone with the responsibility of parenthood as validated by the Social Worker.

**Section 22. Funding** - The funding will be appropriated but not limited to General Fund under Municipal Social Welfare and Development or Gender and Development (GAD) Fund of this Municipality.

**Section 23. Prohibited Acts and Penalties** - Any person who will misrepresent voluntarily their status or falsifies any document to avail the benefits or cause another to avail or be denied the same or any person who abuses the privileges and benefits granted in this Ordinance shall be penalized with a fine of One Thousand Five Hundred Pesos (Php 1,500.00) and automatically delisted as beneficiary of Solo Parent.

Failure to disclose any changes in status of qualification will automatically result to revocation of the Solo Parent Identification Card (SPIC) issued by the Municipal Social Welfare and Development Office.

**Section 24. Penalty Clause** - Any misrepresentation made to obtain a Solo Parent Identification Card or any improper use or abuse by any person to avail of the rights and privileges granted to solo parents and their children shall be subjected to criminal prosecution under the pertinent provision of the Revised Penal Code and shall be a ground for the automatic cancellation of the said ID and all services, benefits and privileges thereof.


**Section 25. Repealing Clause** - All existing ordinances, resolutions, executive orders, rules and regulations inconsistent herewith are hereby repealed and superseded or modified accordingly.

**Section 26. Separability Clause** - In case any provision of this Ordinance is declared unconstitutional or invalid, the other provisions hereof, which are not affected there by shall continue to be in full force and effect.


**Section 27. Effectivity Clause** - This Ordinance shall take effect fifteen (15) days after posting in conspicuous places.

ENACTED, this 5<sup>th</sup> day of March 2025, 2:06 PM at the Sangguniang Bayan Session Hall, Municipality of Taytay, Province of Rizal.

I HEREBY CERTIFY, to the correctness of the foregoing Ordinance which was duly enacted by the Sangguniang Bayan of Taytay on second reading on February 26, 2025 and was passed on third and final reading on March 6, 2025, during the 134<sup>th</sup> Regular Session held on the 5<sup>th</sup> day of March 2025.

  
**JULIETA M. JUANILLO**  
Board Sec. III / Temp. SB Secretary

ATTESTED AND CERTIFIED TO BE DULY  
ADOPTED BY HER HONOR

  
**HON. SOPHIA PRISCILLA L. CABRAL**  
Municipal Vice Mayor / Presiding Officer

APPROVED BY HIS HONOR  
DATE JUN 13 2025

  
**HON. ALLAN MARTINE S. DE LEON**  
Municipal Mayor