

## LOCAL TB POLICY MONITORING TOOL

### I. OBJECTIVE

The **Local TB Policy Monitoring Tool** is intended to closely observe the progress of a local ordinance or executive issuance on TB control after its formal approval/enactment, and to determine how the same is being implemented and whether any budget allocation for TB control program is being utilized.

The monitoring of enacted local TB ordinances or executive orders enables us to determine whether allocated funds are being released; and if they are in fact released, to find out for what specific aspects of TB control program implementation the mandated funds are applied.

The tool is updated periodically (e.g., every quarter or every semester) to provide the provincial/city/municipal *sanggunian* (legislative council), the Local Health Board, and the NTP local teams with data and information about the implementation/enforcement of ordinances or executive issuances on a continuing basis. This can be of use also to LGU league partners, DOH regional offices, NGOs/POs, and development agencies to ascertain that approved local ordinances or executive orders on TB control are properly implemented and appropriated budgetary funds are properly utilized.

### II. TYPES OF LOCAL POLICY ISSUANCES

- **Ordinance** – refers to enactments of the legislative body of a local government unit, and governing matters not already covered by national law, such as zoning, building, safety, and other purely municipal matters. It pertains to “**legislative actions of general and permanent character.**”

The passage of a local ordinance takes a longer procedure than that of a resolution because it requires three readings and must be submitted to the local chief executive for his/her consideration. The ordinance, especially if passed after public hearing, is still binding and honored even if the local chief executive is replaced.

- **Resolution** – is a formal statement of a decision or expression of the opinion or will of the local legislative assembly, adopted by vote, the subject matter of which will not generally constitute an ordinance. It pertains to “**those of a temporary character and matters relating to proprietary functions and private concerns.**”

The passage of a resolution is less tedious than an ordinance because it undergoes only two readings and generally need not be submitted to the LCE for concurrence.

- **Executive Issuances** – are policy orders rendered by the governor or mayor that may come in the form of a) **Executive Orders**, which usually embody rules and regulations necessary for the proper observance, enforcement, or execution of a legislative measure; or b) **Administrative Orders**, which are more concerned with internal rules and regulations on operational and administrative matters; or c) **Memorandum Orders**, which provide details of administrative policies or instructions directed to a particular official or office requiring compliance.
- **Implementing Rules/Guidelines** – are issued as subsidiary documents, usually formulated by inter-agency committees or bodies composed of representatives from both executive and legislative

branches, designed to fill in the details or clarify the intent of an ordinance or policy.

- **Cooperative Agreement** – refers to a statement of commitment on the part of one LGU to enter into a covenant with other LGU/s and/or the private sector and/or NGOs about joint work or support to a certain policy, program or activity. The Memorandum of Understanding (MOU) is generally a mere expression of intention, preparatory to a full-fledged contract. On the other hand, the Memorandum of Agreement (MOA) is a binding legal document covering a contractual transaction among the parties.

### **III. Focus Questions**

**With this monitoring tool, are we able to –**

- evaluate the viability of an enacted legislative measure or approved executive order in terms of satisfying specific needs of target groups in the community for which such policy is addressed?
- assess the effects of an enacted measure or approved executive order on identified needs that may require further policy action?
- provide feedback on the enforceability or non-enforceability of an enacted measure or approved executive order?

**Specifically, we should be able to ask the following questions:**

- Is an enacted legislative measure or approved executive order being implemented or enforced by the LGU department or office tasked to implement or enforce the same?
- If it is in fact implemented, is the legislation or executive issuance being enforced or executed in accordance with the policy intent as designed by the authors?
- In the case of an implemented or enforced policy measure, is the target population familiar with said measure through the conduct of field surveys or random interviews of affected individuals?
- What problems or issues were experienced while implementing or enforcing the policy measure?
- Does the evidence tell us that the existing policies do not properly address these problems or issues?
- Are these problems or issues a matter of implementation or a matter of legislation?
- Is there a need to amend/modify the policies?
- How can the policies be strengthened?
- Is there a need to adopt new policies?
- Is there even a need for a policy, in the first place?

**IV. MONITORING FORM**

<p style="text-align: center;"><b>LOCAL TB POLICY MONITORING FORM</b>                      For the Province/City/Municipality of: <i>Indicate the LGU Concerned</i></p>						
<p style="text-align: center;"><i>As of Date: Indicate the Period Covered in the TB Policy Monitoring</i></p>						
<p><b>Ordinance or Executive Issuance and Gist of Subject Matter</b></p>	<p><b>Budget Allocation Provided in the Policy Measure</b></p>	<p><b>Key Implementing Office and Partner Agencies</b></p>	<p><b>Actions Taken and/or Implementation Status</b></p>	<p><b>Problems or Issues Encountered</b></p>	<p><b>Proposed Solutions and Other Recommendations</b></p>	<p><b>Remarks</b></p>
<p>Give the number and title of the ordinance or executive issuance, and summary of its subject matter</p>	<p>Indicate the budget allocation if any, for TB control provided for in the approved ordinance or executive issuance</p>	<p>List the principal implementing office and the partner agencies of LGU health teams involved in enforcing the ordinance or executive issuance, and the contact person/s</p>	<p>State the specific actions taken by the LGU health team to enforce the ordinance or implement the executive issuance after the same was enacted or approved (e.g., convening of inter-agency committee, drafting and approval of the IRR, conduct of information campaign, etc.), as well as the status of TB policy implementation and budget utilization to date; identify the facilitating and key success factors</p>	<p>Enumerate the problems or issues encountered in the implementation of the ordinance or executive issuance, including barriers to fund release, availability and utilization</p>	<p>Identify possible solutions or actions that can be taken by the local sanggunian, LHB, or the LGU health team to address problems or issues regarding the implementation of the ordinance or executive issuance</p>	<p>Indicate any other data or information that may be useful to the evaluators</p>