NATIONAL ADMINISTRATIVE REGISTER · FEBRUARY 23, 1996

# ACCREDITATION OF MILL AND PLANTER ASSOCIATIONS (PA) REPRESENTATIVES AS PRE-PROCESSORS OF CLAIMS FOR SUGAR WORKERS MATERNITY AND DEATH BENEFIT PROGRAMS

*DOLE DEPARTMENT ORDER NO. 3, February 23, 1996*

Read online (full-text search, related cases, audio case brief): https://batas.org/library/aab6a89d1839/

In the interest of the service and, pursuant to the agreement reached at the Assessment and Planning Workshop on the Social Amelioration Program (SAP) held in Tagbilaran, Bohol, last year, DOLE Regional Offices are hereby authorized to accredit representatives of sugar mills and planters associations (PAs) to pre-process claims for death and maternity benefit under the SAP, subject to the following guidelines:

**I**

Coverage

Only representatives of sugar mills and planters associations identified by the DOLE Regional Office shall be accredited as pre-processors of death and maternity benefit claims under the SAP.

**II**

Objective

Mill and PA representatives may be accredited as pre-processors to expedite the processing and payment of maternity and death benefit claims.

**III**

Systems and Procedures

a. Requirements

1. Endorsement

Every mill or PA may endorse its official representatives to the DOLE Regional offices for accreditation.

2. Mill and PA representatives shall be require to undergo an orientation-seminar about the program prior to their accreditation.

b. Duration

Accreditation of mill and PA representatives shall remain in force unless their designation is revoked by their respective mill or PAs or by the DOLE Regional Director.

c. Duties and Responsibilities

1. Information Dissemination



Turn this case into an audio lecture - facts, issues, ruling and doctrine - at batas.org

Accredited pre-processors are required to disseminate/provide information on the requirements and procedures on the implementation of the death and maternity program for sugar workers in their concerned areas.

2. Receipt of Claims

As pre-processors, they shall receive, review and property record documents together with the complete requirements pursuant to the conditions set forth in the Implementing Rules and Regulations of RA 6982.

3. Pre-Processing of Claims

They shall pre-process the claims to determine whether or not claimants are entitled to the benefits in accordance with the guidelines.

4. Verification

The pre-processing shall include the verification of claims filed for the purpose.

## IV

Endorsement to Regional Office

Pre-processed claims, whether for approval or disapproval shall be forwarded to the appropriate Regional Office within 15 days upon receipt subject to the final decision by the Regional Director.

## V

Reporting

Summary report of pre-processed claims indicating ihe names of claimant, date of filing and recommendation as to its approval or disapproval duly signed by pre-processor shall be attached to the claims for endorsement to the Regional Office.

## VI

Audit and Evaluation

The Central/Regional Office of DOLE shall conduct a periodic audit and evaluation on the pre-processed claims done by the mill and PA representatives.

## VII

Entitlement to Payment of Honorarium

Accredited pre-processors shall be entitled to honorarium of P500.00 for every quarter subject to the availability of funds chargeable against the 3% Administrative Expenses Fund (AEF) upon submission of monthly reports.

## VIII

Effectivity

This Order shall take effect immediately upon its issuance.

Adopted: 23 Feb. 1996

(SGD.) LEONARDO A. QUISUMBING


*Bar review courses, mock exams and a study planner that keeps you on pace - batas.org*

Secretary

ABOUT BATAS.ORG

# Study smarter at BATAS.org

*The Philippine bar review and law-school companion built around how your brain actually remembers.*

### The complete Philippine law library - free for everyone.

More than 100,000 Supreme Court decisions, Republic Acts, and executive issuances - full-text searchable, browsable by category and year, and always free. No paywall, no login. This PDF came from it.

### Audio case-brief lectures.

Any decision becomes a podcast-style lecture - facts, issues, ruling, and doctrine - with read-along highlighting and a hands-free presentation mode. Study while commuting, working out, or resting your eyes.

### Bar review built on the science of memory.

Complete, sequenced courses for all eight bar subjects, narrated like podcasts and reinforced with retrieval practice and spaced review - the study techniques with the strongest evidence behind them.

### The full law-school curriculum.

One subscription unlocks the entire J.D. curriculum - every subject, every lesson, with your progress tracked down to the paragraph so you can pick up exactly where you left off, on any device.

### Mock exams that tell you where you stand.

Timed multiple-choice exams graded instantly, with per-subject score breakdowns and focus suggestions that point you at your weakest topics first.

### A study planner that keeps you on pace.

Set your schedule and BATAS tells you every day whether you are on track for bar day - and exactly which lesson to take next.

**Start free at https://batas.org**

The law library is free forever - and your first lesson is one click away.

The text of this document is an official public record and remains in the public domain. Formatting, presentation, and compilation © 2026 batas.org.

Downloaded free from the batas.org Law Library. Share it freely - the library is free for every law student, bar reviewee, and practitioner.