



Republic of the Philippines
PROVINCE OF LEYTE
Municipality of Palo
-oOo-

Item No.: 17
Date: 21 FEB 2023

RELEASED
2-13-23
#109
G.
FBO

PROVINCIAL BUDGET OFFICE

Hon. LEONARDO M. JAVIER, JR,
Vice-Governor and Presiding Officer, and
THE HONORABLE MEMBERS
Sangguniang Panlalawigan
Province of Leyte



SP Records
FEB 14 2023

Gentlemen and Ladies:

Pursuant to the provisions of the Local Government Code of 1991 (Republic Act No. 7160), our preliminary review of the **General Fund Supplemental Budget No. 03 FY 2022** of the **Municipality Palo, Leyte** duly enacted by the Sangguniang Bayan through **Appropriation Ordinance No. 2022-04**, with a total appropriation in the amount of **P18,781,895.03** reveals compliance with the same law and its implementing Rules and Regulations.

It is therefore recommended for approval subject to the following conditions:

1. That the reversion of appropriations is duly authorized by the concerned officials and is backed up by cash collections and are made available to support the expenditures under Supplemental Budget No. 03. Further, that this will not cause an adverse effect on the financial condition of the LGU at the closing of the books of accounts;
2. That the grant of the Collective Negotiation Agreement (CNA) shall be subject to the procedural guidelines of Budget Circular No. 2022-3 dated October 19, 2022 and said grant shall be sourced out from savings identified in the circular;
3. That the grant of One-Time Service Recognition Incentive shall conform with the terms and conditions stipulated under Budget Circular No. 2022-4 dated December 20, 2022;
4. That the procurement of Civil Works, Goods, Supplies, Equipment, and other related services shall be made in accordance with the provisions of RA 9184 and its Implementing Rules and Regulations;
5. That the Program for Bamboo Parks shall be supported with a detailed listing as to object of expenditures under the Special Purpose Appropriation, this level shall be furnished; and
6. That disbursement of funds shall be for the specific purpose(s) for which they have been appropriated pursuant to Sections 335 & 336 of RA 7160.

Compliance with DBM issuances, and all other accounting and auditing rules and regulations shall be the responsibility of the implementing Local Government Unit.

Very truly yours,

LOCAL FINANCE COMMITTEE:


MARIA GINA P. HIPE
Provincial Budget Officer


RUTH Y. SURPIA
Provincial Treasurer


AGNES C. RAFON
Project Development Officer IV
Officer-In-Charge - PPDO

File
PBO

Republic of the Philippines
PROVINCE OF LEYTE
Palo, Leyte



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OFFICE OF THE SANGGUNIANG PANLALAWIGAN

2nd INDORSEMENT
25 January 2023

The Local Finance Committee is respectfully requested to review and submit recommendations on the herein enclosed MUNICIPAL APPROPRIATION ORDINANCE NO. 2022-04 of the MUNICIPALITY OF PALO, LEYTE, entitled: AN ORDINANCE AUTHORIZING SUPPLEMENTAL BUDGET NO. 03, series of 2022, INVOLVING AN AMOUNT OF EIGHTEEN MILLION SEVEN HUNDRED EIGHTY-ONE THOUSAND EIGHT HUNDRED NINETY-NINE PESOS & 3/100 (P18,781,895.03) FOR CALENDAR YEAR 2022.


FLORINDA JILL P. UYVICO
Secretary to the Sanggunian

7/14/23



Republic of the Philippines
Province of Leyte
Municipality of Palo

Office of the Mayor

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SANGGUNIANG BAYAN
PALO, LEYTE
RECEIVED

BY: _____
DATE: 12-20-22

December 19, 2022

TO: The Honorable Members of the Sangguniang Bayan

THRU: Vice Mayor Jonathan P. Chiquillo
Presiding Officer

Ladies and Gentlemen:

Please be advised that, by virtue of the authority vested upon me by the Rules of the Sangguniang Bayan of Palo, Leyte, I hereby certify the urgency of enacting a Municipal Resolution with the corresponding appropriation ordinance, granting legislative authorization to the municipality's **Supplemental Budget No. 3 for Calendar Year 2022** in the amount of **Eighteen Million Seven Hundred Eighty One Thousand Eight Hundred Ninety Five Pesos & 03/100 (Php 18,781,895.03)**.

I hereby certify that this be acted upon immediately under the Rules of the Sangguniang Bayan on urgent measures.

Attached herewith is a copy of the Local Finance Committee Resolution with accompanying budget documents.

Very truly yours,


REMEDIOS "MATTIN" L. PETILLA
Municipal Mayor

Incl.:
- As stated



Republic of the Philippines
Province of Leyte
Municipality of Palo
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LOCAL FINANCE COMMITTEE

SANGGUNIANG PAMILAWIGAN

1-24-23

EXCERPTS FROM THE MINUTES OF THE MEETING OF THE LOCAL FINANCE COMMITTEE (LFC) HELD AT THE MAYOR'S OFFICE, PALO, LEYTE ON DECEMBER 19, 2022 AT 9:00 O'CLOCK IN THE AFTERNOON.

LOCAL FINANCE COMMITTEE RESOLUTION No. 2022-04

RESOLUTION REQUESTING REVERSION/REPROGRAMMING OF FUNDS AND LEGISLATIVE AUTHORIZATION FOR THE FUNDING OF THE PROPOSED SUPPLEMENTAL BUDGET NO. 3, CALENDAR YEAR 2022, PALO, LEYTE.

WHEREAS, as of December 15, 2022 the Municipal Accountant, Municipal Treasurer and the Municipal Budget Officer certifies that there are unutilized balances and appropriations under Personal Services and MOOE amounting to **EIGHTEEN MILLION SEVEN HUNDRED EIGHTY ONE THOUSAND EIGHT HUNDRED NINETY FIVE PESOS & 03/100 (Php 18,781,895.03)** which are available for reversion/reprogramming;

Personal Services	-	Php 14,126,105.73	
Maintenance and Other Operating Expenses	-	<u>4,655,789.30</u>	
Total Amount Available for Reversions	-	Php <u>18,781,895.73</u>	

WHEREAS, the Local Finance Committee proposed for the reversion/reprogramming of the said unutilized balances/appropriations from Personal Services and MOOE to the following items that needs funding, to wit;

Personal Services:

Other Personnel Benefits			Php 6,474,000.00
CNA Incentive Pay	-	Php 3,094,000.00	
Service Recognition Incentive (SRI)	-	<u>3,380,000.00</u>	

MOOE:

Other General Services	-	Php 7,202,000.00	
Consultancy Services		<u>100,000.00</u>	7,302,000.00

Capital Outlay:

Other Machinery and Equipment	-	Php 2,500,000.00	2,500,000.00
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Non-Office Expenditures:

Bamboo Parks	-	<u>2,505,895.03</u>	2,505,895.03
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Total Supplemental Appropriations	-	Php <u>18,781,895.03</u>	
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WHEREAS, there is a need for a supplemental appropriation for the above-mentioned expenses;

NOW, THEREFORE, on motion of Ms. Chona E. Daloso-Cuña, Municipal Treasurer, duly seconded by all members;

RESOLVE, as it is hereby resolved to request the Sangguniang Bayan for a resolution for the reversions/reprogramming of the unutilized balances and appropriations and a legislative authorization of the supplemental budget for the funding of the Supplemental Budget No. 3, Calendar Year 2022 in the amount of **EIGHTEEN MILLION SEVEN HUNDRED EIGHTY ONE THOUSAND EIGHT HUNDRED NINETY FIVE PESOS & 03/100 (Php 18,781,895.03)**;

RESOLVED FINALLY, that copies of this resolution be furnished the Sangguniang Bayan thru the Hon. Municipal Mayor, all of Palo, Leyte, for their appropriate action.

APPROVED: DECEMBER 19, 2022.

LOCAL FINANCE COMMITTEE:


ENGR. ARMAND C. CABALTERA
Municipal Planning & Dev. Coordinator
Chairman


LUIS ANTONIO M. NAPOLES
ICO-Municipal Accountant
Member


MA. CHONA E. DALOSO-CUÑA
Municipal Treasurer
Member


LUZ C. FERNANDEZ
ICO-Municipal Budget Officer
Member

STATEMENT OF FUNDING SOURCES
SUPPLEMENTAL BUDGET NO. 3
Fiscal Year 2022

PALO, LEYTE

Province/City/Municipality

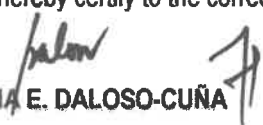
GENERAL FUND

Fund/Special Account

Particulars	Account Classification	Amount
1.0 New Revenue Sources:		
None		-0-
2.0 Actual Collection in Excess of the Estimated Income:		
None		-0-
3.0 Savings		
None		-0-
4.0 Realignment:		
None		-0-
5.0 Reversions:		
From MOOE (for the Grant of CNA Incentive & Other General Services)		
Travelling Expenses		190,446.50
Supplies and Materials Expenses		3,086,348.52
Communication Expenses		19,500.00
Repairs and Maintenance		977,583.08
		4,273,878.10
Internet Subscription Expenses (to Other General Services)		381,911.20
	Total MOOE	4,655,789.30
From PS (for SRI, Consultancy, Other General Services and Capital Outlay)		
Salaries		6,993,807.00
PERA		568,000.00
Life and Retirement Insurance Prens.		277,280.64
Terminal Leave Benefits		5,773,793.52
Monetization of Leave Credits		513,224.57
	TOTAL PS	14,126,105.73
TOTAL FUNDING SOURCES		18,781,895.03

Certified Correct:

We hereby certify to the correctness of the statement of funds available for appropriation.


MA. CHONA E. DALOSO-CUÑA
Municipal Treasurer


LUIS ANTONIO M. NAPOLES
Municipal Accountant - OIC

12/15/2022
Date

12-15-2022
Date

**STATEMENT OF SUPPLEMENTAL APPROPRIATION
SUPPLEMENTAL BUDGET NO. 3
FISCAL YEAR 2022**

**PALO, LEYTE
Province/City/Municipality**

Implementing Office	Particulars/Purpose	AIP CODE	Object of Expenditure	Account Code	Amount
1011-Mayor's	appropriation for CNA Incentive Pay & SRI for CY 2022	1000-1	PERSONAL SERVICES: Other Personnel Benefits	50104990	2,844,000.00
1016-Vice-Mayor	appropriation for CNA Incentive Pay & SRI for CY 2022	1000-2	Other Personnel Benefits	50104990	45,000.00
1021-Sang. Bayan	appropriation for CNA Incentive Pay & SRI for CY 2022	1000-2	Other Personnel Benefits	50104990	540,000.00
1022-Mun. Secretary	appropriation for CNA Incentive Pay & SRI for CY 2022	1000-2	Other Personnel Benefits	50104990	109,000.00
1041-MPDC	appropriation for CNA Incentive Pay & SRI for CY 2022	1000-3	Other Personnel Benefits	50104990	45,000.00
1051-MCR	appropriation for CNA Incentive Pay & SRI for CY 2022	1000-7	Other Personnel Benefits	50104990	135,000.00
1071-Budget	appropriation for CNA Incentive Pay & SRI for CY 2022	1000-8	Other Personnel Benefits	50104990	167,000.00
1081-Mun. Acctg.	appropriation for CNA Incentive Pay & SRI for CY 2022	1000-9	Other Personnel Benefits	50104990	302,000.00
1091-MTO	appropriation for CNA Incentive Pay & SRI for CY 2022	1000-10	Other Personnel Benefits	50104990	784,000.00
1101-Assessor	appropriation for CNA Incentive Pay & SRI for CY 2022	1000-11	Other Personnel Benefits	50104990	180,000.00
4411-MHO	appropriation for CNA Incentive Pay & SRI for CY 2022	3000-200	Other Personnel Benefits	50104990	527,000.00
7611-MSWD	appropriation for CNA Incentive Pay & SRI for CY 2022	3000-500	Other Personnel Benefits	50104990	180,000.00
8711-Agriculture	appropriation for CNA Incentive Pay & SRI for CY 2022	8000-1	Other Personnel Benefits	50104990	244,000.00
8751-Engineering	appropriation for CNA Incentive Pay & SRI for CY 2022	8000-4	Other Personnel Benefits	50104990	231,000.00
8811-Market and Slaughterhouse	appropriation for CNA Incentive Pay & SRI for CY 2022	8000-5	Other Personnel Benefits	50104990	141,000.00
TOTAL PERSONAL SERVICES APPROPRIATIONS					6,474,000.00

Prepared by:


LUZ C. FERNANDEZ
ICO-Municipal Budget Officer

Approved:


REMEDIOS "MATIN" L. PETILLA
Municipal Mayor

**STATEMENT OF SUPPLEMENTAL APPROPRIATION
SUPPLEMENTAL BUDGET NO. 3
FISCAL YEAR 2022**

PALO, LEYTE
Province/City/Municipality

Implementing Office	Particulars/Purpose	AIP CODE	Object of Expenditure	Account Code	Amount
1011-Mayor's	appropriation for Other General Services and Consultancy Services	1000-1	MOOE	50212990	4,520,000.00
			Other General Services		100,000.00
			Consultancy Services		4,620,000.00
1021-Sang. Bayan	appropriation for Other General Services	1000-2	Other General Services	50212990	864,000.00
1041-MPDC	appropriation for Other General Services	1000-3	Other General Services	50212990	72,000.00
1051-MCR	appropriation for Other General Services	1000-7	Other General Services	50212990	54,000.00
1071-Budget	appropriation for Other General Services	1000-8	Other General Services	50212990	36,000.00
1081-Mun. Acctg.	appropriation for Other General Services	1000-9	Other General Services	50212990	72,000.00
1091-MTO	appropriation for Other General Services	1000-10	Other General Services	50212990	18,000.00
1101-Assessor	appropriation for Other General Services	1000-11	Other General Services	50212990	36,000.00
4411-MHO	appropriation for Other General Services	3000-200	Other General Services	50212990	630,000.00
7611-MSWD	appropriation for Other General Services	3000-500	Other General Services	50212990	126,000.00
8711-Agriculture	appropriation for Other General Services	8000-1	Other General Services	50212990	180,000.00
8751-Engineering	appropriation for Other General Services	8000-4	Other General Services	50212990	18,000.00
8811-Market and Slaughterhouse	appropriation for Other General Services	8000-5	Other General Services	50212990	576,000.00
			TOTAL MOOE APPROPRIATIONS		7,302,000.00
1011 - Mayor's	additional appropriation for capital outlay		CAPITAL OUTLAY		2,500,000.00
			Other Machinery and Equipment		
			TOTAL CAPITAL OUTLAY		2,500,000.00
	Non-Office Office Expenditures		NON-OFFICE EXPENDITURES		
			Bamboo Parks		2,505,895.03
			TOTAL NON-OFFICE EXPENDITURES		2,505,895.03
			TOTAL SUPPLEMENTAL APPROPRIATIONS		18,781,895.03

Prepared by:


LUZ C. FERNANDEZ
ICO-Municipal Budget Officer

Approved:


REMEDIOS "MATIN" L. PETILLA
Municipal Mayor



Republic of the Philippines
Province of Leyte
Municipality of Palo
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MUNICIPAL BUDGET OFFICE

CERTIFICATION OF AVAILABILITY OF FUND

THIS IS TO CERTIFY that funds are available for the funding of Supplemental Budget No. 3, Calendar Year 2022 in the amount of **Eighteen Million Seven Hundred Eighty One Thousand Eight Hundred Ninety Five Pesos 03/100 (Php 18,781,895.03)**.

THAT, the said funds are taken from the unutilized balances and appropriations from General Fund Budget CY 2022, to wit:

MOOE	-	Php	4,655,789.30
Personal Services	-		<u>14,126,105.73</u>
Total Available Funding Sources		Php	<u>18,781,895.03</u>

FURTHER, that the said available funding sources are for reversion/reprogramming to Personal Services, Maintenance and Other Operating Expenses and Capital Outlay;

ISSUED this 15th day of December 2022, Palo, Leyte.


LUIS ANTONIO M. NAPOLES
Municipal Accountant-OIC



MA. CHONAE E. DALOSO-CUÑA
Municipal Treasurer


LUZ C. FERNANDEZ
Mun. Budget Officer-OIC

FUND SOURCES FOR CY 2022 CNA INCENTIVE
(Unutilized Appropriations of Selected MOOE per Budget Circular No. 2022-3)
As of December 15, 2022

Account Title <i>(a)</i>	Account Code <i>(b)</i>	Unutilized Appropriations 11/30/2022 <i>(c)</i>	50% Reserved for December Expenditures <i>(d)</i>	Balance Available for CNA Incentive <i>e=(c-d)</i>
Travelling Expenses				
Travelling - Local	50201010	380,893.00	190,446.50	190,446.50
Supplies and Materials Expenses				
Office Supplies	50203010	1,871,654.80	935,827.40	935,827.40
Drugs & Medicines	50203070	3,050,430.24	1,525,215.12	1,525,215.12
Medical, Dental & Laboratory	50203080	1,250,612.00	625,306.00	625,306.00
		6,172,697.04	3,086,348.52	3,086,348.52
Communication Expenses				
Postage	50205010	15,000.00	7,500.00	7,500.00
Telephone-Mobile	50205020	24,000.00	12,000.00	12,000.00
		39,000.00	19,500.00	19,500.00
Repairs and Maintenance				
Buildings and Other Structures	50213040	665,739.00	332,869.50	332,869.50
Machinery and Equipemnt	50213050	948,197.15	474,098.58	474,098.57
Transportation Equipment	50213060	341,230.00	170,615.00	170,615.00
	50213990			
		1,955,166.15	977,583.08	977,583.07
TOTALS		8,547,756.19	4,273,878.10	4,273,878.09

Certified Correct:


LUZ C. FERNANDEZ
 ICO-Municipal Budget Officer


LUIS ANTONIO M. NAPOLES
 ICO-Municipal Accountant


MA. CHONA E. DALOSO-CUÑA
 Municipal Treasurer

Date: 12/15/2022

**STATEMENT OF UNUTILIZED APPROPRIATIONS FROM VACANT POSITIONS UNDER PERSONAL SERVICES
CALENDAR YEAR 20222**


Item No.	POSITION	Salary Grade	Period Covered	Salaries	PERA	Life and Retirement Prens.	AMOUNT
	MAYOR'S OFFICE						
2	Senior Administrative Asst. III	SG-18	Jan - June	168,468.00	12,000.00	20,216.16	200,684.16
4	Administrative Aide IV (Driver II)	SG-4	Jan - Dec	143,928.00	24,000.00	17,271.36	185,199.36
6	Administrative Officer II (Information Officer I)	SG-11	Jan - Dec	244,212.00	24,000.00	29,305.44	297,517.44
7	Librarian I	SG-10	Jan - Dec	244,212.00	24,000.00	29,305.44	297,517.44
11-B	Administrative Aide III (Clerk I)	SG-3	Jan - Dec	135,600.00	24,000.00	16,272.00	175,872.00
11-C	LDRRMO I	SG-11	Jan - Dec	244,212.00	24,000.00	29,305.44	297,517.44
11-E	LDRRMO III	SG-18	Jan - Aug	289,296.00	14,000.00	34,715.52	338,011.52
11-F	Senior Tourism Operations Officer	SG-22	Jan - Dec	433,944.00	24,000.00	52,073.28	510,017.28
11-J	Administrative Aide III (Clerk I)	SG-1	Jan - Dec	135,600.00	24,000.00	16,272.00	175,872.00
11-K	Administrative Aide III (Clerk I)	SG-1	Jan - Dec	135,600.00	24,000.00	16,272.00	175,872.00
11-L	(Administrative Aide III Clerk I)	SG-1	Jan - Dec	135,600.00	24,000.00	16,272.00	175,872.00
			Sub-total	2,310,672.00	242,000.00	277,280.64	2,829,952.64
	MUNICIPAL SECRETARY						
26	Municipal Secretary	SG-24	Jan - Dec	848,736.00	24,000.00	-	872,736.00
			Sub-total	848,736.00	24,000.00	-	872,736.00
	MUNICIPAL PLANNING & Dev. COOR.						
29	Statistician Aide I	SG-4	Jan - Dec	143,928.00	24,000.00	-	167,928.00
			Sub-total	143,928.00	24,000.00	-	167,928.00
	BUDGET OFFICE						
36	Municipal Budget Officer	SG-24	Jan - Dec	848,736.00	24,000.00	-	872,736.00
			Sub-total	848,736.00	24,000.00	-	872,736.00
	ACCOUNTING OFFICE						
39	Municipal Accountant	SG-24	Jan - Dec	848,736.00	24,000.00	-	872,736.00
39-A	Accountant III	SG-19	Jan - Feb 14	59,802.00	2,000.00	-	61,802.00
			Sub-total	908,538.00	26,000.00	-	934,538.00

Item No.	POSITION	Salary Grade	Period Covered	Salaries	PERA	Life and Retirement Prens.	AMOUNT
TREASURER'S OFFICE							
46	Administrative Assistant II (Disbursing Officer II)	G-8	Jan - March 17	37,995.00	4,000.00	-	41,995.00
53	Revenue Collection Clerk I	G-5	Jan - Dec	152,724.00	24,000.00	-	176,724.00
54	Revenue Collection Clerk I	G-5	Jan - March 17	12,727.00	4,000.00	-	16,727.00
			Sub-total	203,446.00	32,000.00	-	235,446.00
MUNICIPAL ASSESSOR:							
61	Assessment Clerk I	G-4	Jan - Dec	143,928.00	24,000.00	-	167,928.00
62	Assessment Clerk I	G-4	Jan - Dec	143,928.00	24,000.00	-	167,928.00
			Sub-total	287,856.00	48,000.00	-	335,856.00
MUNICIPAL HEALTH OFFICE							
80	Sanitation Inspector II	SG-8	Jan - Dec	227,976.00	24,000.00	-	251,976.00
83	Midwife III	SG-13	Jan - March 17	74,495.00	4,000.00	-	78,495.00
88	Sanitation Inspector I	SG-6	Jan - Dec	202,524.00	24,000.00	-	226,524.00
89	Midwife II	SG-11	Jan - Dec	305,268.00	24,000.00	-	329,268.00
			Sub-total	810,263.00	76,000.00	-	886,263.00
MSWD OFFICE							
68	Administrative Officer IV (Clerk II)	SG-4	Jan - Dec	143,928.00	24,000.00	-	167,928.00
			Sub-total	143,928.00	24,000.00	-	167,928.00
MARKET OFFICE							
12	Market Supervisor I	SG-10	Jan - Dec	213,024.00	24,000.00	-	237,024.00
			Sub-total	213,024.00	24,000.00	-	237,024.00
ENGINEERING OFFICE							
33-A	Engineer II	SG-16	April - Dec	274,680.00	24,000.00	-	298,680.00
			Sub-total	274,680.00	24,000.00	-	298,680.00
TOTAL AMOUNT				6,993,807.00	568,000.00	277,280.64	7,839,087.64

Prepared by:


LUZ C. FERNANDEZ
 ICO-Municipal Budget Officer

Approved by:


REMEDIOS "MATIN" L. PETILLA
 Municipal Mayor

**STATEMENT OF APPROPRIATIONS FOR CNA INCENTIVE PAY AND SERVICE RECOGNITION
INCENTIVE (SRI) FOR CALENDAR YEAR 2022**

OFFICE/DEPARTMENT		CNA Incentive (Budget Circular No. 2022-3)	Service Recognition incentive (Administrative Order No.1)	AMOUNT
MUNICIPAL MAYOR: Regular Casual	12	300,000.00	240,000.00	540,000.00
	72	864,000.00	1,440,000.00	2,304,000.00
		1,164,000.00	1,680,000.00	2,844,000.00
MUN. VICE-MAYOR Regular	1	25,000.00	20,000.00	45,000.00
		25,000.00	20,000.00	45,000.00
SANGGUNIANG BAYAN Regular	12	300,000.00	240,000.00	540,000.00
		300,000.00	240,000.00	540,000.00
MUNICIPAL SECRETARY Regular Casual	1	25,000.00	20,000.00	45,000.00
	2	24,000.00	40,000.00	64,000.00
		49,000.00	60,000.00	109,000.00
MPDC Regular	1	25,000.00	20,000.00	45,000.00
		25,000.00	20,000.00	45,000.00
MUNICIPAL CIVIL REGISTRAR: Regular	3	75,000.00	60,000.00	135,000.00
		75,000.00	60,000.00	135,000.00
MUNICIPAL BUDGET Regular Casual	3	75,000.00	60,000.00	135,000.00
	1	12,000.00	20,000.00	32,000.00
		87,000.00	80,000.00	167,000.00
MUNICIPAL ACCOUNTING Regular Casual	6	150,000.00	120,000.00	270,000.00
	1	12,000.00	20,000.00	32,000.00
		162,000.00	140,000.00	302,000.00
MUNICIPAL TREASURER Regular Casual	16	400,000.00	320,000.00	720,000.00
	2	24,000.00	40,000.00	64,000.00
		424,000.00	360,000.00	784,000.00
MUNICIPAL ASSESSOR Regular	4	100,000.00	80,000.00	180,000.00
		100,000.00	80,000.00	180,000.00
MUNICIPAL HEALTH OFFICE Regular Casual	11	275,000.00	220,000.00	495,000.00
	1	12,000.00	20,000.00	32,000.00
		287,000.00	240,000.00	527,000.00
MSWD: Regular	4	100,000.00	80,000.00	180,000.00
		100,000.00	80,000.00	180,000.00
SUB TOTAL		2,798,000.00	3,060,000.00	5,858,000.00

**STATEMENT OF APPROPRIATIONS FOR CNA INCENTIVE PAY AND SERVICE RECOGNITION
INCENTIVE (SRI) FOR CALENDAR YEAR 2022**

OFFICE/DEPARTMENT		CNA Incentive (Budget Circular No. 2022-3)	Service Recognition incentive (Administrative Order No.1)	AMOUNT
MUNICIPAL AGRUCULTURE Regular Casual	4	100,000.00	80,000.00	180,000.00
	2	24,000.00	40,000.00	64,000.00
		124,000.00	120,000.00	244,000.00
MUNICIPAL ENGINEERING Regular Casual	3	75,000.00	60,000.00	135,000.00
	3	36,000.00	60,000.00	96,000.00
		111,000.00	120,000.00	231,000.00
MARKET & SLAUGHTERHOUSE Regular Casual	1	25,000.00	20,000.00	45,000.00
	3	36,000.00	60,000.00	96,000.00
		61,000.00	80,000.00	141,000.00
SUB TOTAL		296,000.00	320,000.00	616,000.00
TOTAL AMOUNT		3,094,000.00	3,380,000.00	6,474,000.00

Prepared by:

Approved by:


LUZ C. FERNANDEZ
ICO - Municipal Budget Officer


REMEDIOS "MATIN" L. PETILLA
Municipal Mayor

ADDITIONAL APPROPRIATIONS FOR GENERAL SERVICES
for Calendar Year 2022

OFFICE	AMOUNT
Municipal Mayor	4,520,000.00
Sangguniang Bayan	864,000.00
Mun. Planning & Dev. Coordinator	72,000.00
Municipal Civil Registrar	54,000.00
Municipal Budget Officer	36,000.00
Municipal Accountant	72,000.00
Municipal Treasurer	18,000.00
Municipal Assessor	36,000.00
Municipal Health Officer	630,000.00
Mun. Social Welfare & Dev. Officer	126,000.00
Municipal Agriculture	180,000.00
Municipal Engineer	18,000.00
Market & slaughterhouse	576,000.00
TOTAL AMOUNT	<u>7,202,000.00</u>

Certified Correct:

Approved:


LUZ C. FERNANDEZ
 ICO-Municipal Budget Officer


REMEDIOS "MATIN" L. PETILLA
 Municipal Mayor

Republic of the Philippines
Province of Leyte
Municipality of Palo

STATEMENT OF FUNDING SOURCES AND EXPENDITURES
Supplemental Budget No. 3
Calendar Year 2022

FUNDING SOURCES:	AMOUNT	
Reversion of Unutilized Balances and Appropriations:		
MOOE:		
Travelling Expenses	190,446.50	
Supplies and Materials Expenses	3,086,348.52	
Communication Expenses	19,500.00	
Repairs and Maintenance	977,583.08	4,273,878.10
Internet Subscription Expenses		381,911.20
TOTAL MOOE		4,655,789.30
Personal Services:		
Salaries (from Vacant Positions)	6,993,807.00	
PERA	568,000.00	
Life and Retirement Insurance Prems.	277,280.64	7,839,087.64
Terminal Leave Benefits		5,773,793.52
Monetization of Leave Credits		513,224.57
TOTAL PERSONAL SERVICES		14,126,105.73
TOTAL AMOUNT AVAILABLE RESOURCES FOR REVERSION		18,781,895.03
EXPENDITURES:		
PERSONAL SERVICES:		
Other Personnel Benefits		6,474,000.00
CNA Incentive Pay CY 2022	3,094,000.00	
Service Recognition Incentive (SRI) CY 2022	3,380,000.00	
Total		6,474,000.00
MOOE:		
Other General Services		7,202,000.00
Consultancy Services		100,000.00
Total		7,302,000.00
CAPITAL OUTLAY:		
Other Machinery and Equipment		2,500,000.00
Total		2,500,000.00
NON-OFFICE EXPENDITURES		
Bamboo Parks Program		2,505,895.03
Total		2,505,895.03
TOTAL EXPENDITURES		18,781,895.03
Unappropriated Balance		0.00

Prepared by:

Approved by:


LUZ C. FERNANDEZ
Municipal Budget Officer


REMEDIOS "MATIN" L. PETILLA
Municipal Mayor



PALO LOCAL EMPLOYEES ASSOCIATION (PLEA)

LGU-PALO, Municipal Hall Palo, Leyte

CSC-DOLE Registration No. 347

CSC Certificate of Accreditation No. 255

EXCERPTS FROM THE MINUTES OF THE SPECIAL MEETING OF THE PALO LOCAL EMPLOYEES ASSOCIATION (PLEA) EXECOM MEMBERS HELD ON DECEMBER 15, 2022 AT SB MINI CONFERENCE ROOM, PALO, LEYTE AT 2:00 O'CLOCK IN THE AFTERNOON.

EXECUTIVE COMMITTEE RESOLUTION NO. 2022-005

RESOLUTION OUTLINING THE AGREEMENT BETWEEN THE REPRESENTATIVES OF THE MANAGEMENT AND THE UNION ON THE GUIDELINES/CRITERIA TO BE FOLLOWED IN THE GRANT OF THE CNA INCENTIVES.

WHEREAS, the representatives of the management and the union agreed that 70% of the total savings from **Maintenance and Other Operating Expenses (MOOE)** amounting to **P 4,273,878.09** were attributed from the cost cutting measures of the LGU, breakdown as follows:

1. Travelling Expenses	-----	Php	190,446.50
• Travelling – Local	190,446.50		
2. Supplies and Materials	-----		3,086,348.52
• Office Supplies	935,827.40		
• Drugs and Medicines	1,525,215.12		
• Medical, Dental and Laboratory	635,306.00		
3. Communication Expenses	-----		19,500.00
• Telephone – Mobile	12,000.00		
• Postage	7,500.00		
4. Repairs and Maintenance	-----		977,583.07
• Building and Other Structures	332,869.50		
• Machinery and Equipment	474,098.57		
• Transportation Equipment	<u>170,615.00</u>		

Php 4,273,878.09

WHEREAS, personnel connected as of October 31, 2022, who have rendered at least six months shall be entitled to CNA incentives.

RESOLVED, AS IT IS HEREBY RESOLVED, TO FAVORABLY REQUEST THE MUNICIPAL MAYOR, HON. REMEDIOS "MATIN" L. PETILLA FOR THE GRANT OF THE CNA INCENTIVE TO ALL MUNICIPAL EMPLOYEES CONSIDERING THAT THE REPRESENTATIVES OF BOTH UNION AND THE MANAGEMENT CAME UP WITH THE OUTLINING OF AGREEMENT ON THE GUIDELINES AND CRITERIA AS BASIS IN THE GRANT OF CNA INCENTIVES.

APPROVED: December 15, 2022.

I HEREBY CERTIFY to the correctness of the foregoing resolution.


CHELSA C. PEREZ
Secretary

Attested:

MANAGEMENT TEAM

HON. REMEDIOS "MATIN" L. PETILLA
HON. JONATHAN P. CHIQUILLO
HON. FELIPE T. YGRUBAY, JR.
ENGR. ARMAND C. CABALTERA
LUZ C. FERNANDEZ
LUIS ANTONIO M. NAPOLES




UNION

EUMELIA I. CREER
RUEL M. BITANGJOL
NIÑA ERICKA Q. MARGALLO
AMELITA P. FUMAR
NOEL M. ELONA
ROSARIO P. EGSOC




COLLECTIVE NEGOTIATION AGREEMENT

KNOW ALL MEN BY THESE PRESENTS:

This **COLLECTIVE NEGOTIATION AGREEMENT (CNA)**, executed by and between:

The Municipal Government of Palo, Leyte, a local government unit duly organized and existing under and by virtue of the laws of the Republic of the Philippines, with principal office at the Municipal Hall, Palo, Leyte, represented herein by its Municipal Mayor, **FRANCES ANN B. PETILLA** by virtue of Municipal Resolution No. MA-18 dated 7.21.2020, hereinafter referred to as the First Party;

-and-

The Palo Local Employees Association (PLEA), an association duly registered with the Civil Service Commission and the Department of Labor and Employment, with office at the Municipal Hall, Palo, Leyte, represented herein by its President, **ROBERTO P. REPOSAR**, hereinafter referred to as the Second Party;

WITNESSETH

WHEREAS, the 1987 Constitution of the Republic of the Philippines, among others, provides:

“Article II, Section 18 – The State affirms labor as a primary social and economic force. It shall protect the rights of workers and promote their welfare.”

“Article III, Section 8 – The right of the people, including those employed in the public and private sectors, to form unions, associations or societies for purposes not contrary to law shall not be abridge.”

“Article IX, Section 2(B) – The right to self-organization shall not be denied to government employees.”

WHEREAS, the beneficial and harmonious relationship between the First Party and the Second Party must be expressed in practical terms in ensuring a mutually beneficial and protective existence taking into consideration the terms and conditions of employment in the Civil Service;

WHEREAS, these terms have been duly expressed in the Collective Negotiation Agreement (CNA) entered into between the First Party and Second Party, which took effect on July 30, 2020 and will expired on July 30, 2023;

WHEREAS, the First Party and the Second Party now desire to renew the Collective Negotiation Agreement (CNA) entered into by them, for the continued observance of democratic practices pursuant to Executive Order No. 180 and its supplementing rules, with the end view of facilitating peaceful adjustment of differences that may arise between the parties, and to promote harmony, efficiency and productivity to the end that the First Party, the Second Party and the general public may benefit industrial peace and harmony in the spirit of cooperation.

NOW, THEREFORE, for and in consideration of the foregoing premises, the parties hereby agree this CNA stipulated as follows:

Handwritten notes and signatures on the right margin:
- "further" (written vertically)
- A large handwritten number "8"
- "M" (written vertically)
- "C" (written vertically)
- "of CNA" (written vertically)
- "Reposar" (written vertically)
- "Francis" (written vertically)
- "Petilla" (written vertically)

ARTICLE I - SCOPE

COLLECTIVE NEGOTIATING UNIT. The collective negotiating unit shall consist of all rank-and-file employees of the MUNICIPALITY who are member of the Palo Local Employees Association (PLEA), except those occupying management or executive positions, and those specifically excluded by Executive Order No. 180 and its implementing Rules. It is understood that, whenever used in this Agreement, the term "employees" refer only to those who are covered within the negotiating unit.

ARTICLE II - UNION RECOGNITION

The First Party recognizes the Second Party as the sole and exclusive negotiating agent of the rank and file employees of the Municipal Government of Palo, Leyte which is affiliated with the Confederation of Independent Unions in the Public Sector (CIU) and the Local Government Unions of the Philippines (LGUP).

ARTICLE III - UNION SECURITY AND CHECK-OFF

Section 1. The First Party shall agree to implement automatic payroll deduction for mandatory union dues collected in a regular basis for union members, and shall be remitted within fifteen (15) days of the succeeding month. All other special assessments and contributions shall be accepted for deduction upon presentation of lawful proof of consent from union members.

Section 2. In the implementation of the above provision, the Second Party through its Treasurer shall submit to the Municipal Accountant or payroll clerk the list of union members with the corresponding deductions due on the particular period.

Section 3. Clearance forms of employees retiring from the municipal government shall include a portion allotted for clearance from the Second Party, provided that the employee is a union member.

ARTICLE IV - FIRST PARTY AND SECOND PARTY RELATIONS

Section 1. The First Party shall continue to adhere to the management policy of transparency, fairness and, whenever applicable, participatory management. The Second Party shall likewise exercise transparency in transaction by rendering and audited annual report of financial and program operations to its members within the first (1) quarter of the succeeding year, copy furnished the First Party.

Section 2. The First Party and the Second Party shall endeavor to achieve the planned targets, including the conduct of cost-cutting measures, to wit:

- a) Shutting off of all electrical appliances from 12:00 NN to 1:00 PM and immediately after office hour except during overtime and as need arises;
- b) No playing of computer games;
- c) Prohibition of unnecessary travels and trainings;
- d) Recycling of office supplies;
- e) Continued strict adherence to RA 9184 in the procurement of goods and services;
- f) Repair and maintenance of Government Buildings shall be implemented by administration;
- g) The First Party and the Second Party shall create a committee to monitor and ensure compliance of the above-mentioned cost cutting measures.

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Section 3. The Second Party shall support and participate in all management programs and projects, in the form of direct and active participation in all mandatory celebrations as part of the overall calendar of events for said program.

Section 4. The Second Party shall assist management in the implementation of reasonable office rules and regulations. Particularly, the Second Party shall adopt a system of policing its own rank and enjoining all employees to comply with the rules on attendance and punctuality, attendance at flag ceremony and the wearing of uniforms and ID's.

Section 5. The Second Party shall participate/cooperate in carrying out in all management programs, projects and activities during pandemic time/health crisis condition and ensure strict compliance and enforcement of the agency's standard health protocols and adoption of alternative working arrangements as prescribed in CSC MC No. 10, series of 2020, to wit:

- a.) Work from home
- b.) Skeleton workforce
- c.) Four-day or compressed workweek
- d.) Staggered working hours

ARTICLE V – RECRUITMENT, PROMOTION AND PLACEMENT

Section 1. The First Party shall ensure strict adherence to the recruitment, promotion and placement policies under existing laws, rules and regulations.

Section 2. The First Party shall acknowledge applications receive within fifteen (15) days from receipt thereof. Management personnel actions for the month such as appointments and transfers shall be posted on the bulletin board, within fifteen (15) days from approval of the CSC, for a period of one (1) month.

Section 3. In consonance with Civil Service rules, the First Party shall adhere to a fair promotion system based on the approved Agency Merit Promotion Plan.

Section 4. The Personnel Selection and Promotions Board thru its Secretariat shall furnish the Second Party representative/s upon request on justifiable grounds, copies of the minutes of the proceedings, including evaluation reports in the promotion and selection process considering that the Second Party is represented at the PSPB.

Section 5. In case of death, total or permanent disability or retirement of any union member who has rendered at least fifteen (15) years of service, his/her surviving spouse or any of his/her immediate family member, shall be considered for employment in the Municipal Government subject further to existing CSC Rules and Regulations on the matter.

ARTICLE VI – UNION MATTERS

Section 1. The Second Party shall enjoy the privilege of using the Municipal Hall and other municipal facilities for union meetings with advance notice of three (3) days subject to its availability.

Section 2. The Second Party shall continue to be provided basic needs of decent office space. Its other needs may be provided subject to their availability.

Section 3. The Second Party shall endeavor to safeguard and observe due care in the use of facilities that may be provided by the First Party.

Handwritten notes and signatures on the right margin, including the word "further" at the top, a large stylized signature, and other illegible markings.

Section 3. The First Party shall continue to grant official time to all employees who wish to take the Board/Bar Review and other examinations

ARTICLE IX – GRIEVANCE PROCEDURE

Section 1. The parties agree that any complaint arising in the bargaining unit shall be disposed of in accordance with the following procedure:

- a) An oral grievance shall be presented to the department head concerned together with the President of PLEA and the PLEA representative of that office.
- b) The department head has three (3) working days from the date of presentation to act on the said oral grievance.
- c) If the complainant is not satisfied with the decision, he has fifteen (15) working days within which to file his complaint in writing to the grievance committee composed of the following:
 - 1) Head of the Administrative Division as Chairman.
 - 2) Representative of the Local Chief Executive.
 - 3) Municipal Social Welfare Officer.
 - 4) SB Member, Chairman on Good Government.
 - 5) Sangguniang Bayan Secretary.
 - 6) Representative from the employee’s Union
 - a. One representative for the first level employees
 - b. One representative for the second level employees
- d) The Grievance Committee has ten (10) working days to conduct an investigation. Within five (5) days after completion of the investigation, a decision shall be rendered.
- e) If the complainant is not satisfied with the decision, he has ten (10) working days upon which to appeal the said decision to the Civil Service Commission to be reckoned on the day of the receipt of the decision.
- f) If no appeal is taken after the lapse of the said period within which to appeal the decision of the Grievance Committee becomes final and executory.
- g) If the complaint is directed towards a department head, the complaint shall file his complaint in writing directly to the grievance committee.

Section 2. The parties shall within ten (10) days from the effectivity of this Agreement constitute the Grievance Committee, and shall formulate its own rules governing investigation and decision of cases.

ARTICLE X – EFFECTIVITY

Section 1. The **COLLECTIVE NEGOTIATION AGREEMENT** shall take effect upon signing thereof and shall be enforced for a period of three (3) years. Within three (3) months prior to the expiration of this agreement the First Party and the Second Party shall start renegotiation. A grace period of three (3) months after the date of expiration stipulated herein shall be observed by both parties upon which to enter into a new agreement or re-issue this Agreement by giving a new period.

Section 2. In the event that any provisions of this **Collective Negotiation Agreement (CNA)** shall be declared invalid by any competent court or authority, or amended by legislation, the remaining provisions shall continue to be valid and binding between the parties hereof.

Handwritten signatures and initials on the right margin:
- Top: A signature that appears to be "Fentad".
- Middle: A large handwritten "8".
- Below "8": A signature that appears to be "MMP".
- Further down: A signature that appears to be "X. Bayan".
- Below that: A signature that appears to be "Gardens".
- At the bottom: A signature that appears to be "Sungul".
- At the very bottom: A signature that appears to be "Subiguan".
- A small mark resembling "an:" is visible at the bottom right.

ARTICLE XI – CNA INCENTIVE

Section 1. Pursuant to PSLMC Resolution No. 4 dated November 14, 2002 and as a gesture of goodwill and benevolence, the First Party agrees that during the effectivity of this Collective Negotiation Agreement (CNA), the First Party shall grant **CNA INCENTIVE** in a form of rice subsidy in an amount not exceeding P25,000.00 per year subject to availability of funds and after the priority programs and projects, as determined by the First Party, have been satisfied and the performance target of each department has been very satisfactorily met.

Section 2. The **CNA INCENTIVE** shall be apportioned in the ratio of 25:20:15 for:

- 1) rank-and-file union members and members of the negotiating panel
- 2) rank-and-file non-union members
- 3) casual employees

Section 3. In subsequent years, to qualify for the CNA Incentive, an employee or personnel as enumerated above should be in service at the date of the Local Finance Committee's resolution endorsing the budget for the CNA Incentive.

Section 4. Assessment of agency fee shall be imposed on those who are not members of the bargaining unit equivalent to One Thousand Pesos (P1,000.00).

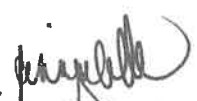
IN WITNESS WHEREOF, the Parties hereunto affixed their signature this 30th day of JULY, 2020 at the Municipal Building, Palo, Leyte.

**MUNICIPAL GOVERNMENT
OF PALO, LEYTE**

**PALO LOCAL EMPLOYEES
ASSOCIATION**

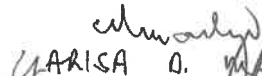
By:


By:



FRANCES ANN B. PETILLA
Municipal Mayor



ROBERTO P. REPOSAR
PLEA President


Signed in the presence of:



MARISA O. MADRAZO



Jonathan Chiquilla



FRANCIS IGNATIUS



Aaron H. Roca

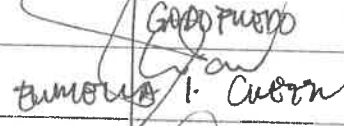

JON JEFFER AGNER

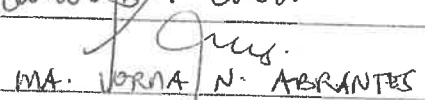

Roel B. Baldeua

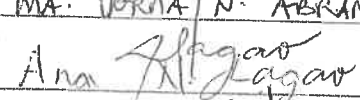

Imelda B. Parado

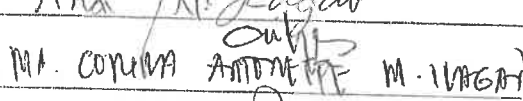

Bryan B. Jara

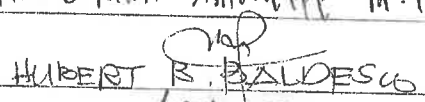

GODOFREDO PETILLA

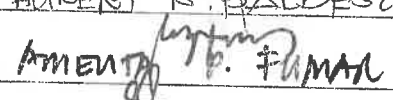

AURORA I. CUERN



MA. VERNA N. ABRANTES


Anna M. Lagas


MA. CORINA ANTONETTE M. VAGAT


HUBERT B. BALDESCO


AMENTHA B. FUMAR


SONIA B. DIAZ

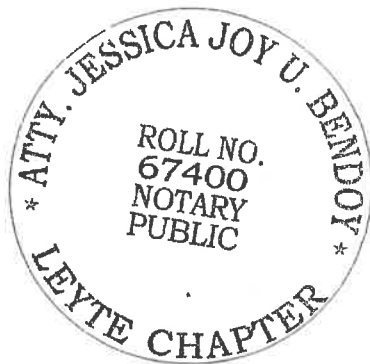
Republic of the Philippines)
Province of Leyte) S.S
Municipality of Palo)

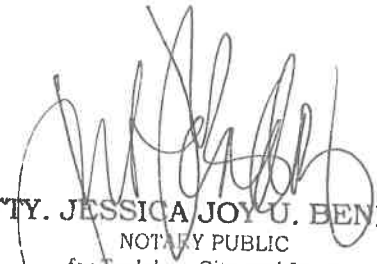
BEFORE ME, this 7th day of September 2020, here in Palo, Province of Leyte, personally appeared the parties known to me and to me known to be the same person who executed the foregoing Collective Negotiation Agreement (CNA) 2020-2023, and who acknowledged to me that the same are their free act and deed.

This instrument, consisting of eight (8) pages, including the page on which this acknowledgment is written, has been signed on the margins of each and every page thereof by the parties hereto and their witnesses, and sealed with my notarial seal.

IN WITNESS WHEREOF, I have hereunto affixed my notarial seal, on the day, year and place above written.

Doc. No. 280
Page No. 57
Book No. XXXIV
Series of 2020




ATTY. JESSICA JOY U. BENDOY
NOTARY PUBLIC
for Tacloban City and Leyte
NC 2019-01-24, Until Dec 31, 2020
Montejo St., and Cor. Pio Pedrosa Ave.,
Brgy. Sta. Cruz Palo, Leyte
Roll No. 67400/ May 24, 2017, IBP lifetime No. 016972
PTR No. 3492179/ January 02, 2020, Palo, Leyte
MCLE No. VI-0011105 / August 3, 2018/ PASIG CITY



Republic of the Philippines
Province of Leyte
Municipality of Palo
-oo0oo-

CERTIFICATION

TO WHOM IT MAY CONCERN:

THIS IS TO CERTIFY that the FY 2022 Maintenance and Other Operating Expenses (MOOE) savings generated as fund source for payment of FY 2022 Collective Negotiation Agreement (CNA) Incentive were due to accomplishing performance targets at lesser cost in attaining more efficient and viable operation through cost cutting measures and systems improvement of the municipality.

We, **FURTHER CERTIFY** that the fund source of the FY 2022 CNA Incentive was not taken from balances allotments for programs/projects/activities which were later discounted or deferred and released allotments intended for acquisition of goods and services to be distributed/delivered to or to be used by agency clients.

THIS CERTIFICATION is issued in support for the Collective Negotiation Agreement Incentive for FY 2022 of the Local Government Unit of Palo, Leyte.

Done this 15th day of December, 2022 at Palo, Leyte Philippines.


Certified Correct:


LUZ C. FERNANDEZ
ICO-Municipal Budget Officer


LUIS ANTONIO M. NAPOLES
Municipal Accountant


MA. CHONA E. DALOSO-CUÑA
Municipal Treasurer

Approved:


REMEDIOS "MATIN" L. PETILLA
Municipal Mayor



Republic of the Philippines
Province of Leyte
MUNICIPALITY OF PALO

MUNICIPAL PLANNING AND DEVELOPMENT OFFICE

CERTIFICATION

TO WHOM IT MAY CONCERN:

THIS IS TO CERTIFY that as of end of October, 2022, more than 88.5% of the programs, projects, and activities in the 2022 Annual Investment Plan of the Municipality has been implemented as per documents received from the different departments of the Local Government Unit.

This **CERTIFICATION** is issued in support for the Collective Negotiation Agreement (CNA) Incentive for CY 2022 of the Local Government Unit of Palo, Leyte.

DONE this 15th day of December, 2022 at Palo, Leyte, Philippines.


ENGR. ARMAND C. CABALTERA
Municipal Planning & Development Coordinator

Noted by:


HON. REMEDIOS "MATIN" L. PETILLA
Municipal Mayor



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF LABOR AND EMPLOYMENT
AND
CIVIL SERVICE COMMISSION
MANILA

Registration Certificate Number 347

KNOW ALL MEN BY THESE PRESENTS:

BY VIRTUE of the provisions of Executive Order No. 180 the

PALO LOCAL EMPLOYEES ASSOCIATION (PLEA) PALO, LEYTE
MUNICIPAL HALL, PALO, LEYTE
PLACE OF OPERATION: PALO MUNICIPAL GOVERNMENT
MUNICIPAL BUILDING, MUNICIPALITY OF PALO

has this day been registered as a legitimate labor organization of government employees in the Philippines with all the rights and privileges appurtenant thereto to act as representative of its members for purposes of negotiations and consultations relating to terms and conditions of employment with the appropriate branches, subdivisions, instrumentalities and agencies of the Government, including government-owned or controlled corporations with original charters and the right to promote the moral, social and economic well-being of its members, subject to all provisions of existing laws and regulations relating to labor organizations and employees in the Civil Service.

This Certificate of Registration may be cancelled automatically or after due notice and hearing, for cause, as provided by law.

IN WITNESS WHEREOF, we have hereunto affixed our signatures, with the seal of the Bureau of Labor Relations at Manila Philippines, this 24th day of January nineteen hundred and ninety-four

RECOMMENDING APPROVAL:

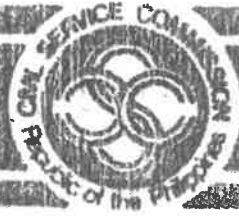
Herlita Bathian-Velasco
HERLITA BATHIAN-VELASCO
Officer-in-Charge
Bureau of Labor Relations



APPROVED

Nieves R. Confesor
NIEVES R. CONFESOR
Secretary of Labor and Employment

Patricia A. Sto. Tomas
for: PATRICIA A. STO. TOMAS
Chairman of Civil Service Commission



CERTIFICATE OF ACCREDITATION

No. 255

TO ALL WHOM IT MAY CONCERN:

This is to certify that the Civil Service Commission has duly accredited the

Palo Local Employees Association (PLEA)

pursuant to the provisions of Executive Order No. 180 dated June 1, 1987 and the Implementing Rules and Regulations Governing the Exercise of the Right of Government Employees to Self-Organization, as the sole and exclusive bargaining agent for all the rank-and-file employees in the

Palo Municipal Government

As such, it shall represent and bind them in any negotiations affecting the terms and conditions of their employment which are not fixed by law.

This Certificate may be cancelled by this Commission or upon petition by any adverse party, for cause as provided by law and after due process.

Given at Quezon City this 4th day of September, 2001.

KARINA CONSTANTINO-DAVID
Chairman

Attested by:

HILDA G. DIOKNO
OIC, Director IV
Human Resource Development Office

