

24



Republic of the Philippines
PROVINCE OF LEYTE
Palo, Leyte
-oOo-

PROV. No.: 24
Date: 07 FEB 2023

RELEASED
DATE: 1-31-23
NO. # 111
BY: [Signature]
FBO

PROVINCIAL BUDGET OFFICE

January 27, 2023

SP Records
FEB 02 2023

By 1-01-23

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

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. 4 CY 2022** of the **Municipality of Merida, Leyte** duly enacted by the Sangguniang Bayan through **Appropriation Ordinance No. 04, Series of 2022** with a total appropriation in the amount of **P10,493,072.00**, reveals substantial 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. 4. Further, that such reversion shall not render an adverse effect on the fiscal standing of the LGU at the closing of the books of accounts;
2. That the appropriation for the Collective Negotiation Agreement (CNA) Incentive shall be subject to Budget Circular No. 2022-3 dated October 19, 2022;
3. That the procurement of Goods, Supplies, Civil Works, Equipment and related services shall be made in accordance with the provisions of RA 9184 and its Implementing Rules and Regulations; and
4. 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, accounting and auditing rules and regulations and all other existing laws 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

SP
file

Republic of the Philippines
PROVINCE OF LEYTE
Palo, Leyte


-000-



OFFICE OF THE SANGGUNIANG BANTALAWIGAN

2nd INDORSEMENT
27 January 2023

The Local Finance Committee is respectfully requested to review and submit recommendations on the herein enclosed: APPROPRIATION ORDINANCE NO. 04, series of 2022 of the MUNICIPALITY OF MERIDA, LEYTE, entitled: APPROPRIATING THE AMOUNT OF TEN MILLION FOUR HUNDRED NINETY-THREE THOUSAND AND SEVENTY-TWO PESOS (P10,493,072.00) AS FISCAL YEAR 2022 SUPPLEMENTAL BUDGET NO. 04 OF THE MUNICIPALITY OF MERIDA, PROVINCE OF LEYTE, TOGETHER WITH FY 2022 ANNUAL INVESTMENT PROGRAM (AIP) with a total appropriation of P13,413,072.00.


FLORINDA JILL S. UYVICO
Sagsgbary to the Sanggunian

FEB 02 2023



ENGR. ROLANDO M. VILLASENCIO

OFFICE OF THE MUNICIPAL MAYOR

Brgy. Poblacion, Merida, Leyte 6540 ✉ lgumerida.mayorsoffice@gmail.com ☎ (053) 5579-588



20 JANUARY 2023

THE HONORABLE MEMBERS OF THE SANGGUNIANG PANLALAWIGAN
Provincial Capitol
Province of Leyte
Tacloban City

Gentlemen / Ladies:

I have the honor to submit herewith the **SUPPLEMENTAL BUDGET NO. 4** for Calendar Year 2022 of the Local Government Unit of Merida, Leyte in the amount of **TEN MILLION FOUR HUNDRED NINETY THREE THOUSAND SEVENTY TWO PESOS (P10,493,072.00)** with its supporting documents for your review and approval.

Thank you.

Truly yours,


JOSELITO T. DELOS ANGELES
SB Secretary





Republic of the Philippines
Province of Leyte
MUNICIPALITY OF MERIDA

SANGGUNIANG BAYAN

SANGGUNIANG BAYAN

EXCERPT FROM THE MINUTES OF THE 22ND REGULAR SESSION OF THE SANGGUNIANG BAYAN (18TH COUNCIL), MERIDA, LEYTE HELD ON DECEMBER 05, 2022 AT THE LEGISLATIVE BUILDING SESSION HALL.

- RESOLUTION NO. 18-22-252 -

A RESOLUTION ADOPTING APPROPRIATION ORDINANCE NO. 04, SERIES OF 2022, APPROPRIATING THE AMOUNT OF TEN MILLION, FOUR HUNDRED NINETY-THREE THOUSAND AND SEVENTY-TWO PESOS (PHP10,493,072.00) AS FISCAL YEAR 2022 SUPPLEMENTAL BUDGET NO. 04 OF THE MUNICIPALITY OF MERIDA, PROVINCE OF LEYTE.

NOW, WHEREFORE, ON MOTION of HON. EMARITO A. LUZARES, Chairman Committee on Finance, Appropriations, Ways and Means, duly seconded by Hon. Nenfa C. Oyao, Hon. Stephanie M. Miralles, BE IT RESOLVED TO ENACT;

APPROPRIATION ORDINANCE NO. 04 Series of 2022

"APPROPRIATING THE AMOUNT OF TEN MILLION, FOUR HUNDRED NINETY-THREE THOUSAND AND SEVENTY-TWO PESOS (PHP10,493,072.00) AS FISCAL YEAR 2022 SUPPLEMENTAL BUDGET NO. 04 OF THE MUNICIPALITY OF MERIDA, PROVINCE OF LEYTE.

BE IT ORDAINED by the Sangguniang Bayan (18th Council) of Merida, Leyte on its Regular Session assembled and by authority of the same that:

SECTION 1. The Local Government Unit of Merida, Leyte has the following available funding sources as certified by the Municipal Treasurer and the Municipal Accountant, to wit;

a.	Reversion of Funds	
	SB Resolution No. 18-22-246	Php 2,775,000.00
	SB Resolution No. 18-22-247	7,718,072.00
	Total Funds Reversed	<u>Php10,493,072.00</u>

SECTION 2. The proposed expenditures to be utilized by the Local Government Unit out from the total available funding source (total estimated income) to augment the current year operations, specifically covers the following obligations, to wit;

a.	Personal Services	Php 2,838,072.00
b.	Maintenance and Other Operating Expenses	1,510,000.00
c.	Capital Outlay	6,145,000.00
	Grand Total	<u>Php10,493,072.00</u>

SECTION 3. The proposed expenditures to be funded by this Supplemental Budget have been thoroughly reviewed to conform with the actual needs and priorities of the Local Government Unit which need to be augmented so as to continue the implementation of the prevailing programs, projects and activities, and other statutory obligations of the Municipal Government;

SECTION 4. The Municipal Treasurer is hereby authorized to release and disburse the involved amount out from this supplemental budget in order to serve its purpose;

SECTION 5. This Appropriation Ordinance is governed by the provisions of Section 320, Book II, Article One, Chapter 3 of RA 7160, otherwise known as the Local Government Code of 1991.

ENACTED BY THE SANGGUNIANG BAYAN OF MERIDA, LEYTE AT ITS REGULAR SESSION HELD ON THE 22ND DAY OF DECEMBER 2022.

APPROVED UNANIMOUSLY.

I HEREBY CERTIFY to the veracity of the foregoing Ordinance.

J. Anton A. May
[Signature]
[Signature]
[Signature]

-OVER-


[Signature]
JOSELITO T. DEVOS ANGELES
Secretary to the Sangguniang Bayan

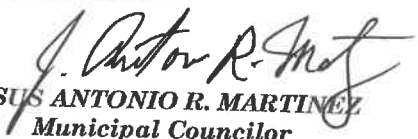
[Signature]
[Signature]
[Signature]



(CONTINUATION OF MUNICIPAL ORDINANCE NO. 13, SERIES OF 2022, DATED DECEMBER 05, 2022.// PAGE 02)

SANGGUNIANG BAYAN MEMBERS

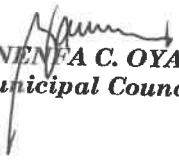

CHENIL C. CALDERON
Municipal Councilor
Assistant Floor Leader


JESUS ANTONIO R. MARTINEZ
Municipal Councilor


EMARITO A. LUZARES
Municipal Councilor
Majority Floor Leader


CAMILO L. DEJON
Municipal Councilor


FELIPE H. PEREZ, JR.
Municipal Councilor


NENFA C. OYAO
Municipal Councilor


STEPHANIE M. MIRALLES
Municipal Councilor

AMELITA R. GALAM
Ex-Officio (LnB President)
LPC Year-End Assessment and
Benchmarking Activity in Quezon
City


RALPH STEEVE M. MIRALLES
Ex-Officio (Mun. SK. Fed. President)
(Vacation Leave)

ATTESTED :


JOELA A. MARSON
Municipal Councilor / Presiding Pro-tempore

RODRIGO M. WENCESLAO
Municipal Vice Mayor (Official Travel VMLP\
Year - End Assembly at Baybay City)

APPROVED:


ENGR. ROLANDO M. VILLASENICO
Municipal Mayor



ENGR. ROLANDO M. VILLASENCIO
OFFICE OF THE MUNICIPAL MAYOR

Brgy. Poblacion, Merida, Leyte 6540 ✉ lgumerida.mayorsoffice@gmail.com ☎ (053) 5579-588



02 DECEMBER 2022

THE HONORABLE MEMBERS OF THE SANGGUNIANG BAYAN
17TH Council
Merida, Leyte

Gentlemen / Ladies:

I have the honor to submit herewith the Supplemental Budget No. 04 FY 2022 of the Local Government Unit of Merida, Leyte in the amount of **TEN MILLION FOUR HUNDRED NINETY THOUSAND AND SEVEN TWO PESOS (P10,493,072.00)** with its supporting documents for your review and approval.

Thank you.

Truly yours,

ENGR. ROLANDO M. VILLASENCIO
Municipal Mayor




**STATEMENT OF FUNDING SOURCES
(SUPPLEMENTAL BUDGET)
FY 2022**

Merida
Province/City/Municipality

General Fund
Fund/Special Account

PARTICULARS (1)	Account Classification (2)	AMOUNT (3)
1.0 New Revenue Sources Tax Revenue Loan Proceeds (Borrowings) Grants		
2.0 Actual Collection in Excess of the Estimated Income		
3.0 Savings		
4.0 Realignment		
5.0 Reversion SB Resolution No. 18-22-246 SB Resolution No. 18-22-247		2,775,000.00 7,718,072.00
TOTAL ESTIMATED INCOME		10,493,072.00

Certified Correct:


VERNA G. ALDIANO
Municipal Treasurer


ERNESTO B. PENING
Municipal Accountant-Designat

STATEMENT OF SUPPLEMENTAL APPROPRIATION

Merida
Province/City/Municipality

Implementing Office (1)	Particulars/Purpose (2)	AIP Code (3)	Object of Ex- penditures (4)	Account Code (5)	Amount (6)
PERSONAL SERVICES					
OFFICE OF THE MUN. MAYOR	To provide appropriations for Collective Negotiation Agreement (C N A) Incentive FY 2022	1000-1	Collective Negotiation Agreement (C N A) Incentive	5-01-02-990	500,000.00
SUB-TOTAL					500,000.00
MUN. RISK REDUCTION AND MGT. OFFICE	To provide appropriations for Collective Negotiation Agreement (C N A) Incentive FY 2022	1000-1-1	Collective Negotiation Agreement (C N A) Incentive	5-01-02-990	25,000.00
SUB-TOTAL					25,000.00
SERVICES OFFICE	To provide appropriations for Collective Negotiation Agreement (C N A) Incentive FY 2022	1000-2	Collective Negotiation Agreement (C N A) Incentive	5-01-02-990	200,000.00
SUB-TOTAL					200,000.00
OFFICE OF THE MUN. VICE MAYOR	To provide appropriations for Collective Negotiation Agreement (C N A) Incentive FY 2022	1000-3	Collective Negotiation Agreement (C N A) Incentive	5-01-02-990	50,000.00
SUB-TOTAL					50,000.00
OFFICE OF THE SANGGUNIANG BAYAN	To provide appropriations for Collective Negotiation Agreement (C N A) Incentive FY 2021	1000-4	Collective Negotiation Agreement (C N A) Incentive	5-01-02-990	275,000.00
SUB-TOTAL					275,000.00
OFFICE OF THE SB SECRETARY	To provide appropriations for Collective Negotiation Agreement (C N A) Incentive FY 2021	1000-5	Collective Negotiation Agreement (C N A) Incentive	5-01-02-990	125,000.00
SUB-TOTAL					125,000.00
HUMAN RESOURCE AND MANAGEMENT OFFICE	To provide appropriations for Collective Negotiation Agreement (C N A) Incentive FY 2022	1000-7	Collective Negotiation Agreement (C N A) Incentive	5-01-02-990	75,000.00
SUB-TOTAL					75,000.00
MUN. PLANNING AND DEVELOPMENT OFFICE	To provide appropriations for Collective Negotiation Agreement (C N A) Incentive FY 2022	1000-8	Collective Negotiation Agreement (C N A) Incentive	5-01-02-990	100,000.00
SUB-TOTAL					100,000.00

STATEMENT OF SUPPLEMENTAL APPROPRIATION

Merida
Province/City/Municipality

Implementing Office (1)	Particulars/Purpose (2)	AIP Code (3)	Object of Ex- penditures (4)	Account Code (5)	Amount (6)
MUNICIPAL CIVIL REGISTRAR'S OFFICE	To provide appropriations for Collective Negotiation Agreement (C N A) Incentive FY 2022	1000-9	Salaries - Regular	5-01-01-010	1,000.00
			Collective Negotiation Agreement (C N A) Incentive	5-01-02-990	50,000.00
SUB-TOTAL					51,000.00
MUNICIPAL BUDGET OFFICE	To provide appropriations for Collective Negotiation Agreement (C N A) Incentive FY 2022	1000-10	Collective Negotiation Agreement (C N A) Incentive	5-01-02-990	125,000.00
TOTAL					125,000.00
MUNICIPAL ACCOUNTING OFFICE	To provide appropriations for Collective Negotiation Agreement (C N A) Incentive FY 2022	1000-11	Philhealth Contribution Collective Negotiation Agreement (C N A) Incentive	5-01-03-030 5-01-02-990	4,500.00 150,000.00
SUB-TOTAL					154,500.00
MUNICIPAL TREASURER'S OFFICE	To provide appropriations for Collective Negotiation Agreement (C N A) Incentive FY 2022	1000-12	Collective Negotiation Agreement (C N A) Incentive	5-01-02-990	175,000.00
TOTAL					175,000.00
MUNICIPAL ASSESSOR'S OFFICE	To provide appropriations for Collective Negotiation Agreement (C N A) Incentive FY 2022 and other Personal Services accounts	1000-13	Salaries - Regular Collective Negotiation Agreement (C N A) Incentive	5-01-01-010 5-01-02-990	5,572.00 100,000.00
SUB-TOTAL					105,572.00
RURAL HEALTH UNIT	To provide appropriations for Collective Negotiation Agreement (C N A) Incentive FY 2022	1000-14	Collective Negotiation Agreement (C N A) Incentive	5-01-02-990	275,000.00
SUB-TOTAL					275,000.00

STATEMENT OF SUPPLEMENTAL APPROPRIATION

Merida
Province/City/Municipality

Implementing Office (1)	Particulars/Purpose (2)	AIP Code (3)	Object of Ex- penditures (4)	Account Code (5)	Amount (6)
MUNICIPAL SOCIAL WELFARE AND DEVELOPMENT OFFICE	To provide appropriations for Collective Negotiation Agreement (C N A) Incentive FY 2022	1000-15	Collective Negotiation Agreement (C N A) Incentive	5-01-02-990	75,000.00
SUB-TOTAL					75,000.00
MUN. AGRICULTURE OFFICE	To provide appropriations for Collective Negotiation Agreement (C N A) Incentive FY 2022	1000-16	Salaries - Regular Collective Negotiation Agreement (C N A) Incentive	5-01-01-010 5-01-02-990	52,000.00 125,000.00
SUB-TOTAL					177,000.00
MUN. ENGINEERING OFFICE	To provide appropriations for Collective Negotiation Agreement (C N A) Incentive FY 2022	1000-17	Collective Negotiation Agreement (C N A) Incentive	5-01-02-990	250,000.00
SUB-TOTAL					250,000.00
MARKET AND SLAUGHTER-HOUSE	To provide appropriations for Collective Negotiation Agreement (C N A) Incentive FY 2022	1000-18	Collective Negotiation Agreement (C N A) Incentive	5-01-02-990	50,000.00
SUB-TOTAL					50,000.00
MUN. TOURISM OFFICE	To provide appropriations for Collective Negotiation Agreement (C N A) Incentive FY 2022	1000-19	Collective Negotiation Agreement (C N A) Incentive	5-01-02-990	25,000.00
SUB-TOTAL					25,000.00
BUSINESS PERMITS AND LICENSING OFFICE	To provide appropriations for Collective Negotiation Agreement (C N A) Incentive FY 2022	1000-19	Collective Negotiation Agreement (C N A) Incentive	5-01-02-990	25,000.00
SUB-TOTAL					25,000.00

STATEMENT OF SUPPLEMENTAL APPROPRIATION

Merida
Province/City/Municipality

Implementing Office (1)	Particulars/Purpose (2)	AIP Code (3)	Object of Expenditures (4)	Account Code (5)	Amount (6)
TOTAL- SALARIES & WAGES - REGULAR					58,572.00
TOTAL - PERSONNEL BENEFIT CONTRIBUTION					4,500.00
TOTAL - COLLECTIVE NEGOTIATION AGREEMENT (C N A)					2,775,000.00
TOTAL PERSONAL SERVICES					2,838,072.00
MAINTENANCE & OTHER OPERATING EXPENSES					
OFFICE OF THE MUNICIPAL MAYOR	To provide additional appropriations for MOOE accounts for FY 2022	1000-1	Office Supp. Expenses Electricity Expenses Other General Services Donations Other MOOE	5-02-03-010 5-02-04-020 5-02-12-990 5-02-99-080 5-02-99-990	150,000.00 350,000.00 310,000.00 400,000.00 300,000.00
SUB-TOTAL					1,510,000.00
TOTAL MOOE					1,510,000.00
CAPITAL OUTLAY					
OFFICE OF THE MUNICIPAL MAYOR	To provide appropriations for capital outlay accounts for FY 2022	1000-1	Buildings - Extension Roofing of the New Commercial Building Office Equipment - Tweeter Voice Coil for Sound System Road Networks - Road Concreting at Public Cemetery Other Structures - Boundary Marker - Const. of Niches - Construction of Bone Chamber		1,600,000.00 45,000.00 1,200,000.00 1,100,000.00 1,000,000.00 600,000.00
SUB-TOTAL					5,545,000.00
MUNICIPAL RISK REDUCTION AND MANAGEMENT OFFICE	To provide appropriations for capital outlay accounts for FY 2022	1000-1-1	Office Equipment Furniture and Fixtures Information and Comm. Technology Equip.		150,000.00 100,000.00 150,000.00
SUB-TOTAL					400,000.00

STATEMENT OF SUPPLEMENTAL APPROPRIATION

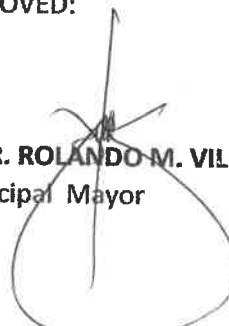
Merida
Province/City/Municipality

Implementing Office (1)	Particulars/Purpose (2)	AIP Code (3)	Object of Ex- penditures (4)	Account Code (5)	Amount (6)
Municipal Budget Office	To provide appropriations for capital outlay account FY 2022	1000-10	Furniture and Fixtures Information & Comm. Technology Equipment	1-07-05-030	75,000.00 125,000.00
UB-TOTAL					200,000.00
TOTAL CAPITAL OUTLAY					6,145,000.00
TOTAL APPROPRIATIONS					10,493,072.00

PREPARED:


IKKI I. SERENO
Municipal Budget Officer

APPROVED:


ENGR. ROLANDO M. VILLASENCIO
Municipal Mayor



Republic of the Philippines
Province of Leyte
MUNICIPALITY OF MERIDA

SANGGUNIANG BAYAN

EXCERPT FROM THE MINUTES OF THE 22ND REGULAR SESSION OF THE SANGGUNIANG BAYAN (18TH COUNCIL), MERIDA, LEYTE HELD ON DECEMBER 05, 2022 AT THE LEGISLATIVE BUILDING SESSION HALL.

- RESOLUTION NO. 18-22-248-

A RESOLUTION ADOPTING AND APPROVING MUNICIPAL DEVELOPMENT COUNCIL (MDC) RESOLUTION NO. 2022-05, "A RESOLUTION ENDORSING FAVORABLY TO THE SANGGUNIANG BAYAN OF MERIDA, LEYTE, FOR INCLUSION IN THE FISCAL YEAR 2022 ANNUAL INVESTMENT PROGRAM (AIP) OF THE LOCAL GOVERNMENT UNIT OF MERIDA, LEYTE, A TOTAL APPROPRIATION OF THIRTEEN MILLION, FOUR HUNDRED THIRTEEN THOUSAND AND SEVENTY-TWO PESOS (PHP13,413,072.00), COMPRISING THE DIFFERENT PROGRAMS, PROJECTS AND ACTIVITIES (PPAS) OF LGU-MERIDA, LEYTE.

WHEREAS, the Municipal Development Council (MDC) of LGU-Merida has convened on November 24, 2022 to identify and determine various programs, projects and activities designed to answer the needs of the constituents of Merida;

WHEREAS, the finally PPAs adopted by the council is based on the logic to further enhance the delivery of basic services to the people in consonance to the General Welfare Clause - Section 16 of Republic Act 7160;

WHEREAS, after careful evaluation and assessment of the PPAs involved in the proposed FY 2022 Supplemental AIP, the August Body is convinced on the wisdom of the executive department which basically aims to strengthen the thrust of bringing the government closer to the people;

NOW, WHEREFORE, ON MOTION OF Hon. Emarito A. Luzares, Chairman Committee on Finance, Ways and Means, duly seconded by Hon. Camilo L Dejon and Hon. Stephanie M. Miralles, BE IT;

RESOLVED, AS IT IS HEREBY RESOLVED TO ADOPT AND APPROVE MUNICIPAL DEVELOPMENT COUNCIL (MDC) RESOLUTION NO. 2022-05, "A RESOLUTION ENDORSING FAVORABLY TO THE SANGGUNIANG BAYAN OF MERIDA, LEYTE, FOR INCLUSION IN THE FISCAL YEAR 2022 ANNUAL INVESTMENT PROGRAM (AIP) OF THE LOCAL GOVERNMENT UNIT OF MERIDA, LEYTE, A TOTAL APPROPRIATION OF THIRTEEN MILLION, FOUR HUNDRED THIRTEEN THOUSAND AND SEVENTY-TWO PESOS (PHP13,413,072.00), COMPRISING THE DIFFERENT PROGRAMS, PROJECTS AND ACTIVITIES (PPAS) OF LGU-MERIDA, LEYTE, TO WIT:

A. PERSONAL SERVICES	- PHP 5,058,072.00
B. MAINTENANCE AND OTHER OPERATING EXPENSES (MOOE)	- PHP 2,210,000.00
C. CAPITAL OUTLAY	- PHP 6,145,000.00
TOTAL	- PHP13,413,072.00

RESOLVED FURTHER, to furnish copies of this resolution Offices of the Municipal Mayor, Municipal Planning and Development Coordinator, Municipal Budget Officer and Municipal Accountant, all of Merida, Leyte for information and reference.

APPROVED UNANIMOUSLY.

I HEREBY CERTIFY to the veracity of the foregoing Resolution.

JOSELITO T. DELOS ANGELES
Secretary to the Sangguniang Bayan

ATTESTED :

JOHL A. MARSON
Municipal Councilor / Presiding Pro-tempore

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

ATTENDANCE SHEET

PRESENTATION AND APPROVAL OF LGU-MERIDA, FY 2023 ANNUAL INVESTMENT PROGRAM (AIP)
 MDC Meeting (Proposed PPA's for inclusion in the AIP 2022)

Time & Date: 9:00 A.M., November 24, 2022

Venue: Merida Recreation Center

Names	Positions	Agency/Organizations	Address	Signature
1 NORBERTO A. COLANCO	PUNONG PASKANGAY	BLGU	BRGY. CALUNANGAN	
2 ALFREDO L. SUMAYAN	Pangy Brgy.	BLGU	Brng. San Jose	
3 GEMALIEL A. DELA GANAP	" "	BLGU	" MAHALIT	
4 JONATHAN G. GUMALANG	Punong Brng.	BLGU	Brng. MAMAYAG	
5 HARILE N. AQUINO	P.B.	BLGU	Brng. Macorid	
6 Gemelda D. Longaluf	Punong Pangy.	BLGU	Falgy. Fundag	
7 JOSEPH A. GUCEL	BRGY CAPTAIN	BLGU	BRGY. TURBOD	
8 ROSMA I. LAPAZ	Brng. Captain	BLGU	Brng. Can-unro	
9 REBECCA H. AQUINO	" "	BLGU	Brng. Cabaliwan	
10 WILLY E. TAMBADO	P.B.	BLGU	Can. San Jua	
11 MARIANEE C. ABLEN	BRGY. CAPTAIN	BLGU	BRGY. BENABAYE	
12 ARMANDO B. GONZALES	BRGY. CAPTAIN	BLGU	BRGY. MAT-E	
13 ELISED D. ISIDRO JR.	BRGY. CAPTAIN	BLGU	BRGY. CALUNANGAN	
14 MARIO A. TAJIL	BRGY. CAPTAIN	BLGU	BRGY. CAMBALONG	
15 ULPIANO H. TAJOS JR.	BRGY. CAPTAIN	BLGU	BRGY. SAN JOSE	
16 RONILLO O. LABANG	BRGY. CAPTAIN	BLGU	BRGY. PTO. BELLO	
17 CODILLA EDITO	BRGY. CAPTAIN	BLGU	BRGY. LAMANDOC	
18 ALWIN G. MERINO	BRGY. KAGAWAD	BLGU	BRGY. LIBJO	
19 ILDEFONSO A. ABAÑO	BRGY. KAGAWAD	BLGU	BRGY. POBLACION	
20 MELONIE G. LABUGA	BRGY. KAGAWAD	BLGU	BRGY. CAILDA	
21 RODRIGO A. PEDRA JR.	BRGY. CAPTAIN	BLGU	BRGY. MASUMBANG	
22 HELEN C. CABRATAN	BRGY. CAPTAIN	BLGU	BRGY. LIBAS	

	Names	Positions	Agency/Organizations	Address	Signature
23	RIZALINA W-AMODIA	MOWAJA - PRES.	LGU	BRgy. POB. MERIDA	
24	RUSTICA A. MANDOLA	Acacia Pres.		BRgy. POB. Merida	
25	Ma. Ioida L. Cabrahan		LGU	BRgy. POB. Merida	
26	NOYRMA K. VILLASIN	MPDC ACACIA WOMEN'S ASS.		BRgy. POB. MERIDA	
27	MARY GRACE R. LIAGON	ADMIN AIDE 1 (MPDC STAFF)	LGU	BRgy. POBLACION, MERIDA	
28	BRIGILDO Q. BERNARDO	KALAHAL - CIDSS MCT - UEP	LGU	BRgy. LIBAS	
29	RAMIRO S. CANONVED	KALAHAL - CIDSS MCT - UEP	LGU	BRgy. PTU. BELLO	
30	IVY C. CABRAHAN	KALAHAL - CIDSS MCT - MFA	LGU	BRgy. LIBAS	
31	ENRICO B. ORENITA	MPDC STAFF	LGU	BRgy. POSURELON	
32	HERMOGENIS U. ALVAREZ JR.	PRES. CASACALIMA ASS.	CASACALIMA ASS.	BRgy. CASILDA MERIDA	
33	Arturo J. Alcala	Tubod-Lamaman Farmer's Ass.	FARMER'S ASS.	BRgy. Lamaman, Merida	
34	JOSEAN H. WY	ACT - TF	KALAHAL	BRgy. Poblacion, Merida	
35	HOVIE A. DAYOT	ACT - MFA	KALAHAL	BRgy. POB. Merida	
36					
37					
38					
39					
40					
41					
42					
43					
44					
45					

CERTIFIED TRUE AND CORRECT:

ATTY. CHRISTIAN Q. SALTA
 MDC Secretary
 MPDC



Republic of the Philippines
PROVINCE OF LEYTE
MUNICIPALITY OF MERIDA
-oOo-

MUNICIPAL DEVELOPMENT COUNCIL
(MDC)

EXCERPT FROM THE MINUTES OF THE MEETING OF THE MUNICIPAL DEVELOPMENT COUNCIL (MDC) OF LGU-MERIDA, LEYTE, HELD ON THURSDAY, NOVEMBER 24, 2022, 9:00 O'CLOCK IN THE MORNING, AT MERIDA RECREATION CENTER, MERIDA, LEYTE.

PRESENT: (Refer to the attached Attendance Sheet)

MDC Resolution No. 2022-05

A RESOLUTION ENDORSING FAVORABLY TO THE SANGGUNIANG BAYAN OF MERIDA, LEYTE, FOR INCLUSION IN THE FY 2022 ANNUAL INVESTMENT PROGRAM (AIP) OF THE LOCAL GOVERNMENT UNIT OF MERIDA, LEYTE, A TOTAL APPROPRIATION OF THIRTEEN MILLION FOUR HUNDRED THIRTEEN THOUSAND SEVENTY TWO PESOS ONLY (PHP 13,413,072.00), COMPRISING THE DIFFERENT PROGRAMS, PROJECTS AND ACTIVITIES (P/P/As) OF LGU-MERIDA, LEYTE, TO WIT:

A. PERSONAL SERVICES (PS)	-	P 5,058,072.00
B. MAINTENANCE AND OTHER OPERATING EXPENSES (MOOE)	-	P 2,210,000.00
C. CAPITAL OUTLAY (CO)	-	P 6,145,000.00
TOTAL APPROPRIATIONS	=	P 13,413,072.00

Note: Pls see attached Breakdown of Items.

WHEREAS, after thorough deliberation of the different P/P/As, the Municipal Development Council unanimously agreed to approve for inclusion in the FY 2022 AIP of LGU-Merida;


ON MOTION of HON. RONILLO O. LABANG, Brgy. Captain, Brgy. Pto. Bello, Merida, Leyte duly seconded by HON. NORBERTO A. COLANGO, Brgy Captain, of Brgy. Calunasan, Merida, Leyte, with the accord of all the MDC members present.

RESOLVE THEREFORE, as it is hereby resolved approving and endorsing favorably to the Sangguniang Bayan of Merida, Leyte for inclusion in the FY 2022 Annual Investment Program (AIP) of Local Government Unit of Merida, Leyte, with an Appropriations of THIRTEEN MILLION FOUR HUNDRED THIRTEEN THOUSAND SEVENTY TWO PESOS ONLY (PHP 13,413,072.00), comprising the different Programs, Projects and Activities (P/P/As) as stated above.


Resolved FURTHER that original copy of this resolution be furnished to the Sangguniang Bayan of LGU-Merida for favorable action, copy furnished other concerned agencies for their information, reference and guidance.

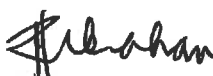
APPROVED UNANIMOUSLY.

I HEREBY CERTIFY to the correctness of the foregoing resolution.



ATTY. CHRISTIAN Q. SALTA, ENP
MDC Secretary
MPDC

Attested:


HON. HAIDE N. ANONAT
Brgy. Captain
Brgy. Macario, Merida, Leyte


HON. HELEN C. CABRAHAN
Brgy. Captain
Brgy. Libas, Merida, Leyte

APPROVED:


ENGR. ROLANDO M. VILLASEÑICO
MDC Chairman, Presiding
Municipal Mayor


PROPOSED PPAs FOR INCLUSION IN THE AIP

OFFICE / PARTICULARS	AMOUNT
PERSONAL SERVICES	
1. COLLECTIVE NEGOTIATION AGREEMENT (C N A)	2,775,000.00
2. SERVICE RECOGNITION AGREEMENT (SRI)	2,220,000.00
3. MUNICIPAL REGISTRAR'S OFFICE Salaries and Wages - Regular	1,000.00
4. MUNICIPAL ACCOUNTING OFFICE Philhealth Contribution	4,500.00
5. MUNICIPAL ASSESSOR'S OFFICE Salaries and Wages	5,572.00
6. MUNICIPAL AGRICULTURE OFFICE Salaries and Wages	52,000.00
TOTAL PERSONAL SERVICES	5,058,072.00
MAINTENANCE AND OTHER OPERATING EXPENSES	
1. OFFICE OF THE MUNICIPAL MAYOR	
OFFICE SUPPLIES EXPENSES	150,000.00
ELECTRICITY EXPENSES	350,000.00
OTHER GENERAL SERVICES	310,000.00
OTHER MOOE	300,000.00
DONATIONS	400,000.00
GRATUITY PAY (138 JOs)	700,000.00
TOTAL MOOE	2,210,000.00
CAPITAL OUTLAY	
1. OFFICE OF THE MUNICIPAL MAYOR	
BUILDINGS (Extension Roofing of the New Commercial Building)	1,600,000.00
OFFICE EQUIPMENT (Tweeter Voice Coil for Sound System)	45,000.00
ROAD NETWORKS (Road concreting at Public Cemetery)	1,200,000.00
OTHER STRUCTURES	
Boundary Marker	1,100,000.00
Construction of Niches	1,000,000.00
Construction of Bone Chamber	600,000.00
Sub-total	5,545,000.00

PROPOSED PPAs FOR INCLUSION IN THE AIP

OFFICE / PARTICULARS	AMOUNT
2. MUNICIPAL DISASTER RISK REDUCTION AND AND MANAGEMENT OFFICE (MDRRMO)	
OFFICE EQUIPMENT	150000
FURNITURE AND FIXTURES	100000
INFORMATION AND COMMUNICATION TECHNOLOGY EQUIPMENT	150000
Sub-total	400,000.00
3. MUNICIPAL BUDGET OFFICE	
FURNITURE AND FIXTURES	75,000.00
INFORMATION AND COMMUNICATION TECHNOLOGY EQUIPMENT	125,000.00
Sub-total	200,000.00
TOTAL CAPITAL OUTLAY	6,145,000.00
GRAND TOTAL	13,413,072.00

Prepared:


 CHRISTIAN Q. SALTA
 MPDC

2022 Annual Investment Program (AIP)
By Program/Project/Activity by Sector
As of November 22, 2022

Province/City/Municipality: **Merida, Leyte**

4

Php	10,493,072.00
(PS / MOOE / CAPITAL OUTLAY)	

AIP Reference Code 1	Program/Project/Activity Description 2	Implementing Office/ Department 3	Schedule of Implementation		Expected Outputs 6	Funding Source 7	AMOUNT (in Thousand Pesos)				
			Start Date 4	Completion Date 5			PS 8	MOOE 9	CO 10	SPECIAL PURPOSE APPROPRIATIONS 11	TOTAL 12
1000	General Public Services										
1000-1	Mayor's Office General Supervision of the Executive and Administration Affairs of the Municipal Government of Merida	MO	January	December	Overall direction supervision, mgt. & control of the executive department is rendered	General Fund	500,000.00	1,510,000.00	5,545,000.00		7,555,000.00
1000-101	Municipal Disaster Risk Reduction and Management Office	MDRRMO	January	December	Disaster Risk Reduction and Management Supplies, Equipment and similar services	General Fund	25,000.00		400,000.00		425,000.00
1000-2	General Services Office Procurement, Supply and Property Management	GSO	January	December	are delivered/government properties are recorded maintained and in safe custody	General Fund	200,000.00				200,000.00
1000-3	Vice Mayor's Office Legislative Services	VMO	January	December	Presides sessions, legislative measures is effected, legislative services if rendered.	General Fund	50,000.00				50,000.00
1000-4	Sangguniang Bayan Office Legislative Services	SB	January	December	Resolutions and Ordinances for develop. and income generation is formulated and approved. Legislative services if rendered.	General Fund	275,000.00				275,000.00
SUB-TOTAL							1,050,000.00	1,510,000.00	5,945,000.00	-	8,505,000.00

2022 Annual Investment Program (AIP)

By Program/Project/Activity by Sector

As of November 22, 2022Province/City/Municipality: **Merida, Leyte**

4

Php	10,493,072.00
(PS / MOOE / CAPITAL OUTLAY)	

AIP Reference Code 1	Program/Project/Activity Description 2	Implementing Office/ Department 3	Schedule of Implementation		Expected Outputs 6	Funding Source 7	AMOUNT (in Thousand Pesos)				
			Start Date 4	Completion Date 5			PS 8	MOOE 9	CO 10	SPECIAL PURPOSE APPROPRIATIONS 11	TOTAL 12
1000	General Public Services										
1000-5	SB Secretariat Office Secretarial Services	SB SEC. OFFICE	January	December	Records are maintained, Good Safe-keeping of resolutions and ordinance is effected	General Fund	125,000.00				125,000.00
1000-6	Administration Office Executive and Administrative Affairs	ADMIN. OFFICE	January	December	Administration and Management of the Prog. The Municipal Government under the Supervision and control of the LCE	General Fund	-				
1000-7	Human Resource and Management Office (HRMO) Human Resource Services	HRMO	January	December	Employees benefits is attended/addressed, human resource development and measures is effected in conformity with the existing rules and regulations of the CSC	General Fund	75,000.00				75,000.00
1000-8	Mun. Planning and Development Office Development Planning and Project Monitoring 1. Municipal Development Council 1.1 Provision of Assistance in the Preparation of the Annual Investment Program (AIP) CY 2019	MPDO	January January	December June	AIP for CY 2019 is prepared in conformity with the prescribed format and substance	General Fund	100,000.00				100,000.00
SUB-TOTAL							300,000.00	-	-		300,000.00

2022 Annual Investment Program (AIP)
By Program/Project/Activity by Sector
As of November 22, 2022

Province/City/Municipality: Merida, Leyte

4

Php	10,493,072.00
-----	----------------------

(PS / MOOE / CAPITAL OUTLAY)

AIP Reference Code 1	Program/Project/Activity Description 2	Implementing Office/ Department 3	Schedule of Implementation		Expected Outputs 6	Funding Source 7	AMOUNT (in Thousand Pesos)				TOTAL 12
			Start Date 4	Completion Date 5			PS 8	MOOE 9	CO 10	SPECIAL PURPOSE APPROPRIATIONS 11	
1000	General Public Services										
1000-9	Municipal Civil Registrar's Office Civil Registry Services	MCR	January	December	Proper safe-keeping of certificates of live births, death and marriage licenses is effected and records are maintained & reports are submitted to NSO	General Fund	51,000.00				51,000.00
1000-10	Municipal Budget Office Budget Preparation, Preliminary Review of Barangay budget allotment of funds	MBO	January	December	Budget Proposals of every municipal departments are consolidated monitoring of actual expenditures against collections is conducted and recommends to the LCE of fund utilization status	General Fund	125,000.00		200,000.00		325,000.00
1000-11	Municipal Accountant's Office Accounting and Internal Audit Services	MACCO	January	December	Take Charge of accounting concerns on cash advances, remittances, payment of salaries, reimbursement and liquidations, internal audit service of the LGU and barangays of attended	General Fund	154,500.00				154,500.00
SUB-TOTAL							330,500.00	-	200,000.00		530,500.00

2022 Annual Investment Program (AIP)
By Program/Project/Activity by Sector
As of November 22, 2022

Province/City/Municipality: **Merida, Leyte**

4

Php	10,493,072.00
(PS / MOOE / CAPITAL OUTLAY)	

AIP Reference Code 1	Program/Project/Activity Description 2	Implementing Office/ Department 3	Schedule of Implementation		Expected Outputs 6	Funding Source 7	AMOUNT (in Thousand Pesos)				TOTAL 12	
			Start Date 4	Completion Date 5			PS 8	MOOE 9	CO 10	SPECIAL PURPOSE APPROPRIATIONS 11		
1000	General Public Services											
1000-12	Municipal Treasurer's Office Collection and Disbursement and Treasury Services	MTO	January	December	Local income is increased, disbursements is in accordance with existing laws, rules and regulations, sound financial mgt. is effected and proper custody of public funds is exercised	General Fund	175,000.00					175,000.00
1000-13	Municipal Assessor's Office Assessment of Real Property	MASSO	January	December	Increased revenue of Real Property Taxes	General Fund	163,072.00					163,072.00
1000-14	DILG Local Government Administration and Services	DILG	January	December	Administration and monitoring of implementation status of existing laws and mandates on local governance and the Local Code of 1991	General Fund						
1000-15	MCTC Judicial Services	MCTC	January	December	Judicial Services is rendered effectively at the Municipal Level	General Fund						
1000-16	Merida Police Station Peace and Order Security Services	MPO	January	December	Peace and Order in the municipality is maintained efficiency and effectively	General Fund						
1000-17	Auditor's Office Post Audit Services	MAO	January	December		General Fund						
1000-19	Business Permits & Licensing Office	BPLO	January	December	Increased revenue from permits and licenses	General Fund	25,000.00					25,000.00
SUB-TOTAL							363,072.00	-	-			363,072.00

2022 Annual Investment Program (AIP)
 By Program/Project/Activity by Sector
 As of November 22, 2022

Php	10,493,072.00
(PS / MOOE / CAPITAL OUTLAY)	

Province/City/Municipality: **Merida, Leyte**

4

AIP Reference Code 1	Program/Project/Activity Description 2	Implementing Office/ Department 3	Schedule of Implementation		Expected Outputs 6	Funding Source 7	AMOUNT (in Thousand Pesos)				TOTAL 12	
			Start Date 4	Completion Date 5			PS 8	MOOE 9	CO 10	SPECIAL PURPOSE APPROPRIATIONS 11		
3000	Social Services Sector											
3000-200	Municipal Health Office Health Service	MHO	January	December	Health Concerns of the Constituents of the municipality is addressed/ attended to and medical needs of patients is effectively served	General Fund	275,000.00					275,000.00
3000-200-1	Population Office Population Control Services	Population Office	January	December	Active Family Planning acceptors are provided assistance, Pre-Marriage counseling is conducted and Responsible Parenthood Program is effected	General Fund						
3000-200-2	Nutrition Nutrition Services	MNAO	January	December	Nutrition Programs and Activities is effected and provided	General Fund						
3000-500	Mun. Social Welfare and Dev't. Office social Welfare Services	MSWDO	January	December	Counseling of victims of violence, rape and any forms of abuse is provided, attended to addressed, livelihood programs for the constituents is facilitated and effected	General Fund	75,000.00					75,000.00
SUB-TOTAL							350,000.00	-	-			350,000.00

FY **2022** Annual Investment Program (AIP)
By Program/Project/Activity by Sector
As of November 22, 2022

Php	10,493,072.00
(PS / MOOE / CAPITAL OUTLAY)	

Province/City/Municipality: **Merida, Leyte**

AIP Reference Code 1	Program/Project/Activity Description 2	Implementing Office/ Department 3	Schedule of Implementation		Expected Outputs 6	Funding Source 7	AMOUNT (In Thousand Pesos)				TOTAL 12	
			Start Date 4	Completion Date 5			PS 8	MOOE 9	CO 10	SPECIAL PURPOSE APPROPRIATIONS 11		
8000	Economic Services Sector											
8000-1	Municipal Agricultures Office	MAO	January	December	Agricultural Programs and activities on the latest farming technology is promoted, facilitated and provided to farmer's and fisherfolks	General Fund	177,000.00				177,000.00	
8000-2	Municipal Engineering Office	MEO	January	December	Administration of municipal government projects, maintenance of drainage systems, maintenance of roads and bridges and maintenance of municipal equipment is provided and effected, technical assistance to barangay is provided	General Fund	250,000.00				250,000.00	
8000-3	Market and Slaughterhouse	MO	January	December	Market and Slaughterhouse is improved and maintained, increase local revenues	General Fund	50,000.00				50,000.00	
8000-4	Municipal Tourism Office	Mun. Tourism Office	January	December	Tourism Programs and Services	General Fund	25,000.00				25,000.00	
	SUB-TOTAL						502,000.00				502,000.00	
GRAND TOTAL								2,838,072.00	1,510,000.00	6,145,000.00	-	10,493,072.00


Prepared:


CHRISTIAN Q. SALTA
MPDO

Reviewed:


NIKKI I. SERENO
Municipal Budget Officer

Approved:


ENGR. ROLANDO M. VILLASEÑICO
Municipal Mayor



Republic of the Philippines
Province of Leyte
Municipality of Merida

CERTIFICATION

TO WHOM IT MAY CONCERN:

THIS IS TO CERTIFY that LGU Merida, Leyte has funds actually available for the purpose which is back up by cash in the amount of **TEN MILLION FOUR HUNDRED NINETY THREE THOUSAND SEVENTY TWO PESOS (P10,493,072.00)**.

This certification is issued as an attachment of the of Supplemental Budget No. 04 FY 2022 of the LGU.

Issued this 2ND day of December 2022 at Merida, Leyte.


VERNA G. ALDIANO
Municipal Treasurer


ERNESTO B. PENING
Municipal Accountant-OIC


ENGR. ROLANDO M. VILLASENCIO
Municipal Mayor



Republic of the Philippines
Province of Leyte
Municipality of Merida

OFFICE OF THE MPDC

CERTIFICATION

THIS IS TO CERTIFY that as of September 30, 2022, 70.08% of the programs, projects and activities in the 2022 Annual Investment Program of the municipality has been implemented as per documents received from the different departments of the Local Government Unit.

This certification is issued as supporting document for the payment of Collective Negotiation Agreement (CNA) Incentive for FY 2022 of the Local Government Unit of Merida, Leyte.

Done this 2nd day of December 2022.


CHRISTIAN Q. SALTA
MPDC

Noted:


ENGR. ROLANDO M. VILLASENCIO
Municipal Mayor



ENGR. ROLANDO M. VILLASENCIO
OFFICE OF THE MUNICIPAL MAYOR

Brgy. Poblacion, Merida, Leyte 6540 ✉ 1gumerida.mayorsofice@gmail.com ☎ (053) 5579-588



CERTIFICATION

THIS IS TO CERTIFY that funding source for the payment of Collective Negotiation Agreement (C N A) Incentive FY 2022 was generated from the savings of Maintenance and Other Operating Expenses for the current year due to accomplishing targets at a lesser cost and attaining efficient and viable operations through cost cutting measures of the municipality.

WE CERTIFY FURTHER that said funding source of C N A Incentive FY 2022 was not taken from the balances of allotments for programs/ projects/ activities which were discontinued or deferred and allotments released intended for the acquisition of goods and services to be delivered to or to be used by the agency's clients.

THIS CERTIFICATION is issued as supporting document for the payment of the Collective Negotiation Agreement (C N A) Incentive FY 2022 of the Local Government Unit of Merida, Leyte.

DONE this 2nd day of December 2022.


NIKKI I. SERENO
Municipal Budget Officer


ERNESTO B. PENING
Municipal Accountant-Designate


VERNA G. ALDIANO
Municipal Treasurer

NOTED:


ENGR. ROLANDO M. VILLASENCIO
Municipal Mayor





Republic of the Philippines
Province of Leyte
MUNICIPALITY OF MERIDA

SANGGUNIANG BAYAN

EXCERPT FROM THE MINUTES OF THE 13TH REGULAR SESSION OF THE SANGGUNIANG BAYAN (18TH COUNCIL), MERIDA, LEYTE HELD ON SEPTEMBER 26, 2022 AT THE LEGISLATIVE BUILDING SESSION HALL.

-RESOLUTION NO. 18-22-150-

A RESOLUTION ACCREDITING THE MERIDA, LEYTE MUNICIPAL RANK-AND-FILE EMPLOYEES ASSOCIATION (MELEMREA), AS A LEGITIMATE NON-GOVERNMENT ORGANIZATION / ASSOCIATION IN THE MUNICIPALITY OF MERIDA, LEYTE.

WHEREAS, Republic Act No. 7160, otherwise known as the Local Government Code of 1991 emphasized that in order to complete the initial process of empowering the people is through direct participation of the POs/NGOs in the affairs of government by the widest possible space to decide, initiate and innovate;

WHEREAS, Section 34 of the said law specifically enjoins the Local Government Units (LGUs) to "promote the establishment and operation of People's and Non-government Organizations POs/NGOs to become active partners in the pursuit of local autonomy;"

WHEREAS, Accreditation of POs/NGOs would allow the associations represent in whatever Local Special Bodies of the LGU to partake in the decision making of issues and concerns pertaining general public welfare;

NOW, WHEREFORE, ON MOTION OF Hon. Camilo L. Dejon, Chairman Committee on Civil Society Organizations (CSOs) and Non-Government Organizations (NGOs), duly seconded by Hon. Felipe H. Perez, Jr., BE IT;

RESOLVED, AS IT IS HEREBY RESOLVED TO ACCREDIT THE MERIDA, LEYTE MUNICIPAL RANK-AND-FILE EMPLOYEES ASSOCIATION (MELEMREA), AS A LEGITIMATE NON-GOVERNMENT ORGANIZATION / ASSOCIATION IN THE MUNICIPALITY OF MERIDA, LEYTE.

RESOLVED FURTHER, that copies of this Resolution be furnished to MERIDA, LEYTE MUNICIPAL RANK-AND-FILE EMPLOYEES ASSOCIATION (MELEMREA); copy furnish the MLGOO of this LGU, for information and reference.

APPROVED UNANIMOUSLY.

I HEREBY CERTIFY to the veracity of the foregoing Resolution.


JOSELITO T. DELOS ANGELES
Secretary to the Sangguniang Bayan

ATTESTED:


RODRIGO M. WENCESLAO
Municipal Vice Mayor / Presiding Officer

APPROVED:


ENGR. ROLANDO M. VILLASENCIO
Municipal Mayor



ENGR. ROLANDO M. VILLASENCIO

OFFICE OF THE MUNICIPAL MAYOR

Brgy. Poblacion, Merida, Leyte 6540 ✉ lgumerida.mayorsoffice@gmail.com ☎ (053) 5579-588

EXECUTIVE ORDER NO. 77

Series of 2021

AN EXECUTIVE ORDER RECONSTITUTING THE EMPLOYEES ORGANIZATION – MANAGEMENT CONSULTATIVE COMMITTEE

WHEREAS, Section 8 of the 1987 Philippine Constitution states that “THE RIGHT OF THE PEOPLE INCLUDING THOSE EMPLOYED IN PUBLIC AND PRIVATE SECTORS, FORM UNIONS, ASSOCIATIONS OR SOCIETIES FOR PURPOSES NOT CONTRARY TO LAW SHALL NOT BE ABRIDGED”;

WHEREAS, Administrative No. 135, S. 2005, authorizes the grant of CNA Incentive to Government Employees and directs the Department of Budget and Management to issue the necessary policy and procedural guidelines for its implementation;

WHEREAS, Section 5.1 of the Administrative Order No. 135 requires the creation of an Employees Organization-Management Consultative Committee, be a similar body composed of representative from Management and the Negotiating Agent shall be determine if the Agency is qualified for the agent of CNA Incentive based on compliance with legal requirements.

NOW THEREFORE, I ENGR. ROLANDO M. VILLASENCIO, Local Chief Executive of the Municipality of Merida, Leyte, by virtue of the powers vested in me by law, do hereby order the following:

SECTION 1. COMPOSITION. The Employees Organizational-Management Consultative Committee shall be composed of the following:

PRESIDENT	:	Randulf E. Frias	
VICE-PRESIDENT	:	Christopher Nodalo	
TREASURER	:	Veronica D. Abaño	
SGT. AT ARMS	:	Rosalio Maingque	Jose Polanco jr.
P.I. O	:	Aldwin Delante	
AUDITOR	:	Lida Cabardo	Myrna D. Boholst



Merida . . . Town of Merry and Dashing People



ENGR. ROLANDO M. VILLASENCIO

OFFICE OF THE MUNICIPAL MAYOR

Brgy. Poblacion, Merida, Leyte 6540

✉ lgumerida.mayoroffice@gmail.com

☎ (053) 5579-588



LGU MERIDA Representatives

Nikki Serefio

Ernesto Pening

Jo-ann Alcantara

Verna Aldiano

Joselito Delos Angeles

Christian Salta

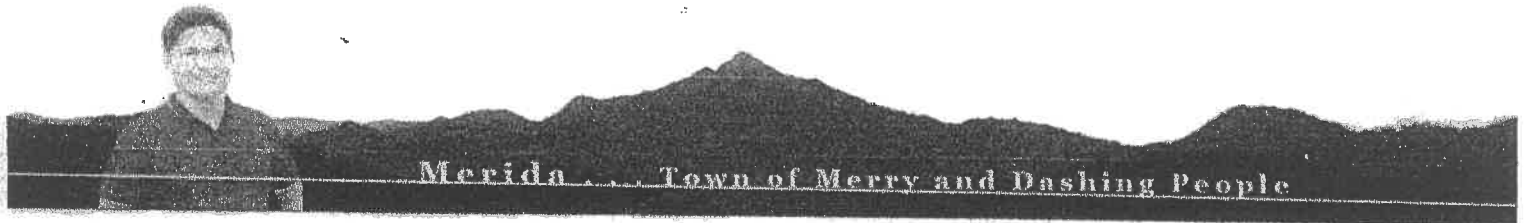
Oscar Calambo

SECTION 2. FUNCTIONS OF THE EMPLOYEES ORGANIZATION-MANAGEMENT CONSULTATION COMMITTEE. The Employees Organization-Management Consultation Committee shall be the following:

1. Formulate plans, programs and policies for the employees that are gender-fair, culturally relevant and responsive to the needs of every member of the committee;
2. Provide coordinative linkage with other agencies and institution in the planning, monitoring and evaluation of plans for the employees;
3. Faster assistance to the members of the organization;
4. Monitor and evaluate the implementation of programs that are relevant for all the members of the committee.

SECTION 3. MEETINGS AND QUOROM.

- a. The council shall meet at least once every quarter or as often as may be necessary;
- b. The chairman may call a meeting and shall preside the same.





ENGR. ROLANDO M. VILLASENCIO
OFFICE OF THE MUNICIPAL MAYOR


Brgy. Poblacion, Merida, Leyte 6540 ✉ lgumerida.mayorsoffice@gmail.com ☎ (053) 5579-588



SECTION 4. REPEALING CLAUSE. All other executive orders, rules and regulations and other issuances or parts thereof which are inconsistent with this Order are hereby revoked, amended, or modified accordingly.

SECTION 5. EFFECTIVITY. This Order shall take effect immediately.

DONE THIS 17th day of October 2022 in Merida, Leyte


ENGR. ROLANDO M. VILLASENCIO
Municipal Mayor



Merida . . . Town of Merry and Dashing People



CERTIFICATE OF ACCREDITATION

No. 1420

TO WHOM IT MAY CONCERN:

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

MERIDA LEYTE MUNICIPAL RANK-AND-FILE EMPLOYEES' ASSOCIATION (MeLeMREA)

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

MUNICIPAL GOVERNMENT OF MERIDA Merida, Leyte

As such, it shall represent and bind them in any negotiation with management on terms and conditions of employment not fixed by law.

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

Given this 23rd day of February 2021 in Quezon City.

Alicia Dela Rosa - Bala
ALICIA DELA ROSA - BALA
Chairperson

Attested by:

Cecilia C. Dela Fuente
CECILIA C. DELA FUENTE
Director IV
Human Resource Relations Office

CERTIFIED TRUE COPY
DATE: 01-13-2023
BY: C. Flores



Department of Labor
and Employment



Civil Service
Commission



CERTIFICATE OF REGISTRATION

NO. 2253

TO WHOM IT MAY CONCERN:

This is to certify that the Department of Labor and Employment and the Civil Service Commission have registered

MERIDA LEYTE MUNICIPAL RANK-AND-FILE EMPLOYEES' ASSOCIATION (MeLeMREA)


Local Government Unit of Merida, Leyte

PLACE OF OPERATION: Local Government Unit of Merida, Leyte
Merida, Leyte


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, thereby conferring upon it the right to be certified/accredited, subject to the conditions prescribed in said Executive Order and Implementing Rules, as the sole representative of the rank-and-file employees to negotiate for them, and to undertake activities not contrary to law or public policy for the furtherance of the interest of its members.

This Certificate of Registration shall subsist unless cancelled in the manner provided for by Executive Order No. 180 and its implementing rules.

IN WITNESS WHEREOF, we have hereunto affixed our signature, with the seals of the Department of Labor and Employment and the Civil Service Commission at Manila, Philippines, this 16th of November, 2018.


SILVESTRE H. BELLO III
Secretary

Department of Labor and Employment


ALICIA dela ROSA-BALA
Chairperson
Civil Service Commission

Dept. of Labor & Employment
Office of the Secretary



029683

CERTIFIED TRUE COPY
DATE: 01-13-2023
BY: [Signature]



Republic of the Philippines
MUNICIPALITY OF MERIDA
Province of Leyte

EMPLOYEES' ORGANIZATION – MANAGEMENT CONSULTATIVE COMMITTEE

EXCERPT FROM THE MINUTES OF THE SPECIAL MEETING OF THE MERIDA, LEYTE MUNICIPAL RANK-AND-FILE EMPLOYEES' ASSOCIATION, HELD ON OCTOBER 10, 2022 AT THE LEGISLATIVE BUILDING, SESSION HALL.

COMMITTEE RESOLUTION NO. 01-2022

A RESOLUTION ESTABLISHING CRITERIA AND GUIDELINES IN THE GRANTING OF COLLECTIVE NEGOTIATION AGREEMENT (CNA) INCENTIVE TO THE MEMBERS OF MERIDA, LEYTE MUNICIPAL RANK-AND-FILE EMPLOYEES' ASSOCIATION (MeLeMREA).

WHEREAS, the Employees' Organization-Management Consultative Committee have mutually agreed on the contents and provisions contained in the draft Collective Negotiation Agreement (CNA) and consequently made its recommendation to the Chief Executive for favorable action and consideration;

WHEREAS, the Consultative Committee finally crafted the following conditions in the granting of the CNA incentive as an offshoot to the Consultative Meeting being conducted for the purpose;

NOW, WHEREFORE, on motion of Mr. Cristopher Nodalo, Vice-President of MeLeMREA, duly seconded by Mrs. Myrna D. Boholst, MeLeMREA Auditor, with the accord of all Consultative Committee Members present, both from the Management and Association, be it;

RESOLVED, AS IT IS HEREBY RESOLVED TO ESTABLISH CRITERIA AND GUIDELINES IN THE GRANTING OF COLLECTIVE NEGOTIATION AGREEMENT (CNA) INCENTIVE TO THE MEMBERS OF MERIDA, LEYTE MUNICIPAL RANK-AND-FILE EMPLOYEES' ASSOCIATION (MeLeMREA).

GUIDELINES/CRITERIA IN THE GRANTING OF COLLECTIVE NEGOTIATION AGREEMENT (CNA) INCENTIVE BONUS

SECTION 1. The Agency agrees to grant a CNA incentive bonus in a mutually agreeable amount which is subject to availability of funds and in accordance with applicable guidelines issued by the Department of Budget and Management (DBM) upon effectivity of the Agreement.

SECTION 2. Rank-and-file Employees not members of the Association entitled to receive CNA incentive bonus are subject to an automatic deduction of 15% "AGENCY FEE", which shall be paid to the Association, subject to existing laws, rules and regulations.

SECTION 3. The amount of CNA incentive bonus to be received by a rank-and-file employee based on his/her length of service, shall be computed using the table provided below provided the employees have at least a total or an aggregate of three (3) months and still active in the service as of November 30 of the current year.

- OVER -

not yet

officer

<u>Length of Service</u>	<u>Percentage of the CNA Incentive Bonus</u>
3 months but less than 4 months	45%
4 months but less than 5 months	50%
5 months but less than 6 months	60%
6 months but less than 7 months	70%
7 months but less than 8 months	80%
8 months but less than 9 months	90%
9 months but less than 10 months	95%

RESOLVED FURTHER TO FURNISH COPIES OF THIS RESOLUTION ALL CONCERNED PARTIES AND LGU AGENCIES CONCERNED FOR INFORMATION AND REFERENCE.

ADOPTED : October 18, 2022





APPROVED UNANIMOUSLY.

I hereby certify to the correctness of the foregoing Resolution.










MARIA CHRISTINA Q. SOLAÑA
MeLemREA Secretary

CONCURRED:

LGU-MERIDA REPRESENTATIVES:

- 
NIKKI I. SERENO
Municipal Budget Officer
- 
JO-ANN M. ALCANTARA
Municipal Market Head
- 
VERNA G. ALDIANO
Municipal Treasurer
- 
JOSELITO T. DELOS ANGELES
Secretary to the Sangguniang Bayan
- 
CHRISTIAN Q. SALTA
MPDO
- 
OSCAR D. CALAMBO
HRMO - V
- 
ERNESTO B. PENING
Municipal Tourism Officer

MeLemREA REPRESENTATIVES:

- 
RANDULF FRIAS
President
- 
CRISTOPHER NODALO
Vice-President
- 
VERONICA D. ABAÑO
Treasurer
- 
MYRNA D. BOHOLST
Auditor
- 
LIDA CABARDO
Auditor
- 
JOSE POLANCOS, JR.
P.I.D.
- 
ROSALIO MAINGQUE
SGT.-at-Arms
- 
ALDWIN P. DELANTE
SGT.-at-Arms

APPROVED:


ENGR. ROLANDO M. VILLASENIO
Municipal Mayor



Republic of the Philippines
MUNICIPALITY OF MERIDA
Province of Leyte

EMPLOYEES' ORGANIZATION – MANAGEMENT CONSULTATIVE COMMITTEE

EXCERPT FROM THE MINUTES OF THE SPECIAL MEETING OF THE MERIDA, LEYTE MUNICIPAL RANK-AND-FILE EMPLOYEES' ASSOCIATION (MeLeMREA), HELD ON OCTOBER 18, 2022 AT THE LEGISLATIVE BUILDING, SESSION HALL.

COMMITTEE RESOLUTION NO. 02-2022

A RESOLUTION RECOMMENDING TO THE LOCAL CHIEF EXECUTIVE OF MERIDA, LEYTE HON. ENGR. ROLANDO M. VILLASENCIO, THE GRANT OF COLLECTIVE NEGOTIATION AGREEMENT (CNA) INCENTIVE TO THE MEMBERS OF MERIDA, LEYTE MUNICIPAL RANK-AND-FILE EMPLOYEES' ASSOCIATION (MeLeMREA) WITH THE AMOUNT TO BE DETERMINED BY THE CERTIFYING OFFICERS OF THE LOCAL GOVERNMENT UNIT.

WHEREAS, the officers representing the MeLeMREA have introduced to the chief executive the proposed Collective Negotiation Agreement (CNA) for review and consideration of the Committee created by the Municipal Mayor for the Negotiation process;

WHEREAS, the recommendation is anchored on the procedural guidelines as prescribed by the Department of Budget and Management (DBM) specifically on the allowable MOOE allotments which has become available as a result of cost-cutting and systems improvement measures identified in the CNA which was the result of the joint efforts of Management and Employees (Section 5.1.1);

NOW, WHEREFOR ON MOTION of Mr. Ernesto B. Pening, Municipal Tourism Officer, duly seconded by Mr. Oscar D. Calambo, HRMO V, with the accord of all Committee Members present, from the Management and Association, be it;

RESOLVED, AS IT IS HEREBY RESOLVED TO RECOMMEND TO THE LOCAL CHIEF EXECUTIVE OF MERIDA, LEYTE HON. ENGR. ROLANDO M. VILLASENCIO, THE GRANT OF COLLECTIVE NEGOTIATION AGREEMENT (CNA) INCENTIVE TO THE MEMBERS OF MERIDA, LEYTE MUNICIPAL RANK-AND-FILE EMPLOYEES' ASSOCIATION (MeLeMREA) WITH THE AMOUNT TO BE DETERMINED BY THE CERTIFYING OFFICERS OF THE LOCAL GOVERNMENT UNIT.

RESOLVED FURTHER, to furnish copies of this Resolution to all concerned parties and LGU Agencies concerned for information and reference.

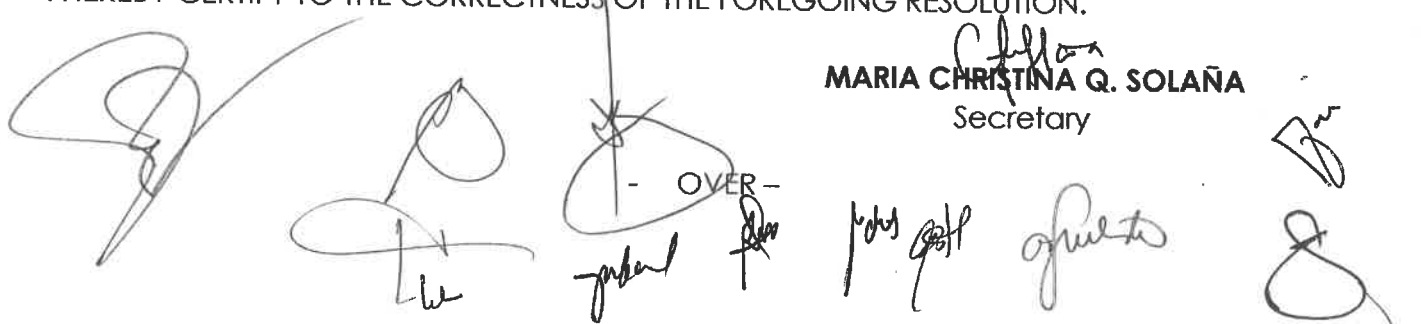
ADOPTED : October 18, 2022

APPROVED UNANIMOUSLY.

I HEREBY CERTIFY TO THE CORRECTNESS OF THE FOREGOING RESOLUTION.

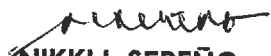

MARIA CHRISTINA Q. SOLAÑA
Secretary

- OVER -



CONCURRED;

LGU-MERIDA REPRESENTATIVES:


NIKKI I. SERENO
Municipal Budget Officer


JO-ANN M. ALCANTARA
Municipal Market Head


VERNA G. ALDIANO
Municipal Treasurer


JOSELITO T. DE LOS ANGELES
Secretary to the Sangguniang Bayan

CHRISTIAN Q. SALTA
MPDO


OSCAR D. CADAMBO
HRMO -IV



ERNESTO B. PENING
Municipal Tourism Officer

MeLeMREA REPRESENTATIVES:


RANDULF FRIAS
President



CRISTOPHER NODALO
Vice-President


VERONICA D. ABAÑO
Treasurer


MYRNA D. BOHOLST
Auditor


LIDA CABARDO
Auditor


JOSE POLANCOS, JR.
P.I.O.


ROSALIO MAINGQUE
SGT.-at-Arms


ALDWIN P. DELANTE
SGT.-at-Arms

APPROVED:


ENGR. ROLANDO M. VILLASEÑICO
Municipal Mayor



COLLECTIVE NEGOTIATION AGREEMENT (CNA)

KNOWN ALL MEN BY THESE PRESENTS:

THIS COLLECTIVE NEGOTIATION AGREEMENT entered into and executed this 25th day of October, 2022 by and between:

The **LOCAL GOVERNMENT UNIT OF MUNICIPALITY OF MERIDA, PROVINCE OF LEYTE**, a government agency with principal address at **TOWN HALL, BARANGAY POBLACION, MERIDA, LEYTE, 6540** herein represented by its **LOCAL CHIEF EXECUTIVE, HON. ENGR. ROLANDO M. VILLASENCIO** Municipal Mayor of Merida, Leyte, hereinafter referred to as the **AGENCY**.

And

MERIDA, LEYTE MUNICIPAL RANK-AND-FILE EMPLOYEES' ASSOCIATION (MeLeMREA), a duly registered public sector association as evidenced by the Certificate of Registration jointly issued in its favor by the **DEPARTMENT OF LABOR AND EMPLOYMENT (DOLE)** on **November 16, 2018** and the **CIVIL SERVICE COMMISSION (CSC)** on **February 23, 2021**, with principal address at **TOWN HALL, BARANGAY POBLACION, MERIDA, LEYTE, 6540** herein represented by its President, **RANDULF E. FRIAS**, hereinafter referred to as the association.

WITNESSETH:

WHEREAS, the Employees' rights to self-organization and collective negotiations are fully recognized and guaranteed in three (3) separate provisions of the 1987 Philippine Constitution, as follows:

- **ARTICLE III, SECTION 8.** "The right of the people, including those employed in the public and private sectors, to form associations, associations or societies for purposes not contrary to law shall not be abridged"
- **ARTICLE IX (B), SECTION 2(5).** "The right to self-organization shall not be denied to government employees."
- **ARTICLE XIII, SECTION 3.** "The state shall afford full protection to labor, local and overseas organized, and promote full employment and equality of employment opportunities for all."

"It shall guarantee the rights of all workers to self-organization, Collective Bargaining and Negotiations, and peaceful concerted activities, including the right to strike in accordance with law. They shall be entitled to security of tenure, humane conditions of work and a living wage. They shall also participate in policy and decision-making process affecting their rights and benefits as may be provided by law."

OVER -
[Signature]

[Handwritten signature]

[Handwritten signature]

[Handwritten signature]

[Handwritten signature]

[Handwritten signature]

[Handwritten signature]

[Handwritten signature]

[Handwritten signature]

[Handwritten signature]

[Handwritten signature]

WHEREAS, Executive Order No. 180 issued on June 1, 1987 authorize management and the accredited association of the agency to enter into Collective Negotiations on terms and conditions of employment which are not fixed by law;

WHEREAS, the LOCAL GOVERNMENT UNIT OF MERIDA, Leyte supports the rights of employees to self-organization and collective negotiations;

WHEREAS, MERIDA, LEYTE MUNICIPAL RANK-AND-FILE EMPLOYEES' ASSOCIATION (MeLeMREA) is recognized the sole and exclusive representative of all Rank-and-file Employees of the Local Government Unit of Merida, Leyte.

WHEREAS, the agency and the association have agreed to sign and enter into a formal agreement on mutually acceptable terms as may hereinafter be agreed in order to provide and establish just, humane, equitable and harmonious working environment, ensure maximum productivity, guarantee health and safety, and the best interest of service as means of furtherance of labor-management relations and attainment of delivery of genuine, honest and quality public service.

WHEREAS, the parties agreed to promote the principle of shared responsibility on matters of decision making affecting association members' rights, benefits and interests and commit to uphold the letter and spirit of this agreement.

NOW THEREFORE, for and in consideration of the foregoing premises, the parties hereby stipulate and agree on the following:

ARTICLE 1 – DECLARATION OF PRINCIPLES

SECTION 1. The Agency and the Association acknowledge that responsive management and responsible public sector association are the key partners for effective governance, and that a harmonious relationship between and among the parties is dependent upon mutual respect due to a partner for progress accorded by the association to the agency, and by the latter to the former, the officers and members thereof, in such a manner that neither the agency nor any department head thereof shall look down with disdain and scorn upon, nor discriminate, employees due to their association membership.

SECTION 2. The agency and the association recognize the basic rights of all employees to living wage, career development, just and humane conditions of work, and security of tenure for permanent employees.

SECTION 3. The association recognizes the authority and prerogative of the agency in the implementation of the existing laws governing terms and conditions of employment in the Government and the maintenance of employee benefits provided by law and such personnel actions as hiring, promotion, re-assignment, termination as a result of disciplinary action, and in establishing policies, office procedures and rules and regulations. The agency shall exercise at all times impartial, reasonable, and sound discretion in its exercise of said authority and prerogatives in accordance with law;

Handwritten signature on the left margin.

Handwritten signature on the left margin.

Handwritten signature on the right margin.

Handwritten signature on the right margin.

Handwritten signatures and initials at the bottom of the page, including the word 'OVER'.

Whenever used in this agreement, the terms "**EMPLOYEES**" refers only to those within the scope of the Negotiating Unit herein defined.

SECTION 2. RANK-AND-FILE EMPLOYEE – refers to those employees of the LGU whose functions are not normally considered as managerial, with the power to formulate policies or to hire, transfer, assign, lay-off, recall or discipline employees and those employees who fall under the Sub Professional and Professional categories of the re-categorized position classification system, excluding those highly confidential and conterminous employees.

SECTION 3. MEMBERSHIP FEE – refers to payment to the association done only once by an LGU Employee in recognition of his/her membership to MeLeMREA in accordance with the latter's By-Laws.

SECTION 4. ASSOCIATION DUES – refers to a regular contribution of members to the association in accordance with its By-Laws.

SECTION 5. AGENCY FEE – refers to the amount assessed and collected from the other employees of the LGU who are non-members of the association but who are covered and who enjoy the benefits under this collective negotiation agreement.

SECTION 6. SPECIAL ASSESSMENT FEES – refers to those fees other than the Membership Fee, Association Dues, Labor Education Fees, and those prescribed under the Organization's Constitution and By-Laws.

ARTICLE III – RECOGNITION

SECTION 1. The Agency recognizes the association as the sole and exclusive representatives of all Rank-and-File Employees in all Collective Negotiations concerning employees and Association Members' Rights, Benefits and Privileges.

SECTION 2. The Agency recognizes the association as an advocate of meaningful change for growth, progress. And full development of the Local Government Unit of Merida, Leyte as a whole.

SECTION 3. The Agency shall guarantee that there shall be no discrimination in any manner or form, against any employee due to membership in, or lawful acts performed as officer or member of the Association.

SECTION 4. The Agency shall discuss, transact deal and/or negotiate only through and directly with the association.

SECTION 5. The Agency and the Association agree to see to it that the highest standards of ethics, morality, and fidelity to public interest are observed.

Palanan
[Handwritten signature]

[Handwritten signature]
[Handwritten signature]
[Handwritten signature]

[Handwritten signature] *[Handwritten signature]* *[Handwritten signature]* *[Handwritten signature]* *OVER -* *[Handwritten signature]* *[Handwritten signature]* *[Handwritten signature]*

ARTICLE IV – MEMBERSHIP AND SCOPE OF REPRESENTATION

SECTION 1. Association Membership shall be composed of all Rank-and-File Employees of the Agency with salary grades 1 to 22, except (a) high-level employees as defined in Section 3 of Executive Order No. 180 dated June 1, 1987; (b) highly confidential employees as defined in Section 1 (aa), Rule 1 of the Amended Rules and Regulations of E.O. No. 180; and (c) assistant Department Heads as provided under Resolution No. 1, Series of 2005 dated May 4, 2005 issued by the Public Section Labor-Management Council.

SECTION 2. Those falling under the exceptions in the preceding section who opted to be covered by this agreement, or those who cannot be members by virtue of their religion shall be entitled to the same benefits and the privileges received and enjoyed by the regular members of the Association provided the agency fee as set by the Association is deducted from their salary.

SECTION 3. The Parties agree that the proper and appropriate Collective Negotiation Committee shall be composed of Six (6) Representatives from the Agency who shall be designated in a letter, stating therein that said persons are designated as such, by the Municipal Mayor, and Six (6) Representatives from the Association as designated in a letter, stating therein that said persons are designated as such, by the Association President.

ARTICLE V – ASSOCIATION SECURITY

SECTION 1. All employees who are members of the Association on the date of signing of this Agreement, as well as Employees who become members of the Association during its effectivity shall maintain their membership of good standing.

SECTION 2. The Agency shall not discriminate against any employee due to membership in the Association or for lawful acts performed as officer or representative of the Association.

SECTION 3. The Agency shall allow the holding of Association meetings, and programs/activities, the schedule of which shall be provided the Agency for its approval.

SECTION 4. The association shall notify the Agency in writing the name of its Officers who are duly elected to its board an any substitutions or changes therein within Fifteen (15) working days from their official election or substitution, including their functions and duties as provided under the Association Constitution and By-Laws.

SECTION 5. Upon request and subject to the availability, the Agency may provide a service vehicle for use of the Association Officers in attending Official Business or Meetings called and sponsored by any Government Agency on matters concerning the welfare of the Employees.

[Handwritten signatures and initials are present throughout the page, including a large signature on the left side of Article V, and several smaller signatures and initials at the bottom of the page.]

- OVER -

SECTION 6. The Agency shall furnish the Association, upon the latter's request, Financial, Report, Annual Approved Budget, COA Audit Report, and other pertinent information in the Agency's possession, and such other Financial Reports covering matters of Employees' concern. Likewise, the Association shall furnish the Agency, upon latter's request, a copy of the Association's Annual Plans and Programs.

ARTICLE VI – ASSOCIATION OFFICE

SECTION 1. The Agency authorizes the holding by the Association of regular monthly meetings or emergency meetings, during office hours whenever necessary for information or discussion of special concerns or urgent matters and a general assembly once a year, notice of which as to the date, time, venue and purpose of the assembly shall be sent to the Municipal Mayor.

SECTION 2. The Agency shall grant the Association official time subject to CSC Laws, Rules and Regulations of Association Officers and Members who will attend applicable local, national and/or International Workers' Education Programs, Seminars, meeting, Conventions, Conferences, and Leadership trainings.

SECTION 3. The agency shall allow the Association to post announcements and other documents for posting in the existing LGU Bulletin Boards.

SECTION 4. The Agency shall allow the Association to undertake programs, projects or activities that are deemed beneficial to Association Members.

SECTION 5. The Agency shall institutionalize the proper dissemination of correspondence and communications directly affecting the general welfare of the employees by including the Association in the mailing and routing list of the Agency.

ARTICLE VIII – PERSONNEL ACTIONS

SECTION 1. The Association recognizes the authority of the Agency over personnel actions/movements such as hiring, promotions, re-assignment, termination as a result of disciplinary action, and in establishing policies, officer procedures and rules and regulations. The Agency shall at all times exercise management discretion judiciously and in accordance with law.

SECTION 2. The Agency, in accordance with the Civil Service Laws, Rules and Regulations shall initiate a program on reorganization or internal restructuring involving the creation, abolition, reclassification, or upgrading of positions so as to standardize the staffing patters of the LGU in accordance with CSC directives. Once such a program is adopted, the Agency shall inform the Association of the same.

[Handwritten signatures and initials are present throughout the page, including a large signature on the left, a signature on the right, and several initials at the bottom.]

SECTION 3. In the event when there is a need for reassignment of an Employee the Agency will consult the Department Head or Chief of Office needing additional personnel, the Association Member affected by the movement, his/her Office Head, and the Association President. Such reassignment shall be made only in the exigency of the service.

SECTION 4. The Agency shall strictly refrain from assigning non-career Employees such as Consultants, Casuals, Contractual and Job-order Employees to positions that exercise direct supervision over Regular Career Employees in accordance with CSC Memo Circular No. 40, Series of 1998.

ARTICLE IX – EMPLOYEES BENEFITS AND PRIVILEGES

SECTION 1. Employees shall continue to enjoy all existing benefits and privileges pertaining to their conditions of employment including, but not limited to economic benefits insofar as maybe authorized by Civil Service Law, Rules and Regulations and other applicable laws.

SECTION 2. Except for security of tenure, Casual Employees shall have the same benefits and privileges enjoyed by the Regular Employees. Qualified Casual Employees shall be considered as priority in case of hiring of a Regular Employee.

ARTICLE X – EMPLOYEE BENEFIT PROGRAMS

SECTION 1. LOYALTY PAY – The Agency shall appropriate funds for the implementation of loyalty pay to its Employees as prescribed by CSC Memorandum Circular No. 06, Series of 2002.

SECTION 2. LEAVE PRIVILEGES – In accordance with the provision of CSC Memorandum No. 6, Series of 2006 and its related issuances, the Agency shall grant its Officials and Employee's the following leave privileges, to wit:

2.1 LEAVE PRIVILEGES. The Agency shall grant its Official and Employees the following non-cumulative leave privileges:

2.1 (a). Seven (7) days paternity leave, when the Employee's Legal wife gives birth or has a miscarriage;

2.1 (b). Seven (7) days parental leave (for solo parents as per CSC Memorandum Circular No. 8, Series of 2004;

2.1 (c). Three (3) days leave under any of the following:

a. Burial or mourning leave, in case of death of the legitimate spouse or any of the legitimate children, parents, brothers, or sisters;

[Handwritten signatures and initials on the left margin]

[Handwritten signatures and initials at the bottom of the page, including the word "OVER-"]

[Large handwritten mark on the right margin]

- b. Emergency leave, in case of actual emergencies such as man-made disasters, typhoons, floods, and other calamities;
- c. Hospitalization leave, for immediate members of the family;
- d. Relocation leave, for physical transfer of abode;
- e. Graduation leave;
- f. Enrolment leave
- g. Personal Milestone;
- h. Wedding and honeymoon leave; and
- i. Anniversary leave.

2.2 REHABILITATION LEAVE. The Agency shall ensure the implementation of rehabilitation leave for work-related injuries in accordance with Section 55, Rule XVI (Leave of Absence) of the omnibus Rules Implementing Book V of Executive Order No. 292 as Amended by CSC MC Nos. 41, S. 1998; 6, 14, 24, S. 1999).

2.3 COMPENSATORY DAY-OFF. The Agency shall grant non-commutable leave credits or compensatory day-off in lieu of overtime services rendered without pay pursuant to the provision of CSC MC No. 30, S. 1994.

2.4 MATERNITY LEAVE. The Agency shall grant of up Two (2) months Maternity Leave of women employees who are expecting to give birth. Maternity Leave can be enjoyed by the expecting mother three months prior to the actual date of birth.

SECTION 3. MEDICAL AND DENTAL ASSISTANCE. The Agency shall provide free medical and dental check-up to Association Members at the Rural Health Office of Merida, Leyte.

SECTION 4. AWARDS AND INCENTIVES. The Agency shall ensure the implementation of the unified program on awards and incentives for services excellence (praise) pursuant to Department Order No. 2, Series of 2001 in accordance with the provisions of CSC Memorandum Circular No. 1, Series of 2001 and Reward provide in-kind or cash incentive (or both) to outstanding employees.

SECTION 5. HEALTH AND WELLNESS PROGRAM. In adherence to the essence of CSC Memorandum Circular No. 6, Series of 1995 requiring all Agencies to adopt the great Filipino workout, the Agency shall support and provide Employees anrea for its Health and Wellness Program.

SECTION 6. HOUSING PROGRAM. The Agency shall initiate housing program to Employees' access to housing benefits. Jointly with the association, the Agency shall work for a special housing allocation for employees, subject to the qualifications prescribed by the Agency.

[Handwritten signature]

[Handwritten signature]

[Handwritten signature]

[Handwritten signature]

[Handwritten signature]

[Handwritten signature]

[Handwritten signature]

[Handwritten signature]
- OVER -

[Handwritten signature]

[Handwritten signature]

SECTION 7. LIVELIHOOD PROJECTS. The Agency shall endeavor to introduce and provide alternative sources of livelihood to all Employees. The Agency shall likewise establish or institute fund generating projects for purpose of augmenting Employees' benefits and for the full implementation of this Agreement subject to pertinent Rules and Regulations.

SECTION 8. SCHOLARSHIP PROGRAM FOR EMPLOYEES. The Agency may adopt a Scholarship program for (and/or facilitate availment of government/international scholarship grants to) qualified employees who wish to further advance their under graduate education and for those who wish to pursue post-graduate studies or undergo review for the bar or board, as the case may be.

SECTION 9. RECOGNITION PAY. Subject to availability of funds that the Agency shall grant a recognition pay of equivalent to one month salary but not less than P5,000.00 but not more than P10,000.00 to all its Rank-and-File Employees who has rendered an exemplary service in the performance of his or her duties that has elevated the Agency's prestige and employee morale. This shall be accompanied with a plaque of recognition.

ARTICLE XI – WORKING HOURS, SALARIES AND OTHER RELATED MATTERS

SECTION 1. TARDINESS AND ABSENCES. Employees who exceed the minimum number of tardiness and absences shall be given necessary action as provided under Civil Service Commission Rules and Regulations.

SECTION 2. TIME, ATTENDANCE, RECORDING, AND TRACKING. The Agency shall institutionalize the upgrading of its time attendance recording & tracking system and shall insure that the same shall be installed in an accessible and convenient location for Employees, especially the elderly and/or differently able.

SECTION 3. WORK SCHEDULE. The Agency may allow Employees to enjoy flexible time schedule as provided under Civil Service Commission Rules and Regulations.

SECTION 4. ENTITLEMENT OF NIGHT-SHIFT DIFFERENTIAL. This benefit shall be given to an employee whose regular working hours fall wholly or partially within ten o'clock in the evening to six o'clock in the morning of the following day, provided that the same be through compensatory overtime credit under CSC Law, Rules and Regulations.

SECTION 5. PAYMENT OF OVERTIME. Overtime pay shall be paid to an employee for work performed beyond the regular working hours in a day, and those performed on rest days, holidays and nonworking days subject to existing Rules and Regulations.

SECTION 6. HAZARD PAY. This benefits is given to personnel exposed to hazardous situations such as, but not limited to, assignment in strife-torn or embattled areas, distressed or isolated stations, prison camps, mental hospitals, leprosaria, radiation exposed clinics/laboratories/workshops, disease infested areas, and areas declared under State of Calamity or Emergency which pose occupational risks or perils to life, as provide for by Law.

ARTICLE XII – HEALTH AND SAFETY WORK ENVIRONMENT CONDITIONS

SECTION 1. The Agency shall comply with applicable regulations requiring safety health and sanitary working conditions prescribed by appropriated Government Authorities and shall provide all offices, departments and satellite work stations adequately equipped and properly manned first aid units.

SECTION 2. The Agency shall inform the employees on all health and medical benefits available to them under the GSIS, PHILHEALTH and such other programs. It shall further agree to assist the employees in their claim for availment thereof in order to ensure such benefits are enjoyed by the employees.

SECTION 3. Pregnant employees who are in their sixth month of pregnancy shall be exempt from performing physical and strenuous work assignments. This shall also apply to Employees who underwent major operations including stroke patients provided a Medical Certification in secured from Authorized Government Physician.

SECTION 4. The Agency and the Association agrees to conduct random drug test to all employees. Likewise the Agency shall also provide adequate safety outfits and equipment to employees exposed to health and other hazards.

SECTION 5. The Association shall initiate and the Agency shall implement & support, and financially assist in programs promoting the spirituality of Association Members and similar services, and the conduct of Association – championed self – transformation Seminars, Sports, and Socio-cultural programs participated in by the Employees.

ARTICLE XIII – PROFESSIONAL GROWTH AND DEVELOPMENT

SECTION 1. The Agency shall institutionalize the implementation of a career development program in all areas of work, subject to provisions of Legislative and Executive and Executive Issuances.

Career Development Program referred herein shall include attendance in conferences, conventions, seminars, trainings, workshops, values formation, fellowships, study grants, skills development, and other capability building programs.

SECTION 2. The Agency shall establish and implement opportunities for employee's Social Development through the conduct of social gatherings, sports activities, community outreach programs, team building exercises and other related activities that will foster and enhance camaraderie, bolster self-confidence and improve sociability of employees.

SECTION 3. Summer job for employee's dependents. The Agency shall include as beneficiaries in its SPES and other summer job programs qualified dependents of employees or as may be deemed necessary, subject to pertinent laws, rules and regulations.

[Handwritten signatures and initials are present throughout the page, including a large signature on the left side of Article XIII, and several smaller signatures and initials at the bottom of the page.]

SECTION 4. Review, dissertation and thesis writing leave – the Agency, cognizant of individual initiative for personal and professional development, shall allow employees to avail of bar and board review, dissertation and thesis writing leave for a maximum of six (6) months with pay, subject to existing CSC Laws, Rules and Regulations.

ARTICLE XIV – SHARED RESPONSIBILITY FOR PROMOTION

SECTION 1. The Agency and the Association shall jointly formulate, implement and review the Agency's unified merit promotion plan as provided by the Civil Service Commission.

SECTION 2. Selection and promotion of employees shall be in accordance with CSC Laws, Rules and Regulations. The guidelines and criteria and any changes thereof adopted by the promotion and selection board shall be mutually agreed upon by the Agency and the Association.

SECTION 3. The appointing authority shall act on the recommendations submitted by the Personnel Selection Board as outlined in the succeeding paragraph within the period of six (6) months from the date of submission hereof. If the recommendation is not acted upon within the specified period, the screening process shall be invalidated.

SECTION 4. All things being equal, an applicant-insider shall be given preference by the Agency in the filling-up of any vacancy unless said position is highly technical or strictly confidential in nature and there is no qualified employee within the Agency,

ARTICLE XV – OTHER BENEFITS

SECTION 1. Assistance to retirees. The Agency shall pay a retiring employee all benefits prior to the release of his/her claims from the GSIS and shall assist in the facilitation of the release of his/her retirement pay and other benefits. The Agency shall also grant a retiring employee/member regardless of rank and position any cash entitlement indicated in the praise program/budget in recognition of the retiree's loyal service to the Agency, subject to availability of funds.

ARTICLE XVI – GRIEVANCE MACHINERY

SECTION 1. The Association shall coordinate with the Agency in the implementation of the Agency Grievance Machinery as approved by the Civil Service Commission, provided that in the case an Association member has grievance against his/her fellow Association member, said issues will first be dealt with within the Association pursuant to the provision of the Association Constitution and By-Laws.

[Handwritten signatures and initials are present at the bottom of the page, including a large signature on the left, a signature on the right, and several initials and scribbles at the bottom. The word "OVER-" is written in the center of the bottom section.]

SECTION 2. Employees not members of the Association shall have the right to directly lodge/present their complaints or grievances against co-employees (Association members or not) to Management and have them adjudicated judiciously, subject to CSC Rules, Laws and Regulations.

SECTION 3. Any complaint or grievance shall be resolved at the lowest possible level in the particular office of the Agency within five (5) days and the employee shall have the right to appeal such decision to higher authorities. A representative from the Association shall be included as member of the grievance committee.

ARTICLE XVII – PERSONNEL RIGHTS AND LEGAL REPRESENTATION / ASSISTANCE

SECTION 1. Whenever the Agency files a complaint against an employee, the following shall be observed:

1. Principle on due process and fair play shall be followed in the conduct and resolution of complaints.

2. Anonymous complaints shall not be entertained unless they contain data and information extremely sufficient to warrant an investigation result of which is beneficial to the Agency in general, subject to the existing Revised Rules on Administrative Cases.

SECTION 2. The Agency shall ensure that in all Administrative Investigations, process shall be properly observed.

ARTICLE XVIII – BUDGET AND FUNDS

SECTION 1. Within six (6) months from the date of effectivity of this Agreement, the Agency and the Association shall prepare all the necessary guidelines in the implementation of the provisions herein contained within shall be presented to Municipal Mayor.

SECTION 2. All other laws, issuances, circulars that grant additional benefits to Association members in addition to aforementioned benefits shall form part of the CNA. Subject to DBM issuances.

ARTICLE XX – ENTIRETY AND AMENDMENT CLAUSE

SECTION 1. The parties hereby agree that the Terms and Conditions contained herein constitute the entire Agreement between the Agency and the Association and supersede all previous communications, representations or agreements, either verbal or written insofar as they are contrary or repulsive to the Terms and Conditions herein stipulated. Provisions on economic benefits shall be the subject of re-negotiation after a period of one (1) year.

[Handwritten signatures and initials are present throughout the page, including a large signature on the left, a signature on the right, and several initials at the bottom. One signature at the bottom is written over the word "OVER-".]

SECTION 2. If during the effectivity of this Agreement, certain provisions are found to be appropriate and the beneficial to officials and employees, amendments shall be done, introduced and/or instituted subject to the Agreement of both parties.

ARTICLE XXI – MISCELLANEOUS

SECTION 1. Separability clause, in the event any provision of this Agreement is declared invalid by competent court or authority or amended by Legislation, the remaining provisions to which such declaration does not pertain shall continue to be valid in full force and effect.

SECTION 2. General condition. Except as may be allowed or exempted by Law, all provisions contained in this Agreement shall be subject to the Rules and Regulations of the Civil Service Commission and the Department of Budget and Management.

ARTICLE XXII – CNA INCENTIVE BONUS

SECTION 1. The Agency agrees to grant a CNA incentive bonus in a mutually agreeable amount which is subject to availability of funds and in accordance with applicable guidelines issued by the DBM upon effectivity of the Agreement.

SECTION 2. Rank-and-file Employees not members of the Association entitled to received CNA incentive bonus are subject to an automatic deduction of 15% "AGENCY FEE" which shall be paid to the Association subject to existing Laws, Rules and Regulations.

SECTION 3. The amount of CNA Incentive Bonus be received by a Rank-and-File Employee based on his/her length of service, shall be computed using the Table provided below, provided the employees have at least a total or an aggregate of three (3) months and still active in the service as of November 30 of the current year.

Length of Service	Percentage of CNA Incentive Bonus
3 months but less than 4 months	45%
4 months but less than 5 months	50%
5 months but less than 6 months	60%
6 months but less than 7 months	70%
7 months but less than 8 months	80%
8 months but less than 9 months	90%
9 months but less than 10 months	95%

Guidance

[Handwritten signature]

[Handwritten signature]

ARTICLE XXIII – EFFECTIVITY AND DURATION

SECTION 1. This Agreement shall take effect immediately upon signing and shall remain in full force for a period of three (3) years.

[Handwritten signature]

[Handwritten signature]

[Handwritten signature]

[Handwritten signature]

SECTION 2. For the purpose of considering a specific proposal for amendment, the proponent shall file a written notice addressed to the President of the Association and must be served within Thirty (30) days prior to the intended meeting for the purposed of discussion, evaluation and judgment and/or decision by the executive board.

SECTION 3. Both parties agree to meet before the last sixty (60) days of this Agreement for the purpose of entering into a new CNA. It is understood that all provisions in this Agreement shall continue to remain in full force until such time a new Agreement is in effect and adapted.

ARTICLE XXIV – COST SAVING MEASURES

SECTION 1. The Association shall see to it that all electricity consuming devices and equipment computers not in use, ac units, electric fans, electric lights, tv sets, radios and sound systems shall be turned on at 9:00 am and turned off at 4:00 pm, as the case may be.

SECTION 2. Water consumption shall also be regulated; faucets, toilet bowls, sinks, and toilet flushes shall be regularly monitored to make sure that no water is left drifting to avoid water wastage.

SECTION 3. The Association shall encourage re-cycling and re-use of scratch bond papers and other office supplies; auction of condemned equipment and scrapped materials into cash to generate income or savings for the agency.

SECTION 4. Association officers shall require their members to be vigilant assist in the turning off of street lights should they see them left un-switched off. The Association shall support LGU Merida's programs and activities on cost-saving. The Association shall also encourage its members to be diligent in paying its obligations to include real property taxes, water bills and other financial obligations accrued to the LGU to improve local financial resources.

SECTION 5. Association Officers shall encourage members to be dedicated public servants and support the agency's objective if increased revenue collection by reporting to the appropriate office/department business establishments that does not have the necessary and required license or permit to operate. By doing so, the employees could help in the improved revenue collection.

SECTION 6. Association members are encouraged to devise and enforce as well as adhere to and support the agency's other cost saving measures that will generate funds and/or savings for the general good and welfare of one and all.

[Handwritten signatures and initials are present throughout the bottom half of the page, including a large signature on the left, a signature on the right, and several initials and marks at the bottom.]

OVER

IN WITNESS WHEREOF, THE PARTIES HERETO, BY THEIR AUTHORIZED REPRESENTATIVES HAVE EXECUTED THIS **COLLECTIVE NEGOTIATION AGREEMENT** THIS 25th day of October 2022 AT MERIDA, LEYTE PHILIPPINES.

FOR AND IN BEHALF OF THE:

FOR AND IN BEHALF OF THE:

LOCAL GOVERNMENT UNIT OF MERIDA, LEYTE

MERIDA, LEYTE MUNICIPAL RANK-AND-FILE EMPLOYEES' ASSOCIATION (MeLeMREA)

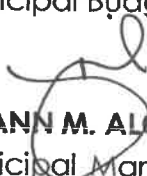

HON. ENGR. ROLANDO M. VILLASENCIO
Municipal Mayor


MR. RANDULF E. FRIAS
MeLeMREA President

SIGNED IN THE PRESENCE OF:



NIKKI I. SERENO
Municipal Budget Officer


CRISTOPHER NODALO
Vice President



JO-ANN M. ALCANTARA
Municipal Market Head


MARIA CHRISTINA Q. SOLAÑA
Secretary


VERNA G. ALDIANO
Municipal Treasurer



VERONICA D. ABAÑO
Treasurer


JOSELITO T. DELOS ANGELES
Secretary to the Sangguniang Bayan



MYRNA D. BOHOLST
Auditor


CHRISTIAN Q. SALTA
MPDO


LIDA CABARDO
Auditor


OSCAR D. CALAMBO
HRMO - V


JOSE POLANCOS, JR.
P.I.O.


ERNESTO B. PENING
Municipal Tourism Officer


ROSALIO MAINGQUE
SGT.-at-Arms


ALDWIN P. DELANTE
SGT.-at-Arms



Republic of the Philippines
Province of Leyte
MUNICIPALITY OF MERIDA

SANGGUNIANG BAYAN

EXCERPT FROM THE MINUTES OF THE 22ND REGULAR SESSION OF THE SANGGUNIANG BAYAN (18TH COUNCIL), MERIDA, LEYTE HELD ON DECEMBER 05, 2022 AT THE LEGISLATIVE BUILDING SESSION HALL.

- RESOLUTION NO. 18-22-246-

A RESOLUTION APPROVING THE REQUEST FOR THE REVERSION OF FUNDS UNDER THE MAINTENANCE AND OTHER OPERATING EXPENSES (MOOE) OF THE DIFFERENT DEPARTMENT/OFFICES OF THE LOCAL GOVERNMENT UNIT OF MERIDA, LEYTE, IN THE AMOUNT OF TWO MILLION AND SEVEN HUNDRED SEVENTY-FIVE THOUSAND PESOS (PHP2,775,000.00) ONLY.

WHEREAS, the Local Chief Executive submitted to the Sangguniang Bayan the request for the reversion of funds under the Maintenance and Other Operating Expenses (MOOE) which are taken from the different LGU Offices for the current year;

WHEREAS, the August Body reviewed and evaluated the proposal to ascertain that the PPAs involved in said continuing appropriations are no longer subject for implementation thus, worth for reversion back to the general fund in order to serve another purpose depending on the identified priority needs of the Municipality;

WHEREAS, the Sanggunian has concluded that the intention of the Executive Office is meritorious and therefore, deserves the consideration and approval of the August Body in order to serve the purpose;

NOW, WHEREFORE, ON MOTION OF Hon. Emarito A. Luzares, Chairman Committee on Finance, Ways and Means, duly seconded by MASS, BE IT;

RESOLVED, AS IT IS HEREBY RESOLVED TO APPROVE THE REQUEST FOR THE REVERSION OF FUNDS UNDER THE MAINTENANCE AND OTHER OPERATING EXPENSES (MOOE) OF THE DIFFERENT DEPARTMENT/OFFICES OF THE LOCAL GOVERNMENT UNIT OF MERIDA, LEYTE, IN THE AMOUNT OF TWO MILLION AND SEVEN HUNDRED SEVENTY-FIVE THOUSAND PESOS (PHP2,775,000.00) ONLY.

RESOLVED FURTHER that copy of this resolution be furnished to the Office of the Municipal Mayor of Merida, Leyte Hon. Engr. Rolando M. Villasencio, copy furnish the Municipal Budget Officer and the Municipal Accountant, all for their information and reference.

APPROVED UNANIMOUSLY.

I HEREBY CERTIFY to the veracity of the foregoing Resolution.

ATTESTED :

JOEL A. MARSON
Municipal Councilor / Presiding Pro-tempore

JOSELITO T. DELOS ANGELES
Secretary to the Sangguniang Bayan



ENGR. ROLANDO M. VILLASENCIO
OFFICE OF THE MUNICIPAL MAYOR

Brgy. Poblacion, Merida, Leyte 6540 ✉ lgumerida.mayorsoffice@gmail.com ☎ (053) 5579-588



1st ENDORSEMENT

5
This is to respectfully request the Office of the Sangguniang Bayan for the passage of a resolution approving the Reversion of Funds under the Maintenance and Other Operating Expenses (MOOE) of the different departments/offices of the Local Government Unit in the amount of **TWO MILLION SEVEN HUNDRED SEVENTY FIVE THOUSAND PESOS (P2,775,000.00)**.

5
ENGR. ROLANDO M. VILLASENCIO
Municipal Mayor



STATEMENT OF FUNDS AVAILABLE FOR REVERSION

(for C N A)
as of November 21, 2022

Office / Programs	Amount of Appropriations	Amount of Obligation	Unobligated to Date	Amount to be Reverted	Balance of Appropriations
Office of the Municipal Mayor					
Travelling Expenses	935,000.00	543,809.32	391,190.68	158,000.00	233,190.68
Postage and Courier Services	10,000.00	-	10,000.00	10,000.00	-
Telephone Expenses	554,000.00	263,753.46	290,246.54	100,000.00	190,246.54
Repairs and Maintenance - Bldgs. and Other Structures	1,121,357.00	784,740.75	336,616.25	80,000.00	256,616.25
Repairs and Maintenance - Other Property, Plant and Equipment	25,000.00	-	25,000.00	25,000.00	-
Repairs and Maintenance - Furniture and Fixtures	25,000.00	-	25,000.00	25,000.00	-
Total	2,670,357.00	1,592,303.53	1,078,053.47	398,000.00	680,053.47
General Services Office					
Fuel, Oil & Lubricants Exp.	275,000.00	107,838.70	167,161.30	100,000.00	67,161.30
Repairs and Maintenance - Bldgs. and Other Structures	179,775.00	37,285.00	142,490.00	100,000.00	42,490.00
Repairs and Maintenance - Transportation Equipment	585,710.00	376,565.00	209,145.00	100,000.00	109,145.00
Total	1,040,485.00	521,688.70	518,796.30	300,000.00	218,796.30
Office of the Mun. Vice Mayor					
Travelling Expenses	81,000.00	24,516.00	56,484.00	30,000.00	26,484.00
Repairs and Maintenance - Bldgs. and Other Structures	10,000.00	-	10,000.00	10,000.00	-
Repairs and Maintenance - Machinery and Equipment	25,000.00	-	25,000.00	25,000.00	-
Total	116,000.00	24,516.00	91,484.00	65,000.00	26,484.00
Office of the Sangguniang Bayan					
Travelling Expenses	640,000.00	381,723.00	258,277.00	150,000.00	108,277.00
Office supplies Expenses	40,000.00	-	40,000.00	35,000.00	5,000.00
Other Supp. & Materials Exp.	42,000.00	-	42,000.00	42,000.00	-
Total	722,000.00	381,723.00	340,277.00	227,000.00	113,277.00
Secretariat					
Travelling Expenses	49,000.00	11,216.00	37,784.00	25,000.00	12,784.00
Repairs & Maintenance - Other Structures	10,000.00	-	10,000.00	10,000.00	-
Total	59,000.00	11,216.00	47,784.00	35,000.00	12,784.00
Office of the Mun. Civil Registrar					
Non-Accountable Forms Expenses	43,200.00	7,605.00	35,595.00	30,000.00	5,595.00
Total	43,200.00	7,605.00	35,595.00	30,000.00	5,595.00
Municipal Budget Office					
Travelling Expenses	78,280.00	5,720.00	72,560.00	45,000.00	27,560.00
Repairs and Maintenance - Machinery and Equipment	20,000.00	750.00	19,250.00	15,000.00	4,250.00
Total	98,280.00	6,470.00	91,810.00	60,000.00	31,810.00
Municipal Accounting Office					
Travelling Expenses	102,000.00	25,913.81	76,086.19	50,000.00	26,086.19
Total	102,000.00	25,913.81	76,086.19	50,000.00	26,086.19
Office of the Municipal Treasurer					
Travelling Expenses	116,000.00	23,270.00	92,730.00	50,000.00	42,730.00
Accountable Forms Expenses	239,480.00	72,495.00	166,985.00	100,000.00	66,985.00
Non-Accountable Form Exp.	43,000.00	2,250.00	40,750.00	20,000.00	20,750.00
Total	398,480.00	98,015.00	300,465.00	170,000.00	130,465.00


STATEMENT OF FUNDS AVAILABLE FOR REVERSION


(for C N A)

as of November 21, 2022

Office / Programs	Amount of Appropriations	Amount of Obligation	Unobligated to Date	Amount to be Reverted	Balance of Appropriations
MCTC - Judge					
Repairs & Maintenance - Machinery and Equipment	10,000.00	-	10,000.00	10,000.00	-
Total	10,000.00	-	10,000.00	10,000.00	-
Police Station					
Fuel, Oil and Lubricants Expenses	226,273.00	2,777.60	223,495.40	100,000.00	123,495.40
Total	226,273.00	2,777.60	223,495.40	100,000.00	123,495.40
Rural Health Unit					
Travelling Expenses	75,000.00	18,880.00	56,120.00	25,000.00	31,120.00
Other Supplies and Materials Expenses	181,207.52	-	181,207.52	150,000.00	31,207.52
Total	256,207.52	18,880.00	237,327.52	175,000.00	62,327.52
Municipal Agriculture Office					
Agricultural and Marine Supplies Expenses	129,050.00	52,700.00	76,350.00	45,000.00	31,350.00
Animal/Zoological Supplies Expenses	141,150.00	82,060.00	59,090.00	50,000.00	9,090.00
Repairs and Maintenance - Machinery and Equipment	162,820.00	-	162,820.00	150,000.00	12,820.00
Total	433,020.00	134,760.00	298,260.00	245,000.00	53,260.00
Municipal Engineering Office					
Travelling Expenses	30,000.00	4,310.00	25,690.00	15,000.00	10,690.00
Other Supplies and Materials Expenses	50,000.00	-	50,000.00	50,000.00	-
Water Expenses	900,000.00	491,402.78	408,597.22	200,000.00	208,597.22
Total	980,000.00	495,712.78	484,287.22	265,000.00	219,287.22
Office of the Mun. Administrator					
Travelling Expenses	15,000.00	-	15,000.00	15,000.00	-
Total	15,000.00	-	15,000.00	15,000.00	-
Merida Infirmary					
Drugs and Medicines	500,000.00	220,355.00	279,645.00	230,000.00	49,645.00
Medical, Dental and Laboratory Supplies Expenses	500,000.00	324,562.25	175,437.75	130,000.00	45,437.75
Other Supplies and Materials Expenses	300,000.00	-	300,000.00	270,000.00	30,000.00
Total	1,315,000.00	544,917.25	755,082.75	630,000.00	125,082.75
TOTAL AMOUNT AVAILABLE FOR REVERSION (FOR CNAI)				2,775,000.00	

WE HEREBY CERTIFY jointly that the above statement of funds for reversion is true and correct.


VERNA G. ALDINAO
Municipal Treasurer


NIKKI I. SERENO
Municipal Budget Officer


ERNESTO B. PENING
Municipal Accountant-Designate



Republic of the Philippines
Province of Leyte
MUNICIPALITY OF MERIDA

SANGGUNIANG BAYAN

EXCERPT FROM THE MINUTES OF THE 22ND REGULAR SESSION OF THE SANGGUNIANG BAYAN (18TH COUNCIL), MERIDA, LEYTE HELD ON DECEMBER 05, 2022 AT THE LEGISLATIVE BUILDING SESSION HALL.

- RESOLUTION NO. 18-22-247 -

A RESOLUTION APPROVING THE REQUEST FOR REVERSION OF FUNDS UNDER THE PERSONAL SERVICES (PS) AND MAINTENANCE AND OTHER OPERATING EXPENSES (MOOE) OF THE DIFFERENT DEPARTMENTS/OFFICES OF THE LOCAL GOVERNMENT UNIT OF MERIDA, LEYTE, IN THE AMOUNT OF SEVEN MILLION, SEVEN HUNDRED EIGHTEEN THOUSAND AND SEVENTY-TWO PESOS (PHP7,718,072.00) ONLY.

WHEREAS, the Local Chief Executive submitted to the Sangguniang Bayan the request for the reversion of funds under the Personal Services (PS) and Maintenance and Other Operating Expenses (MOOE) which are taken from the different LGU Offices for the current year;

WHEREAS, the August Body reviewed and evaluated the proposal to ascertain that the PPAs involved in said continuing appropriations are no longer subject for implementation thus, worth for reversion back to the general fund in order to serve another purpose depending on the identified priority needs of the Municipality;

WHEREAS, the Sanggunian has concluded that the intention of the Executive Office is meritorious and therefore, deserves the consideration and approval of the August Body in order to serve the purpose;

NOW, WHEREFORE, ON MOTION OF Hon. Emarito A. Luzares, Chairman Committee on Finance, Ways and Means, duly seconded by Hon. Camilo L. Dejon and Hon. Nenfa C. Oyao, BE IT;

RESOLVED, AS IT IS HEREBY RESOLVED TO APPROVE THE REQUEST FOR REVERSION OF FUNDS UNDER THE PERSONAL SERVICES (PS) AND MAINTENANCE AND OTHER OPERATING EXPENSES (MOOE) OF THE DIFFERENT DEPARTMENTS/OFFICES OF THE LOCAL GOVERNMENT UNIT OF MERIDA, LEYTE, IN THE AMOUNT OF SEVEN MILLION, SEVEN HUNDRED EIGHTEEN THOUSAND AND SEVENTY-TWO PESOS (PHP7,718,072.00) ONLY.

RESOLVED FURTHER that copy of this resolution be furnished to the Office of the Municipal Mayor of Merida, Leyte Hon. Engr. Rolando M. Villasencio, copy furnish the Municipal Budget Officer and the Municipal Accountant, all for their information and reference.

APPROVED UNANIMOUSLY.

I HEREBY CERTIFY to the veracity of the foregoing Resolution.

JOSELITO T. DELOS ANGELES
Secretary to the Sangguniang Bayan

ATTESTED :

JOEL A. MARSON
Municipal Councilor / Presiding Pro-tempore



ENGR. ROLANDO M. VILLASENCIO
OFFICE OF THE MUNICIPAL MAYOR

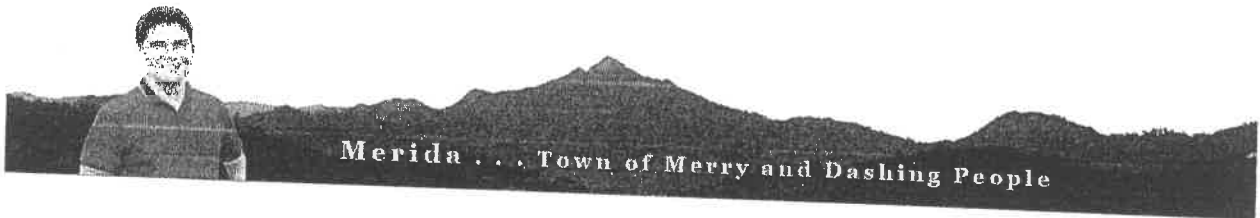
Brgy. Poblacion, Merida, Leyte 6540 ✉ lgumerida.mayorsoffice@gmail.com ☎ (053) 5579-588



1st ENDORSEMENT

This is to respectfully request the Office of the Sangguniang Bayan for the passage of a resolution approving the Reversion of Funds under the Personal Services and Maintenance and Other Operating Expenses (MOOE) of the different departments/offices of the Local Government Unit in the amount of **SEVEN MILLION SEVEN HUNDRED EIGHTEEN THOUSAND AND SEVENTY TWO PESOS (P7,718,072.00)**.

ENGR. ROLANDO M. VILLASENCIO
Municipal Mayor



STATEMENT OF FUNDS AVAILABLE FOR REVERSION

as of November 21, 2022

Office / Programs	Amount of Appropriations	Amount of Obligation	Unobligated to Date	Amount to be Reverted	Balance of Appropriations
Office of the Municipal Mayor					
Salaries and Wages - Casual	2,929,056.00	1,597,259.83	1,331,796.17	1,000,000.00	331,796.17
PERA	864,000.00	322,000.00	542,000.00	240,000.00	302,000.00
Representation Allowance (RA)	81,000.00	67,500.00	13,500.00	-	13,500.00
Transportation Allowance (TA)	81,000.00	67,500.00	13,500.00	-	13,500.00
Clothing/Uniform Allowance	216,000.00	126,000.00	90,000.00	90,000.00	-
Mid- year Bonus	456,048.00	304,264.00	151,784.00	150,000.00	1,784.00
Year - end Bonus	456,048.00	305,840.00	150,208.00	150,000.00	208.00
Cash Gift	180,000.00	100,000.00	80,000.00	80,000.00	-
PEI	180,000.00	-	180,000.00	80,000.00	100,000.00
Retirement & Life Insurance Prem.	656,710.00	355,936.96	300,773.04	180,000.00	120,773.04
Pag-Ibig Contribution	43,200.00	18,800.00	24,400.00	16,000.00	8,400.00
Philhealth Contribution	109,740.00	58,517.41	51,222.59	-	51,222.59
Employees Compensation Cont.	43,200.00	19,944.83	23,255.17	16,000.00	7,255.17
TOTAL	6,296,002.00	3,343,563.03	2,952,438.97	2,002,000.00	950,438.97
Rural Health Unit					
Salaries and Wages- Regular	5,288,244.00	3,519,004.00	1,769,240.00	1,020,440.00	748,800.00
PERA					
Representation Allowance (RA)	67,500.00	56,250.00	11,250.00	-	11,250.00
Transportation Allowance (TA)	67,500.00	56,250.00	11,250.00	-	11,250.00
Clothing/Uniform Allowance	78,000.00	60,000.00	18,000.00	18,000.00	-
Subsistence Allowance	234,000.00	147,000.00	87,000.00	45,000.00	42,000.00
Laundry Allowance	23,400.00	14,700.00	8,700.00	3,000.00	5,700.00
Hazard Pay	1,143,826.00	441,926.75	701,899.25	191,512.00	510,387.25
Mid-Year Bonus	406,788.00	304,744.00	102,044.00	102,044.00	-
Year- End Bonus	406,788.00	304,744.00	102,044.00	102,044.00	-
Cash Gift	70,000.00	60,000.00	10,000.00	10,000.00	-
	70,000.00		70,000.00	10,000.00	60,000.00
Retirement & Life Insurance Premium	634,590.00	399,782.94	234,807.06	100,000.00	134,807.06
PAG-IBIG Contribution	16,800.00	11,000.00	5,800.00	2,000.00	3,800.00
PhilHealth Contribution	105,772.00	65,423.87	40,348.13	-	40,348.13
Employees Compensation Cont.	16,800.00	11,000.00	5,800.00	2,000.00	3,800.00
SUB-TOTAL	8,630,008.00	5,451,825.56	3,178,182.44	1,606,040.00	1,572,142.44
TOTAL AMOUNT AVAILABLE FOR REVERSION (FROM PS)				3,608,040.00	

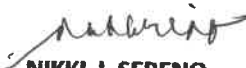
STATEMENT OF FUNDS AVAILABLE FOR REVERSION

as of November 21, 2022

Office / Programs	Amount of Appropriations	Amount of Obligation	Unobligated to Date	Amount to be Reverted	Balance of Appropriations
Office of the Municipal Mayor					
Insurance Expenses	480,000.00	150,000.00	330,000.00	300,000.00	30,000.00
Awards/Rewards Expenses	100,000.00	-	100,000.00	100,000.00	-
Total	580,000.00	150,000.00	430,000.00	400,000.00	30,000.00
Municipal Risk Reduction and Management Office					
Other General Services	1,836,535.00	700,089.25	1,136,445.75	850,000.00	286,445.75
Total	1,836,535.00	700,089.25	1,136,445.75	850,000.00	286,445.75
Rural Health Unit					
Prevention and control of Infectious Diseases	1,379,412.51	150,303.00	1,229,109.51	1,000,000.00	229,109.51
Prevention and control of Non-Communicable Diseases	422,334.00	58,365.00	363,969.00	300,000.00	63,969.00
Basic Curative Care Services	970,316.27	119,121.70	851,194.57	750,000.00	101,194.57
Family health Services	1,447,922.25	230,558.10	1,217,364.15	810,032.00	407,332.15
Total	4,219,985.03	558,347.80	3,661,637.23	2,860,032.00	801,605.23
AMOUNT AVAILABLE FOR REVERSION (FROM MOOE)	4,799,985.03	708,347.80	4,091,637.23	4,110,032.00	831,605.23
TOTAL AMOUNT AVAILABLE FOR REVERSION	7,718,072.00				

HEREBY CERTIFY jointly that the above statement of funds for reversion is true and correct.


VERNA G. ALDINAO
Municipal Treasurer


NIKKI I. SERENO
Municipal Budget Officer


ERNESTO B. PENING
Municipal Accountant-Designate