



Republic of the Philippines
 PROVINCE OF LEYTE
 Municipality of Palo
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Item No.: 12
 Date: 03 MAR 2023

2-16-23
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PROVINCIAL BUDGET OFFICE

SANGGUNIANG PANLALAWIGAN
 FEB 20 2023
 SP Records
 PROVINCE OF LEYTE

Hon. LEONARDO M. JAVIER, JR,
 Vice-Governor and Presiding Officer, and
THE HONORABLE MEMBERS
 Sangguniang Panlalawigan
 Province of 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 FY 2022** of the **Municipality Matag-ob, Leyte** duly enacted by the Sangguniang Bayan through **Appropriation Ordinance No. 05, S. 2022**, with a total appropriation in the amount of **P1,800,000.00** reveals compliance with the same law and its implementing Rules and Regulations.

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

1. That the reversion of appropriations is duly authorized by the concerned officials and is backed up by cash collections and are made available to support the expenditures under Supplemental Budget No. 04. Further, that this will not cause an adverse effect on the financial condition of the LGU at the closing of the books of accounts;
2. That the grant of One-Time Service Recognition Incentive shall conform with the terms and conditions stipulated under Budget Circular No. 2022-4 dated December 20, 2022;
3. That the appropriation and grant of Gratuity Pay shall be pursuant to the provisions of Budget Circular Number 2022-5 dated December 28, 2022; 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, and all other accounting and auditing rules and regulations shall be the responsibility of the implementing Local Government Unit.

Very truly yours,

LOCAL FINANCE COMMITTEE:

MARIA GINA P. HIPE
 Provincial Budget Officer

RUTH Y. SURPIA
 Provincial Treasurer

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

PBO

Republic of the Philippines
PROVINCE OF LEYTE
Tacloban City



OFFICE OF THE SANGGUNIANG PANLALAWIGAN

1ST INDORSEMENT
31 January 2023

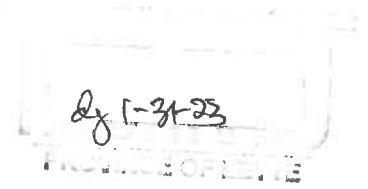
The Local Finance Committee is respectfully requested to review and submit recommendations on the herein enclosed **APPROPRIATION ORDINANCE NO. 05, SERIES OF 2022 OF THE MUNICIPALITY OF MATAG-OB, LEYTE, ENTITLED: AN ORDINANCE AUTHORIZING THE SUPPLEMENTAL BUDGET NO. 4 INVOLVING AN AMOUNT OF ONE MILLION EIGHT HUNDRED THOUSAND PESOS (PHP1,800,000.00) FOR THE GRANT OF SERVICE RECOGNITION INCENTIVE (SRI) TO THE MUNICIPAL OFFICIALS AND EMPLOYEES AND GRATUITY PAY TO CONTRACT OF SERVICE AND JOB ORDER WORKERS IN THE MUNICIPALITY OF MATAG-OB, LEYTE.**


FLORINDA LILY S. UYVICO
Secretary to the Sanggunian

2/20/23



Republic of the Philippines
Province of Leyte
Municipality of Matag-ob
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OFFICE OF THE SECRETARY TO THE SANGGUNIAN

INDORSEMENT

December 29, 2022

HONORABLE LEONARDO "SANDY" JAVIER
Vice-Governor
Presiding Officer
Sangguniang Panlalawigan of Leyte

Sir:

Respectfully forwarding to your good office the herein attached **APPROPRIATION ORDINANCE NO. 05, EMBODYING THE MUNICIPAL SUPPLEMENTAL BUDGET NO. 04 SERIES 2022, APPROPRIATING THE AMOUNT OF ONE MILLION, EIGHT HUNDRED THOUSAND PESOS (P1,800,000.00) for the Grant of Service Recognition Incentive, and Gratuity Pay to Municipal Officials, Employees, and Contract of Service Workers respectively in the Municipality of Matag-ob, Leyte, subject to review by the Sangguniang Panlalawigan of Leyte.**

Very truly yours,

ANA MARIA SANORIA-ECIJA
Secretary to the Sanggunian



Republic of the Philippines
Province of Leyte
MUNICIPALITY OF MATAG-OB
OFFICE OF THE SANGGUNIANG BAYAN

EXCERPTS FROM THE MINUTES OF THE REGULAR SESSION OF
THE SANGUNIANG BAYAN OF MATAG-OB, LEYTE, HELD AT THE
LEGISLATIVE SESSION HALL AT 9 O'CLOCK A.M. ON DECEMBER 27,
2022.

APPROPRIATION ORDINANCE NO. 05
Municipal Supplemental Budget No. 04
Series 2022

AN ORDINANCE AUTHORIZING SUPPLEMENTAL BUDGET NO. 04,
SERIES 2022 INVOLVING AN AMOUNT OF ONE MILLION, EIGHT
HUNDRED THOUSAND PESOS (P1,800,000.00) FOR THE GRANT OF
SERVICE RECOGNITION INCENTIVE (SRI) TO MUNICIPAL OFFICIALS
AND EMPLOYEES AND GRATUITY PAY TO CONTRACT OF SERVICE
AND JOB ORDER WORKERS IN THE MUNICIPALITY OF MATAG-OB,
LEYTE.

Be it ordained by the Sangguniang Bayan of Matag-ob, Leyte, in its
regular session assembled, that:

Section 1. The Supplemental Budget of the Municipality of Matag-
ob, Leyte for Fiscal Year 2022 in the total amount of One Million, Eight
Hundred Thousand Pesos (P1,800,000.00) for the grant of Service
Recognition Incentive (SRI) and Gratuity Pay is hereby approved.

The budget documents consisting of the following are incorporated
herein and made an integral part of this Ordinance:

1. LBP Form No. 8
2. LBP Form No. 9
3. Statement of Funds Available for Reversion

Section 2. Sources of Funds. The sources of funds for the
Supplemental Budget in the total amount of One Million, Eight Hundred
Thousand Pesos (P1,800,000.00) shall be as follows:

1. Reversion of Appropriations of Vacant Position - MENRO	P 1,100,000.00
2. Reversion of Salary Appropriations of Vacant Position - LCR	P 700,000.00
TOTAL	P 1,800,000.00

Section 3. Reversion of Funds. Unexpended appropriations for
vacant positions shall be reverted to provide for the funding requirement
of this Appropriation Ordinance amounting to One Million, Eight Hundred
Thousand (P1,800,000.00) Pesos as stipulated in Section 2 of this
ordinance.

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Appropriation Ordinance No. 05
Supplemental Budget No. 04
December 27, 2022



Section 4. Use of funds. The total amount of One Million, Eight Hundred Thousand Pesos (P1,800,000.00) is hereby appropriated for the Supplemental Budget of the Municipality of Matag-ob, Leyte, as follows:

PERSONAL SERVICES

AIP CODE	REF.	IMPLEM ENTING OFFICE	PARTICULARS/PURPOSE	OBJECT OF EXPENDITURES	ACCOUNT CODE	AMOUNT
1000-1		MMO	SERVICE RECOGNITION INCENTIVE	OTHER PERSONNEL BENEFITS	5-01-04-990	172,000.00
00-2-1		Mun. Vice-Mayor	SERVICE RECOGNITION INCENTIVE	OTHER PERSONNEL BENEFITS	5-01-04-990	20,000.00
1000-2-2		Secretary to the Sanggunian	SERVICE RECOGNITION INCENTIVE	OTHER PERSONNEL BENEFITS	5-01-04-990	20,000.00
1000-2-3		SB Members	SERVICE RECOGNITION INCENTIVE	OTHER PERSONNEL BENEFITS	5-01-04-990	240,000.00
1000-3		HRMO	SERVICE RECOGNITION INCENTIVE	OTHER PERSONNEL BENEFITS	5-01-04-990	20,000.00
1000-4		MCR	SERVICE RECOGNITION INCENTIVE	OTHER PERSONNEL BENEFITS	5-01-04-990	20,000.00
1000-5		GSO	SERVICE RECOGNITION INCENTIVE	OTHER PERSONNEL BENEFITS	5-01-04-990	20,000.00
1000-6		MBO	SERVICE RECOGNITION INCENTIVE	OTHER PERSONNEL BENEFITS	5-01-04-990	20,000.00
1000-7		Mun. Accountant	SERVICE RECOGNITION INCENTIVE	OTHER PERSONNEL BENEFITS	5-01-04-990	60,000.00
1000-8		MTO	SERVICE RECOGNITION INCENTIVE	OTHER PERSONNEL BENEFITS	5-01-04-990	108,000.00

Handwritten signature



1000-9	Mun. Assessor	SERVICE RECOGNITION INCENTIVE	OTHER PERSONNEL BENEFITS	5-01-04-990	20,000.00
4000-1	MEO	SERVICE RECOGNITION INCENTIVE	OTHER PERSONNEL BENEFITS	5-01-04-990	40,000.00
4000-2	MHO	SERVICE RECOGNITION INCENTIVE	OTHER PERSONNEL BENEFITS	5-01-04-990	200,000.00
4000-3	MENRO	SERVICE RECOGNITION INCENTIVE	OTHER PERSONNEL BENEFITS	5-01-04-990	20,000.00
7000-1	MSWDO	SERVICE RECOGNITION INCENTIVE	OTHER PERSONNEL BENEFITS	5-01-04-990	40,000.00
8000-1	OMA	SERVICE RECOGNITION INCENTIVE	OTHER PERSONNEL BENEFITS	5-01-04-990	80,000.00
TOTAL PERSONAL SERVICES					P1,100,000.00
SUB-TOTAL APPROPRIATION					P1,100,000.00

AIP CODE	REF.	IMPLEMENTING OFFICE	PARTICULARS /PURPOSE	OBJECT OF EXPENDITURES	ACCOUNT CODE	AMOUNT
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MAINTENANCE AND OTHER OPERATING EXPENDITURES

1000-1		MMO	Gratuity Pay	Other General Services		687,000.00
1000-2-1		Mun. Vice-Mayor	Gratuity Pay	Other General Services		5,000.00
1000-2-3		SB Members	Gratuity Pay	Other General Services		8,000.00

TOTAL MOOE						700,000.00
SUB-TOTAL APPROPRIATION						700,000.00
TOTAL SUPPLEMENTAL APPROPRIATIONS						1,800,000.00

RESOLVED, as it is HEREBY RESOLVED, to enact the above Appropriation Ordinance.

(Handwritten signature)

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Appropriation Ordinance No. 05

Supplemental Budget No. 04

December 27, 2022






RESOLVED FINALLY, to furnish copies of this Appropriation Ordinance to all concerned for their information and guidance.

Carried Unanimously.

ENACTED this 27th day of December 2022.


I HEREBY CERTIFY to the correctness of the foregoing Appropriation Ordinance.


ANA MARIA SANORIA-ECIJA
Secretary to the Sanggunian

ATTESTED:


HONORABLE ROMEO N. ALBARIDA
SB Member


HONORABLE ARTEMIO T. ALMOROTO
SB Member


HONORABLE JOEL N. DENOY
SB Member


HONORABLE EVANGELINE C. CARNO
SB Member


HONORABLE ORLANDO G. VIACRUSIS
SB Member



HONORABLE EDUARDO E. TOLEDO
SB Member


HONORABLE PAOLO ANTONIO C. LAURENTE
SB Member


HONORABLE RICARDO L. GIVA
SB Member


HONORABLE RODOLFO N. SUÑIR
Ex-Officio Member, LnB President

HONORABLE MARTIN LUTHER P. VELARDE
Ex-Officio Member, SK Federation President
(ABSENT)


HONORABLE VINCENT LYNBERN P. TACOY
Municipal Vice-Mayor
Presiding Officer

APPROVED:


HONORABLE BERNANDINO G. TACOY
Municipal Mayor

Date Signed



Republic of the Philippines
Province of Leyte
MUNICIPALITY OF MATAG-OB

Office of the Municipal Budget Officer

December 28, 2022

MARIA GINA P. HIPE
Provincial Budget Officer
Province of Leyte
Palo, Leyte

M a d a m:

We are submitting herewith the proposed Supplemental Budget No. 04 for the Fiscal Year 2022 of the Municipality of Matag-ob, Leyte, approved thru Municipal Appropriation Ordinance No. 05, series 2022 in the amount of **ONE MILLION EIGHT HUNDRED THOUSAND PESOS (P1,800,000.00) ONLY**, for your review, comments, suggestion and recommendation for approval to the Sangguniang Panlalawigan, Province of Leyte.

Hoping for your immediate and favorable action on this regard. Thank you.

Very truly yours,


MARIAN B. TAN
Municipal Budget Officer



STATEMENT OF FUNDING SOURCES
SUPPLEMENTAL BUDGET NO. 04
 Fiscal Year 2022

MATAG-OB, LEYTE

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)		
2.0 Actual Collections in Excess of the Estimated Income		
3.0 Savings		
4.0 Realignment		
5.0 Reversion 5.1) <i>Reversion of Vacant Position</i>		1,800,000.00
TOTAL		1,800,000.00

Certified Correct:


RIZALYN E. BILBAO

Local Treasurer


JAYSHREE M. DELA CERNA

Local Accountant

STATEMENT OF SUPPLEMENTAL APPROPRIATION CY 2022
LGU - MATAG-OB, LEYTE

SUPPLEMENTAL BUDGET NO. 04

AIP Ref. Code	Implementing Office	Particulars/Purpose	Object of Expenditures	Account Code	Amount
PERSONAL SERVICES					
1000-1	MMO	Service Recognition Incentive	Other Personnel Benefits	5-01-04-990	172,000.00
1000-2-1	Mun. Vice-Mayor	Service Recognition Incentive	Other Personnel Benefits	5-01-04-990	20,000.00
1000-2-2	Secretary to the Sanggunian I	Service Recognition Incentive	Other Personnel Benefits	5-01-04-990	20,000.00
1000-2-3	SB Members	Service Recognition Incentive	Other Personnel Benefits	5-01-04-990	240,000.00
1000-3	HRMO	Service Recognition Incentive	Other Personnel Benefits	5-01-04-990	20,000.00
1000-4	MCR	Service Recognition Incentive	Other Personnel Benefits	5-01-04-990	20,000.00
1000-5	GSO	Service Recognition Incentive	Other Personnel Benefits	5-01-04-990	20,000.00
1000-6	MBO	Service Recognition Incentive	Other Personnel Benefits	5-01-04-990	20,000.00
1000-7	Mun. Accountant	Service Recognition Incentive	Other Personnel Benefits	5-01-04-990	60,000.00
1000-8	MTO	Service Recognition Incentive	Other Personnel Benefits	5-01-04-990	108,000.00
1000-9	Mun. Assessor	Service Recognition Incentive	Other Personnel Benefits	5-01-04-990	20,000.00
4000-1	MEO	Service Recognition Incentive	Other Personnel Benefits	5-01-04-990	40,000.00
4000-2	MHO	Service Recognition Incentive	Other Personnel Benefits	5-01-04-990	200,000.00
4000-3	MENRO	Service Recognition Incentive	Other Personnel Benefits	5-01-04-990	20,000.00
7000-1	MSWDO	Service Recognition Incentive	Other Personnel Benefits	5-01-04-990	40,000.00
8000-1	OMA	Service Recognition Incentive	Other Personnel Benefits	5-01-04-990	80,000.00
TOTAL PERSONAL SERVICES					1,100,000.00
SUB-TOTAL APPROPRIATION					1,100,000.00

Prepared:


MARIAN B. TAN
 Local Budget Officer

Approved:


BERNANDINO G. TACOY
 Local Chief Executive

STATEMENT OF SUPPLEMENTAL APPROPRIATION CY 2022
LGU - MATAG-OB, LEYTE

SUPPLEMENTAL BUDGET NO. 04

AIP Ref. Code	Implementing Office	Particulars/Purpose	Object of Expenditures	Account Code	Amount
MAINTENANCE AND OTHER OPERATING EXPENDITURES					
1000-1	MMO	Grant of Gratuity Pay	Other General Services	5-02-12-990	687,000.00
1000-2-1	Mun. Vice-Mayor	Grant of Gratuity Pay	Other General Services	5-02-12-990	5,000.00
1000-2-3	SB Members	Grant of Gratuity Pay	Other General Services	5-02-12-990	8,000.00
TOTAL MOOE					700,000.00
SUB-TOTAL APPROPRIATION					700,000.00
TOTAL SUPPLEMENTAL APPROPRIATION					1,800,000.00

Prepared:


MARIAN B. TAN
 Local Budget Officer

Approved:


BERNARDINO G. TACOY
 Local Chief Executive

STATEMENT OF FUNDS AVAILABLE FOR REVERSION
As of December 31, 2022

Office 1	Object of Expenditures 2	Amount of Appropriation 3	Amount of Obligation 4	Unobligated to date 5	Amount to be reverted 6
I. Office of the MENRO a. Mun. Gov't. Dept. Head I	a. Personal Services				
	1. Salary	780,684.00			780,684.00
	2. PERA	24,000.00			24,000.00
	3. Clothing Allowance	6,000.00			6,000.00
	4. Productivity Enhancement Incentive	5,000.00			5,000.00
	5. Mid-year Bonus	65,057.00			65,057.00
	6. Year-end Bonus	65,057.00			65,057.00
	7. Cash Gift	5,000.00			5,000.00
	8. Retirement and Life Insurance Premiums	93,683.00			93,683.00
	9. Pag-IBIG Contributions	1,200.00			1,200.00
	10. PhilHealth Contributions	6,089.00			6,089.00
	11. Employees Compensation Insurance Premiums	1,200.00			1,200.00
	12. Monetization	47,030.00			47,030.00
	Sub-total	1,800,000.00			1,800,000.00
	GRAND TOTAL	1,800,000.00			1,800,000.00

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


RIZALYN E. BILBAO
Local Treasurer


MARIAN B. TAN
Local Budget Officer


JAYSHREE M. DELA CERNA
Local Accountant


BERMANDINO G. TACOY
Local Chief Executive



Republic of the Philippines
Province of Leyte
MUNICIPALITY OF MATAG-OB

CERTIFICATION

This is to certify that funds are actually available to back up cash from the Municipality of Matag-ob's Reversion of Vacant Position of the Office of the MENRO and Office of the Local Civil Registrar in the amount of **One Million Eight Hundred Thousand Pesos (P1,800,000.00)** for LGU's operation.

This further certifies that the amount stated above is available for Supplemental Budget No. 04, FY 2022.

Given at Matag-ob, Leyte this 23rd day of December, 2022.


RIZALYN E. BILBAO
Municipal Treasurer


JAYSHREE M. DELA CERNA
Municipal Accountant



info@lgumatag-ob.com



ONE LGU Matag-ob, Leyte



09173222248 Brgy. San Guillermo, Matag-ob, Leyte

