

Republic of the Philippines  
PROVINCE OF LEYTE

Item No.: 15  
Date: MAY 02 2023

SANGGUNIANG PANLALAWIGAN  
**RECEIVED**  
25 April 2023  
PROVINCE OF LEYTE

PROVINCIAL LEGAL OFFICE

2<sup>ND</sup> Indorsement  
April 14, 2023

Province of Leyte  
Legal Office  
Released Time: 9:24  
Date: 4.25.23

Respectfully returned to the Sangguniang Panlalawigan of Leyte, through the SP Secretary, the attached Ordinance No. 20 S. 2022-2025 of the SB of Villaba, Leyte, with the following comments and /or opinion:

1. That Ordinance No. 20, S. 2022-2025 creates the "Persons with Disability Affairs Office (PDAO), in the LGU concerned;
2. That the basis for said creation are provisions of the 1987 Philippines Constitution specifically Section 13, Article XIII thereof, mentioned in subject ordinance, and that of R.A 10070 amending R.A 7277 or the "Magna Carta for Disabled Person";
3. That pursuant to Section 1 (2) of R.A 10070, " in consideration of budget restraints, local chief executives of fourth (4<sup>th</sup>), Fifth (5<sup>th</sup>) and Sixth (6<sup>th</sup>) class municipalities may in lieu of the creation of a PDAO, designate a Focal Person who shall perform the functions of the PDAO";
4. That the LGU of Villaba, Leyte is a 4<sup>th</sup> Class municipality, and therefore, covered by the provision of the abovementioned Section of R.A 10070, and covered likewise by the prohibition under Section 325 (a) of the Code;
5. That Paragraph 2 of Section 4 of R.A 10070 states:

*"Section 4 par. 2- Local government units shall likewise ensure that the necessary fund from "any available" local revenue is allocated for the implementation of this Act for the benefit of PWDs in their jurisdictions";*

6. That apparently to resolve the issue on "Funds Availability " Section 5 par. 2 of Ordinance No. 20, S. 2022-2025 states:

*"Section 5 par. 2 - Enforcement of Section 325 (a) and 331 (b) of R.A 7160 shall be WAIVED to enable the municipal Government of Villaba, Leyte to fund the initial year requirements for newly created mandatory positions as confirmed by the Department of Budget and Management (DBM), based on the general provision of the annual GAA on the enforcement of Personnel Services limitations, for the initial year of creation of mandatory offices";*

7. That as defined by the "Webster Comprehensive Dictionary (International Edition)", to "WAIVE" means to give up or relinquish a claim to; to forgo, put off, to surrender, or abandon, or relinquish voluntarily, either expressly or by implication as a claim privilege or right;

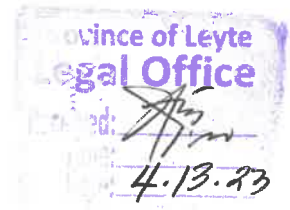
8. That in view of the foregoing, the Provincial Legal Office (PLO) is of the opinion that subject ordinance No. 20, S. 2022-2025 be supported with the "DBM confirmation" mentioned in Section 5, par. 2 thereof. Insofar as the general provision of the GAA is concerned, the Provincial Legal Office (PLO) is of the opinion that the same applies only to National Government Agencies/Offices.

  
**ATTY. JOSE RAYMUND A. ACOL**  
*Ast. Provincial Legal Officer*

Republic of the Philippines  
PROVINCE OF LEYTE  
Palo, Leyte

**OFFICE OF THE SANGGUNIANG PANLALAWIGAN**

**1<sup>ST</sup> INDORSEMENT**  
13 April 2023

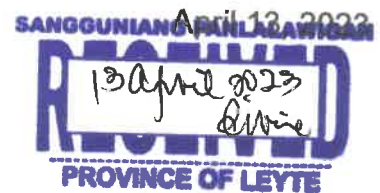


The Provincial Legal Office is respectfully requested to review and submit recommendations on the herein enclosed **MUNICIPAL ORDINANCE NO. 20, S. 2022-2025** of the **MUNICIPALITY OF VILLABA, LEYTE**, entitled: **AN ORDINANCE INSTITUTIONALIZING THE CREATION OF THE PERSONS WITH DISABILITY AFFAIRS OFFICE (PDAO) IN THE MUNICIPALITY OF VILLABA, LEYTE.**

  
**FLORINDA JILI S. UYVICO**  
Secretary to the Sanggunian



**THE SANGGUNIANG PANLALAWIGAN MEMBERS**  
New Provincial Government Complex  
Campetic, Palo, Leyte




Honorable Sangguniang Panlalawigan Members:

We respectfully transmit herewith Fifteen (15) copies of:

**Municipal Ordinance No. 20 S-2022-2025** "AN ORDINANCE INSTITUTIONALIZING THE CREATION OF THE PERSONS WITH DISABILITY AFFAIRS OFFICE (PDAO) IN THE MUNICIPALITY OF VILLABA, LEYTE" for review and approval.

God bless and more power.

Very truly yours,

  
**MC QUIRIE P. UMPAD**  
Secretary to the Sangguniang Bayan

**MUNICIPAL ORDINANCE NO. 20, S. 2022-2025**

**SANGGUNIANG PANLALAWIGAN**  
**PROVINCIAL BOARD**  
 13 April 2025  
 Divina  
**PROVINCE OF LEYTE**

**AN ORDINANCE INSTITUTIONALIZING THE CREATION OF THE PERSONS WITH DISABILITY AFFAIRS OFFICE (PDAO) IN THE MUNICIPALITY OF VILLABA, LEYTE**

**PREFATORY STATEMENTS**

Introduced by: **Hon. Rogelio J. Baay**  
Sangguniang Bayan Member

The Persons with Disabilities (PWD's) are individuals who have unfavorable, inferior or prejudicial condition in life dwelling in a community of men, women and children. Unlike the others, these persons are lacking in basic resources or state of being believed necessary for an equal position in society.


The PWD's may be regarded as the most disadvantaged sector of the population and, moreover, a great number of them fall short of educational attainment indispensable for self-improvement. However, they are not unfortunate, like what we perceive them to be, for they are worthy of and subject to the support and/or assistance of the government under enabling and existing laws of the country.

**FOR INSTANCE,**

The Local Government Code of 1991 (R.A. 7160) states specifically in Section 16, Chapter 2 that, "Government units shall ensure and support, among other things, the preservation and enrichment of culture, promote health and safety, enhance economic prosperity and social justice, promote full employment among their residents, maintain peace and order, and preserve the comfort and convenience of the inhabitants".

The 1987 Constitution of the Philippines provides in Section 11, Article II that "The State values the dignity of every human person and guarantees full respect for human right".

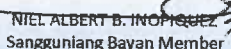
Section 13, Article XIII of the aforesaid Constitution also provides, moreover, that "The state shall establish a special agency for disabled persons for their rehabilitation, self-development and self-reliance, and their integration into the mainstream of society".

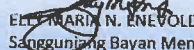
  
**DENNIS L. SY**  
 Vice Mayor/ Presiding Officer

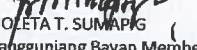
  
**MERIAM P. UMPAD**  
 Sangguniang Bayan Member

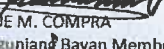
  
**FEDERICO VELOSO**  
 SK Federation Vice President

  
**JULEA KATRINA L. CON-UI**  
 Sangguniang Bayan Member

  
**NIEL ALBERT B. INOPISQUEZ**  
 Sangguniang Bayan Member

  
**ELIE MARIA N. ENEVOLDSEN**  
 Sangguniang Bayan Member

  
**VIOLETA T. SUMAPIG**  
 Sangguniang Bayan Member

  
**ROQUE M. COMPRÁ**  
 Sangguniang Bayan Member

  
**ROGELIO J. BAAAY**  
 Sangguniang Bayan Member

**ENGR. CARLOS G. VELOSO**  
 Municipal Mayor

  
**FELIPE MASAS, SR.**  
 Sangguniang Bayan Member

  
**MARIANO V. DE CLARO**  
 LNB President

  
**MC QUIRKE P. UMPAD**  
 Secretary to the Sangguniang Bayan



Republic Act No. 10070, otherwise known as an Act to Establish an Institutional Mechanism to Ensure the Implementation of the Programs and Services for Persons with Disabilities in every province, city and municipality, mandates the creation of Persons with Disability Affairs Office in all local government units,

**NOW, THEREFORE**, in consideration of the above-stated legal bases, Be it

Ordained, as the Sangguniang Bayan in regular session assembled hereby Ordained, that:

**Section 1. Title.** – This ordinance shall be known as “The Persons with Disability Affairs Office (PDAO) Ordinance of the Municipality of Villaba, Leyte”.

**Section 2. Scope.** – Covered by this ordinance are the PWD’s or disabled young and senior citizens in the entire territorial jurisdiction of this municipality.

**Section 3. Definition of Terms.** – As used in this ordinance, the following words/ phrases shall mean to wit:

- **PERSONS WITH DISABILITIES (PWDs)** – Shall refer to those suffering from restriction of different abilities, as a result of mental, physical and sensory disorder and/or any other handicaps/conditions which include, but not limited to, the following:
  1. **Visual Disability** – impairment of visual functioning even after treatment and/or standard refractive correction, and has visual acuity in the better eye or less than (6/18 for low vision and 3/60 for blind), or a visual field of less than 10 degrees from the point of fixation. A certain level of visual impairment is defined as legal blindness. One is legally blind when his best corrected central visual acuity in his better eye is 6/60 or worse, or his side vision is 20 degrees or less in the better eye.
  2. **Visually Impaired** – has the inability to perceive light, to count fingers at a distance of three (3) meters in daylight, and with limitation to perform certain visual tasks such as reading, writing and mobility.
  3. **Hearing Disability** – moderate or worse hearing impairment in the better ear, that is the permanent unaided hearing threshold level of the better ear of 41 or 31 decibels or greater in age under 15 years old.
  4. **Hearing Impaired** – inability to hear clearly and tell the difference between certain sounds and words (or can hear a little without hearing aid) and or the complete, partial loss of the ability to hear from one or both ears: with 26 decibels or greater hearing threshold, averaged at frequencies 0.5, 1.0, 2.0, and 4.0 kilohertz.
  5. **Speech Impaired** – speech difficulty ranging from inability to speak to ability to speak but not sufficiently clear.
  6. **Orthopedically Handicapped** – one who has a physical disability due to bone, joint, tendon, and muscle defects such as post-polio, fracture.
  7. **Mentally Challenged** – mental retardation, a person who has significantly sub-averaged intellectual functioning resulting in or associated with concurrent adaptive behavior, in coping with any demand of daily life manifested through their sensory motor, communication, self-help, socialization, academic and vocational skills.

DENNIS L. SY  
Vice Mayor/ Presiding Officer

MERIAM P. LIMPAD  
Sangguniang Bayan Member

FEDERICO ENSOY  
SK Federation Vice President

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ELY MARIA N. ENEVOLDSEN  
Sangguniang Bayan Member

VIOLETA T. SUMAPIG  
Sangguniang Bayan Member

ROQUE M. COMPIRA  
Sangguniang Bayan Member

ROSELIO BAY  
Sangguniang Bayan Member

FILIPINO CASAS, SR.  
Sangguniang Bayan Member

MARLANA V. DE CLARO  
LMB President

MC MERIE P. LIMPAD  
Secretary to the Sangguniang Bayan


ENGR. CARLOS G. VELOSO  
Municipal Mayor

8. **Attention Deficit Hyperactive Disorder** – a condition in the brain that makes it difficult to control their behavior.
9. **Person with Autism** – a lifelong developmental disability which typically appears during the first three years of life resulting from a neurobiological disorder that affects the functioning of the brain and interferes with the normal development in the areas of reasoning social interaction and communication skills.
10. **Learning Disability** – disorder in perception, listening, reading, writing, spelling and arithmetic and/or any disorder in one or more of the basic psychological or physiological processes (perception, comprehensive, thinking. etc.) involved in understanding or in using unspoken or written language.
11. **Mental Disability** – disability resulting from organic brain syndrome (i.e. mental retardation, acquired lesions of central nervous system, or dementia) and or mental illness (psychotic or non-psychotic disorder).
12. **Psychosocial Disability** – acquired behavioral, cognitive, emotional or social impairment that limits one or more activities necessary for the effective interpersonal transactions and other civilizing processes or activities for daily living such as but not limited to deviancy or anti-social behavior.
13. **Emotionally Disturbed Person** – one who displays a significant behavior or psychological pattern that deviates from an arbitrary and relative social norm such as aggressive and acting out behavior or withdrawn behavior.
14. **Other Handicaps** – circumstances that may give rise to disadvantages, such as problems with cleft palate, harelip, etc.
15. **Multi-Disability** two or more disabilities such as those with mental retardation and blindness.
16. **Chronic Illness** – words to describe a group of health conditions that last a long time. It may get slowly worse over time or may become permanent or it may lead to death. It may cause permanent change to the body and it will certainly affect the person's quality of life.
17. **Congenital Diseases** – diseases existing at and usually before birth which may have hereditary or nonhereditary cause.

For clarity in coverage, the term "Persons with Disability/ies (PWD's)" does not distinguish age, race, creed or religious belief, political affiliation, economic and social status. In addition, PWD's who are also Senior Citizens can have two Identification Cards; however, they shall invoke their rights to avail the benefits, privileges and incentives provided by law, using only one of the IDs at the time of availment.


**SECTION 4. Roles of Local Government Units (LGU's) and National Agencies. Pursuant to Section 1 of Republic Act No. 10070, Amending Section 40 of Republic Act No. 7277, Local Government Units (LGUs) shall have the following roles, namely:**

- Local government units shall promote the establishment of organizations of persons with disabilities (PWD's) in their respective territorial jurisdictions. National agencies and local government units may enter into joint ventures with organizations and associations of PWD's to explore livelihood opportunities and other undertaking that shall enhance health, physical fitness and economic and social well-being of PWD's.
- Local government units shall organize and establish Persons with Disability Affairs Office (PDAO)

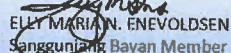
  
DENNIS ENSAY  
Vice Mayor/ Presiding Officer

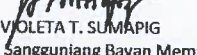
  
MERIAM P. OMPAD  
Sangguniang Bayan Member

  
FEDERICO ENSAY  
SK Pedagogical Vice President

  
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Secretary to the Sangguniang Bayan

  
ENGR. CARLOS G. VELOSO  
Municipal Mayor



**SECTION 5. Creation of Persons with Disability Affairs Office (PDAO) in the Municipality of Villaba.**


- There shall be established a Persons with Disability Affairs Office (PDAO) in Villaba, Leyte which shall be attached to the Municipal Social Welfare and Development Office. The office shall be manned by sufficient number of employees to ensure delivery of services to the sector. Preference must be given to qualified persons with disabilities in regard to job application procedures; the hiring, promotion, or discharge of employees, employees' compensation, job training; and other terms and conditions of employment.
- Enforcement of Section 325 (a) and 331 (b) of RA 7160 shall be waived to enable the Municipal Government of Villaba to fund the initial year requirements for newly created mandatory positions, as confirmed by the Department of Budget and Management (DBM) based on the general provision of the annual GAA on the enforcement of Personnel Services limitations, for the initial year of creation of mandatory offices.
- Appointment to the positions of the Head of PDAO shall be subject to the qualification requirements as approved by the Civil Service Commission.
- The municipal mayor shall appoint a PWD Affairs Officer who shall manage and oversee the operations of PDAO, pursuant to the mandate under RA No. 10070. The Municipality may appoint such number of PDAO personnel as are necessary to carry out the functions and objectives of PDAO, subject to fund limitation. For reasons of economy and expediency, interim appointments may be resorted to, and may be drawn from any department or office now existing with the Municipality.


**SECTION 6. Position Description of the Head of PDAO. The Head of PDAO shall perform the following duties and responsibilities:**

- Manage and oversee the efficient operations of the Persons with Disabilities Affairs Office and general supervision of its personnel;
- Develop, promote and monitor the implementation of policies, plans, programs and services for the development of persons with disabilities in coordination with national and local government agencies:
- Ensure representation of persons with disabilities in the local development councils and other special bodies:
- Build the capacity of non-government organizations and people's organizations to participate in the implementation of all disability related laws and policies:
- Establish coordination with the province, city or municipality, as the case may be and ensure the inclusion of disability concerns in all local government programs and services:
- Network with local, national and international organizations and establish partnership on disability programs and resource mobilizations:
- Develop and submit to the concerned municipal mayor or an Annual Work and Financial Plan.

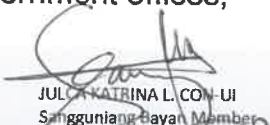
**SECTION 7. Functions of PDAO. The Persons with Disability Affairs Office shall carry out the following functions, viz:**

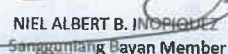
- Formulate and implement policies, plans and programs for the promotion of the welfare of PWD's in coordination with concerned national government agencies, particularly the National Council for Disability Affairs (NCDA), and local government offices;

  
DENNIS L. SY  
Vice Mayor/ Presiding Officer

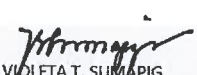
  
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ENGR. CARLOS G. VELOSO  
Municipal Mayor

  
FELIPE S. CASAS, SR.  
Sangguniang Bayan Member

  
MARANDO V. DE CLARO  
LMB President

  
MOQUIRIE P. UMPAD  
Secretary to the Sangguniang Bayan



- Coordinate the implementation of the provisions of Republic Act No. 7277 otherwise known as the – Magna Carta for Disabled Persons and For Other Purposes, as amended by Republic Act No. 9442 and Republic Act No. 10070; Batas Pambansa Blg. 344, otherwise known as the Accessibility Law, and other relevant laws at the local level;
- Represent PWD's in meetings of local development councils and other special bodies;
- Recommend and enjoin the participation of non-government organization (NGO's) and people's organization (PO's) in the implementation of all disability-related laws and policies;
- Gather and compile relevant data on PWD's, in coordination with the Barangay Councils and the concerned national and local government offices;
- Disseminate information including, but not limited to, programs and activities for PWD's, statistics on PWD's, including children with disability, and training and employment opportunities for PWD's;
- Submit report to the Office of the Municipal Mayor on the implementation of the programs and services for the promotion of the welfare of PWD's;
- Ensure that the policies, plans and programs for the promotion of the welfare of PWD's are duly funded by both the national and local government;
- Monitor fundraising activities being conducted for the benefit of PWD's;
- Seek donations in cash or in kind from local and foreign donors to implement and approved work plan for PWD's, in accordance with existing laws and regulations; and
- Perform such other functions as may be necessary for the promotion and protection of the welfare of the PWD's

**SECTION 8. Organizational Structure of PDAO. The Persons with Disability Affairs Office shall have at least four (4) personnel on a permanent status.**


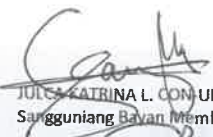


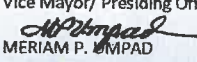
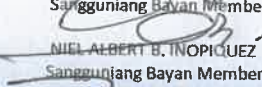
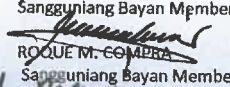

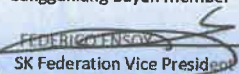
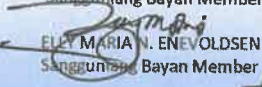
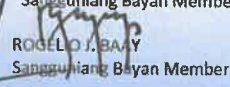
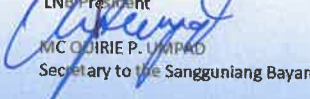
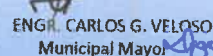
The four (4) permanent positions shall perform the following functions:

**A. Head of PDAO/Officer shall:**

- Be responsible in overseeing the management and operations of PDAO
- Represent persons with disabilities in meetings of local government councils and other special bodies and
- Submit report to the office of the municipal mayor on the implementation of programs and services for the promotion of the rights and welfare of persons with disabilities in the areas of jurisdiction

**B. Three (3) technical/administrative staff shall perform the following tasks:**

- Planning and formulation/development of programs concerning mainstreaming the disability perspective in the local government unit's projects and activities and development of disability specific programs
- Monitoring and implementation of the provisions of, Batas Pambansa Bld. 344, otherwise known as the Accessibility Law, and other relevant laws at the local level
- Assist in a day-to-day operation and maintain updated database on disability and ensure its availability.

 DENNIS C. SY Vice Mayor/ Presiding Officer	 JULIA KATRINA L. CON-UI Sangguniang Bayan Member	 VIOLETA T. SUMAPIIG Sangguniang Bayan Member	 FELIPE S. CASAS, SR. Sangguniang Bayan Member
 MERIAM P. UMPAD Sangguniang Bayan Member	 NIEL ALBERT B. INOPIQUEZ Sangguniang Bayan Member	 ROQUE M. COMBRA Sangguniang Bayan Member	 MARIANG V. DE CLARO LNR President
 FEDERICO TENSAY SK Federation Vice President	 ELLY MARIA N. ENEVOLDSEN Sangguniang Bayan Member	 ROGELLO J. BAAY Sangguniang Bayan Member	 MC ODRIE P. UMPAD Secretary to the Sangguniang Bayan
 ENGR. CARLOS G. VELOSO Municipal Mayor			

Technical and administrative staff maybe appointed by phases or according to plan.

**SECTION 9. Position and Qualification Standards.**

- The Officer assigned in the LGU as head of the PDAO shall have the following position title and corresponding minimum qualification standards:

Local Government Position Title: DAO IV

Unit (LGU)	Salary Grade	Education	Experience	Training	Eligibility
	(SG 22)	Bachelor's Degree	3 years of relevant experience on disability affairs	16 hours of training on disability affairs	Career Service Professional Level Eligibility

\*Refer to the Local Government Code for the definition

- The Head of the PDAO shall have his/her staff, lower-level positions using the following series of DAO positions with the corresponding qualification standards:

Position Title	Salary Grade	Education	Experience	Training	Eligibility
DAO II	15	Bachelor's Degree	1 year relevant experience on disability affairs	4 hours of relevant training on disability affairs	Career Service Professional/Second Level Eligibility
DAO II	11	Bachelor's Degree	None Required	None Required	Career Service Professional/Second Level Eligibility
Disability Affair Assistant	8	Completion of 2 Years of College	1 year relevant experience on disability affairs	4 hours of relevant training	Career Service Professional/Second Level Eligibility

The hiring of the above-mentioned positions shall be subject to availability of funds.

**SECTION 10. Publication and Posting Requirements.** The PDAO position shall be subject to the publication and posting requirements under Republic Act No. 7041 otherwise known as "An Act Requiring Regular Publication of Existing Vacant Positions

DENNIS E. SK  
Vice Mayor/ Presiding Officer

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Sangguniang Bayan Member

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ROSELIO J. BAA  
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LNB President

MC OUBRIE P. UMPAD  
Secretary to the Sangguniang Bayan

in Government Offices, Appropriating Funds Therefor, and for Other Purposes". All vacant positions shall be posted and announced in three (3) conspicuous places and published in the CSC Bulletin of Vacant Positions and official website of the local government unit for at least fifteen (15) days. The announcements should indicate full details about the vacancy (position title, item number, the full qualification standards required, and the work station).

Compliance with Republic Act No. 10524, An Act Expanding the Position Reserved for PWD, amending for the purpose of the 3<sup>rd</sup> Sentence of Section 5 in Title 2, Chapter 1 of Republic Act 7277, as amended, otherwise known as "Magna Carta for Persons with Disability", shall be observed and included in the publication. Qualified women with disabilities shall be encouraged to apply.

**SECTION 11. Nomination of Head of PDAO.** Upon publication of the position, the municipal mayor, shall instruct the Municipal Local Government Operations Officer, the Municipal Social Welfare and Development Officer and the President of the local federation/association of persons with disabilities to prepare for a general assembly of persons with disabilities, which shall be conducted on the last day of the posting period. The general assembly shall nominate at least three (3) qualified applicants for consideration of the Local Selection Board and the Local Chief Executive. The Human Resource Management Officer shall document the proceedings of the General Assembly.


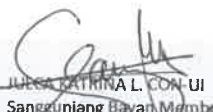
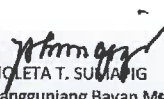

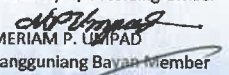
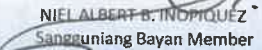
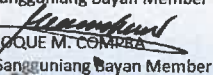




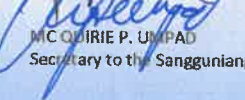

**Section 12. The purpose of the General Assembly.** To ensure the participation of persons with disabilities in the recruitment process in compliance to Article 4.3 of the UN Convention on the Rights of Persons with Disabilities, and to express the local government unit's recognition of the importance of Persons with Disability Affairs Office in the development of the disability sector.

The general assembly for PDAO shall be open to all persons with disabilities, with or without organizational membership, representatives of civil society organizations working on disability within the LGU, and parents or representative of children with disabilities. The convenors shall be responsible in inviting the participants. The Department of the Interior and Local Government (DILG) shall issue the guidelines that will govern the conduct of the General Assembly.

**SECTION 13. Submission of the Names of the Nominees.** The Convenors shall submit the names of the nominees to the Local Personnel Selection Board (PSB) to comply with the usual hiring and recruitment process such as submission of requirements, interview and shortlisting in case nominees exceed the least number. Persons with Disabilities should be represented within the PSB by an employee with disability to be a part of the deliberations. In case there is no employee with disability, the assembly may include nominating a member of PWD organization as an observer to the deliberations. In shortlisting or ranking of nominees for appointment, gender balance must be observed.

Upon completion of the requirements and processes set by the PSB, the names of shortlisted nominee with ranking shall be submitted to the municipal mayor for consideration.

The Municipal Mayor shall appoint the head of PDAO/Focal Person within thirty (30) days upon submission of the recommended nominees of the Local Personnel Selection Board.

 DENNIS L. SK Vice Mayor/ Presiding Officer	 JUessa KATRINA L. CON-UI Sangguniang Bayan Member	 VIOLETA T. SUMANGIG Sangguniang Bayan Member	 FELIPE S. CASAS, SR. Sangguniang Bayan Member
 MERIAM P. UMPAD Sangguniang Bayan Member	 NIEL ALBERT S. INOIQUEZ Sangguniang Bayan Member	 ROQUE M. COMPRAS Sangguniang Bayan Member	 MARIANO V. DE CLARO LNB President
 FEDERICO ENSOY SK Federation Vice President	 ELY MAXIAN. ENEVOLDSEN Sangguniang Bayan Member	 ELYEIO J. BAAY Sangguniang Bayan Member	 MIC QUIRIE P. UMPAD Secretary to the Sangguniang Bayan
 ENGR. CARLOS G. VELOSO Municipal Mayor			



A temporary appointment may be issued by the mayor, in case the nominees do not possess the appropriate career service eligibility, subject to Civil Service Law and Rules. The Human Resource Management Officer shall post a notice announcing the appointment issued by the municipal mayor in three (3) conspicuous places in the agency within fifteen (15) days from signing.

**SECTION 14. Advisory Board.** An Advisory Board to PDAO is hereby created to review and provide guidance to the direction and operation of the Office. This Board shall be composed of the following, viz:


- Sangguniang Bayan Member Chairman of Social Welfare and Development Committee, who shall act as ex-officio Chairman;
- The Municipal Social Welfare and Development Officer (MSWDO);
- The Municipal Health Officer (MHO);
- The Municipal Engineer (MEO);
- The Municipal Budget Officer (MBO);
- The Municipal Planning and Development Coordinator (MPDC);
- The President, Villaba Chamber of Commerce and Industry (VCCI);
- The President of the Liga ng mga Barangay, or his authorized representative;
- The President of Municipal Federation of Persons with Disabilities (MFPWD), or its authorized representative;

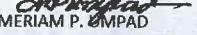
**SECTION 15. Office Location.** The PDAO herein created shall be located preferably within the Municipal Hall compound, in any of its buildings or in a new building that may be constructed in the future. For purposes of greater accessibility and convenience to PWD's, it can also be located in the downtown Villaba, when office space is available.

**SECTION 16. The Role of the Barangays.** It shall be the responsibility of the Sangguniang Barangay, through their respective Barangay Health Worker (BHWs) and Social Welfare Volunteers (SWV's), to assist the PDAO in making a comprehensive listing and profile of all Person with Disabilities (PWD's) in their respective barangay, including its regular updating; moreover, to allocate and facilitate release of barangay funds accruable to the PWD's in accordance with DSWD Administrative Order No. 13 Series of 2008, in support of barangay PWD association's plans and objectives; and furthermore, to assist PWD's in accessing the benefits, privileges and incentives provided by law.


**SECTION 17. The Role of the Private Sector.** The Private Sector – the non-government organizations (NGO's), the private institutions and individuals, the business community, and the people's organizations (PO's) – are hereby encouraged to help and support the plans and objectives of PDAO. Private Sector helping any PWD association, or any of its members, shall coordinate with and take first cognizance of PDAO for records and other purposes.

**SECTION 18. Budgetary and Financial Requirements.** Salaries and wages of personnel, and maintenance and other operating expenses (MOOE) for PDAO shall be drawn from the General Fund. The Municipal Government shall ensure that the necessary fund from any available local revenue is allocated for the implementation of this Ordinance for the benefit of PWD's in the Municipality of Villaba. Section 4 of RA 10070 mandates that LGU's shall ensure that the necessary fund from any available local revenues is allocated for the implementation of the PDAO activities for the benefit of PWD's in their

  
DENNIS L. SY  
Vice Mayor/ Presiding Officer


  
MERIAM P. UMPAD  
Sangguniang Bayan Member

  
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SK Federation Vice President


  
JULIA KATRINA L. CON-U  
Sangguniang Bayan Member

  
NIEL ALBERT B. INOPIQUEZ  
Sangguniang Bayan Member

  
ELY MARVIN. ENEVOLDSEN  
Sangguniang Bayan Member

  
VIOLETA T. SUMAVIG  
Sangguniang Bayan Member

  
RODUE M. COMBRA  
Sangguniang Bayan Member

  
ROGELIO J. BAAY  
Sangguniang Bayan Member

  
ENGR. CARLOS G. VELOSO  
Municipal Mayor

  
FELIPE S. CASAS, SR.  
Sangguniang Bayan Member

  
MARIANO V. DE CLARO  
LNU President

  
MC QUIRE P. UMPAD  
Secretary to the Sangguniang Bayan



jurisdictions. For the succeeding years of implementation, PDAO funding shall be included in the Municipality's Annual Plans and Budget. The fund shall be used exclusively for the Persons with Disability Affairs Office (PDAO), including, but not limited to, its operational costs, implementation of programs that will promote and alleviate the welfare of the PWD's and the provision of basic services.

**SECTION 19. Separability Clause.** Any provision or portion of this Ordinance found to be in violation of the Constitution or declared invalid by the competent court, shall not affect the validity and effectivity of the other provisions hereof.

**SECTION 20. Repealing Clause.** All ordinances, rules and regulations or parts thereof, which are inconsistent or in conflict with the provisions of this Ordinance, are hereby repealed and/or modified accordingly.

**SECTION 21. Effectivity.** This Ordinance shall take effect immediately upon its approval, and after it shall have been posted in three (3) conspicuous places in conformity with the posting requirements of the Local Government Code.

On motion for approval by the Sangguniang Bayan Member Rogelio J. Baay, duly seconded en masse, this ordinance was approved.

This Ordinance was approved by the Sangguniang Bayan on February 6, 2023.


  
**MC QUIRIE P. UMPAD**  
Secretary to the Sanggunian


ATTESTED:

  
**DENNIS L. SY**  
Vice Mayor/Presiding Officer

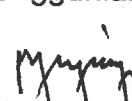
  
**JULCA KATRINA L. CON-UI**  
Sangguniang Bayan Member

  
**NIEL ALBERT B. INOPIQUEZ**  
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Sangguniang Bayan Member

  
**FEDERICO ENSOY**  
SK Federation President

  
**MARIANO V. DE CLARO**  
LNB President

APPROVED:

  
**ENGR. CARLOS G. VELOSO**  
Municipal Mayor

**COMMITTEE REPORT No. 1, s-2023**

**ON THE CONSULTATIVE MEETING WITH THE LOCAL FINANCE COMMITTEE OF THE MUNICIPALITY IN REFERENCE TO THE ORDINANCE ON THE CREATION OF THE PERSONS WITH DISABILITY AFFAIRS OFFICE (PDAO) IN VILLABA, LEYTE**

Jan. 17, 2023  
SB Session Hall  
10:00 A.M.

After a long wait only one of the officers of the Local Finance Committee appeared, the rest were in other occasions more important, perhaps, than this particular meeting. They could not even send any representatives from their respective offices to give reasons in support of their voluntary absence.

The Municipal Accountant, Mr. Antonio Calumba, the sole LFC person attending, and this writer just had a heart-to-heart talk following the overview of the ordinance concerned. When mention was made about the costing or availability of funds for this ordinance, Mr. Calumba opined that it cannot be had on the spur of the moment, especially now that our resources are limited. We have to look for some sources.

Through a letter, this writer also solicited the opinion of the Municipal Budget Officer, Mr. Manuel Rubillos, and he suggested that we have to wait for the closing of the Books of Accounts for the year ending December 31, 2022 to determine if there will be enough savings for the funding of a supplemental budget for PDAO.

Now, therefore, considering the similarity in opinion between the two officers of the Local Finance Committee, the Undersigned writer and Committee Chair leaves the plight of this ordinance to the wise decision of the Local Chief Executive.

Prepared by:

  
**HON. ROGELIO J. BAAY**  
Chairman

Committee on Laws and Rules



Republic of the Philippines)  
City of Ormoc )S.S.

### AFFIDAVIT OF PUBLICATION

I, JIMA ZANDRA VERGARA, being first duly sworn, deposes and says: that I am the Managing Editor of the EASTERN VISAYAS MAIL, a newspaper edited and published in the City of Ormoc and circulated in the cities of Ormoc, Tacloban Maasin and Calbayog, and in the islands of Leyte, Samar and Biliran, the rest of the Visayas islands, Mindanao, Manila and Luzon;

That the publication captioned:

Republic of the Philippines  
Province of Leyte  
Municipality of Villaba  
OFFICE OF THE SANGGUNIANG BAYAN  
MUNICIPAL ORDINANCE NO. 20, S. 2022-2025

**AN ORDINANCE INSTITUTIONALIZING THE CREATION OF THE PERSONS WITH DISABILITY AFFAIRS OFFICE (PDAO) IN THE MUNICIPALITY OF VILLABA, LEYTE**

APPROVED:  
(SGD)ENGR. CARLOS G. VELOSO  
Municipal Mayor

was published in said newspaper for (1) one consecutive weeks in its EV Mail \_\_\_\_\_  
EV Mail March 6-12, 2023, issues.

That I am executing this affidavit to attest to the fact of the foregoing statements. Affiant further sayeth naught.

IN WITNESS WHEREOF, I have hereunto affix my signature this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_ in Ormoc City.

JIMA ZANDRA J. VERGARA  
Affiant

### VERIFICATION

SWORN AND SUBSCRIBED before me this March 14, 2023 day of 2023 with affiant exhibiting his Tax Identification Number 932-314-846-000 issued on July 9, 2016 at Ormoc City, Leyte, Philippines.

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Series of 2023