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Item No.: 03
Date: JUL 11 2023

Republic of the Philippines
PROVINCE OF LEYTE
Palo, Leyte

PROVINCIAL LEGAL OFFICE

Province of Leyte
Legal Office
Release Time: 9:11
Date: 7.4.23

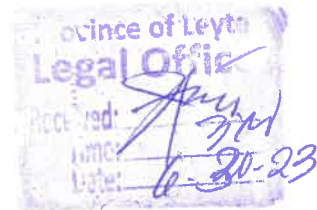
2nd INDORSEMENT
July 3, 2023

Respectfully returned to the Sangguniang Panlalawigan of Leyte, through the SP Secretary, the attached Ordinance No. 2023-08 of the Sangguniang Bayan of San Miguel, Leyte, recommending for the declaration of its validity, pursuant to its power under Section 56 (C) of R.A. 7160, for it is within the powers of the Local Council to repeal/amend its prior act either expressly or by the passage of an essentially inconsistent resolution (Constantino Vs. Desierto, 288 SCRA 654).


ATTY. JOSE RAYMUND A. ACOL
Asst. Provincial Legal Officer 


Republic of the Philippines
PROVINCE OF LEYTE
Tacloban City

OFFICE OF THE SANGGUNIANG PANLALAWIGAN



1ST INDORSEMENT
30 June 2023

The Provincial Legal Office is respectfully requested to review and submit recommendations on the herein enclosed **MUNICIPAL ORDINANCE NO. 2023-08** series of 2023 of the **MUNICIPALITY OF SAN MIGUEL, LEYTE**, entitled: **AN ORDINANCE AMENDING SUB-SECTION 1.5 OF SECTION 2 OF MUNICIPAL ORDINANCE NO. 2021-07, SERIES OF 2021, OTHERWISE KNOWN AS "AN ORDINANCE ESTABLISHING THE REVISED ORGANIZATIONAL STRUCTURE AND STAFFING PATTERN, POSITION TITLES, AND SALARY GRADES OF THE MUNICIPAL GOVERNMENT OF SAN MIGUEL, LEYTE, EFFECTIVE JANUARY 01, 2022"** BY ADDENDUM AND INCORPORATING THE CREATION OF A SUB-OFFICE UNDER THE OFFICE OF THE MUNICIPAL MAYOR THE POSITION OF ONE (1) LABOR AND EMPLOYMENT OFFICER III – SG 16, AS SECTION HEAD OF THAT OFFICE.


FLORINDA JILL SUYVICO
Secretary to the Sanggunian

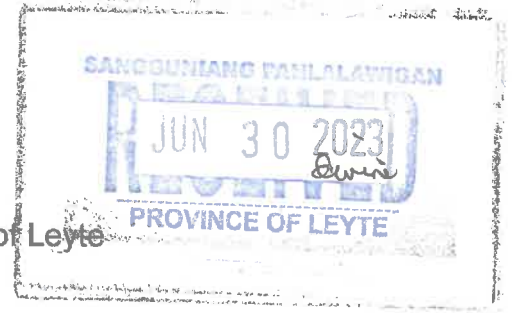


Republic of the Philippines
PROVINCE OF LEYTE
MUNICIPALITY OF SAN MIGUEL
-oOo-

OFFICE OF THE SANGGUNIANG BAYAN

June 29, 2023

The Honorable Members of the Sangguniang Panlalawigan of Leyte
Thru: The Sangguniang Panlalawigan Secretary
Provincial Legislative Building
Tacloban City



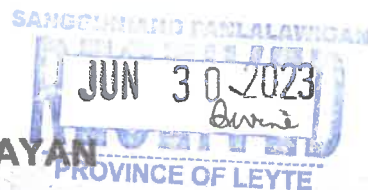
Gentlemen/Ladies:

I have the honor to forward herewith pertinent documents of the Sangguniang Bayan of San Miguel, Leyte for review and approval of the august body, to wit:

1. Sixteen (16) copies of Municipal Ordinance No. 2023-08, Series of 2023 entitled: **AN ORDINANCE AMENDING SUB-SECTION 1.5 OF SECTION 2 OF MUNICIPAL ORDINANCE NO. 2021-07, SERIES OF 2021, OTHERWISE KNOWN AS ("AN ORDINANCE ESTABLISHING THE REVISED ORGANIZATIONAL STRUCTURE AND STAFFING PATTERN, POSITION TITLES, AND SALARY GRADES OF THE MUNICIPAL GOVERNMENT OF SAN MIGUEL, LEYTE, EFFECTIVE JANUARY 01, 2022") BY ADDENDUM AND INCORPORATING THE CREATION OF A SUB-OFFICE UNDER THE OFFICE OF THE MUNICIPAL MAYOR THE POSITION OF ONE (1) LABOR AND EMPLOYMENT OFFICER III – SG 16, AS SECTION HEAD OF THAT OFFICE.**
2. Sixteen (16) copies of Certificate of Posting.

Kindly acknowledge receipt hereof.

BRYAN NEIL B. BRAZIL
Secretary to the Sangguniang Bayan



OFFICE OF THE SANGGUNIANG BAYAN

EXCERPT FROM THE MINUTES OF THE REGULAR SESSION OF THE SANGGUNIANG BAYAN, SAN MIGUEL, LEYTE, HELD AT THE SESSION HALL, LEGISLATIVE BUILDING, SAN MIGUEL, LEYTE ON JUNE 13, 2023

PRESENT:

- | | |
|-------------------------------|--|
| Hon. Protacio Q. Brazil | - Municipal Vice-Mayor/Presiding Officer |
| Hon. Richard Len B. Lapidario | - SB Member |
| Hon. Prospero Q. Brazil | - SB Member |
| Hon. Charlie L. Guy | - SB Member |
| Hon. Antonio L. Asis | - SB Member |
| Hon. Otelio U. Babiano, Jr. | - SB Member |
| Hon. Ruben G. Agner | - SB Member |
| Hon. Thelma M. Brazil | - SB Member |
| Hon. Letecia G. Espos | - SB Member |
| Hon. Samuel P. Salomon | - Ex-Officio Member / President, Liga ng mga Barangay |
| Hon. Hershey R. Amaga | - Ex-Officio Member/President, Sangguniang Kabataan Pambayang Pederasyon |

**Resolution No. 197
Series of 2023**

RESOLUTION ENACTING AN ORDINANCE AMENDING SUB-SECTION 1.5 OF SECTION 2 OF MUNICIPAL ORDINANCE NO. 2021-07, SERIES OF 2021, OTHERWISE KNOWN AS ("AN ORDINANCE ESTABLISHING THE REVISED ORGANIZATIONAL STRUCTURE AND STAFFING PATTERN, POSITION TITLES, AND SALARY GRADES OF THE MUNICIPAL GOVERNMENT OF SAN MIGUEL, LEYTE, EFFECTIVE JANUARY 01, 2022")

NOW, THEREFORE, on motion of Hon. Prospero Q. Brazil duly seconded by all members present;

RESOLVED, as it is hereby resolved, to enact the following amendatory Ordinance, to wit:

**MUNICIPAL ORDINANCE NO. 2023 - 08
Series of 2023**

Sponsor: HON. PROSPERO Q. BRAZIL
SB Member/Chairman, Committee on Finance, Budget, Appropriations, Good Government & Accountability and Utilization

Co-sponsor: HON. RICHARD LEN B. LAPIDARIO
SB Member/Chairman, Committee on Rules, Privileges, Ordinances, Legal Matters and Ways & Means

AN ORDINANCE AMENDING SUB-SECTION 1.5 OF SECTION 2 OF MUNICIPAL ORDINANCE NO. 2021-07, SERIES OF 2021, (OTHERWISE KNOWN AS "AN ORDINANCE ESTABLISHING THE REVISED ORGANIZATIONAL STRUCTURE AND STAFFING PATTERN, POSITION TITLES, AND SALARY GRADES OF THE MUNICIPAL GOVERNMENT OF SAN MIGUEL, LEYTE, EFFECTIVE JANUARY 01, 2022") BY ADDENDUM AND INCORPORATING THE CREATION OF A SUB-OFFICE UNDER THE OFFICE OF THE MUNICIPAL MAYOR THE POSITION OF ONE (1) LABOR AND EMPLOYMENT OFFICER III – SG 16, AS SECTION HEAD OF THAT OFFICE

BE IT ORDAINED by the Sangguniang Bayan of San Miguel, Leyte in regular session assembled that:

Section 1. Title. This Ordinance shall be known as "AN ORDINANCE AMENDING SUB-SECTION 1.5 OF SECTION 2 OF MUNICIPAL ORDINANCE 2021-07, SERIES OF 2021 BY ADDENDUM AND INCORPORATING THE CREATION OF A SUB-OFFICE UNDER THE OFFICE OF THE MUNICIPAL MAYOR, THE POSITION OF ONE (1) LABOR AND EMPLOYMENT OFFICER III WITH A SALARY GRADE (SG) 16, AS SECTION HEAD OF THAT OFFICE.

Certified Correct:

BRYAN NEIL B. BRAZIL
Secretary to the Sangguniang Bayan

Attested by:

HON. PROTACIO Q. BRAZIL
Municipal Vice-Mayor/Presiding Officer

Concurred:

HON. RICHARD LEN B. LAPIDARIO
SB MEMBER

HON. PROSPERO Q. BRAZIL
SB MEMBER

HON. CHARLIE L. GUY
SB MEMBER

HON. ANTONIO L. ASIS
SB MEMBER

Approved:

HON. OTHELIO U. BABIANO, JR.
SB MEMBER

HON. RUBEN G. AGNER
SB MEMBER

HON. THELMA M. BRAZIL
SB MEMBER

HON. LETECIA G. ESPOS
SB MEMBER

HON. SAMUEL P. SALOMON
President, Liga ng mga Barangay

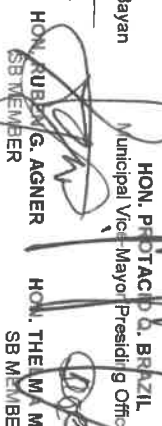
HON. HERSHEY R. AMAGA
President, SK Pambayang Pederasyon

ATTY. NORMAN D. SABDAO
Municipal Mayor

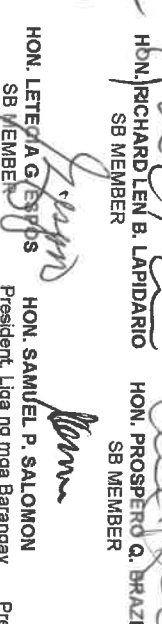
Certified Correct:


BRYNN NEIL B. BRAZIL
Secretary to the Sangguniang Bayan
HON. OTELIO U. BABIANO, JR.
SB MEMBER

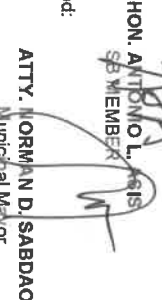
Attested by:


HON. PROTACIO D. BRAZIL
Municipal Vice-Mayor/Presiding Officer
HON. RUBEN G. AGNER
SB MEMBER
HON. THELMA M. BRAZIL
SB MEMBER

Concurred:


HON. RICHARD LENI B. LAPIDARIO
SB MEMBER
HON. LETICIA G. ESPINO
SB MEMBER
HON. SAMUEL P. SALOMON
President, Liga ng mga Barangay
HON. HERSELYN AMAGA
President, SK Pamilyang Pederasyon

Approved:


HON. ANTONIO L. ASIS
SB MEMBER
ATTY. NORMAN D. SABBDAO
Municipal Mayor

Section 2. The following position is hereby created and incorporated on sub-section 1.5 of Section 2 in the existing Organizational Structure and Staffing Pattern, Position Titles and Salary Grades of the Municipal Government of San Miguel, Leyte enacted under Municipal Ordinance No. 2021-07, Series of 2021, a sub-office under the Office of the Municipal Mayor, to wit:

1.5.1 LABOR AND EMPLOYMENT OFFICER III

Office Assignment : PESO Office

Qualification Standards

Education : Bachelor's Degree preferably in any of the following: Operations Management (OM); Human Resource Management (HRM); Human Resource Development (HRD); and/or allied fields

Residency : Must be a bonafide resident of the Municipality of San Miguel, Leyte

Experience : 1 year experience in program management relative to employment facilitation

Training : 4 hours of relevant training on employment facilitation

Eligibility : Career Service (Professional)/Second Level Eligibility

Salary Grade (SG) 16

Job Description

1. Provides technical assistance in the implementation, monitoring, and evaluation of programs or projects of the LGU and DOLE;
2. Establishes and maintains linkages with the government agencies and non-government agencies;
3. Supervises the activities and outputs of personnel under or assigned in PESO Office;
4. Prepare and submit periodic reports to immediate supervisor;
5. Performs other related works and functions as may be provided by law or assigned by the immediate supervisor.

Section 3. Abolishment of the Position of the Labor and Employment Officer 1. The position of the Labor and Employment Officer I under the Office of the Mayor, under sub-section 1.5.1 of the aforementioned existing ordinance which is still vacant and is no longer needed is hereby abolished.

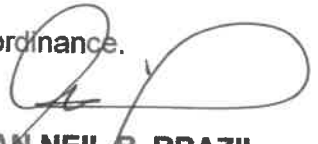
Section 4. Separability Clause. All other sections and provisions of the Municipal Ordinance No. 2021-07, Series of 2021 otherwise known as "AN ORDINANCE AMENDING MUNICIPAL ORDINANCE NO. 2009-05, SERIES OF 2009, (otherwise known as "An ordinance Establishing the Revised Organizational Structure and Staffing Pattern, Position Titles, and Salary Grades of the Municipal Government of San Miguel, Leyte effective January 01, 2022) not affected by this amended Ordinance shall remain in effect. If for any reason, any section or provision of this amended Ordinance be held unconstitutional or invalid by competent authority, no other sections or provisions hereof shall be affected.

Section 5. Effectivity. This ordinance shall take effect immediately upon approval.

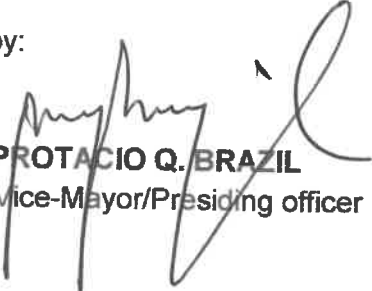
UNANIMOUSLY APPROVED - June 13, 2023

Concurred by:

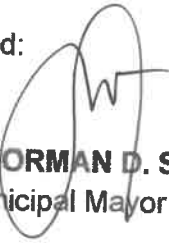
I HEREBY CERTIFY to the correctness of the foregoing resolution/ordinance.


BRYAN NEIL B. BRAZIL
Secretary to the Sangguniang Bayan










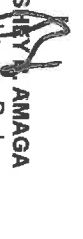
Attested by:


HON. PROTACIO Q. BRAZIL
Municipal Vice-Mayor/Presiding officer

Approved:


ATTY. NORMAN D. SABDAO
Municipal Mayor

(Page 03 of Mun. Ordinance No. 2023-08, Series of 2023)

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SB MEMBER
- 
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MUNICIPALITY OF SAN MIGUEL
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OFFICE OF THE SANGGUNIANG BAYAN

CERTIFICATE OF POSTING

THIS IS TO CERTIFY that Municipal Ordinance No. 2023-08, Series of 2023 as embodied under Resolution No. 197, Series of 2023 entitled: **AN ORDINANCE AMENDING SUB-SECTION 1.5 OF SECTION 2 OF MUNICIPAL ORDINANCE NO. 2021-07, SERIES OF 2021, OTHERWISE KNOWN AS (“AN ORDINANCE ESTABLISHING THE REVISED ORGANIZATIONAL STRUCTURE AND STAFFING PATTERN, POSITION TITLES, AND SALARY GRADES OF THE MUNICIPAL GOVERNMENT OF SAN MIGUEL, LEYTE, EFFECTIVE JANUARY 01, 2022”)** BY ADDENDUM AND INCORPORATING THE CREATION OF A SUB-OFFICE UNDER THE OFFICE OF THE MUNICIPAL MAYOR THE POSITION OF ONE (1) LABOR AND EMPLOYMENT OFFICER III – SG 16, AS SECTION HEAD OF THAT OFFICE, has been posted in three (3) conspicuous places within the municipality and shall remain posted for three (3) consecutive weeks.

Done this 29th day of June 2023 at San Miguel, Leyte.


BRYAN NEIL B. BRAZIL
Secretary to the Sangguniang Bayan