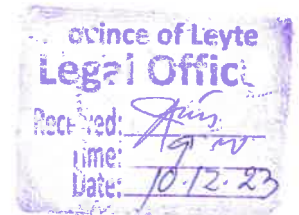


Item No.: 06

Date: 17 2023 OCT

Republic of the Philippines
PROVINCE OF LEYTE
Palo, Leyte



6

PROVINCIAL LEGAL OFFICE

2nd INDORSEMENT
October 9, 2023

Respectfully returned to the Sangguniang Panlalawigan of Leyte, through the SP Secretary, the attached Ordinance No. 2023-09 of the Sangguniang Bayan of Tanauan, Leyte, recommending for the declaration of its validity, pursuant to its power under Section 56 (C) of R.A. 7160, to the opinion of the Provincial Legal Office (PLO), in consonance with the authority under R.A. 8759ⁱ mentioned in the ordinance and an exercise of the power authorized under section 447(1), (viii)ⁱⁱ of the Code. Provided that the creation of the New Plantilla Positions does not violate the prohibition under Section 325(a) and (g)ⁱⁱⁱ of the Code.


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

ⁱ RA 8759 - AN ACT INSTITUTIONALIZING A NATIONAL FACILITATION SERVICE NETWORK THROUGH THE ESTABLISHMENT OF A PUBLIC EMPLOYMENT SERVICE OFFICE IN EVERY PROVINCE, KEY CITY AND OTHER STRATEGIC AREAS THROUGHOUT THE COUNTRY.

ⁱⁱ Section 447 (i)(viii) LGC- Determine the positions and salaries, wages, allowances and other emoluments and benefits of officials and employees paid wholly or mainly from municipal funds and provide for expenditures necessary for the proper conduct of programs, projects, services, and activities of the municipal government;

ⁱⁱⁱ (a) The total appropriations, whether annual or supplemental, for personal services of a local government unit for one (1) fiscal year shall not exceed forty-five percent (45%) in the case of first to third class provinces, cities and municipalities, and fifty-five percent (55%) in the case of fourth class or lower, of the total annual income from

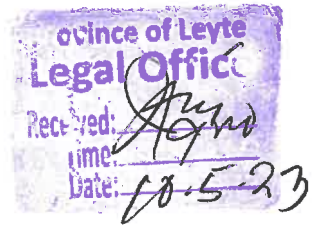
regular sources realized in the next preceding fiscal year. The appropriations for salaries, wages, representation and transportation allowances of officials and employees of the public utilities and economic enterprises owned, operated, and maintained by the local government unit concerned shall not be included in the annual budget or in the computation of the maximum amount for personal services. The appropriations for the personal services of such economic enterprises shall be charged to their respective budgets;

(g) The creation of new positions and salary increases or adjustments shall in no case be made retroactive;

Republic of the Philippines
PROVINCE OF LEYTE

-0-

OFFICE OF THE SANGGUNIANG PANLALAWIGAN



1ST ENDORSEMENT
04 OCTOBER 2023

Respectfully indorsed to the **PROVINCIAL LEGAL OFFICE** the herein **ORDINANCE NO. 2023-09** of the **MUNICIPALITY OF TANAUAN, LEYTE**, entitled: **AN ORDINANCE CREATING THE MUNICIPAL PUBLIC EMPLOYMENT SERVICE OFFICE (MPESO) OF THE LOCAL GOVERNMENT UNIT OF TANAUAN, LEYTE, PROVIDING ITS DUTIES AND RESPONSIBILITIES AND FUNCTIONS AND APPROPRIATING THE NECESSARY FUNDING REQUIREMENT FOR ITS OPERATION**", for review and recommendations.

FLORINDA JILLS UYVICO
Secretary to the Sanggunian

SP Records
1042023





Republic of the Philippines
Province of Leyte
TANAUAN
-oOo-

OFFICE OF THE SANGGUNIANG BAYAN

September 28, 2023

THE SECRETARY

Sangguniang Panlalawigan
Province of Leyte
Capitol Building
Tacloban City

Sir/Madam:



Respectfully submitting herewith **ORDINANCE NO. 2023-09** "AN ORDINANCE CREATING THE MUNICIPAL PUBLIC EMPLOYMENT SERVICE OFFICE (MPESO) OF THE LOCAL GOVERNMENT UNIT OF TANAUAN, LEYTE, PROVIDING ITS DUTIES AND RESPONSIBILITIES AND FUNCTIONS AND APPROPRIATING THE NECESSARY FUNDING REQUIREMENT FOR ITS OPERATION"

Author: HON. ATTY. Isagani S. Espada

Trusting that you will accord this matter with your kindest attention.

Truly Yours,


ATTY. MIAMOR D. NATIVIDAD
Acting Sangguniang Bayan Secretary



Republic of the Philippines
Province of Leyte
TANAUAN
-oOo-
16th SANGGUNIANG BAYAN

Received: Cas for
9-26-23
8:20 PM

60th REGULAR SESSION
September 11, 2023 - MONDAY- 9:00 A.M.
SB Session Hall, Tanauan Town Hall, Tanauan, Leyte

RECEIVED
HRMO

Received by: *[Signature]*
9-26-23

ORDINANCE NO. 2023 - 09 *[Signature]*

DATE: 09/26/23 TIME: 9:34 A.M.

SIGNATURE: *[Signature]*

AN ORDINANCE CREATING THE MUNICIPAL PUBLIC EMPLOYMENT SERVICE OFFICE (MPESO) OF THE LOCAL GOVERNMENT UNIT OF TANAUAN, LEYTE, PROVIDING ITS DUTIES AND RESPONSIBILITIES AND FUNCTIONS AND APPROPRIATING THE NECESSARY FUNDING REQUIREMENT FOR ITS OPERATION

SPONSOR: HON. ATTY. ISAGANI S. ESPADA



WHEREAS, unemployment and underemployment continue to be a perennial problem of the Municipality of Tanauan Leyte attributed to many factors such as (1) inability of our economy to generate jobs (2) labor and market imperfections; and (3) lack of information about supply and demand among others.

WHEREAS, the Municipal Government of Tanauan, Leyte has endeavored to strengthen its employment programs towards the upliftment of human resources and is committed to realize the same.

WHEREAS, Republic Act 8759, was enacted to institutionalize and expand employment opportunities and service through the establishment, operation and maintenance of the Public Employment Service Office (PESO) in every province, key cities and other strategic areas throughout the country.

NOW, THEREFORE, BE IT ORDAINED by the Sangguniang Bayan of Tanauan, Leyte, in session assembled, that:

**ARTICLE I
TITLE AND SCOPE**

SECTION 1. TITLE – This ordinance shall be known as “Municipal Public Employment Service Office – (MPESO)” of the Municipal Government of Tanauan, Leyte.

SECTION 2. SCOPE – This ordinance shall apply within the territorial jurisdiction of the Municipality of Tanauan, Leyte.

SECTION 3. DECLARATION OF POLICY -It is hereby the policy of the Municipal Government of Tanauan, Leyte to establish, provide an ideal and habitable place where human dignity is at its best. For this reason, the municipal government has envisioned as a premier tourism destination, education hub and an investment haven in the province of Leyte inhabited by a healthy and empowered citizenry living in a peaceful and resilient communities; with a competitive,

[Signatures of officials]

diversified, dynamic and inclusive economy; a disaster-proof, quality and adequate social support and infrastructure system; and an ecologically balanced, sustainable and aesthetic environment; under an effective and efficient participatory and people oriented leadership with a strong political will.

Following the roadmap of development, the national government have crafted, the municipal government addresses among others the areas of employment, education, health, infrastructure, trade and industry, environment, peace and order, and preservation of its cultural heritage vis-a-vis effective public governance.

The Municipal Government advocates for the attainment of optimized human resources where human dignity is foremost; hence, this ordinance is enacted to harness at its best the human resources of the of the Municipality of Tanauan to alleviate and or eradicate poverty in the Municipality, by providing all qualified Tanauanons to a job/work that is suited to everybody's capabilities and self-worth.

Through the Municipal Public Employment Service Office (MPESO) the Municipal Government shall ensure the prompt, timely and efficient delivery of employment services and provision of information relative to employment opportunities.

ARTICLE II THE MUNICIPAL PUBLIC EMPLOYMENT SERVICE OFFICE

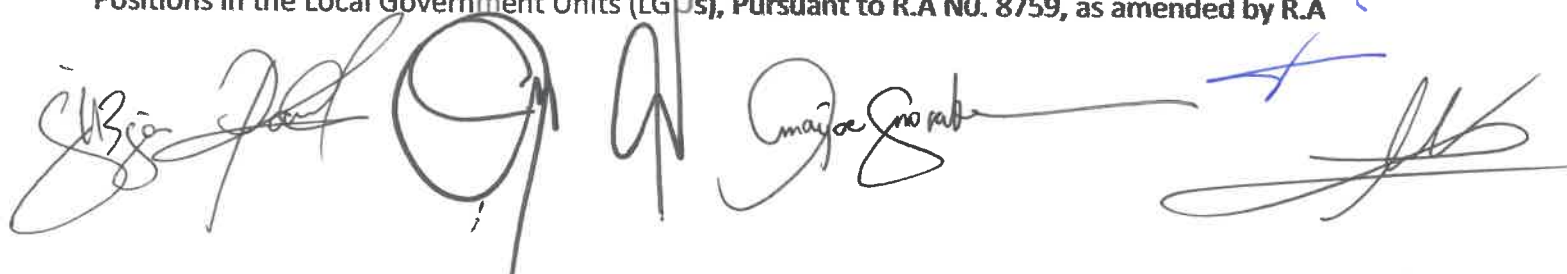
SECTION 1. CREATION OF THE MUNICIPAL PUBLIC EMPLOYMENT SERVICES OFFICE –

There is hereby created the Municipal Public Employment Service Office (MPESO) which shall be place under the control and supervision of the Municipal Mayor and shall be linked with the Department of Labor and Employment (DOLE) for coordination and technical supervision to harmonize with the national employment service network.

SECTION 2. GOALS AND OBJECTIVES – The Goal and Objectives of the Municipal Employment Service Office (MPESO) of the Municipality of Tanauan are the following:

- Career Guidance and Employment Coaching – coordinate with the schools and guidance councilors in the conduct of the program for high school or senior high school graduating student;
- Provide a venue where Tanauan in particular, could explore simultaneously various employment options;
- Provide a venue where people could explore simultaneously various employment options and actually seek assistance they prefer;
- Serve as referral and information center for the various services and programs of DOLE and other government agencies present in the area;
- Provide clients with adequate information on employment and labor market situation in the area; and
- Network with other PESOs within the region on employment for job exchange purposes.

SECTION 3. ORGANIZATION STRUCTURE OF MPESO – In accordance to CSC-MC NO. 20, Series of 2019 known as – “Qualification standards for the Public Employment Service Office (PESO) Positions in the Local Government Units (LGUs), Pursuant to R.A NO. 8759, as amended by R.A

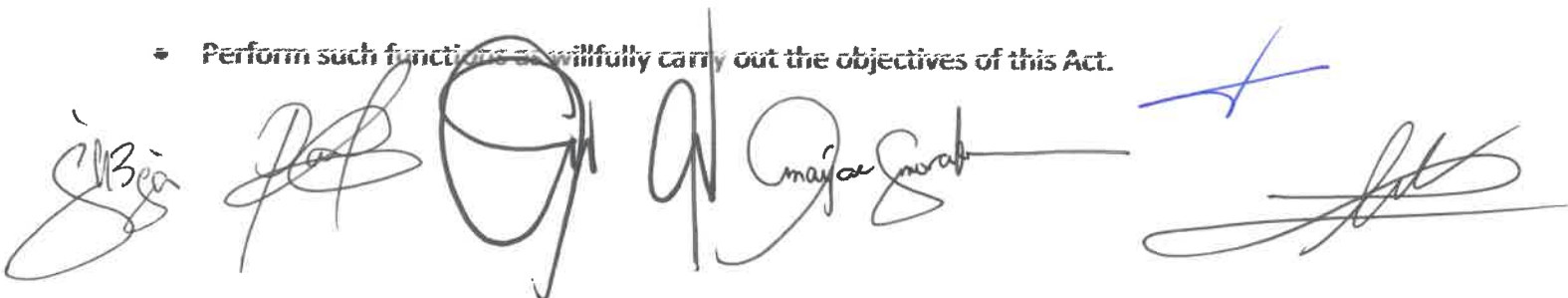
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NO. 10691; There is hereby created plantilla position in the Municipal Public Employment Services Office (MPESO) as follows:

1. Labor and Employment Officer – III – SG 16

SECTION 4. Duties and Function of the MPESO Manager – the following shall be the duties and functions of the MPESO Manager, to wit:

- **Recommend to the Municipal Mayor the appointment of the members of the MPESO Staff;**
- **Coordinate closely with DOLE, TESDA, DTI, CHED, DepEd and establish linkage with other labor and employment agencies, local, national and international in the attainment of the MPESO goals and objectives.**
- **In-charge on the supervision of the following units:**
 - **Labor MARKET Information section**
 - **Referral Placement and Working Permit Section**
 - **Livelihood and Manpower Development Training Section**
 - **Employment and Project Specialist Section**
 - **Scholarship Development and Career Guidance section**
- **Encourage employers to submit to the PESO on a regular basis a list of job vacancies in their respective establishments in order to facilitate the exchange of labor market information between job seekers and employers by providing employment information services to job seekers, both for local and overseas employment, and recruitment assistance to employers;**
- **Develop and administer testing and evaluation instruments for effective job selection, training and counselling;**
- **Provide persons with entrepreneurship qualities access to the various livelihood and self-employment programs offered by both government and nongovernmental organizations at the provincial/city/municipal/barangay levels by undertaking referrals for such programs;**
- **Undertake employability enhancement trainings/seminars for job seekers, as well as those who would like to change career or enhance their employability;**
- **Provide employment or occupational counselling, career guidance, mass motivation and values development activities;**
- **Conduct pre-employment counselling and orientation to prospective local and, most especially, overseas workers;**
- **Provide reintegration assistance services to returning Filipino migrant workers; and**
- **Perform such functions or willfully carry out the objectives of this Act.**



SECTION 5. Other Services of the PESO. - In addition to the functions enumerated in the preceding section, every PESO shall also undertake the following programs and activities:

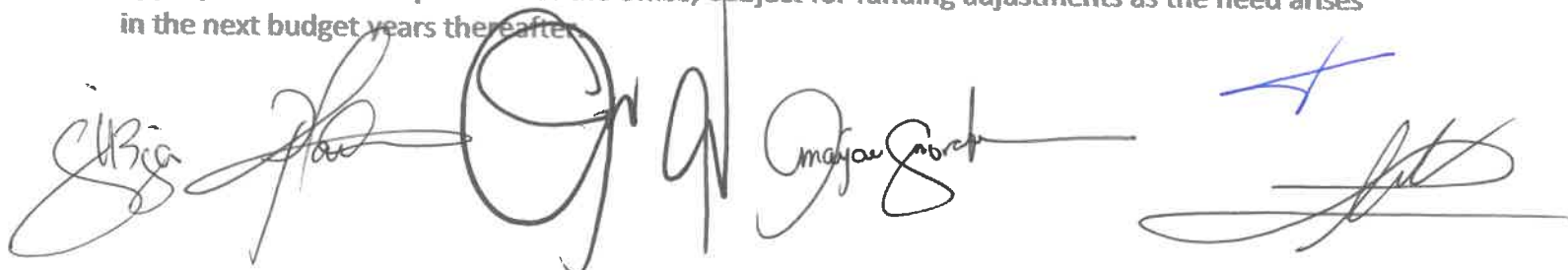
- Jobs Fairs - These shall be conducted periodically all over the country to bring together in one venue job seekers and employers for immediate matching;
- Livelihood and Self-Employment Bazaars - These will give clients information on the wide array of livelihood programs they choose to avail of, particularly in the rural areas;
- Special Credit Assistance for Placed Overseas Workers - This type of assistance will enable poor but qualified applicants to avail of opportunities for overseas employment;
- Special Program for Employment of Students and Out-of-School Youth (SPESOS) - This program shall endeavor to provide employment to deserving students and out-of-school youth coming from poor families during summer and/or Christmas vacations as provided for under Republic Act No. 7323 and its implementing rules, to enable them to pursue their education;
- Work Appreciation Program (WAP) - This program aims to develop the values of work appreciation and ethics by exposing the young to actual work situations;
- Workers Hiring for Infrastructure Projects (WHIP) - This program is in pursuance of Republic Act No. 6685 which requires construction companies, including the Department of Public Works and Highways and contractors for government-funded infrastructure projects, to hire thirty percent (30%) of skilled and fifty percent (50%) of unskilled labor requirements from the areas where the project is constructed/located; and
- Other programs/activities developed by DOLE to enhance provision of employment assistance to PESO clients, particularly for special groups of disadvantaged workers such as persons with disabilities (PWDs) and displaced workers.

SECTION 6. STAFF PATTERN - The MPESO shall implement the herein attached approved staffing Pattern in accordance with the rules and regulations promulgated by the Civil Service Commission (CSC) prioritizing thereon the hiring/retention of the existing personnel of the Municipal Public Employment Service Office, which under the existing plantilla position of the Municipal Government, is only a section under the office of the Mayor.

MUNICIPAL PUBLIC EMPLOYMENT SERVICE OFFICE
Labor and Employment Officer III
(PESO MANAGER)
Labor and Employment Assistant
PESO Staff

**ARTICLE III
FUNDING REQUIREMENT**

SECTION 1. BUDGET REQUIREMENT - The initial amount of 700,000.00 pesos is hereby appropriated for the operation of the office, subject for funding adjustments as the need arises in the next budget years thereafter.

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**ARTICLE IV
FINAL PROVISION**

SECTION 1. REPEALING CLAUSE – Local Ordinance, Resolution, Orders, Rules and Regulations and other issuance of the Municipality of Tanauan that are inconsistent with this ordinance are hereby repealed, amended and modified accordingly.

SECTION 2. SEPARABILITY CLAUSE – If for any reasons, any section of this ordinance or any portion hereof, or the application of such section or provision, or portion hereof to any person, group or circumstance is declared invalid or unconstitutional the remainder shall be in full force and effect.

SECTION 3. EFFECTIVITY CLAUSE – This Ordinance shall take effect immediately after posting in atleast (3) conspicuous places within the Municipality of Tanauan for three (3) consecutive weeks, pursuant to R.A 7160, otherwise known as the Local Government Code of 1991.

ENACTED: 11 SEPTEMBER 2023; TANAUAN, LEYTE.

X-----X

I HEREBY CERTIFY to the correctness of the foregoing ORDINANCE enacted during the 60th Regular Session of the 16th Sangguniang Bayan of this municipality held on the date and at the place above-stated.


ATTY. MIAMOR D. NATIVIDAD
Acting Secretary to the Sanggunian

ATTESTED:


HON. ARCHIE LAWRENCE R. KAPUNAN
Municipal Vice-Mayor/Presiding Officer



HON. ENGR. JAN ELMER V. MAGDALAGA
SB MEMBER


HON. ENGR. MAE JANE ANGELIE M. MORABE
SB MEMBER


HON. MARK EREN E. MERILO
SB MEMBER



HON. PAUL EMMANUEL R. CINCO
SB MEMBER


HON. ATTY. ISAGANI S. ESPADA
SB MEMBER


HON. JASMIN U. BORJA
SB MEMBER

Page 6 of 6; Ordinance No. 2023-08; 16th Sangguniang Bayan
September 11, 2023; Tanauan, Leyte.


HON. JOSIE M. CREER
SB MEMBER


HON. CHERRY ANNE T. FIEL
SB MEMBER


HON. MA. MARTINA L. GIMENEZ
SB MEMBER/ ABC PRES


HON. GIL MARK L. FIEL
SB MEMBER/ SK FED. PRES

APPROVED:


HON. MA. GINA E. MERILO
MUNICIPAL MAYOR

DATE: September 25, 2023





Republic of the Philippines
Province of Leyte
TANAUAN
-oOo-

OFFICE OF THE SANGGUNIANG BAYAN

C E R T I F I C A T I O N

TO WHOM IT MAY CONCERN:

THIS IS TO CERTIFY that ORDINANCE NO. 2023-09 “An Ordinance Creating the Municipal Public Employment Service Office (MPESO) of the Local Government Unit of Tanauan, Leyte, Providing its Duties and Responsibilities and Functions and Appropriating the Necessary Funding Requirement for its Operation”, have been posted in the bulletin boards at the following: Entrance of the Municipal Hall, Office of the Sangguniang Bayan, and Public Market beginning September 26, 2023 and shall remain posted for a minimum of three consecutive weeks.

This certification is issued in compliance with the pertinent provisions of R.A. 7160.

Issued: September 26, 2023


ATTY. MIAMOR D. NATIVIDAD
Acting Sangguniang Bayan Secretary