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Item No.: 14

Date: 10.2023 NOV

Republic of the Philippines
PROVINCE OF LEYTE
Palo, Leyte

PROVINCIAL LEGAL OFFICE

SANGGUNIANG PANLALAWIGAN
OCT 27 2023
PROVINCE OF LEYTE

2nd INDORSEMENT
October 23, 2023

Province of Leyte
Legal Office
Released: *[Signature]*
Time: *[Signature]*
Date: 10-26-23

Respectfully returned to the Sangguniang Panlalawigan of Leyte, through the SP Secretary, the attached Ordinance No. 23L.23042 of the Sangguniang Bayan of Kananga, 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), an exercise of the power authorized under Section 447(1)(viii)¹ of the Code.

[Signature]
ATTY. JOSE RAYMUND A. ACOL
Asst. Provincial Legal Officer *[Signature]*

(viii) 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;


Republic of the Philippines
PROVINCE OF LEYTE
Palo, Leyte

OFFICE OF THE SANGGUNIANG PANLALAWIGAN



1ST INDORSEMENT
18 October 2023

The Provincial Legal Office is respectfully requested to review and submit recommendations on the herein enclosed **ORDINANCE NO. 23L.23-042** of the **MUNICIPALITY OF KANANGA, LEYTE**, ENTITLED: **AN ORDINANCE CREATING THE POSITIONS OF SOCIAL WELFARE OFFICER I WITH SG 11 OF THE MUNICIPAL SOCIAL WELFARE AND DEVELOPMENT OFFICE AND NURSE II WITH SG 16 OF THE MUNICIPAL HEALTH OFFICE.**


FLORINDA JILL S. OYVICO
Secretary to the Sanggunian



Republic of the Philippines
Province of Leyte
Municipality of Kananga

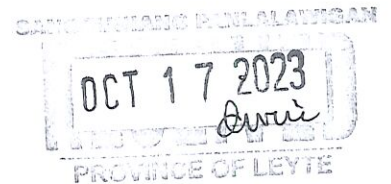
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Office of the Secretary to the Sangguniang Bayan

Telephone No. (053) 5539173
Email Address: sbkananga6531@gmail.com

October 17, 2023

FLORINDA JILL S. UYVICO
Secretary to the Sanggunian
Sangguniang Panlalawigan of Leyte
Legislative Building, Capitol Complex
Tacloban City



Dear SP Sec. Uyvico:

Respectfully submitted to your good office the herewith 13 copies of the following Municipal Ordinances:

1. **Ordinance No. 23L.23-034** – An Ordinance establishing the Sangguniang Kabataan Office and requiring the Barangay to allocate a lot in their Barangay site and/or space in their respective Multi-purpose Hall within the 23 Barangays within the jurisdiction of the Municipality of Kananga, Leyte and for such other purposes.
2. **Ordinance No. 23L.23-039** – An Ordinance adopting the “Kananga, our Beautiful Land” as the Official Hymn of the Municipality of Kananga, Leyte prescribing its mandatory singing during official and formal functions, activities, and programs of the Local Government Unit of Kananga, component barangays and other Government Agencies, offices within the territorial jurisdiction of Municipality of Kananga and providing penalty for violations thereof”.
3. **Ordinance No. 23L.23-040** – An Ordinance declaring every 2nd Sunday of June of every year as the “Kananga Kaanyag Festival Day” and further declaring it as the highlight presentation of the Kananga Socio-Cultural Activities”.
4. **Ordinance No. 23L.23-042** – An creating the positions of Social Welfare Officer I with SG 11 of the Municipal Social Welfare and Development Office and Nurse II with SG 16 of the Municipal Health Office.

Enacted by the 23rd Sangguniang Bayan of Kananga, for review and approval of the Sangguniang Panlalawigan of Leyte.

Hoping for your consideration on this matter.

Thank you.

Very respectfully yours,

ATTY. ALLAN R. CASTRO
Board Secretary V
(Secretary to the Sangguniang Bayan)



Republic of the Philippines
 Province of Leyte
Municipality of Kananga
 -oOo-
Sangguniang Bayan of Kananga

SANGGUNIANG PANLALAWIGAN
 OCT 17 2023

EXCERPT FROM THE MINUTES OF THE REGULAR SESSION 23RD SANGGUNIANG BAYAN NG KANANGA AT SB SESSION HALL KANANGA, LEYTE ON SEPTEMBER 25, 2023.

- | | |
|---|--|
| Present: Honorable Miguel Jorge P. Tan | Vice-Mayor/Presiding Officer |
| Honorable Fernando M. Aseo | SB Member /Floor Leader |
| Honorable Resurreccion C. Capanas | SB Member |
| Honorable Brenzon C. Cabintoy | SB Member |
| Honorable Alma N. Orfano | SB Member |
| Honorable Rudy B. Cogay | SB Member |
| Honorable Minerva M. Bulawit | SB Member |
| Honorable Richie C. Cruz | SB Member |
| Honorable Allan C. Espinosa | SB Member |
| Honorable Nilo Gonzaga | Liga Ng Mga Barangay
President/Ex-officio Member |
| Absent: Honorable Jeffsbor G. Cuizon(<i>Sick Leave</i>) | Pambayang Pederasyon Ng
SangguniangKabataan President/Ex-officio Member |

ORDINANCE NO. 23L.23-042
 Series of 2023

AN ORDINANCE CREATING THE POSITIONS OF SOCIAL WELFARE OFFICER I WITH SG 11 OF THE MUNICIPAL SOCIAL WELFARE AND DEVELOPMENT OFFICE AND NURSE II WITH SG 16 OF THE MUNICIPAL HEALTH OFFICE.

Author : Hon. RESURRECCION C. CAPANAS

PREFATORY STATEMENT

WHEREAS, the Municipality of Kananga has a fast growing population where the delivery of basic services to its constituents demands higher level which primarily concerns the strengthening, capacitating and expanding the organizational structure and personnel functions of the local government unit;

WHEREAS, among the priorities concerning personnel management and organizational structure is the creation of regular plantilla items that are very needed to respond to the immediate and current needs;

WHEREAS, among the offices of the LGU Kananga that immediately need the creation of the plantilla positions are the Municipal Health Office and the Municipal Social Welfare and Development Office, particularly the positions of Nurse and Social Welfare Officer.

NOW THEREFORE, upon motion of SB Member Resurreccion C. Capanas, duly seconded by all SB Members present, BE IT ENACTED BY THE 23RD SANGGUNIANG BAYAN ON A SESSION DULY ASSEMBLED ON THE 25TH DAY OF SEPTEMBER 2023, TO WIT:

SECTION 1. CREATION OF POSITION – By the power vested upon the Sangguniang Bayan by law under Section 447 of the Republic Act No. 7160, otherwise known as the Local Government Code of 1991, the following positions are hereby created:

1.A – Social Welfare Officer I – Salary Grade 11 - No person shall be appointed to the position unless he is a citizen of the Philippines, a resident of the Municipality of

Capanas

[Handwritten signatures of various officials]

Kananga Leyte, of good moral character, a registered Social Worker with at least one (1) year relevant experience, and eight (8) hours relevant training.

- 1.A.1. Provide social welfare services to individuals, families, and communities in need. This can include assessing social problems and needs, conducting interviews and investigations, and developing and implementing welfare programs.
- 1.A.2. Manage and oversee individual and family cases to ensure that the needs of vulnerable individuals, such as children, the elderly, and persons with disabilities, are met. This includes conducting assessments, developing case plans, and monitoring progress.
- 1.A.3. Work with communities to identify social issues and develop programs and initiatives aimed at addressing these issues. This can involve community organizing, capacity building, and advocacy.
- 1.A.4. Counseling and Support: Provide counseling and support to individuals and families facing various challenges, such as domestic violence, substance abuse, or financial difficulties.
- 1.A.5. Connect clients to appropriate resources and services, including healthcare, education, housing, and employment opportunities.
- 1.A.6. Maintain accurate records of client interactions, assessments, and services provided. Prepare reports and documentation required by the organization or government agency.
- 1.A.7. Conduct public awareness campaigns and educational programs to inform the community about social welfare services, available resources, and relevant issues.
- 1.A.8. Collaborate with other social workers, professionals, government agencies, non-profit organizations, and community stakeholders to provide comprehensive support to individuals and families in need.
- 1.A.9. Participate in the development and evaluation of social welfare policies and programs, providing insights and recommendations based on their experience in the field.
- 1.A.10. Respond to emergencies and crises within the community, offering immediate support and assistance to affected individuals and families.
- 1.A.11. Perform other functions as may be directed by the Municipal Social Welfare Officer

1.B – Nurse II – Salary Grade 16 – No person shall be appointed to the position unless he is a citizen of the Philippines, a resident of the Municipality of Kananga Leyte, of good moral character, a registered Nurse with at least two (2) years relevant experience, and eight (8) hours relevant training.

- 1.B.1. Strengthen the effective and efficient management of nursing services.
- 1.B.2. Provide adequate staffing, particularly designation of staff assignments, formulation of monthly staff schedules.
- 1.B.3. Perform duly as Staff Nurse in Montebello Birthing Facility and perform newborn screening.
- 1.B.4. Participate in the quality improvement initiatives within the unit and healthcare facilities, to include evaluating and improving nursing practices, policies, and procedures to enhance patient care and safety.
- 1.B.5. Exercise management in order to have quality improvement and performance, conduct team building, training and seminars.
- 1.B.6. Collaborate with other healthcare professionals in creating care plans based on patients records, needs and treatment goals.
- 1.B.7. In charge of the preparation and review of Reports/Records as to their completeness and accuracy.
- 1.B.8. In charge of the inventory of the medical supplies of the Municipal Health Office.
- 1.B.9. Perform other functions as may be directed by the Municipal Health Officer.

SECTION 2. AMENDMENT OF THE OSSP AND THE FUNDING REQUIREMENT - The Organizational Structure and Staffing Pattern of the LGU Kananga is hereby amended

Amador

[Handwritten signatures and initials]

accordingly. For the funding requirements needed for the positions, the Municipal Budget Officer is hereby directed to ensure the provision for their fundings from the supplemental budget of the current year or in the annual budget of the ensuing year.

SECTION 3. POSTING REQUIREMENTS – The positions herein created shall be properly posted in accordance the rules and the appointment shall abide by the Civil Services Rules and Regulations, and Sections 78, 79, and 80 of RA 7160.

SECTION 4. SEPARABILITY CLAUSE – If any provision of this Ordinance is declared invalid or unconstitutional, the remaining provisions not affected thereby shall continue in full force and effect.

SECTION 5. EFFECTIVITY CLAUSE – This Ordinance shall take effect immediately.

CARRIED UNANIMOUSLY.

ENACTED AND APPROVED BY THE 23rd SANGGUNIANG BAYAN OF KANANGA, LEYTE DURING ITS REGULAR SESSION HELD ON SEPTEMBER 25, 2023 AT THE SB SESSION HALL, KANANGA, LEYTE

AYES: (09)
NAYS: (0)

HON. FERNANDO M. ASEO
Sangguniang Bayan Member/ Floor Leader

HON. BRENZON C. CABINTOY
Sangguniang Bayan Member

HON. RUDY B. COGAY
Sangguniang Bayan Member

HON. RICHIE C. CRUZ
Sangguniang Bayan Member

HON. NILO GONZAGA
Liga Ng Mga Barangay President/
Ex-officio Member

HON. RESURRECCION C. CAPANAS
Sangguniang Bayan Member/Asst. Floor Leader

HON. ALMA N. ORFANO
Sangguniang Bayan Member

HON. MINERVA M. BULAWIT
Sangguniang Bayan Member

HON. ALLAN C. ESPINOSA
Sangguniang Bayan Member

(Sick Leave)
HON. JEFFSBOR G. CUIZON
Pambayang Pederasyon Ng Sangguniang
Kabataan President/*Ex-officio Member*

I HEREBY CERTIFY to the correctness of the afore-quoted ordinance.

ATTESTED:

HON. MIGUEL JORGE P. TAN
Vice-Mayor/Presiding Officer

ATTY. ALLAN R. CASTRO
(Board Secretary V)
Secretary to the Sangguniang Bayan

APPROVED:

HON. MANUEL VICENTE M. TORRES
Municipal Mayor
10/10/2023
(Date)