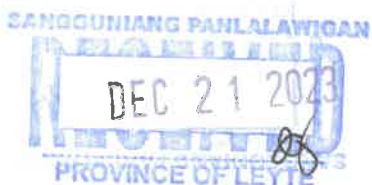


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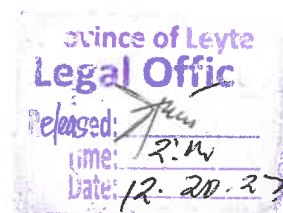
PROVINCE OF LEYTE  
Palo, Leyte

Item No.: 06  
Date: 05 2024 JAN

**PROVINCIAL LEGAL OFFICE**



2<sup>nd</sup> INDORSEMENT  
December 19, 2023



Respectfully returned to the Sangguniang Panlalawigan of Leyte, through the SP Secretary, the attached Ordinance No. 2023-09 and 2023-11 of the Sangguniang Bayan of Dagami, Leyte, recommending for the declaration of its validity, pursuant to its power under Section 56 (C) of R.A. 7160, the same being to the opinion of the Provincial Legal Office, an exercise of the power authorized under Section 447(1)(vii)(viii)<sup>i</sup> of the Code.

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

<sup>i</sup> (vii) Subject to the provisions of this Code and pertinent laws, determine the powers and duties of officials and employees of the municipality;

(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;

PLD

Republic of the Philippines  
PROVINCE OF LEYTE  
Palo, Leyte

**OFFICE OF THE SANGGUNIANG PANLALAWIGAN**

Province of Leyte  
**Legal Office**  
Received: *[Signature]*  
Time: *[Signature]*  
Date: *Dec. 27*

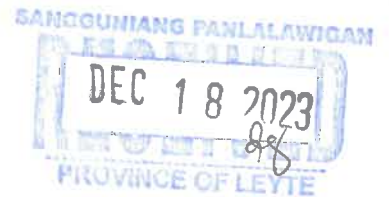
1<sup>ST</sup> INDORSEMENT  
18 December 2023

The Provincial Legal Office is respectfully requested to review and submit recommendations on the herein enclosed **ORDINANCE NO. 2023-09** of the **MUNICIPALITY OF DAGAMI, LEYTE**, ENTITLED: **AN ORDINANCE CREATING ONE (1) ADMINISTRATIVE AIDE III (DRIVER I) POSITION – SALARY GRADE 3, DEFINING THEIR FUNCTIONS AND FOR OTHER PURPOSES.**

*[Signature]*  
**FLORINDA JILL SOUYVICO**  
Secretary to the Sanggunian



**Republic of the Philippines  
Province of Leyte  
Municipality of Dagami**



**Office of the Sangguniang Bayan**

**Date: DECEMBER 18, 2023**

**The Honorable Presiding Officer  
Sangguniang Panlalawigan  
Legislative Building  
PALO, LEYTE**

**Sir/Madame:**

**Respectfully submitted herewith the following documents:**

- 1. 17 sets of Municipal Ordinance No.09 Series Of 2023 " Approving AN ORDINANCE CRERATING ONE (1)ADMINISTRATIVE AIDE 111 (DRIVER I)- SALARY GRADE 3, DEFINING THEIR FUNCTIONS AND FOR OTHER PURPOSES**
- 2. 17 sets of Municipal Ordinance No.11 Series oof 2023 " Approving AN ORDINANCE CRERATING THE POSITION OF SANITATION INSPECTOR 11 WITH SALARY GRADE 8 UNDER THE MUNICIPAL HEALTH OFFICE OF DAGAMI. LEYTE, AND APPROPRIATING FUNDS THEREFORE.**

**For review and approval.**

**Please acknowledge receipt hereof.**

**Thank you and more power.**

**Very Truly Yours,**

  
**FLOR Guarino- YAP  
Secretary to the Sanggunian**



Republic of the Philippines  
Province of Leyte  
MUNICIPALITY OF DAGAMI  
\*

SANGGUNIANG PAMALAYTIGAN  
PROVINCIAL GOVERNMENT  
DEC 18 2023  
PROVINCE OF LEYTE

Office of the Sangguniang Bayan

EXCERPT FROM THE MINUTES OF THE 34<sup>TH</sup> REGULAR SESSION OF THE SANGGUNIANG BAYAN OF DAGAMI, LEYTE, HELD AT THE MUNICIPAL SESSION HALL ON 11 SEPTEMBER, 2023 AT 9:00 O'CLOCK IN THE MORNING.

Present:

- |                                    |                                     |
|------------------------------------|-------------------------------------|
| Hon. Homobono U. Bardillon         | - Mun. Vice-Mayor/Presiding Officer |
| Hon. Judy M. Dumduma, Jr.          | - Sangguniang Bayan Member          |
| Hon. Rolando A. Bud-oy             | - do-                               |
| Hon. Andres Bryan M. Bayona        | - do-                               |
| Hon. Jose Jingle N. Sudario        | - do-                               |
| Hon. Jetromus Jose S. Bardillon    | - do-                               |
| Hon. Susan O. Mendoza              | - do-                               |
| Hon. Reynaldo O. Treceñe           | - do-                               |
| Hon. Reo O. Gabriele               | - ABC President/Ex-Officio Member   |
| Hon. Mary Ahlyssa Ashley A. Gerona | - SK Fed. Pres./Ex-Officio Member   |

Absent:

NONE

**MUNICIPAL ORDINANCE NO. 09**  
**SERIES OF 2023**

**AN ORDINANCE CREATING ONE (1) ADMINISTRATIVE AIDE III (DRIVER I) POSITION – SALARY GRADE 3, DEFINING THEIR FUNCTIONS AND FOR OTHER PURPOSES.**

**WHEREAS**, under the Local Government Code of 1991 grants local government units (LGUs) the power to create offices and positions, thus: "*Section 76. Organization Structure and Staffing Pattern. Every local government unit shall design and implement its own organizational structure and staffing pattern taking into consideration its service requirements and financial capability, subject to the minimum standards and guidelines prescribed by the Civil Service Commission.*"

**WHEREAS**, Section 9 of CSC Memorandum Circular No. 19, s. 1992 expressly authorizes LGUs to create offices, thus: "*Section 9. Other Officers and positions in the organizational structure and staffing pattern not provided under Sections 3 and 4 of these guidelines may be created by local government units: Provided, that they are the priority needs as identified by the local chief executive, the sanggunian and/or the local development councils concerned consistent with Section 17 of the Code; Provided, further, that the mandatory positions shall have been created, and provided finally, that the budgetary limitations under Sec. 325 of the Local Government Code have been complied.*"

**WHEREAS**, this position is very vital because the Sangguniang Bayan needs a permanent driver who is well-trained.

**WHEREAS**, the Sangguniang Bayan requested the creation of one (1) ADMINISTRATIVE AIDE III (DRIVER I) position – SALARY GRADE 3, under the Office of the Vice-Mayor, with the following qualifications:

- |              |   |
|--------------|---|
| Education:   | High School Graduate                      |
| Experience:  | At Least One (1) Year Driving Experienced |
| Training:    | None required                             |
| Eligibility: | Driver License                            |

HON. HOMOBONO U. BARDILLON  
Mun. Vice-Mayor/Presiding Officer

FLOR G. YAP  
SB Secretary

HON. JUDY M. DUMDUMA, JR.  
SB Member

HON. ROLANDO A. BUD-OY  
SB Member

HON. ANDRES BRYAN M. BAYONA  
SB Member

HON. JOSE JINGLE N. SUDARIO  
SB Member

HON. CARIDAD B. CABIDOG  
SB Member

HON. JETROMUS JOSE S. BARDILLON  
SB Member

HON. SUSAN O. MENDOZA  
SB Member

HON. REYNALDO O. TRECEÑE  
SB Member

HON. REO O. GABRIENTE  
ABC Pres./Ex-Officio Member

HON. MARY AHLYSSA ASHLEY A. GERONA  
SK Fed. Pres./Ex-Officio Member

(Cont. Ordinance No. 2023-09 of SB Regular Session, dated September 11, 2023, etc.)

**NOW THEREFORE**, on motion of the Committee Chair on Rules and Privileges, **HON. JUDY M. DUMDUMA, Jr.** his August Body **RESOLVED TO ENACT**.

**BE IT ENACTED BY THE SANGGUNIANG BAYAN OF DAGAMI, LEYTE IN A REGULAR SESSION ASSEMBLED.**

**SECTION 1. Creation of Position** - There shall be created ONE (1) ADMINISTRATIVE AIDE III (DRIVER I) POSITION - SALARY GRADE 3, of Municipality of Dagami, Leyte.

**SECTION 2. Functions** - The ADMINISTRATIVE AIDE III (DRIVER I), shall have the functions, as follows;

- Perform daily pre-trip and post-trip vehicle inspection;
- Perform maintenance tasks on issued vehicle;
- Complies with the municipal and national rates and regulations on gas tickets, driving authorization, trip tickets and other orders aimed at conserving fuel and minimizing unnecessary travel and;
- Perform such other functions that may be assigned from time to time by the immediate supervisor.

**SECTION 3. Effectivity** - This ordinance shall take effect immediately upon approval.

**ENACTED. SEPTEMBER 11, 2023.**

**WE HEREBY CERTIFY** to the correctness of the foregoing Ordinance.


ATTESTED:



**HON. HOMOBONO U. BARDILLON**  
*Municipal Vice-Mayor/Presiding Officer*



**FLOR G. YAP**  
*SB Secretary*



**HON. JUDY M. DUMDUMA**  
*SB Member*



**HON. ROLANDO A. BUD-OY**  
*SB Member*



**HON. ANDRES BRYAN M. BAYONA**  
*SB Member*




**HON. JOSE JINGLE N. SUDARIO**  
*SB Member*



**HON. CARIDAD B. CABIDOG**  
*SB Member*



**HON. JETROMUS JOSE S. BARDILLON**  
*SB Member*



**HON. SUSAN D. MENDOZA**  
*SB Member*



**HON. RENATO O. TECENE**  
*SB Member*



**HON. RED O. GABRIENTE**  
*ABC Pres./Ex-Officio Member*




**HON. MARY AHLYSSA ASHLEY A. GERON**  
*SK Fed. Pres./Ex-Officio Member*

(Cont. Ordinance No. 2023-09 of SB Regular Session, dated September 11, 2023, etc.)

  
HON. JUDY M. DUMDUMA, JR.  
SB Member

  
HON. SUSAN D. MENDOZA  
SB Member

  
HON. REYNALDO C. TRECEÑE  
ABC Pres./Ex-Officio Member

  
HON. JETROVESIO S. BARDILLON  
SB Member

  
HON. ROLANDO A. BUD-O-Y  
SB Member

  
HON. REO O. GABRIENTE  
SK Fed. Pres./Ex-Officio Member

  
HON. MARY AHLYSSA ASHLEY A. GERONA  
SK Fed. Pres./Ex-Officio Member

APPROVED:

  
HON. ANGELITA M. DELUSA  
Municipal Mayor

  
HON. ANDRES BRYAN M. BAYONA  
SB Member

  
HON. JOSE JINGLE N. SUDARIO  
SB Member

  
HON. CAMIDAD A. CABIDOG  
SB Member

  
HON. HOMOBONO U. BARDILLON  
Mun. Vice-Mayor/Presiding Officer

  
FLOR G. YAP  
SB Secretary

REPUBLIC OF THE PHILIPPINES)  
PROVINCE OF LEYTE) S.S.  
TACLOBAN CITY)

### AFFIDAVIT OF PUBLICATION

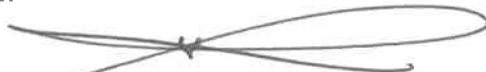
I, **DANILO N. SILVESTRECE**, of legal age, Filipino, married and a resident of Poblacion Zone 3, Mayorga, Leyte, after having duly sworn to in accordance with law, hereby depose and say;

That I am the Publisher of **BALITA TIRADOR PUBLICATION**, publisher of **SUNDAY PUNCH NEWSPAPER** and **BALITA 8**, a weekly newspaper of general circulation of the provinces of Leyte, Biliran, Southern Leyte, Samar, Eastern Samar, Northern Samar, printed and publish in Tacloban City.

That the **Municipal Ordinance of Dagami, Leyte- ORDINANCE NO. 09, Series of 2023 (AN ORDINANCE CREATING ONE (1) ADMINISTRATIVE AIDE III (DRIVER I) POSITION-SALARY GRADE 3, DEFINING THEIR FUNCTIONS AND FOR OTHER PURPOSES); ORDINANCE NO. II, Series of 2023-11 (ENACTING AN ORDINANCE CREATING THE POSITION OF SANITARY INSPECTOR III WITH SALARY GRADE 8 UNDER THE MUNICIPAL HEALTH OFFICE OF DAGAMI, LEYTE, AND APPROPRIATING FUNDS THEREFOR)**, has been published in the **BALITA 8** in its November 28; December 5; 12, 2023 issue of said publication.

That I am executing this affidavit for the purpose of attesting the veracity of foregoing.

IN WITNESS WHEREOF, I have hereunto set my hand this 12th day of December 2023 at Tacloban City, Leyte, Philippines.



**DANILO N. SILVESTRECE**

Affiant

SUBSCRIBED AND SWORN to before me this <sup>DEC 18 2023</sup> 12th day of December, 2023 at Tacloban City, Leyte, Philippines, affiant exhibited to me his Company ID No. 1 issued on January 8, 2012 at Tacloban City.

Doc. No. 251  
Page No. 52  
Book No. II  
Series of 2023

**Atty. ROSULO U. VIVERO**

Notary Public for Abuyog, Javier  
Macarthur Mayorga & Lapaz, Leyte  
NC. No. 03-22-01, Until December 31, 2023  
Roll No. 35321; TIN 113-873-724

PTR NO. 7085668 dtd 01-30-2023, Tolosa Leyte  
MCLE COMP. NO. VI-0006194 dtd 02/05/18 until 4/14/22 (extended)  
Brgy. District 1, Poblacion, Lapaz, Leyte