

12

Item No.: **12**
Date: **05 2024 JAN**

PROVINCE OF LEYTE
Palo, Leyte

PROVINCIAL LEGAL OFFICE

Province of Leyte
Legal Office
Released: *[Signature]*
Date: **12.20.23**

SANGGUNIANG PANLALAWIGAN
PROVINCIAL LEGAL OFFICE
DEC 21 2023
PROVINCE OF LEYTE

2nd INDORSEMENT
December 19, 2023

Respectfully returned to the Sangguniang Panlalawigan of Leyte, through the SP Secretary, the attached Ordinance No.54, S. 2023-2025 and **55 S. 2023-2025** of the Sangguniang Bayan of Villaba, 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)ⁱ of the Code.

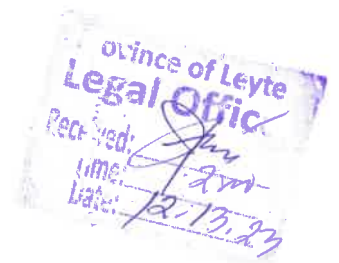
ATTY. JOSE RAYMUND A. ACOL
Asst. Provincial Legal Officer *[Signature]*

ⁱ (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;


Republic of the Philippines
PROVINCE OF LEYTE
Palo, Leyte

OFFICE OF THE SANGGUNIANG PANLALAWIGAN



1ST INDORSEMENT
13 December 2023

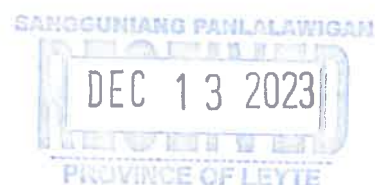
The Provincial Legal Office is respectfully requested to review and submit recommendations on the herein enclosed **MUNICIPAL ORDINANCE NO. 55, S. 2023-2025** of the **MUNICIPALITY OF VILLABA, LEYTE**, entitled: **Creating The Office Of The Secretary To The Sanggunian With Its Plantilla Positions.**


FLORINDA JIL S. BYVICO
Secretary to the Sanggunian



December 13, 2023

THE VICE GOVERNOR
Province of Leyte
New Provincial Government Complex
Campetic, Palo, Leyte



Mr. Vice Governor,


We respectfully transmit herewith Fifteen (15) copies of:

Municipal Ordinance No. 55, S-2023-2025 "CREATING THE OFFICE OF THE SECRETARY TO THE SANGGUNIAN WITH ITS PLANTILLA POSITIONS,"

for your review and approval.

Best regards.

Very truly yours,


MC QUIRIE P. UMPAD
Secretary to the Sanggunian

Copy furnished:

THE LOCAL CHIEF EXECUTIVE OFFICE
HRMO
MUNICIPAL ACCOUNTING OFFICE
MUNICIPAL TREASURY OFFICE
MUNICIPAL BUDGET OFFICE
Local Government Unit
Villaba, Leyte

PROVINCE OF LEYTE
 DEC 13 2023
 PROVINCE OF LEYTE

MUNICIPAL ORDINANCE NO. 55, S-2023-2025

CREATING THE OFFICE OF THE SECRETARY TO THE SANGGUNIANG WITH ITS PLANTILLA POSITIONS

EXPLANATORY NOTE

The Local Government Code of 1991 provides that, every local government unit shall exercise the powers expressly granted, those necessarily implied therefrom, as well as powers necessary, appropriate, or incidental for its efficient and effective governance, and those which are essential to the promotion of the general welfare;

It further provides that, 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;





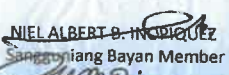
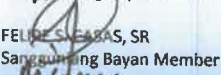
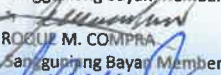
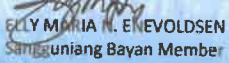

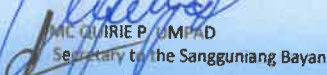
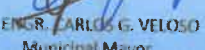
The Sangguniang Bayan sees it imperative to create the said office in order to implement Section 469 (c) of the Local Government Code which states that, the Secretary to the Sangguniang shall take charge of the office of the Secretary to the Sanggunian.

The creation of the above-mentioned mandated office would ensure that the Secretary would take charge of the Sanggunian and to effectively prepare the paper work needed by the Sanggunian.

NOW THEREFORE, on motion of SB Member Rogelio J. Baay, Chairman, Committee on Employment, severally seconded by the Members of the Sangguniang Bayan; be it:

SECTION 1. SHORT TITLE. This ordinance shall be known as "An Ordinance Creating the Office of the Secretary to the Sangguniang Bayan".

SECTION 2. CREATION. Pursuant to Section 469 (c) of the Local Government Code of 1991, the Office of the Secretary to the Sanggunian is hereby created with the following plantilla positions, *to wit*:

 DENNIS L. SY Vice Mayor/ Presideng Officer	 VIOLETA T. SUMANG Sangguniang Bayan Member	 MERIAM P. UMPAD Sangguniang Bayan Member	 MARIANO S. DE CLARO LNB President
 NIEL ALBERT B. INGUINEZ Sangguniang Bayan Member	 FELICE S. PARAS, SR Sangguniang Bayan Member	 ROGELIO M. COMPRÁ Sangguniang Bayan Member	
 ELY MARIA N. ENEVOLDSEN Sangguniang Bayan Member	 ROGELIO J. BAY Sangguniang Bayan Member	 MC QUIRIE P. UMPAD Secretary to the Sangguniang Bayan	
	 ENSR. CARLOS G. VELOSO Municipal Mayor		

ITEM NUMBER	POSITION TITLE	SALARY GRADE
062	SB Secretary (Municipal Government Department Head I)	24
070	Administrative Aide – VI (Clerk-III)	6
N/A	Administrative Aide – III (Utility Worker – II)	3

SECTION 3. TRANSFER AND CREATION OF PLANTILLA POSITIONS. The incumbent employees with the position titles of SB Secretary and Administrative Aide – VI (Clerk-III) in the Office of the Vice Mayor shall be transferred to the Office of the Secretary to the Sanggunian.

On the other hand, the position of Administrative Aide – III (Utility Worker – II) with salary grade 3 shall be created through an enactment of a separate ordinance. Further, the positions which are not mentioned in preceding section shall remain under the Office of the Municipal Vice Mayor.




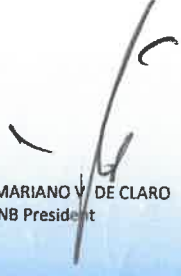


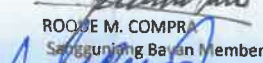


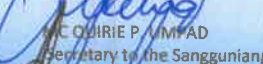

For this purpose, the Human Resource Management Office shall make the necessary changes in the plantilla of personnel schedule.

SECTION 4. FUNDING. The Office of the Secretary to the Sanggunian shall be entitled to funds necessary for the maintenance and operation of the said office which shall be allocated in a different account from the Office of the Municipal Vice Mayor.


SECTION 5. SEPARABILITY CLAUSE. If for any reason or reasons, any part or provision of this ordinance shall be held unconstitutional or invalid, other parts hereof which are not affected thereby shall continue to be in full force and in effect.

SECTION 6. REPEALING CLAUSE. Any ordinance, rules and regulations and executive issuances found inconsistent with the provisions of this ordinance are hereby repealed or modified accordingly.

SECTION 7. EFFECTIVITY. This ordinance shall take effect upon its approval.


 DENNIS D. SY Vice Mayor/ Presiding Officer	 VIOLETA T. SUMAPIG Sangguniang Bayan Member	 MERIAM P. UMPAD Sangguniang Bayan Member	 MARIANO V. DE CLARO LNB President
 NIEL ALBERT B. INOPID Sangguniang Bayan Member	 FELIPE S. CASAS, SR Sangguniang Bayan Member	 ROQUE M. COMPRA Sangguniang Bayan Member	
 ELY MARIA N. ENEVOLDSEN Sangguniang Bayan Member	 ROSEJO J. BAKY Sangguniang Bayan Member	 MERIAM P. UMPAD Secretary to the Sangguniang Bayan	
	 ENGR. CARLOS G. VELOSO Municipal Mayor		


This Ordinance was approved by the Sangguniang Bayan in its Regular Session on September 18, 2023.


MC QUIRIE P. UMPAD
Secretary to the Sanggunian

ATTESTED:



DENNIS D. SY
Vice Mayor/Presiding Officer


MERIAM P. UMPAD
Sangguniang Bayan Member


ELLY MARIA N. ENEVOLDSEN
Sangguniang Bayan Member


ROGELIO J. BAAY
Sangguniang Bayan Member


ROQUE COMPRA
Sangguniang Bayan Member


VIOLETA T. SUMAPIG
Sangguniang Bayan Member


FELIPE S. CASAS, SR.
Sangguniang Bayan Member


NIEL ALBERT B. INOPIQUEZ
Sangguniang Bayan Member


MARIANO V. DE CLARO
LNB President

APPROVED:


ENGR. CARLOS G. VELOSO

Municipal Mayor

Date: NOV 10 2023



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. 55, S-2023-2025

CREATING THE OFFICE OF THE SECRETARY TO THE SANGGUNIANG WITH ITS PLANTILLA POSITIONS

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

was published in said newspaper for (1) DN consecutive weeks in its EV Mail _____ issues.

EV Mail Nov. 13-19, 2023

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 NOV. 22, 2023 day of 2023, 20__ in Ormoc City.

JIMA ZANDRA J. VERGARA
Affiant

VERIFICATION

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

ATTY. DENNIS L. HIBAYA

Barangay Office for the City of Ormoc,
Municipality of Kananga, Matng-ob,
Merida and Isabel

NC No. CRM 22 02 011-NC issued on 08/26/2022
Valid until December 31, 2023.
PTR No. 7150209, 01/03/2023
IBP No. 255940, 12/29/2022
Roll of Attorney No. 76903
TIN 922-420-348

Doc No.: 145
Page No.: 30
Book No.: 11
Series of 20 23

MCLE Exemption Bar Matter No. 850, Sec. 3 (a)