

SR

Item No.: **27**

Date: **05 2024 JAN**



Republic of the Philippines
PROVINCE OF LEYTE
Palo, Leyte
-oOo-

PROVINCIAL BUDGET OFFICE

DEC 27 2023
Vilma gmm

27

December 22, 2023

Hon. LEONARDO M. JAVIER, JR
Vice-Governor and Presiding Officer, and
THE HONORABLE MEMBERS
Sangguniang Panlalawigan
Province of Leyte
Palo, Leyte

RELEASED
DATE 12-22-23
NO. # 211
BY J.
FBO

Gentlemen and Ladies:

Pursuant to the provisions of the Local Government Code of 1991 (Republic Act No. 7160), our preliminary review of the **General Fund Supplemental Budget No. 2 CY 2023** of the **Municipality of Abuyog, Leyte** duly enacted by the Sangguniang Bayan through **Appropriation Ordinance No. 2 Series of 2023** with a total appropriation in the amount of **P1,450,000.00** reveals compliance with the same law and its implementing Rules and Regulations.

It is therefore recommended for approval subject to the following conditions:

1. That the reversion of Personal Services (PS) and Maintenance and Other Operating Expense (MOOE) under the Current Appropriations is duly certified as savings which is not restricted by law or other obligations and are made available to support the expenditures under Supplemental No. 2;
2. That the appropriation for Grants and Donations shall be subject to the provisions of the pertinent laws and to the provisions of RA 7160; and
3. That disbursement of funds shall be for the specific purpose(s) for which they have been appropriated pursuant to Sections 335 & 336 of RA 7160.

Compliance with DBM issuances and accounting and auditing rules and regulations and all other existing laws shall be the responsibility of the implementing Local Government Unit.

Very truly yours,

LOCAL FINANCE COMMITTEE:

M. Hipe
MARIA GINA P. HIPE
Provincial Budget Officer

Ruth Y. Surpia
RUTH Y. SURPIA
Provincial Treasurer

AGNES C. RAFON
Provincial Planning and Development
Coordinator- Designate
On Official Leave

SR

Republic of the Philippines
Province of Leyte
OFFICE OF THE SANGGUNIANG PANLALAWIGAN



Endorsement
19 October 2023

The **LOCAL FINANCE COMMITTEE** is respectfully requested to review and submit recommendations on the herein enclosed **APPROPRIATION ORDINANCE NO. 2 series of 2023 of the Municipality of Abuyog, Leyte;** entitled: **"AN ORDINANCE AUTHORIZING THE SUPPLEMENTAL BUDGET NO. 2 S 2023 INVOLVING AN AMOUNT OF PHP1,450,000.00 FOR THE PROPOSED STIPULATED OBJECT OF EXPENDITURES AS REFLECTED IN THE SUPPLEMENTAL BUDGET NO. 2 FOR CY 2023."**

FLORINDA JILL S. UYVICO
Secretary to the Sanggunian

SP RECORDS
10192023



Republic of the Philippines
MUNICIPALITY OF ABUYOG
Province of Leyte



Office of the Sangguniang Bayan Secretary

October 19, 2023

19 OCT 2023

ARSENIO Y. VILLOTE

PROVINCE OF LEYTE

FLORINDA JILL S. UYVICO
Secretary to the Sangguniang Panlalawigan
Sangguniang Panlalawigan of Leyte
New Provincial Capitol
West Bypass Road, Palo, Leyte

Ma'am:

Respectfully transmitting herewith as attached the following legislative documents of the Sangguniang Bayan of this municipality for the review of the Honorable Sangguniang Panlalawigan, Province of Leyte; viz:

- a. Ordinance No. 4, s, 2023 – An Ordinance Establishing the Office for Senior Citizens Affairs (OSCA) in the Municipality of Abuyog as Mandated under Republic Act No. 9994
- b. Appropriation Ordinance No. 2, series of 2023 – An Ordinance Authorizing the Supplemental Budget No. 2, series 2023 Involving an Amount of One Million Four Hundred Fifty Thousand Pesos only (P 1,450,000.00) for the Proposed Stipulated Object of Expenditures as Reflected in the Supplemental Budget No. 02 for CY 2023

Thank you.

Very respectfully yours,


ARSENIO Y. VILLOTE
Secretary to the Sangguniang Bayan



Republic of the Philippines
MUNICIPALITY OF ABUYOG
 Province of Leyte



Office of the Sangguniang Bayan

RECEIVED
 19 OCT 2023
 PROVINCE OF LEYTE

EXCERPT FROM THE MINUTES OF THE 36TH REGULAR SESSION OF THE 19TH HONORABLE SANGGUNIANG BAYAN OF ABUYOG, LEYTE HELD AT ITS SESSION HALL, LEGISLATIVE BUILDING MUNICIPAL COMPOUND, ABUYOG, LEYTE ON SEPTEMBER 26, 2023.

PRESENT:

Hon. James L. Bohol	Municipal Vice-Mayor, Prsdg. Officer
Hon. Jeannette A. Valida	SB Member, Prsdg. Pro-tempore
Hon. Antonio C. Almendra, Jr.	SB Member
Hon. Arnold R. Allera	SB Member
Hon. Patrocinio A. Risos, Jr.	SB Member
Hon. Editha C. Deloy	SB Member
Hon. Edmundo P. Saño	SB Member
Hon. Francisco B. Landia	SB Member, Floor Leader
Hon. Erwin V. Belleza	SB Member
Hon. Dario P. Lleve	SB Member, ABC President
Hon. Carlos Inno E. Traya	SB Member, SK Fed. Pres.

ABSENT:

None

**APPROPRIATION ORDINANCE NO. 2
 SERIES OF 2023**

AN ORDINANCE AUTHORIZING THE SUPPLEMENTAL BUDGET NO. 2, SERIES 2023 INVOLVING AN AMOUNT OF ONE MILLION FOUR HUNDRED FIFTY THOUSAND PESOS ONLY (P 1,450,000.00) FOR THE PROPOSED STIPULATED OBJECT OF EXPENDITURES AS REFLECTED IN THE SUPPLEMENTAL BUDGET NO. 02 FOR CY 2023

Be it enacted by the Sangguniang Bayan of Abuyog, Leyte in Regular Session Assembled, that:

Section 1. The Supplemental Budget No. 2 of the Municipal Local Government of Abuyog, Leyte for Fiscal Year 2023 in the total amount One Million Four Hundred Fifty Thousand Pesos only (P 1,450,000.00) for the Maintenance and Other Operating Expenses and other Budgetary Requirements for the Supplemental Budget No. 2, Calendar Year 2023 of the municipality is hereby approved.

The budget documents consisting of the following are incorporated herein and made integral part of this Ordinance:

1. Certification of Funds Actually Available
2. Statement of Funding Sources
3. Statement of Supplemental Appropriation
4. Statement of Funds Available for Reversion

Section 2. Source of Funds. The sources of funds for the Supplemental Budget in the total amount of One Million Four Hundred Fifty Thousand Pesos only (P 1,450,000.00) shall be as follows:

Reversions:

1. MOOE – Grants and Aids (SBO)	-	P 550,000.00
2. PS Reversions	-	<u>P 900,000.00</u>
Total	-	P 1,450,000.00

Section 3. Use of Funds. The amount of One Million Four Hundred Fifty Thousand Pesos only (P 1,450,000.00) is hereby appropriated for the Supplemental Budget No. 2, CY 2023 of the Municipal Local Government of Abuyog, Leyte, as follows:

Proposed New Appropriations

For One Million Four Hundred Fifty Thousand Pesos only (P 1,450,000.00)

New Appropriations by Program/Activity/Project ('000)

Program/Project/Activity	Current Operating Expenditures		CO	Financial Expenses	Total
	PS	MOOE			
A. Programs					
1. General Administrations Services					
a. Additional Appropriation for the Grants and Aids		P550,000.00			P550,000.00
Sub-total					
II. Operations					
a. Financial Assistance to Abuyog fish Landing & Trading Center (AFLTC)		P250,000.00			P250,000.00
b. Financial Assistance to Abuyog Community College		P650,000.00			P650,000.00
B. Projects					
I. Locally-funded Project					
a.					
b.					
Sub-total					
Total, Projects					
TOTAL NEW APPROPRIATIONS					P1,450,000.00

Section 4. Separability Clause. If, for any reason, any section or provision of this Ordinance is declared invalid or unconstitutional, other sections or provisions thereof which are not affected thereby shall continue to be in full force and effect.


Section 5. Effectivity. The provisions of this Ordinance shall take effect upon approval.

ENACTED: This 26th day of September, 2023 at SB Session Hall, Legislative Building, Municipal Compound, Abuyog, Leyte.

[Handwritten signatures and initials are present below the enacted text, including names like 'Balina', 'Garcia', and 'Bancop'.]

I HEREBY CERTIFY THAT THIS IS A TRUE AND ACCURATE COPY OF THE ORDINANCE DULY ENACTED BY THE 19TH SANGGUNIANG BAYAN ON SEPTEMBER 26, 2023.


ARSENIO Y. VILLOTE
Secretary to the Sangguniang Bayan


HON. JAMES L. BOHOL
Municipal Vice Mayor, Prsdg. Officer



HON. JEANNETTE A. VALIDA
SB Member, Prsdg. Pro-tempore


HON. ANTONIO C. ALMENDRA, JR.
SB Member


HON. ARNOLD R. ALLERA
SB Member

HON. PATROCINIO A. RISOS
SB Member


HON. EDITHA C. DELOY
SB Member


HON. EDMUNDO P. SAÑO
SB Member


HON. FRANCISCO B. LANDIA
SB Member, Floor Leader


HON. ERWIN V. BELLEZA
SB Member


HON. DARIO P. ILAVE
SB Member/ABC Fed. President


HON. CARLOS INNO E. TRAYA
SB Member/SK Fed. Pres.

APPROVED:


HON. LEMUEL GIN K. TRAYA
Municipal Mayor

Date of Approval: Oct. 18, 2023



Republic of the Philippines
Province of Leyte
MUNICIPALITY OF ABUYOG



OFFICE OF THE MUNICIPAL MAYOR

RECEIVED
SANGGUNIANG BAYAN
BY: *[Signature]*
DATE: 9/12/23
ABUYOG, LEYTE

September 15, 2023

TO : **The Honorable Members**
Sangguniang Bayan
Municipality of Abuyog, Leyte

THRU : **Hon. James L. Bohol**
Municipal Vice-Mayor
Abuyog, Leyte

FROM : **Hon. Lemuel Gin K. Traya**
Municipal Mayor

SUBJECT: Requesting Authorization of Supplemental Budget No. 2, CY 2023

Gentlemen and Ladies:

I am respectfully submitting herewith the Proposed Supplemental Budget No. 2 of the municipality for Calendar Year 2023 for authorization of this August Body.

All items in the said Supplemental Budget need immediate implementation. Hence, I am certifying this as an urgent matter to be treated by this August Body.

Hoping for your immediate and favorable action on this matter and your cooperation.

Thank you so much.

[Signature]
LEMUEL GIN K. TRAYA
Municipal Mayor

LBP Form No. 8

**STATEMENT OF FUNDING SOURCES
(SUPPLEMENTAL BUDGET)
FY 2023**

ABUYOG, LEYTE
Province/City/Municipality

General
Fund/Special/Account

PARTICULARS (1)	Account Classification (2)	Amount (3)
1.0 New Revenue Sources		P -
2.0 Actual Collection in Excess of the Estimated Income		-
3.0 <u>Savings CY 2022</u>		
4.0 Realignment		-
5.0 Reversions		1,450,000.00
1. MOOE - Grants and Aids (SBO)	550,000.00	
2. PS Reversions	900,000.00	
-	-	
Total Estimated Income		P 1,450,000.00

Certified Correct :


ELENA B. MAGSILING
Municipal Treasurer


MICHELLE L. EFREN
Municipal Accountant

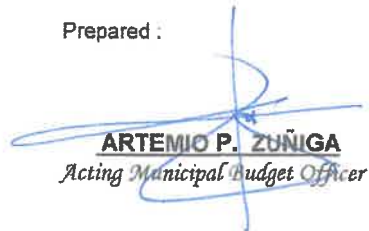
STATEMENT OF SUPPLEMENTAL APPROPRIATION

ABUYOG

Province/City/Municipality

Implementing Office (1)	Particulars/Purpose (2)	AIP Code (3)	Object of Expenditures (4)	Account Code (5)	Amount (6)
			A. MAINT. & OTHER OPERATING EXPENSES		
	Additional Appropriation for the Grants & Aids	1000-000-3-01-001-000-001-000	1. Other Maintenance and Operating Expenses	5-02-14-990	₱ 550,000.00
MAYOR'S OFFICE	Financial Assistance to Abuyog Fish Landing & Trading Center (AFLTC)	8000-000-3-02-003-001-000-000	2. Other Maintenance and Operating Expenses	5-02-99-990	250,000.00
	Financial Assistance to Abuyog Community College	3000-000-3-03-018-001-000-000	3. Other Maintenance and Operating Expenses	5-02-99-990	650,000.00
			TOTAL MOOE:		₱ 1,450,000.00
TOTAL APPROPRIATIONS					₱ 1,450,000.00
OVER-ALL TOTAL APPROPRIATIONS					₱ 1,450,000.00
UNAPPROPRIATED BALANCE					₱ -

Prepared :


ARTEMIO P. ZUÑIGA
 Acting Municipal Budget Officer

Approved :


LEMUEL GINK. TRAYA
 Municipal Mayor



Republic of the Philippines
Province of Leyte
MUNICIPALITY OF ABUYOG



CERTIFICATION OF FUNDS ACTUALLY AVAILABLE

TO WHOM THIS MAY CONCERN:

We hereby jointly certify that there is a Back-Up Cash and Funds Actually Available in the total amount of **ONE MILLION FOUR HUNDRED FIFTY THOUSAND PESOS (P 1,450,000.00)** intended for the Maintenance and Other Operating Expenses and other Budgetary Requirements for the Supplemental Budget No. 2, Calendar Year 2023 of the municipality.

Issued this 1st day of September 2023 at Abuyog, Leyte, Philippines.


ELENA B. MAGSOLING
Municipal Treasurer


MICHELLE L. EFREN
Municipal Accountant

Statement of Funds Available for Reversion
as of August 31, 2023

Offices 1	Object of Expenditures 2	Amount of Appropriation 3	Amount of Obligation 4	Unobligated to date 5	Amount to be reverted 6
	Salaries	P 11,738,172.00	P 5,193,486.25	P 6,544,685.75	P 176,820.00
	PERA	864,000.00	415,580.50	448,419.50	4,000.00
HEALTH	Life & Retirement Insurance	1,444,629.60	647,881.03	796,748.57	21,218.40
	HDMF Cont. (Pag-ibig Fund)	43,200.00	20,800.00	22,400.00	200.00
	PHILHEALTH Cont.	240,771.60	104,430.78	136,340.82	3,536.40
	ECC Cont. (State Insurance)	43,200.00	20,713.71	22,486.29	200.00
	TOTAL :	P 14,373,973.20	P 6,402,892.27	P 7,971,080.93	P 205,974.80
	Salaries	P 2,742,264.00	P 940,060.13	P 1,802,203.87	P 159,138.00
	PERA	312,000.00	156,756.75	155,243.25	4,000.00
BUDGET	Life & Retirement Insurance	393,958.08	146,971.87	246,986.21	19,096.56
	HDMF Cont. (Pag-ibig Fund)	15,600.00	8,000.00	7,600.00	200.00
	PHILHEALTH Cont.	65,659.68	24,490.86	41,168.82	3,182.76
	ECC Cont. (State Insurance)	15,600.00	8,000.00	7,600.00	200.00
	TOTAL :	P 3,545,081.76	P 1,284,279.61	P 2,260,802.15	P 185,817.32
	Salaries	P 2,854,908.00	P 992,577.00	P 1,862,331.00	P 159,138.00
	PERA	288,000.00	133,906.90	154,093.10	4,000.00
MSWDO	Life & Retirement Insurance	373,952.16	135,330.84	238,621.32	19,096.56
	HDMF Cont. (Pag-ibig Fund)	14,400.00	6,800.00	7,600.00	200.00
	PHILHEALTH Cont.	62,325.36	22,555.14	39,770.22	3,182.76
	ECC Cont. (State Insurance)	14,400.00	6,800.00	7,600.00	200.00
	TOTAL :	P 3,607,985.52	P 1,297,969.88	P 2,310,015.64	P 185,817.32
	Salaries	P 1,937,520.00	P 476,007.00	P 1,461,513.00	P 43,664.58
	PERA	168,000.00	62,000.00	106,000.00	-
HRMO	Life & Retirement Insurance	232,502.40	57,120.84	175,381.56	-
	HDMF Cont. (Pag-ibig Fund)	8,400.00	3,100.00	5,300.00	-
	PHILHEALTH Cont.	38,750.40	9,520.14	29,230.26	-
	ECC Cont. (State Insurance)	8,400.00	3,100.00	5,300.00	-
	TOTAL :	P 2,393,572.80	P 610,847.98	P 1,782,724.82	P 43,664.58
	Salaries	P 11,425,392.00	P 6,330,312.50	P 5,095,079.50	P 238,707.00
	PERA	901,800.00	372,253.84	529,546.16	6,000.00
SBO	Life & Retirement Insurance	1,646,814.24	701,848.40	944,965.84	28,644.84
	HDMF Cont. (Pag-ibig Fund)	38,400.00	17,800.00	20,600.00	300.00
	PHILHEALTH Cont.	274,469.04	147,633.92	126,835.12	4,774.14
	ECC Cont. (State Insurance)	38,400.00	17,665.50	20,734.50	300.00
	TOTAL :	P 14,325,275.28	P 7,587,514.16	P 6,737,761.12	P 278,725.98
PS TOTAL REVERSIONS:					P 900,000.00

Please see attached **Schedule #2**
Page 2 of 2 pages

Statement of Funds Available for Reversion
as of August 31, 2023

Offices 1	Object of Expenditures 2	Amount of Appropriation 3	Amount of Obligation 4	Unobligated to date 5	Amount to be reverted 6
SBO	Other Maint. & Oprtng. Exp.	2,000,000.00	1,426,000.00	574,000.00	550,000.00
	TOTAL :	₱ 2,000,000.00	₱ 1,426,000.00	₱ 574,000.00	₱ 550,000.00
MOOE TOTAL REVERSIONS					₱ 550,000.00
SB #2 OVER -ALL TOTAL REVERSIONS					₱ 1,450,000.00

We HEREBY CERTIFY jointly that the above Statement of Funds Available for Reversions is true and correct.


ELENA B. MAGSOLING
Municipal Treasurer


ARTEMIO P. ZUÑIGA
Acting Municipal Budget Officer


MICHELLE L. EFREN
Municipal Accountant

Approved :


LEMUEL GIN K. TRAYA
Local Chief Executive

SCHEDULE 1

Page 1 of 1 page

**Request for Reversion of Balances of CY 2023
from the Maintenance & Other Operating Expenses**

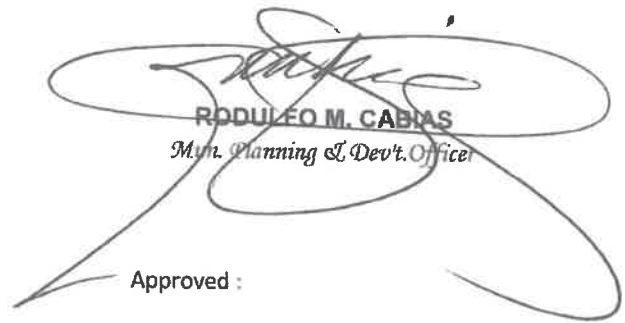
1. Reversions of Maintenance & Other Operating Expenses (MOOE).	₱	550,000.00
<i>a. Grants and Aids (SBO)</i>	<i>P</i>	<i>550,000.00</i>
Sub-Total	P	550,000.00

Total Reversions **P 550,000.00**

Reversion Requested by :
(Local Finance Committee)


ARTEMIO P. ZUNIGA
Municipal Budget Officer


ELENA B. MAGSOLING
Municipal Treasurer


RODOLFO M. CARIAS
Mun. Planning & Dev't. Officer

Approved :


LEMUEL GIN K. TRAYA
Municipal Mayor

*** SCHEDULE 2 ***

Page 1 of 2 pages

**REVERSION OF APPROPRIATIONS OF PERSONAL SERVICES FROM DIFFERENT OFFICES
(Savings from Vacant/Unfilled Positions)
Calendar Year 2023**

PARTICULARS	ACCOUNT CODE	MUNICIPAL HEALTH	MUNICIPAL BUDGET	MUNICIPAL SOCIAL WELFARE & DEVELOPMENT	SANGGUNANG BAYAN	SUB-TOTAL
		Mun. Gov't. Dept. Head I (Municipal Health Officer) SG- 24/1	Mun. Gov't. Dept. Head I (Municipal Budget Officer) SG- 24/1	Mun. Gov't. Dept. Head I (Mun. Social Welfare Officer) SG- 24/1	Sangguniang Bayan Member I (SBM I) SG - 24/1	
		From July - August (2 mos.)	From July - August (2 mos.)	From July - August (2 mos.)	From June - August (3 mos.)	
Salaries	5-01-01-010	₱ 176,820.00	₱ 159,138.00	₱ 159,138.00	₱ 238,707.00	₱ 733,803.00
Other Compensations :						
PERA	5-01-02-010	₱ 4,000.00	₱ 4,000.00	₱ 4,000.00	₱ 6,000.00	18,000.00
Uniform/Clothing Allowance	5-01-02-040	-	-	-	-	
Mid-Year Bonus	5-01-02-140-1	-	-	-	-	
Year-End Bonus	5-01-02-140	-	-	-	-	
Cash Gift	5-01-02-150	-	-	-	-	
Productivity Enhancement Incentive	5-01-02-990	-	-	-	-	
Total Other Compensation		₱ 4,000.00	₱ 4,000.00	₱ 4,000.00	₱ 6,000.00	₱ 18,000.00
Personnel Benefit Contributions :						
Retirement and Life Insurance Premiums	5-01-03-010	21,218.40	19,096.56	19,096.56	28,644.84	88,056.36
Pag-ibig Contributions	5-01-03-020	200.00	200.00	200.00	300.00	900.00
PhilHealth Contributions	5-01-03-030	3,536.40	3,182.76	3,182.76	4,774.14	14,676.06
Employees Compensation Insurance Premiums	5-01-03-040	200.00	200.00	200.00	300.00	900.00
Total Personnel Benefit Contributions		₱ 25,154.80	₱ 22,679.32	₱ 22,679.32	₱ 34,018.98	₱ 104,532.42
SUB-TOTAL :		₱ 205,974.80	₱ 185,817.32	₱ 185,817.32	₱ 278,725.98	₱ 856,335.42

PARTICULARS	ACCOUNT CODE	HRMO				
		SUPERVISING ADMINISTRATIVE OFFICER V (HRMO IV) SG- 22/3				
		July 2023				
Salaries	5-01-01-010	P 43,664.58				P 43,664.58
Other Compensations :						
PERA	5-01-02-010					
Uniform/Clothing Allowance	5-01-02-040					
Mid-Year Bonus	5-01-02-140-1					
Year-End Bonus	5-01-02-140	-	-	-	-	-
Cash Gift	5-01-02-150	-	-	-	-	-
Productivity Enhancement Incentive	5-01-02-990	-	-	-	-	-
Total Other Compensation		P -	P -	P -	P -	P -
Personnel Benefit Contributions :						
Retirement and Life Insurance Premiums	5-01-03-010					
Pag-ibig Contributions	5-01-03-020					
PhilHealth Contributions	5-01-03-030					
Employees Compensation Insurance Premiums	5-01-03-040					
Total Personnel Benefit Contributions		P -	P -	P -	P -	P -
SUB-TOTAL :		P 43,664.58	P -	P -	P -	P 43,664.58
GRAND TOTAL						P 900,000.00

Certified Correct:


ARTEMIO P. ZUNIGA
 Acting Municipal Budget Officer


MICHELLE L. EFREN
 Municipal Accountant

Approved:


LEMUEL BIN K. TRAYA
 Municipal Mayor



Republic of the Philippines
MUNICIPALITY OF ABUYOG
 Province of Leyte



Office of the Sangguniang Bayan

EXCERPT FROM THE MINUTES OF THE 36TH REGULAR SESSION OF THE 19TH HONORABLE SANGGUNIANG BAYAN OF ABUYOG, LEYTE HELD AT ITS SESSION HALL, LEGISLATIVE BUILDING MUNICIPAL COMPOUND, ABUYOG, LEYTE ON SEPTEMBER 26, 2023.

PRESENT:

Hon. James L. Bohol	Municipal Vice-Mayor, Prsdg. Officer
Hon. Jeannette A. Valida	SB Member, Prsdg. Pro-tempore
Hon. Antonio C. Almendra, Jr.	SB Member
Hon. Arnold R. Allera	SB Member
Hon. Patrocinio A. Risos, Jr.	SB Member
Hon. Editha C. Deloy	SB Member
Hon. Edmundo P. Saño	SB Member
Hon. Francisco B. Landia	SB Member, Floor Leader
Hon. Erwin V. Belleza	SB Member
Hon. Dario P. Lleve	SB Member, ABC President
Hon. Carlos Inno E. Traya	SB Member, SK Fed. Pres.

ABSENT:

None

RESOLUTION NO. 316, S. 2023

A RESOLUTION ADOPTING THE SUPPLEMENTAL INVESTMENT PROGRAM (SIP) NO. 2 FOR CY 2023 EMBODIED IN THE MUNICIPAL DEVELOPMENT COUNCIL (MDC) RESOLUTION NO. 02, S. 2023 OF THE MUNICIPALITY OF ABUYOG, LEYTE

WHEREAS, the Municipal Development Council (MDC) has submitted to this body copies of its Resolution No. 02, series 2023 duly approved in body by the MDC last September 7, 2023 adopting and endorsing Supplemental Investment Program (SIP) No. 2 for CY 2023 of the municipality of Abuyog, Leyte; and

WHEREAS, the said document as presented, after review is found to be in line with the development policies and priorities of the municipality and the Municipal Development Council in the total amount of **ONE MILLION FOUR HUNDRED FIFTY THOUSAND PESOS ONLY (P 1,450,000.00)**.

WHEREAS, after a careful study and lengthy deliberation of the matter, be it

THEREFORE, upon joint motion of Honorable SB Member Jeannette A. Valida and Honorable SB Member Edmundo P. Saño duly seconded by Honorable SB Member Arnold R. Allera.

RESOLVED AS IT IS HEREBY RESOLVED, to adopt as it is hereby adopts and approved Resolution No. 02, s. 2023 of the Municipal Development Council (MDC), Abuyog, Leyte

RESOLVED FURTHER, to let copies hereof be furnished to all agencies and offices concerned for their information and reference.


APPROVED: September 26, 2023

I HEREBY CERTIFY to the correctness of the foregoing resolution.

ATTESTED:


ARSENIO Y. VILLOTE
Sangguniang Bayan Secretary



HON. ANTONIO C. ALMENDRA, JR.
SB Member


HON. JEANNETTE A. VALIDA
SB Member, Prsdg. Pro-tempore


HON. ARNOLD R. ALLERA
SB Member

HON. PATROCINIO A. RISOS
SB Member


HON. EDITHA C. DELOY
SB Member


HON. EDMUNDO P. SAÑO
SB Member

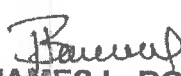

HON. FRANCISCO B. LANDIA
SB Member, Floor Leader


HON. ERWIN V. BELLEZA
SB Member


HON. DARIO P. LLEVE
SB Member/ ABC Fed. President


HON. CARLOS INNO E. TRAYA
SB Member/ SK Fed. Pres.

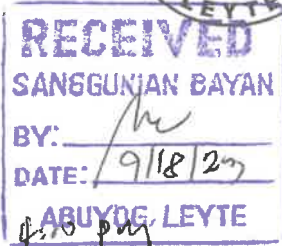
APPROVED:


HON. JAMES L. BOHOL
Municipal Vice Mayor/ Presiding Officer



Republic of the Philippines
MUNICIPALITY OF ABUYOG
Province of Leyte

OFFICE OF THE MUNICIPAL MAYOR



September 7, 2023

The Sangguniang Bayan
Abuyog, Leyte

Thru: **Hon. James L. Bohol**
Municipal Vice-Mayor & Presiding Chairman

Gentlemen:

Greetings!

May I have the honor to submit the Supplemental Investment Program (SIP) No. 2 for Calendar Year 2023 of the Municipality of Abuyog, Leyte as embodied through MDC Resolution No. 02, entitled: **A RESOLUTION ADOPTING THE SUPPLEMENTAL INVESTMENT PROGRAM (SIP) NO. 2 FOR CY 2023 OF THE MUNICIPALITY OF ABUYOG, LEYTE AND ENDORSING THE SAME FOR APPROVAL OF THE HONORABLE SANGGUNIANG BAYAN, ABUYOG, LEYTE.**

Thank you very much!

Very truly yours,


LEMUEL GIN K. TRAYA
Municipal Mayor

Enclosure:
Original MDC Resolution No.02, series of 2023





Republic of the Philippines
MUNICIPALITY OF ABUYOG
Province of Leyte

MUNICIPAL DEVELOPMENT COUNCIL (MDC)

EXCERPT FROM THE MINUTES OF THE REGULAR MEETING OF THE MEMBERS OF MUNICIPAL DEVELOPMENT COUNCIL (MDC) HELD AT THE JUDGEBAR RESTAURANT & CATERING SERVICES, BARANGAY VICTORY, ABUYOG, LEYTE ON **SEPTEMBER 7, 2023.**

PRESENT:

- Hon. Lemuel Gin K. Traya
- Hon. Jeannette A. Valida
- Hon. Mark Paul D. Riso
- Hon. Edwin C. Garzota
- Hon. Bienvenido T. Lozada, Jr.
- Hon. Zoilo L. Ocon, Jr.
- Hon. Jimmy C. Orias
- Hon. Eufronio S. Dumas
- Hon. Imelda A. De Veyra
- Hon. Erwin M. Peñaranda
- Hon. Romeo D. Olita
- Hon. Pio J. Alvero
- Hon. Romeo R. Tumandao
- Hon. Melissa P. Verona
- Hon. Marcial T. Abelgos
- Hon. Anita R. Costin
- Hon. Teodoro T. Adolfo, Sr.
- Hon. Noel C. Ojeda
- Hon. Leonides A. Cumpio
- Hon. Ivy R. Poliquit
- Hon. Margarita K. Dauhog
- Hon. Eric B. Lerion
- Hon. Felicito Z. Suganob
- Hon. Rodelito M. Pensona
- Hon. Edgardo M. Mendoza
- Hon. Pablo A. Nicolas, Sr.
- Hon. Edgar A. Suganob, Sr.
- Hon. Artemio L. Bohol
- Hon. Teresito M. Brillo
- Hon. Ma. Lorena R. Villacorte
- Hon. Alvin Q. Ojeda
- Hon. Vilma C. Torres
- Hon. Luciana L. Lutiva
- Hon. Rolly Cesar B. Magsoling
- Hon. Roland M. De Veyra
- Hon. Ma. Malougen A. Resusta
- Hon. Nemesio M. Papong
- Hon. Rufo P. Aticaldo

- Municipal Mayor
- SBM/ Comm. on Budget & Appropriation
- Punong Barangay (Alangilan)
- Punong Barangay (Anibongon)
- Punong Barangay (Bahay)
- Punong Barangay (Balinsasayao)
- Punong Barangay (Balocawe)
- Punong Barangay (Balocawehay)
- Punong Barangay (Barayong)
- Punong Barangay (Bito)
- Punong Barangay (Buaya)
- Punong Barangay (Buenavista)
- Punong Barangay (Bunga)
- Punong Barangay (Buntay)
- Punong Barangay (Burubud-an)
- Punong Barangay (Cadac-an)
- Punong Barangay (Cagbolo)
- Punong Barangay (Can-aporong)
- Punong Barangay (Can-uguib)
- Punong Barangay (Capilian)
- Punong Barangay (Kikilo)
- Punong Barangay (Combis)
- Punong Barangay (Dingle)
- Punong Barangay (Guintagbucan)
- Punong Barangay (Hampipila)
- Punong Barangay (Katipunan)
- Punong Barangay (Lawaan)
- Punong Barangay (Libertad)
- Punong Barangay (Loyonsawang)
- Punong Barangay (Mag-atubang)
- Punong Barangay (Mahagna)
- Punong Barangay (Maitum)
- Punong Barangay (Malaguicay)
- Punong Barangay (Matagnao)
- Punong Barangay (Nalibunan)
- Punong Barangay (Nebga)
- Punong Barangay (New Taligue)
- Punong Barangay (Odiongana)

Sabalita

Hon. Vicentico R. Yamon, Jr.
 Hon. Benito M. Costorio
 Hon. Vicente O. Colarte
 Hon. Mariette R. Garzota
 Hon. Narciso G. Tabudlong
 Hon. Almando S. Riños
 Hon. Ma. Erlene R. Manto
 Hon. John Bill V. Traya
 Hon. Lorena S. Remandaban
 Hon. Eulogio C. De Paz
 Hon. Dario P. Lleve
 Hon. Uldarico T. Francisco, Jr.
 Hon. Roland G. Galenzoga
 Hon. Annaliza O. Humang-it
 Hon. Elmer R. Reyes

Adelaido B. Ruales, Jr.
 Celerina B. Binueza
 Presciliano Maico
 Anecita S. Mionda
 Ismael V. Formacion
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 Almira L. Beloy
 Maria Cecelia R. Bartolay
 Anelia H. Cabahit
 Jorge R. Alvero, Jr.
 Esterlita D. Reas
 Francisco M. Ojeda
 Rosemarie A. Naol
 Norma E. Quines
 Nida T. Israel
 Tito C. Gallos
 Ricky E. Humang-it
 Conseco Cecilio
 Edwin P. Luta
 Elvira D. Sagraro
 Dilfen E. Cartajena
 Lito T. Erne

ABSENT:

Hon. Apolonio P. Tulang, Sr.
 Hon. Norma M. Mider
 Hon. Edna A. Redoña
 Hon. Julian M. Saldua, Jr.
 Hon. Gad H. Elmido
 Hon. Arwin A. Pusa
 Hon. Editha L. Infanso
 Hon. Edgar F. Pakig
 Hon. Joseph T. Menil

Punong Barangay (Paguite)
 Punong Barangay (Pagsang-an)
 Punong Barangay (Picas Sur)
 Punong Barangay (Pilar)
 Punong Barangay (San Francisco)
 Punong Barangay (San Isidro)
 Punong Barangay (Salvacion)
 Punong Barangay (Sta. Fe)
 Punong Barangay (Sta. Lucia)
 Punong Barangay (Sto. Niño)
 Punong Barangay (Tabigue)
 Punong Barangay (Tadoc)
 Punong Barangay (Tinalian)
 Punong Barangay (Tuy-a)
 Punong Barangay (Victory)

President (BIAI-Balocawehay)
 President (BACPOP-Paguite)
 President (AJFA-Pagsang-an)
 President (BASCOFA-Balinsasayao)
 President (BFFA-Bagacay)
 President (CANTA-IA-Tabigue)
 President (SAFA-Salvacion)
 President (SWFA-Salvacion)
 President (OSFA-Odiongan)
 President (PIFA-Barayong)
 President (BIFA-Balocawehay)
 President (ACT FGA-Bahay)
 President (LPAFA-Libertad)
 President (MAGPAKON-Picas Sur)
 President (BFA-Burubud-an)
 President (LFA-Laray)
 President (SICA-Capilian)
 President (SUHFA-Hampipila)
 President/CSO (Tuy-a)
 President/CSO (Combis)
 President/CSO (Dingle)
 President (SFA-San Roque)
 President (TFA-Tuy-a)
 President (TFA-Tabigue)

Punong Barangay (Bagacay)
 Punong Barangay (Bayabas)
 Punong Barangay (Bulak)
 Punong Barangay (Canmarating)
 Punong Barangay (Laray)
 Punong Barangay (Mahayahay)
 Punong Barangay (Parasanon)
 Punong Barangay (Pinamanagan)
 Punong Barangay (Old Taligue)

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Palalita

Hon. Alvarico A. Lamar
Hon. Junwell D. Espiritu
Hon. Ronald G. Mantilla

Punong Barangay (San Roque)
Punong Barangay (Tib-o)
Punong Barangay (Tinocolan)

Hermenia C. Valerio
Babelonio V. Tayum
Marilyn E. Bolaña
Clemente L. Tisado, Jr.
Jenelyn A. Mangubat
Ric A. Papong
Nestor N. Gato
Gelyn D. Becere
Aleser D. Amarilla
Gina T. Hugar

President (OWFA-Old Taligue)
President (BKFA-Bulak)
President (BWA-Barayong)
President (BAFA-Balocawe)
President (AFA-Alangilan)
President (MAFA-Hampipila)
President (BIFA-Balocawe)
President (LIFFDA-Libertad)
President (BGIA-Barayong)
President (WFA-Tinocolan)

MDC RESOLUTION NO. 02, s. 2023

A RESOLUTION ADOPTING THE SUPPLEMENTAL INVESTMENT PROGRAM (SIP) NO. 2 FOR CY 2023 OF THE MUNICIPALITY OF ABUYOG, LEYTE AND ENDORSING THE SAME FOR APPROVAL OF THE HONORABLE SANGGUNIANG BAYAN, ABUYOG, LEYTE.

PRESENTED, before the Municipal Development Council (MDC) was the adoption of Supplemental Investment Program (SIP) No. 2 for CY 2023 of the Municipality of Abuyog, Leyte.

WHEREAS, Honorable Mayor Lemuel Gin K. Traya, Chairman of the Municipal Development Council, discussed the enumerated items in the Supplemental Investment Program (SIP) No. 2 for CY 2023 through a power point presentation and accepted questions from the floor;

WHEREAS, some members of the Council posed different suggestions and ask questions for clarifications as to the necessity of the appropriations and were answered by the Chairman and other Department Heads, which further strengthened the position of the Chair that these proposals were really needed for the growth and progress of the municipality;

WHEREAS, after a thorough study and mature deliberation of the council on the matter, be it

THEREFORE, upon motion of **Hon. Dario P. Lleve**, Punong Barangay of Barangay Tabigue, seconded by **Hon. Narciso G. Tabudlong**, Punong Barangay of Barangay San Francisco, and **Mrs. Maribel C. Asuncion**, President of CANTA-IA- Farmers Association, So. San Vicente, Barangay Tabigue in a special meeting of the Municipal Development Council (MDC) Abuyog, Leyte.

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Special

RESOLVED, AS IT IS HEREBY RESOLVED, to adopt and indorse the Supplemental Investment Program (SIP) No. 2 for CY 2023 of the Municipality of Abuyog, Leyte which included the specific programs, projects and activities for economic, social and general services funded under the 20% Local Development Fund in the amount of **ONE MILLION FOUR HUNDRED FIFTY THOUSAND PESOS ONLY (P 1,450,000.00)** as presented.

RESOLVED FURTHER, that copies of this resolution be forwarded to the Sangguniang Bayan, Abuyog, Leyte for its immediate and favorable action.

APPROVED: **SEPTEMBER 7, 2023**

APPROVED IN BODY

Juan A. ...

I HEREBY CERTIFY to the correctness of the foregoing resolution.

RODOLFO M. CABIAS
MPDC/MDC Secretariat

APPROVED:

LEMUEL GIN K. TRAYA
Municipal Mayor

Resonance ...

Secret

...

...

...

...

...

...

...


...


Hon. Jeannette A. Valida
SBM/ Comm. on Budget & Appropriation

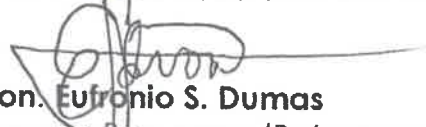

Hon. Mark Paul D. Risos
Punong Barangay (Alangilan)


Hon. Edwin C. Garzota
Punong Barangay (Anibongon)


Hon. Bienvenido T. Lozada, Jr.
Punong Barangay (Bahay)


Hon. Zolio L. Ocon, Jr.
Punong Barangay (Balinsasayao)


Hon. Jimmy C. Orias
Punong Barangay (Balocawe)


Hon. Eufonio S. Dumas
Punong Barangay (Balocawehay)



Hon. Imelda A. De Veyra
Punong Barangay (Barayong)


Hon. Erwin M. Penaranda
Punong Barangay (Bito)


Hon. Romeo D. Olita
Punong Barangay (Buaya)


Hon. Pio J. Alvero
Punong Barangay (Buenavista)

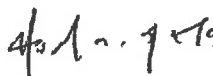

Hon. Romeo R. Tumandao
Punong Barangay (Bunga)



Hon. Melissa P. Verona
Punong Barangay (Buntay)


Hon. Marcial T. Abelgos
Punong Barangay (Burubud-an)


Hon. Anita R. Costin
Punong Barangay (Cadac-an)


Hon. Teodoro T. Adolfo, Sr.
Punong Barangay (Cagbolo)



Hon. Noel C. Ojeda
Punong Barangay (Can-aporong)


Hon. Leonides A. Cumpio
Punong Barangay (Can-uguib)



Hon. Ivy R. Poliquit
Punong Barangay (Capilian)


Hon. Margarita K. Dauhog
Punong Barangay (Kikilo)


Hon. Eric B. Lerion
Punong Barangay (Combis)


Hon. Felicitio Z. Suganob
Punong Barangay (Dingle)



Hon. Rodelfo M. Pensona
Punong Barangay (Guintagbucan)



Hon. Edgardo M. Mendoza
Punong Barangay (Hampipila)


Hon. Pablo A. Nicolas, Sr.
Punong Barangay (Katipunan)


Hon. Edgar A. Suganob, Sr.
Punong Barangay (Lawaan)


Hon. Artemio L. Bohol
Punong Barangay (Libertad)


Hon. Teresito M. Brillo
Punong Barangay (Loyonsawang)

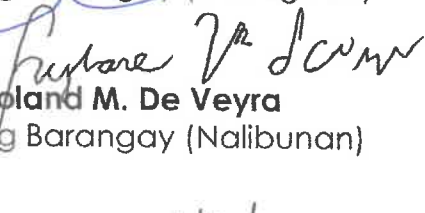

Hon. Ma. Lorena R. Villacorte
Punong Barangay (Mag-atubang)


Hon. Alvin Q. Ojeda
Punong Barangay (Mahagna)


Hon. Vilma C. Torres
Punong Barangay (Maitum)


Hon. Luciana L. Lufiva
Punong Barangay (Malaguicay)


Hon. Rolly Cesar B. Magsoling
Punong Barangay (Matagnao)

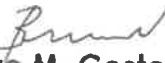

Hon. Roland M. De Veyra
Punong Barangay (Nalibunan)


Hon. Ma. Malougen A. Resusta
Punong Barangay (Nebga)


Hon. Nemesio M. Papong
Punong Barangay (New Taligue)



Hon. Rufo P. Alicaldo
Punong Barangay (Odiongan)


Hon. Vicentico R. Yamba, Jr.
Punong Barangay (Paguite)


Hon. Benito M. Costorio
Punong Barangay (Pagsang-an)

Hon. Vicente O. Colarte
Punong Barangay (Picas Sur)


Hon. Mariette R. Garzota
Punong Barangay (Pilar)


Hon. Narciso G. Tabudlong
Punong Barangay (San Francisco)


Hon. Almando S. Riños
Punong Barangay (San Isidro)


Hon. Ma. Erlene R. Manto
Punong Barangay (Salvacion)

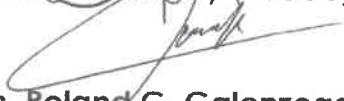

Hon. John Bill V. Traya
Punong Barangay (Sta. Fe)


Hon. Lorena S. Remandaban
Punong Barangay (Sta. Lucia)


Hon. Eulogio C. De Paz
Punong Barangay (Sto. Niño)


Hon. Dario P. Ueyve
Punong Barangay (Tabigue)


Hon. Uldarico T. Francisco, Jr.
Punong Barangay (Tadoc)


Hon. Roland G. Galenzoga
Punong Barangay (Tinalian)


Hon. Annaliza O. Humang-it
Punong Barangay (Tuy-a)

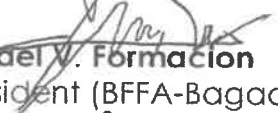

Hon. Elmer R. Reyes
Punong Barangay (Victory)


Adelaido B. Buales, Jr.
President (BIAI-Balocawehay)


Celerina B. Binueza
President (BACPOP-Paguite)


Presciliano Maico
President (AJFA-Pagsang-an)


Anecita S. Mionda
President (BASCOFA-Balinsasayao)

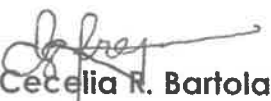

Ismael V. Formacion
President (BFFA-Bagacay)


Maribel C. Asuncion
President (CANTA-IA-Tabigue)


Alex R. Turalde
President (SAFA-Salvacion)

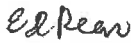

Azucena E. Bangalan
President (SWFA-Salvacion)


Almira L. Belay
President (OSFA-Odiongan)



Maria Cecelia R. Bartolay
President (PIFA-Barayong)

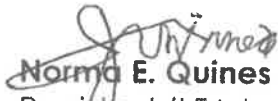

Anelia H. Cabahit
President (BIFA-Balocawehay)

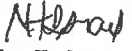

Jorge R. Alvero, Jr.
President (ACTFGA-Bahay)


Esterlita D. Reas
President (LPAFA-Libertad)



Francisco M. Ojeda
President (MAGPAKON-Picas Sur)



Rosemarie A. Naol
President (BFA-Burubud-an)


Norma E. Quines
President (LFA-Laray)

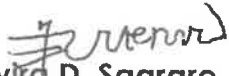

Nida T. Israel
President (SICA-Capilian)


Tito C. Gallos
President (SUHFA-Hampipila)

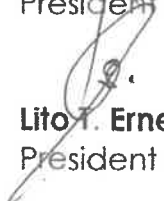

Ricky E. Humang-it
President/CSO (Tuy-a)


Conseco Cecilio
President/CSO (Combis)


Edwin P. Luta
President/CSO (Dingle)


Elvira D. Sagraro
President (SEA-San Roque)


Dilfer E. Cartajena
President (TFA-Tuy-a)


Lito T. Erne
President (TFA-Tabigue)

2023 Supplemental Investment Program No. 2 (SIP No. 2)

By Program/ Project/Activity by Sector

As of September 2023

Province/City/Municipality/Barangay: ABUYOG, LEYTE

AIP REFERENCE CODE	PROGRAM/PROJECT/ ACTIVITY DESCRIPTION	IMPLEMENTING OFFICE/ DEPARTMENT	SCHEDULE OF IMPLEMENTATION		EXPECTED OUTPUTS	FUNDING SOURCE	AMOUNT				Amount of Climate Change Expenditure		Climate Change Typology Code
			STARTING DATE	COMPLETION DATE			PERSONAL SERVICES (PS)	MAINTENANCE AND OTHER OPERATING EXPENSES (MOOE)	CAPITAL OUTLAY (CC)	TOTAL	Climate Change Adaptation	Climate Change Mitigation	
1	2	3	4	5	6	7	8	9	10	11	12	13	14
General Public Services Sector (1000)													
Executive Governance Program													
1000-000-03-01-001-000-001-000	Additional Appropriation for Grants & Aids	Mayor's Office	September 2023	September 2023	Maintenance and Operating Expenses	General Fund		550,000.00		550,000.00			
Social Services Sector (3000)													
Education Program													
3000-000-3-03-018-001-000-000	Financial Assistance to Abuyog Community College (ACC)	Mayor's Office	September 2023	October 2023	Financial Assistance to Abuyog Community College (ACC) has been released.	General Fund		650,000.00		650,000.00			
Economic Services Sector (8000)													
Agriculture and Fishery Development Program													
8000-000-3-02-003-001-000-000	Financial Assistance to Abuyog Fish Landing & Trading Center	Mayor's Office	October 2023	November 2023	Financial Assistance to Abuyog Fish Landing & Trading Center released.	General Fund		250,000.00		250,000.00			
Other Services (9000)													
GRAND TOTAL						Php.	0.00	1,450,000.00	0.00	1,450,000.00			

Prepared by:


RODOLFO M. CARIAS
 Mun. Planning & Development Coordinator

Prepared by:


ARTEMIO P. ZUNIGA
 Mun. Budget Officer

Approved by:


LEMUEL GIN K. TRAYA
 Municipal Mayor

SP

28



Republic of the Philippines
PROVINCE OF LEYTE
Palo, Leyte
-oOo-

Item No.: **28**

Date: **05 2024 JAN**

DEC 27 2023

Vilman 9pm

PROVINCIAL BUDGET OFFICE

December 15, 2023

Hon. **LEONARDO M. JAVIER, JR.**
Vice-Governor and Presiding Officer, and
THE HONORABLE MEMBERS
Sangguniang Panlalawigan
Province of Leyte
Palo, Leyte

RELEASED
DATE: 12-22-23
NO. #238
BY: Jr.
PBO

Gentlemen and Ladies:

Pursuant to the provisions of the Local Government Code of 1991 (Republic Act No. 7160), our preliminary review of the **General Fund Supplemental Budget No. 2 CY 2023** of the **Municipality of Hindang, Leyte** duly enacted by the Sangguniang Bayan through **Appropriation Ordinance No. 2023-03** with a total appropriation in the amount of **P2,023,000.00**, reveals substantial compliance with the same law and its implementing Rules and Regulations.

It is therefore recommended for approval subject to the following conditions:

1. That the reversion of appropriations is duly authorized by the concerned officials and is backed up by cash collections and are made available to support the expenditures under Supplemental Budget No. 2. Further, that such reversion shall not render an adverse effect on the fiscal standing of the LGU at the closing of the books of accounts;
2. That the appropriation for the Collective Negotiation Agreement (CNA) Incentive shall be subject to Budget Circular No. 2023-1 dated November 10, 2023;
3. That the procurement of Goods, Supplies, Civil Works and related services shall be made in accordance with the provisions of RA 9184 and its Implementing Rules and Regulations; and
4. That disbursement of funds shall be for the specific purpose(s) for which they have been appropriated pursuant to Sections 335 & 336 of RA 7160.

Compliance with DBM issuances, accounting and auditing rules and regulations and all other existing laws shall be the responsibility of the implementing Local Government Unit.

Very truly yours,

LOCAL FINANCE COMMITTEE:

MARIA GINA P. HIPE
Provincial Budget Officer

RUTH Y. SURPIA
Provincial Treasurer

AGNES C. RAFON
Project Development Officer IV
Officer-In-Charge-PPDO
On Official Leave

SP
orig. copy


Republic of the Philippines
PROVINCE OF LEYTE
Palo, Leyte



OFFICE OF THE SANGGUNIANG PANLALAWIGAN

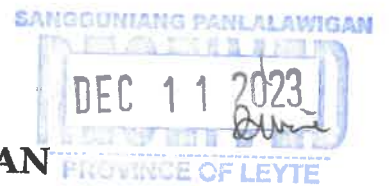
1ST INDORSEMENT
11 December 2023

The Local Finance Committee is respectfully requested to review and submit recommendations on the herein enclosed **APPROPRIATION ORDINANCE NO. 2023-03 OF THE MUNICIPALITY OF HINDANG, LEYTE, ENTITLED: AN ORDINANCE AUTHORIZING THE SUPPLEMENTAL BUDGET NO. 02 OF THE MUNICIPALITY OF HINDANG, LEYTE, FOR CALENDAR YEAR 2023 INVOLVING THE AMOUNT OF TWO MILLION TWENTY-THREE THOUSAND PESOS (PHP2,023,000.00).**


FLORINDA JILL S. UYVICO
Secretary to the Sanggunian



Republic of the Philippines
Province of Leyte
MUNICIPALITY OF HINDANG
-oOo-



OFFICE OF THE SANGGUNIANG BAYAN

07 December 2023

The HONORABLE MEMBERS
Sangguniang Panlalawigan
Legislative Building
Tacloban City

Thru: FLORINDA JILL S. UYVICO
Secretary to the Sangguniang Panlalawigan
Province of Leyte
Legislative Bldg -Tacloban City

Sirs/Mesdammes:

Respectfully submitted to your office the herein-copies (16 sets) of the GENERAL FUND SUPPLEMENTAL BUDGET NO. 02 for calendar year 2023 of the Municipality of HINDANG, LEYTE, amounting THREE MILLION TWENTY - THREE THOUSAND PESOS (Php2,023,000.00) of the same Municipality for review and approval.

Please acknowledge receipt hereof.

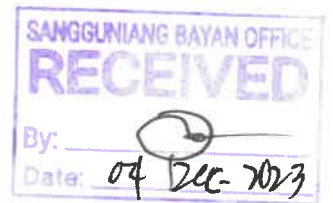
Thank you.

Very truly yours,


ANNABEL A. MABALE
Secretary to the Sanggunian



Republic of the Philippines
Province of Leyte
MUNICIPALITY OF HINDANG
-oOo-



P 9:10 am

OFFICE OF THE MUNICIPAL MAYOR

December 1, 2023

The HONORABLE MEMBERS
Sangguniang Bayan
Hindang, Leyte

Thru: HON. ELPIDIO B. CABAL, JR.
Municipal Vice Mayor
Presiding Officer

Sirs/Madam:

Respectfully submitted to your office the herein Supplemental Budget No. 02 for CY 2023 in the amount of *Two Million Twenty-Three Thousand (P 2,023,000.00)* for authorization.

Please acknowledge receipt hereof.

Very truly yours,

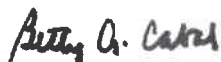

BETTY A. CABAL
Municipal Mayor

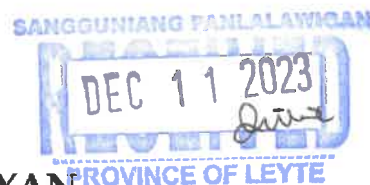
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Republic of the Philippines
Province of Leyte
MUNICIPALITY OF HINDANG

-oOo-



OFFICE OF THE SANGGUNIANG BAYAN

EXCERPT FROM THE MINUTES OF THE SANGGUNIANG BAYAN OF HINDANG, LEYTE, IN ITS SPECIAL SESSION HELD ON DECEMBER 06, 2023 AT THE SB SESSION HALL

APPROPRIATION ORDINANCE NO. 2023-03

AN ORDINANCE AUTHORIZING THE SUPPLEMENTAL BUDGET NO. 02 OF THE MUNICIPALITY OF HINDANG, LEYTE, FOR CALENDAR YEAR 2023 INVOLVING THE AMOUNT OF TWO MILLION TWENTY-THREE THOUSAND PESOS (Php2,023,000.00) FROM THE GENERAL FUND OUT OF THE LGU'S UNAPPROPRIATED BALANCE AS OF SUPPLEMENTAL BUDGET 2023-01, PER ATTACHMENT OF STATEMENT FOR SUPPLEMENTAL APPROPRIATION

BE IT ORDAINED by the Sangguniang Bayan of Hindang, Leyte, in its special session assembled this date, that:

SECTION 1. The SUPPLEMENTAL BUDGET No. 02 CY 2023 of the Municipality of HINDANG, LEYTE, in the total amount TWO MILLION TWENTY-THREE THOUSAND PESOS (Php2,023,000.00) from the General Fund of the Local Government Unit (LGU) is hereby APPROVED.

The budget documents consist of the following as herein-below specified, are incorporated herein and made an integral part of this Ordinance:

- 1.1 LBF No. 8 - Statement of Funding Sources
- 1.2 LBF No. 9 - Statement of Supplemental Appropriation
- 1.3 Certification as to availability of funds dated November 30, 2023 duly signed by the Municipal Accountant-Designate

SECTION 2. SOURCE OF FUNDS:

SAVINGS:

Unappropriated Balance as of Supplemental 2023-01	Php 41,847,096.40
Reversion	1,836,000.00

Total Estimated Income	Php 43,683,096.40

SECTION 3. USE OF FUNDS. The amount of TWO MILLION TWENTY-THREE THOUSAND PESOS (Php2,023,000.00) is hereby appropriated for Supplemental Budget No. 02 for CY 2023 of the Municipality of Hindang, Leyte, breaking down as follows:

The allocation of funds intended for the grant of **Collection Negotiation Agreement (CNA)** for fiscal year 2023 to all **HINDANG MUNICIPAL GOVERNMENT OFFICIALS & EMPLOYEES**, pursuant to the provisions of Budget Circular No. 2023-1 dated November 10, 2023 issued by the Department of Budget & Management (DBM), authorizing the release and payment of the same.

SECTION 4. USE OF SAVINGS AND AUGMENTATION. The Municipal Mayor or the Presiding Officer of the Sanggunian are authorized to augment any item in the approved Supplemental Budget No. 02 for fiscal year 2023 for their respective offices from savings in other items within the same expense class of their respective appropriations, as provided for under Section 336 of Republic Act No. 7160, the Local Government Code of 1991.

SECTION 5. SEPARABILITY CLAUSE. If, for any reason, any section or provision of this appropriation ordinance is declared invalid or unconstitutional, other sections or provisions thereof are not affected thereby shall continue to be in full force and effect.

SECTION 6. EFFECTIVITY. The provisions of this appropriation ordinance shall take effect immediately after its approval.

APPROVED UNANIMOUSLY.

ENACTED this 6th day of December, 2023 by this Sanggunian in its special session held for the purpose at the SB Session Hall, this Municipality.



MIKHAEL ANNE GELO D. ABOYME
SB Member


JOSE NAPOLEON D. MONTERO
SB Member

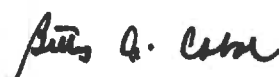

LEONIDA A. CAVITE
SB Member

(OB Tacloban City)
ROMULO D. BASAÑEZ
SB Member

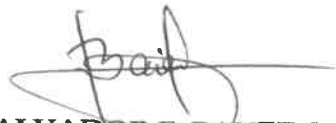

BENEDICTO L. YANOLA
SB Member


SERAFIN A. CAVERO
SB Member









SALVADORE E. BANEZ, JR.
SB Member



SORIANO B. DELALAMON
SB Member



SEVERINO C. ABERCA
LNB Pres-Ex Officio Member



ADRIAN PAUL G. ASTORGA
Ex-Officio Member-SK Fed. Pres.

CERTIFIED CORRECT:



ANNABEL A. MABALE
Secretary to the Sanggunian

ATTESTED:



ELPIDIO B. CABAL, JR.
Municipal Vice Mayor
Presiding Officer

APPROVED:



BETTY A. CABAL
Municipal Mayor

DEC 07 2023


STATEMENT OF FUNDING SOURCES
Supplemental Budget No. 2
Fiscal Year 2023


Hindang, Leyte
 Province/City/Municipality

GENERAL
 Fund/Special Account

Particulars (1)	Account Classification (2)	Amounts (3)
1.0 New Revenue Sources		
Tax Revenue		
Loan Proceeds (Borrowings)		
2.0 Actual Collection in Excess of the Estimated Income		
3.0 Savings		
Unappropriated Surplus as of SB 2023-01	3-02-01-01	P 41,847,096.40
4.0 Realignment		-
5.0 Reversion		1,836,000.00
Total Estimated Income		P 43,683,096.40

Certified Correct:


VICTORIA N. FULACHE
Municipal Treasurer


NILDA/T. ABRANTES
Municipal Accountant-Designate

STATEMENT OF SUPPLEMENTAL APPROPRIATION**Hindang, Leyte****Province/City/Municipality****SUPPLEMENTAL BUDGET NO. 2 CY 2023**

Implementing Office (1)	Particulars/Purpose (2)	AIP Code (3)	Object of Expenditure (4)	Account Code (5)	Amount (6)	
Office of the Municipal Mayor	Personal Services Grant of Collective Negotiation Agreement (CNA) Incentive Total Personal Services	1000-000-3-01-001-001-001-000	Other Personnel Benefits	5-01-04-990	P 390,000.00	
					P 390,000.00	
					P 390,000.00	
					P 390,000.00	
Municipal Disaster Risk Reduction and Management Office	Personal Services Grant of Collective Negotiation Agreement (CNA) Incentive Total Personal Services	1000-000-3-01-001-006-000-000	Other Personnel Benefits	5-01-04-990	P 90,000.00	
					P 90,000.00	
					P 90,000.00	
					P 90,000.00	
Office of the Mun. Vice Mayor	Personal Services Grant of Collective Negotiation Agreement (CNA) Incentive Total Personal Services	1000-000-3-01-002-001-000-001	Other Personnel Benefits	5-01-04-990	P 30,000.00	
					P 30,000.00	
					P 30,000.00	
	MOOE Payment of Training Expenses Total MOOE Sub-Total			Training Expenses	5-02-02-010	P 44,000.00
						P 44,000.00
						P 74,000.00
Office of the Sangguniang Bayan	Personal Services Grant of Collective Negotiation Agreement (CNA) Incentive Total Personal Services	1000-000-3-01-003-001-000-001	Other Personnel Benefits	5-01-04-990	P 300,000.00	
					P 300,000.00	
					P 300,000.00	
					P 300,000.00	
Sub-Total					P 854,000.00	

Prepared :


IMELDA A. RENEGADO
Municipal Budget Officer

Approved :


BETTY A. CABAL
Municipal Mayor

STATEMENT OF SUPPLEMENTAL APPROPRIATION

Hindang, Leyte
Province/City/Municipality

SUPPLEMENTAL BUDGET NO. 2 CY 2023

Implementing Office (1)	Particulars/Purpose (2)	AIP Code (3)	Object of Expenditures (4)	Account Code (5)	Amount (6)
Office of the Secretary to the Sanggunian	Personal Services Grant of Collective Negotiation Agreement (CNA) Incentive Total Personal Services	1000-000-3-01-004-001-000-001	Other Personnel Benefits	5-01-04-990	P 30,000.00
					P 30,000.00
					Sub-Total
					P 30,000.00
Office of the Mun. Treasurer	Personal Services Payment of Overtime Pay Grant of Collective Negotiation Agreement (CNA) Incentive Total Personal Services	1000-000-3-01-005-001-000-001	Overtime and Night Pay	5-01-02-130	P 80,000.00
					P 80,000.00
			Other Personnel Benefits	5-01-04-990	120,000.00
					P 200,000.00
Sub-Total	P 200,000.00				
Office of the Municipal Assessor	Personal Services Grant of Collective Negotiation Agreement (CNA) Incentive Total Personal Services	1000-000-3-01-006-001-000-001	Other Personnel Benefits	5-01-04-990	P 30,000.00
					P 30,000.00
					MOOE Payment of Training Expenses Total MOOE
					P 10,000.00
Sub-Total	P 40,000.00				
Office of the Mun. Accountant	Personal Services Grant of Collective Negotiation Agreement (CNA) Incentive Total Personal Services	1000-000-3-01-007-001-000-001	Other Personnel Benefits	5-01-04-990	P 93,000.00
					P 93,000.00
					MOOE Payment of Training Expenses Total MOOE
					P 10,000.00
Sub-Total	P 103,000.00				
Sub-Total					P 373,000.00

Prepared :

IM
IMELDA A. RENEGADO
Municipal Budget Officer

Approved :

Betty A. Cabal
BETTY A. CABAL
Municipal Mayor

STATEMENT OF SUPPLEMENTAL APPROPRIATION

Hindang, Leyte
Province/City/Municipality

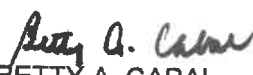
SUPPLEMENTAL BUDGET NO. 2 CY 2023

Implementing Office (1)	Particulars/Purpose (2)	AIP Code (3)	Object of Expenditures (4)	Account Code (5)	Amount (6)
Municipal Budget Office	Personal Services	1000-000-3-01-008-001-000-001	Other Personnel Benefits	5-01-04-990	P 60,000.00
	Grant of Collective Negotiation Agreement (CNA) Incentive				P 60,000.00
	Total Personal Services MOOE				
	Payment of Training Expenses				P 15,000.00
	Total MOOE				P 15,000.00
	Sub-Total				P 75,000.00
Municipal Planning and Dev't. Office	Personal Services	1000-000-3-01-009-001-000-001	Other Personnel Benefits	5-01-04-990	P 60,000.00
	Grant of Collective Negotiation Agreement (CNA) Incentive				P 60,000.00
	Total Personal Services				
	Sub-Total				P 60,000.00
Office of the Mun. Civil Registrar	Personal Services	1000-000-3-01-012-001-000-001	Other Personnel Benefits	5-01-04-990	P 60,000.00
	Grant of Collective Negotiation Agreement (CNA) Incentive				P 60,000.00
	Total Personal Services				
	Sub-Total				P 60,000.00
General Services Office	Personal Services	1000-003-3-03-013-001-000-001	Other Personnel Benefits	5-01-04-990	P 30,000.00
	Grant of Collective Negotiation Agreement (CNA) Incentive				P 30,000.00
	Total Personal Services				
	Sub-Total				P 30,000.00
Sub-Total					P 225,000.00

Prepared :


IMELDA A. RENEGADO
Municipal Budget Officer

Approved :


BETTY A. CABAL
Municipal Mayor

STATEMENT OF SUPPLEMENTAL APPROPRIATION

Hindang, Leyte
Province/City/Municipality

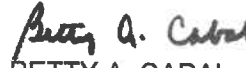
SUPPLEMENTAL BUDGET NO. 2 CY 2023

Implementing Office (1)	Particulars/Purpose (2)	AIP Code (3)	Object of Expenditures (4)	Account Code (5)	Amount (6)		
Rural Health Unit and Women's Health Center	Personal Services	3000-200-3-01-011-001-000- 000	Other Personnel Benefits	5-01-04-990	P 270,000.00		
	Grant of Collective Negotiation Agreement (CNA) Incentive				P 270,000.00		
	Total Personal Services						
	MOOE						
	Payment for Insurance of Ambulance				Insurance Expenses	5-02-16-030	25,000.00
	Total MOOE					P 25,000.00	
	Sub-Total				P 295,000.00		
Municipal Social Welfare and Development Office	Personal Services	3000-500-3-02-005-001-000- 000	Other Personnel Benefits	5-01-04-990	P 30,000.00		
	Grant of Collective Negotiation Agreement (CNA) Incentive				P 30,000.00		
	Total Personal Services						
	MOOE						
	Payment of Training Expenses				Training Expenses	5-02-02-010	P 3,000.00
	Total MOOE					P 3,000.00	
	Sub-Total				P 33,000.00		
Municipal Agriculture Office	Personal Services	8000-000-3-02-003-001-000- 000	Other Personnel Benefits	5-01-04-990	P 123,000.00		
	Grant of Collective Negotiation Agreement (CNA) Incentive				P 123,000.00		
	Total Personal Services						
	Sub-Total					P 123,000.00	
Municipal Engineering Office	Personal Services	8000-000-3-01-010-001-001- 000	Other Personnel Benefits	5-01-04-990	P 90,000.00		
	Grant of Collective Negotiation Agreement (CNA) Incentive				P 90,000.00		
	Total Personal Services						
	Sub-Total					P 90,000.00	
Market and Slaughterhouse	Personal Services	8000-000-3-03-000-001-001- 000	Other Personnel Benefits	5-01-04-990	P 30,000.00		
	Grant of Collective Negotiation Agreement (CNA) Incentive				P 30,000.00		
	Total Personal Services						
	Sub-Total					P 30,000.00	
Sub-Total					P 571,000.00		
TOTAL SUPPLEMENTAL APPROPRIATIONS					P 2,023,000.00		

Prepared :


IMELDA A. RENEGADO
Municipal Budget Officer

Approved :


BETTY A. CABAL
Municipal Mayor



Republic of the Philippines
Province of Leyte
Municipality of Hindang
CONSOLIDATED STATEMENT OF CHANGES IN NET ASSETS/EQUITY
For the Period Ended December 31, 2022

	Accumulated Surpluses/(Deficits)	
	2022	2021
Balance at January 1, 2022	326,061,148.85	314,660,260.18
Add (Deduct)		
Change in Accounting Policy	-	-
Prior Period Errors	(76,213,196.46)	(3,098,602.13)
Restated Balance	249,847,952.39	311,561,658.05
Add (Deduct) Changes in net assets/equity during the year		
Adjustment of net revenue recognized directly in net assets/equity		
Brgy. Himaçugo Level II Water Supply System		1,250,698.67
FMR-Brgy. Capudlosan to Brgy. Canha-ayon		3,996,786.42
Adjustment due to understated value of Slope Protection Retaining Wall at Brgy. Anolon		33,681.09
Double-entry of Cemetery		230.00
Transfer of A/D-Other Structures to SEF		328,371.87
Transfer of Slope Protection Retaining Wall at Brgy. Anolon		(33,681.09)
PPE less than Ph 15,000.00 cost		(85,482.06)
Adjustment due to unrecorded debit-memo		(9,802.83)
Adjustment due to overstated/understated transfer of accounts		(710,775.08)
Double-entry of A/D-Cemetery		(13.80)
Adjustment PY A/D-Other Structures		(115,828.41)
5 Units Transitional Tent from TF		125,000.00
Concrete Pavement of Brgy. Baldoza and Brgy Canha-ayon		319,415.60
Furniture and Fixtures with value/cost of less than 15,000.00		(29,756.46)
Rescue Equipments with value/cost of less than 15,000.00		(97,694.94)
Machinery and Equipments with cost of less than 15,000.00		(384,559.12)
Concrete Pavement of Brgy. Canha-ayon and Brgy Mahilum		3,996,786.42
Laptop Computer from TF (KaLAHI)		39,950.00
Desktop Computer from TF (KALAHl)		39,000.00
Printer L3210 from TF (KALAHl)		9,470.00
ICT Equipments from NAPC	47,080.00	
FMR Brgy. Anahaw-Himaçugo Roads from TF	4,997,453.34	
ADA/FUND TRANSFER TO LBP-Baybay	(559,365.65)	
Rehab. Of Mun Park and Cultural Center-TF	928,358.00	
Rehab of ECCD Building	270,730.00	
1 Unit Laptop and 1 Unit Printer	54,280.00	
	5,738,535.69	8,671,796.28
Surplus (Deficit) for the period	46,270,425.82	5,827,694.52
Total recognized revenue and expenses for the period	52,008,961.51	14,499,490.80
Balance at December 31, 2022	301,856,913.90	326,061,148.85



REPUBLIC OF THE PHILIPPINES
PROVINCE OF LEYTE
MUNICIPALITY OF HINDANG
-000-

OFFICE OF THE MUNICIPAL ACCOUNTANT

CERTIFICATION

TO WHOM IT MAY CONCERN:

This is to certify that the LOCAL GOVERNMENT UNIT OF HINDANG has an available cash balance from savings and reversion of appropriations with the total amount of *Forty Three Million Six Hundred Eighty Three Thousand Ninety Six Pesos & 40/100 (Php 43,683,096.40)* for LGU's operation, to wit:

Unappropriated Surplus SB 2023-01	- 41,847,096.40
Reversion	- 1,836,000.00

This further certifies that the amount stated above is available for Supplemental Budget No. 02 for CY 2023.

Given this 30th day of November, 2023 at Hindang, Leyte.


NILDA T. ABRANTES
Municipal Accountant-Designate

NOTED:


VICTORIA N. FULACHE
Municipal Treasurer




MUNICIPALITY OF HINDANG

CASH ANALYSIS
December 31, 2022

GENERAL FUND

Cash and Other Cash Accounts		112,353,973.65
Less: Unreconciled Amount		(889,394.93)
Liabilities:		
Accounts Payable	18,805,697.24	
Due to Officers & Employees	1,636,247.60	
Due to BIR	981,631.45	
Due to GSIS	1,249,968.12	
Due to PAG-IBG	46,878.81	
Due to PHILHEALTH	135,672.30	
Due to NGAs	518,190.31	
Due to GOCCs	22,095.00	
Due to LGUs	2,105,377.50	
Due to Other Funds	546,436.76	
Guaranty/Security Deposits Payable	230,834.99	
Other Payables	455,263.14	(26,734,293.22)
Continuing		(38,929,901.33)
Cash Available		<u>45,800,384.17</u>

CERTIFIED CORRECT:


NILDA T. ABRANTES
Municipal Accountant-Designate



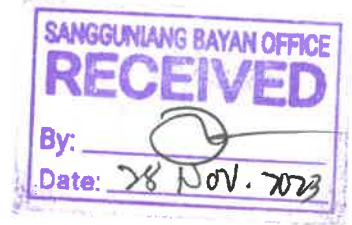
Reversion of Appropriation

CY 2023

Municipality of Hindang



Republic of the Philippines
Province of Leyte
MUNICIPALITY OF HINDANG
-oOo-



OFFICE OF THE MUNICIPAL MAYOR

November 28, 2023

The HONORABLE MEMBERS
Sangguniang Bayan
Hindang, Leyte

Thru: HON. ELPIDIO B. CABAL, Jr.
Municipal Vice-Mayor
Presiding Officer

Sirs/Madam:

Respectfully submitted to your office the herein documents for the reversion of funds to the Unappropriated Surplus from savings from the various offices' Maintenance and Other Operating Expenses (MOOE) purposely for the grant of Collective Negotiation Agreement (CNA) Incentive for CY 2023 in the amount of *One Million Eight Hundred Thirty-Six Thousand Pesos (P 1,836,000.00)* for approval.

Please acknowledge receipt hereof.

Very truly yours,


BETTY A. CABAL
Municipal Mayor

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--	---

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* Office of the Municipal Vice-Mayor	3
* Office of the Sangguniang Bayan	3
* Office of the Secretary to the Sanggunian	4
* Office of the Municipal Treasurer	4
* Office of the Municipal Assessor	4
* Office of the Municipal Accountant	4
* Municipal Budget Office	5
* Municipal Planning & Development Office	5
* Office of the Municipal Civil Registrar	5
* General Service Office	5
* Rural Health Unit & Women’s Health Center	6
* Municipal Social Welfare & Development Office	6
* Municipal Agriculture	6
* Office of the Municipal Engineer	7
* Market and Slaughterhouse	7

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*	Rural Health Unit & Women’s Health Center	20
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Republic of the Philippines
Province of Leyte
MUNICIPALITY OF HINDANG

-oOo-

OFFICE OF THE SANGGUNIANG BAYAN

EXCERPT FROM THE MINUTES OF THE SANGGUNIANG BAYAN OF
HINDANG, LEYTE, IN ITS REGULAR SESSION HELD ON NOVEMBER 28, 2023
AT THE SB SESSION HALL

RESOLUTION NO. 2023-122

A RESOLUTION REVERTING THE APPROPRIATION IN THE TOTAL AMOUNT OF ONE MILLION EIGHT HUNDRED THIRTY SIX THOUSAND PESOS (Php1,836,000.00) FROM VARIOUS OFFICES' MAINTENANCE AND OTHER OPERATING EXPENSES (MOOE) AS IDENTIFIED APPROPRIATION ON SAVINGS PURPOSELY FOR THE GRANT OF COLLECTIVE NEGOTIATION AGREEMENT (CNA) INCENTIVES FOR CY 2023 OF LGU OFFICIALS, DEPARTMENT HEADS, RANK & FILE EMPLOYEES OF THE MUNICIPALITY OF HINDANG, LEYTE

WHEREAS, this year's reversion of funds totals to Php1,836,000.00 having been submitted to this August Body, sourced of which came from the different offices' MOOE savings, to break down as follows:

Maintenance & Other Operating Expenses (MOOE):

Municipal Mayor	- Php 862,259.58
MDRRMO	- 45,759.25
Municipal Vice Mayor	- 6,832.00
Secretary to the Sanggunian	- 25,000.00
Sangguniang Bayan	- 181,644.25
Municipal Treasurer	- 121,253.62
Municipal Assessor	- 17,636.00
Municipal Accountant	- 2,112.85
Municipal Budget Office	- 31,411.00
MPDO	- 87,991.59
Municipal Civil Registrar	- 30,665.00
General Services Officer	- 24,678.90
MSWD	- 52,341.68
Municipal Agriculture	- 31,492.00
Municipal Engineer	- 57,557.53
RHU & Women's Health Center	- 68,384.75
/Market & Slaughterhouse	- 188,980.00
	Php1,836,000.00
	xxxxxxxxxxx

WHEREAS, the Local Finance Committee (LFC) this Municipality certifies the availability of funds which is available for reversion in the amount of **ONE MILLION EIGHT HUNDRED THIRTY SIX THOUSAND PESOS (Php1,836,000.00)** sourced from various Offices' MOOE savings for CY 2023;

WHEREAS, Chapter III (Budgeting) Article I, Section 322 of RA 7160 states among others: Reversion of Unexpended Balances of Appropriations, Continuing Appropriations. - Unexpended balances of appropriations authorized in the annual appropriations ordinance shall revert to the unappropriated surplus of the general fund at the end of the fiscal year and shall not thereafter be available for the expenditure except by subsequent enactment. However, appropriations for capital outlays shall continue and remain valid until fully spent, reverted or the project is completed. Reversions of continuing appropriations shall not be allowed unless obligations therefor have been fully paid or otherwise settled;

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Republic of the Philippines
Province of Leyte
MUNICIPALITY OF HINDANG
-oOo-

OFFICE OF THE MUNICIPAL MAYOR

CERTIFICATION

THIS IS TO CERTIFY that the LGU, Hindang, Leyte has generated ONE MILLION EIGHT HUNDRED THIRTY-SIX THOUSAND PESOS (Php 1,836,000.00) savings for Fiscal Year 2023 as result of the Cost-Cutting Measures in compliance with Executive Order No. 2-B, Series of 2023, issued by Hon. Betty A. Cabal – Municipal Mayor, dated February 15, 2023.

THIS IS TO CERTIFY FURTHER, that the said savings for CNA Incentive is based on the Joint Resolution No. 2023-01 of the Employees Organization Management Consultative Committee created for the purpose of determining whether or not the LGU, Hindang, Leyte, qualifies to grant the CNA Incentive in accordance with the guidelines set forth by DBM Budget Circular No. 2023-1 dated November 10, 2023.

Issued this 24th day of November, 2023 at Hindang, Leyte


BETTY A. CABAL
Municipal Mayor



Republic of the Philippines
Province of Leyte
MUNICIPALITY OF HINDANG
-o0o-



EMPLOYEES-ORGANIZATION MANAGEMENT CONSULTATIVE COMMITTEE

Endorsement
November 20, 2023

Respectfully submitted to HON. BETTY A. CABAL, Municipal Mayor LGU-Hindang, Leyte, the herein recommendation after the review of the Financial Records and other related documents conducted by the committee pursuant to DBM Budget Circular No. 2023-1 dated November 10, 2023 in the grant of CNA Incentive for FY 2023 for your approval


NILDA T. ABRANTES
Chairman



Republic of the Philippines
Province of Leyte
MUNICIPALITY OF HINDANG
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EMPLOYEES ORGANIZATION- MANAGEMENT CONSULTATIVE COMMITTEE

MINUTES OF THE CONSULTATIVE COMMITTEE MEETING BETWEEN THE LGU-HINDANG, LEYTE MANAGEMENT REPRESENTED BY THE DEPARTMENT HEADS AND HINDANG LOCAL GOVERNMENT EMPLOYEES ASSOCIATION (HILGEA) ON NOVEMBER 17, 2023 AT THE SB SESSION HALL

PRESENT:

Hon. Betty A. Cabal	- Municipal Mayor
Felicitation B. Baliña	- Executive Assistant II
Hon. Serafin A. Cavero	- Member, Consultative Committee
Victoria N. Fulache	- Municipal Treasurer
Dexter R. Sarcon	- MCR
Imelda A. Renegado	-MBO
Lourdes M. Panerio	- Mun. Assessor-Designate
Mario Frederick D. Montero	- Municipal Engr.
Ehipany Joyce A. Pameniano	- GSO
Renna G. Agudera	- MSWDO
Marius Miraflor Jr.	- HiLGEA Vice President
Emelinda B. Alabado	- MAO Designate
Rebecca P. America	- HiLGEA Secretary
Anecito B. Abenoja	- HiLGEA President
Nilda T. Abrantes	- Municipal Accountant-Designate/SAO
Marilyn A. Cabal	- LDRRMO II
Annabel A. Mabale	- SB Sec.
Maribel A. Odias	- BOD member
Dr. Estarmio P. Zafico	- MHO

ABSENT:

Engr. Ricardo M. Renegado	- MPDC
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AGENDA:

1. Guidelines in the Grant of Collective Negotiation Agreement Incentive for FY 2023
2. Consolidation of the LBP Form No. 4 per department
3. Determination of the savings from the various departments of the LGU for reversion in relation to the Collective Negotiation Agreement (CNA) Incentive

The meeting was called to order by the President Officer at exactly 2:30 in the afternoon. He then presented DBM Budget Circular No. 2023-1 – dated November 10, 2023 Guidelines in the Grant of Collective Negotiation Agreement Incentive for FY 2023. To prescribe the guidelines on the grant of the Collective Negotiation Agreement Incentive for FY 2023, a Memorandum is issued. The following are covered by this joint memorandum, The Management (Municipal Officials, Department Heads), and Rank-and-File Employees (HILGEA members) rendering a full-time service in the Local Government Unit of Hindang are qualified to receive the said incentives. but have exclusions that is those hired without employer-employee relationships and paid from Non- Personnel Services

appropriations/budgets; Individuals and groups whose services are engaged through job orders, contracts of service, or others similarly situated.

The grant of the CNA Incentive shall be subject to the following conditions and guidelines:

1. Those employees who are HILGEA members who are still in the service as of September 30, 2023 will receive the full amount
2. Those employees who perform managerial functions (Municipal Officials, Department Heads), who are still in the service as of September 30, 2023 will receive the full amount of CNA incentive
3. Those employees who perform managerial functions (Municipal Officials, Department Heads and HILGEA members who have rendered at least a total or aggregate of four(4) months including absence with pay, will be entitled to the full amount of CNA incentive
4. Those who have rendered a total or an aggregate of less than four (4) months of service from January 1 to September 30, 2023 of the current year and are still the service of the agency as of September 30 of the same year shall be entitled solely to a pro-rated CNA incentive , as follows:

Length of Service	Percentage of CNA
3 months to less than 4 months	40%
2 months to less than 3 months	30%
1 month to less than 2 months	20%
Less than 1 month	10%

5. A compulsory retiree, on service extension as of September 30, 2023, may be granted CNA Incentive

Payment of CNA Incentive shall be made not earlier than December 15, 2023. The Management and the Union shall be responsible for the implementation of the provisions of this a Memorandum. And in case, the said grant of the CNA Incentive Bonus be disallowed by the Commission on Audit, the individual recipients shall be obliged to refund such.

Then the body made a Joint resolution incorporating the guidelines/criteria for granting of CNA Incentive by the Local Government Unit of Hindang, as Management represented by the Municipal Mayor Betty A. Cabal and Rank and File Employees, as HiLGEA represented by the president, Mr. Anecito B. Abenoja and unanimously approved by the body.

The HiLGEA President then presented the accumulated accomplishment report with the total of 84.37% and informed the body that the LBP Form No. 04 per department are already on hand. Thereafter, the floor was given to Imelda A. Renegado, Municipal Budget Officer for the presentation of available savings per department of the Local Government Unit for Fiscal Year 2023. In relation thereto, each department head were consulted based on the copies of the current savings furnished by the budget office for final determination of the respective offices' total allowable savings for reversion approved by the Local Finance Committee (LFC) relative to the grant of Collective Negotiation Agreement (CNA) incentive. Pursuant to DBM Budget Circular No. 2023-1 dated November 10, 2023 Item 4.2.3, the rate of the CNA incentive shall not exceed P30,000.00 per qualified employee

After a lengthy discussion between the consultative committee members and the department heads, it was agreed that the following savings per department shall be reverted commensurate to the grant of Collective Negotiation Agreement (CNA) Incentive, to wit:

1. Office of the Municipal Mayor	₱ 862,259.58
2. Municipal Disaster Risk Reduction and Management Office	₱ 45,759.25
3. Office of the Municipal Vice Mayor	₱ 6,832.00
4. Office of the Sangguniang Bayan	₱ 181,644.25
5. Office of the Secretary to the Sanggunian	₱ 25,000.00
6. Office of the Municipal Treasurer	₱ 121,253.62
7. Office of the Municipal Assessor	₱ 17,636.00
8. Office of the Municipal Accountant	₱ 2,112.85
9. Municipal Budget Office	₱ 31,411.00
10. Municipal Planning and Development Office	₱ 87,991.59
11. Office of the Municipal Civil Registrar	₱ 30,665.00
12. General Service Office	₱ 24,678.90
13. Rural Health Unit & Women's Health Center	₱ 68,384.75
14. Municipal Social Welfare & Development Office	₱ 52,341.68
15. Municipal Agriculture	₱ 31,492.00
16. Office of the Municipal Engineer	₱ 57,557.53
17. Market and Slaughterhouse	₱ 188,980.00
TOTAL	₱ 1,836,000.00

There being a final determination of the available savings for reversion and no further issues for deliberation, the meeting was adjourned by the presiding officer at 4:35 in the afternoon.

CERTIFIED CORRECT:

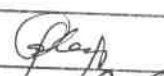


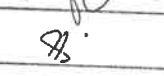


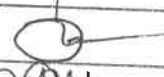
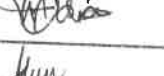
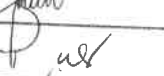
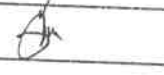


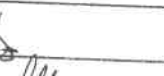

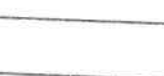
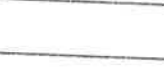

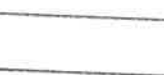


REBECCA P. AMERICA
 LDRRM Assistant
 HiLGEA Secretary

ATTESTED:


NILDA T. ABRANTES
 Municipal Accountant-Designate
 Chairperson, Consultative Committee

ATTENDANCE SHEET

CONSULTATIVE COMMITTEE MEETING
MUNICIPAL SB HALL
November 17, 2023

NO.	NAME	DESIGNATION	GENDER		SIGNATURE
			MALE	FEMALE	
1	AUECITO B. ABENOJA	HILGEE PRES.	/		
2	MARTIN C. MIRAFUON JR.	" V. PRES	/		
3	SERAFIN A. CAYERO	SP. member	/		
4	ESTRUCHALO P. ZAFICO	MEMBER	/		
5	EPHIPATY JUDY K. PAMBUANO	GSD		/	
6	BETTY A. CABAL	LCE		/	
7	FENICITACION B. BALIN	BARO. ASST. II		/	
8	MARILYN A. CABAL	WORKMAN		/	
9	ANNABEL A. MABALE	SP. Sec.		/	
10	Manibel A. Odias	POOP member		/	
11	Renna G. Agudan	MSWDO		/	
12	Emelinda B. Alabady	MA-Des.		/	
13	VICTORICA N. FULANTE	MT		/	
14	Rebecca P. Amoria	HILGEE sec.		/	
15	IMELDA A. PENEZADO	ALPO		/	
16	DEXTER R. SALCEDO	MCA	/		
17	MARIO FREDERICK D. MONTEJO	ME	/		
18	Nilda T. Abanante	MA-dec.		/	
19	LOURDES A. FANRICO	MA-DES.		/	
20					
21					
22					
23					
24					
25					



CERTIFICATE OF ACCREDITATION No. 1107

TO WHOM IT MAY CONCERN:

This is to certify that the Civil Service Commission has duly accredited the

HINDANG LOCAL GOVERNMENT EMPLOYEES ASSOCIATION (HILGEA)

pursuant to the provisions of Executive Order No. 180 dated June 1, 1987 and the Amended Rules and Regulations Governing the Exercise of the Right of Government Employees to Organize, as the sole and exclusive negotiating agent of all the rank-and-file employees in the

MUNICIPAL GOVERNMENT OF HINDANG Poblacion II, Hindang, Leyte

As such, it shall represent and bind them in any negotiation with management on terms and conditions of employment not fixed by law.

This Certificate may be cancelled by this Commission upon its own motion or upon petition by any adverse party for cause as provided by law and after due process.

Given this 11th day of July 2017 in Quezon City.


ALICIA dela ROSA - BALA
Chairperson


ROBERT S. MARTINEZ
Commissioner


LEOPOLDO ROBERTO W. VALDEROSA, JR.
Commissioner

Attested by:


ALAN F. ALEGRIA
Director IV
Human Resource Relations Office



CERTIFICATE OF REGISTRATION

Collective Negotiation Agreement

No. 2791

Pursuant to the Amended Rules and Regulations Governing the Exercise of the Right of Government Employees to Organize, the Collective Negotiation Agreement entered into by and between the


HINDANG LOCAL GOVERNMENT EMPLOYEES ASSOCIATION (HILGEA)

and the

MUNICIPAL GOVERNMENT OF HINDANG
Municipal Hall, Poblacion II, Hindang, Leyte

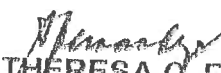
having complied with the prescribed requirements in the abovementioned Rules, is registered by the Commission and is binding between the parties thereof during the period of its effectivity **June 9, 2023 to June 8, 2026**.

Issued this 20th day of July, 2023 in Quezon City.


ATTY. KARLO A. B. NOGRALES
Chairperson



Attested by:


MA. THERESA O. FERNANDEZ
Director IV
Human Resource Relations Office

Republic of the Philippines
LOCAL GOVERNMENT UNIT OF HINDANG

**HINDANG LOCAL GOVERNMENT EMPLOYEES ASSOCIATION
(HILGEA)**

COLLECTIVE NEGOTIATION AGREEMENT (CNA)

KNOW ALL MEN BY THESE PRESENTS:

The Collective Negotiation Agreement, executed by and between:

The **MUNICIPAL GOVERNMENT OF HINDANG**, a local government unit of the Republic of the Philippines, herein represented by the **HONORABLE MAYOR BETTY A CABAL**, Municipal Hall, Hindang, Leyte, and hereto referred to as the **FIRST PARTY**

The **HINDANG LOCAL GOVERNMENT EMPLOYEES ASSOCIATION (HILGEA)** a legitimate employees association, registered under the Department of Labor and Employment with Registration No. 2052 dated January 25, 2017 and accredited under the Civil Service Commission with Accreditation No. 1107 dated July 11, 2017 and with principal office at Municipal Government of Hindang, Leyte, Municipal Hall, Hindang, Leyte, herein represented by its President, ANECITO B. ABENOJA, and hereto referred as **SECOND PARTY**.

WITNESSETH: That –

WHEREAS, the Constitution of the Republic of the Philippines, among others, provides:

“ Sec. 18, Art II- The State affirms labor as primary, social and economic force. It shall protect the rights of workers and promote their welfare.”

WHEREAS, Executive Order No. 180, Series of 1987, upholds the right of government employees to self-organization and negotiation, except those fixed by law, between duly organized employees association, and government authorities.

WHEREAS, aware of the need to promote a harmonious relationship between the Municipal Government and the employees and the enhancement of the employees' welfare, performance and productivity, and in order to contribute to the attainment for better public service, the parties mutually agree to enter into a Collective Negotiation Agreement;

NOW, THEREFORE, for and in consideration of the foregoing premises, the **MUNICIPAL GOVERNMENT OF HINDANG** and the **HINDANG LOCAL GOVERNMENT EMPLOYEES ASSOCIATION (HILGEA)**, do hereby bind themselves and agree as follows:

ARTICLE 1-DEFINITION OF TERMS

When used herein, the following terms shall have the following meaning unless their contexts indicate otherwise, viz:

"Agreement" - this Collective Negotiation made and entered between the First Party and the Second Party pursuant to Executive Order No. 180, dated June 01, 1987 and its implementing Rules and Regulations, as may be amended or supplemented from time to time.

" Bargaining Unit" – shall cover the rank and file employees of the Municipal Government of Hindang.

" Effective Date" - the date of execution of the Agreement by the authorized signatories of the Municipal Government and the HiLGEA.

"Grievance Procedure"- refers to the procedure for the disposition of any complaint or grievance established under Article V, Section 1 of this Agreement.

" Legislative Members" – elected or appointed as representative of his/her department in the legislative department of HiLGEA.

" Department" – an office of the Municipal Government.

" Parties" – the Municipal Government of Hindang and the HiLGEA as the First Party and the Second Party, respectively.

"Employees Association/Union"- the Hindang Association of Local Government Employees (HiLGEA) .

" Immediate Family Member"- an employee's legal spouse, mother, father, children, sisters and brothers.

ARTICLE II- SECURITY OF THE EMPLOYEES AND THE ASSOCIATION

Section 1. All benefits and privileges granted in this Agreement shall also be enjoyed by all regular, elective officials of the Executive and Legislative Department, subject to special assessment of rank and file non-members as provided by Public Sector Labor Management Council Resolution No. 1 Series of 1993.

Section 2. (a) The FIRST PARTY agrees to implement in all Department, individual check-off deductions representing union dues, special assessments, union contributions and other union dues.

(b) In order to implement the above provision, the HiLGEA Legislative Members of each Department shall submit to their respective Administrative

Officers/Designate or personnel authorized to prepare the payroll, the list of the members of HiLGEA with their corresponding check-off.

(c) Deduction/s dues on a particular period as well as the lists of non-members due of special assessment.

(d) The Paymasters/ Disbursing Officers, wherein the said check off/assessment is reflected, shall make a notice to the HiLGEA Treasurer showing the amount collected for his/her collection.

(e) Deductions for agency fee of non-members of HiLGEA, the amount of which should be in accordance to the legal and lawful percentile as maybe stipulated by the governing rules and regulations for said dues, should be automatically deducted from their respective CNA Incentive.

(f) Employees who are non-HiLGEA members, performing the functions of the department head or assistant department head, are still subject to agency fee pursuant to CSC-PSLMC Regulations on Agency fee where the position per appointment will prevail.

Section 3. Clearance for retirement in the Municipal Government shall pass the HiLGEA President and /or Treasurer, endorsed by the Office representative. Existing clearance forms should be amended to this effect.

RIGHTS AND OBLIGATIONS OF THE PARTIES

The **FIRST PARTY**, shall:

A. HUMAN RESOURCE MANAGEMENT

1. Strictly adhere to the government policy of participative management so far as practicable.
2. Continue to conduct or manage manpower development programs, including but not limited to, local and/or foreign skills trainings, seminars, workshops in order to improve knowledge and skills of the employees and create deeper government workers. Funding thereto shall be provided in the annual budget. The SAO shall conduct orientation program to new employees of the Municipal Government on pertinent laws, rules and regulations of the Civil Service Commission to include its creation, mandate, programs and functions in order for the new employees to be acquainted with the Municipal Government and become responsible employees.

B. RECRUITEMENT, PROMOTION AND PLACEMENT

1. Per CSC Memorandum Circular No. 03, Series of 2001, provide membership of the Second Party in the Personnel Selection and Promotion Board of the Municipal Government.

2. The following regular employees shall be considered for promotion based on Program on Rewards, Awards and Incentives for Service Excellence (PRAISE) merit and qualification standards and on the availability of funds and subject to Personnel Service limitation in LGU budget pursuant to Sec. 325(a) of RA No. 7160 .

a) Those who have rendered continuous service for a period of at least ten (10) years without the benefit of promotion from date of appointment.

b) Those who will reach the optional retirement age of 60 years old provided that the promotion shall be granted within Four (4) years prior to date of retirement and subject to availability of fund.

C. UNION MATTERS

1. Authorize the Officers and Members of the Second Party attendance to trainings, seminars and other union related activities with the consent of the Department Head concerned, upon notice of proof duly certified by its President, in accordance with CSC No. 10.
2. Allow the use of any available municipal government property for HILGEA related activity/ies, as approved by the Chief Executive, free of charge.
3. Allow HILGEA officers to attend regular HILGEA meetings and special meetings on official time.

D. HEALTH AND SANITATION

1. Provide well maintained comfort rooms with necessary facilities.
2. Provide needed facilities for effective and efficient working conditions pursuant to MC No. 30, Series of Series of 1992.
3. Provide lighter workloads/ assignments to pregnant, lactating, aging and/or sickly employees.

E. SPORTS AND CULTURAL ACTIVITIES

1. Conduct an Annual Summer Sports and Cultural Feast to be participated in by its employees and Official of the Municipal Government.

F. SECURITY AND SAFETY

1. To grant safety devices and proper outfits like mask, gloves, raincoats, boots and other materials for the safety of employees, particularly those who render field work and who are exposed to abnormal working conditions.

G. PERSONNEL RIGHTS

1. Due process shall be observed in the investigation, hearing and adjudication of administrative case against employees.
2. Reassignment of an employee should be to an office where he/she can be useful and productive, in relation to his/her position and skills and that he/she should perform specific functions to be embodied in his/her reassignment order.

H. OTHER WELFARE BENEFITS

- a. Allow flexible working hours for Municipal Government employees pursuant to the Civil Service Commission's Memorandum Circular allowing Flexi-Time for government employees as set forth with rules and procedures for implementation.
- b. All bonuses, benefits granted by the national government should not affect all welfare benefits derived from this agreement.
- c. Granting of Collective Negotiation Agreement (CNA) incentives to members of HiLGEA and those performing managerial functions (Municipal Officials, Department Heads & Assistant Department Heads for Fiscal year 2023-2025 subject to the issuance of DBM guidelines.

The **SECOND PARTY** shall:

1. Adhere to legal means of redressing grievances and avoid work stoppage that will prejudice service delivery.
2. Improve the productivity of the Municipal Government by establishing in every department, an office management program and standard of work ethics.
3. Output/performance as well as behavioral norms acceptable to the Municipal Government.
4. Strictly observe the Code of Conduct and Ethical Standards of Government Employees
5. Support the Municipal Government's program that will improve the quality of life and accelerate the delivery of service to the underprivileged and the disadvantage in the municipality.
6. Observe political neutrality and non-partisanship in the delivery of services.

7. Cooperate in affecting economy and in its effort to eliminate waste and inefficiency, promote safety and goodwill between the Municipal Government and the employees.
8. Exercise vigilance and report all forms of graft and corruption in the government.
9. Act with vigilance and renewed vigor in the achievement of an effective, honest and courteous public service.
10. Participate actively in the further development of the Municipal Government employees through responsible unionism.
11. Police its own rank and adhere to the provisions herein agreed upon as a commitment for partnership in good governance efficient public service.
12. Assist in any possible manner for increase revenue generation and be vigilant on taxation matters such as listing/reporting of business establishment with no permits from each member's respective barangays.

Both **PARTIES**, shall:

1. Observe cost cutting measures to achieve agency target at the most economical and practicable method, such as but not limited to the following:
 - a. Recognizing the need to cut on cost of personal services, the parties shall endeavor to maximize accomplishment of personnel and make them responsive to the needs of the people they serve rather than add positions to the present plantilla.
 - b. The parties shall exercise austerity in the use of office supplies, materials and resources of the Municipal Government. The Local Chief Executive shall issue memorandum on the austerity measures to be adopted as official policy of the Municipal Government.
 - c. The parties shall only undertake official travels that are necessary and with minimal cost to the Municipal Government.
 - d. It shall be the policy of the Municipal Government to discourage overtime work except when it is necessary and justifiable. The justification to any overtime work shall be made by the Head of the Department concerned with approval of the Municipal Mayor.
 - e. Air-conditioning units of the Municipal Government shall be switched on and off by 8:30am and 4:00 p.m. respectively except in the offices or departments where overtime work is being rendered.

ARTICLE 111. GRIEVANCE PROCEDURE SHALL FOLLOW THE STANDARD OF EXECUTIVE ORDER 292- THE CIVIL SERVICE COMMISSION

Grievance shall be presented verbally or in writing in the first instance by the members of the Second Party to his or her immediate supervisor. Within three (3) working days from the date of presentation, the supervisor shall inform verbally the aggrieved member the action taken on the grievance. On the other hand, if the party being complained of is the immediate supervisor, grievance shall be lodged to the next higher supervisor or to their Department Head. If the aggrieved party still wants to elevate the decision, or if the same has not been resolved, the same shall be heard by the Grievance Committee within ten (10) working days from this receipt of the grievance. The Grievance Committee shall render decision within five (5) working days after investigation. If the decision of the Grievance Committee is not acceptable to the aggrieved, the same may be elevated to the Municipal Mayor and can be appealed to the Civil Commission upon submission of the Certification on the Final Action on the Grievance (CFAG) by the Grievance Committee.

Grievance as mentioned in the preceding paragraph shall be embraced the meaning of No. 6 of CSC MC No. 2, Series of 2001. Exempt from the grievance procedure are those enumerated under No. 7 of the same MC.

ARTICLE IV. DURATION OF THE AGREEMENT

This Agreement shall commence upon the execution of this Agreement signed by the authorized representatives of the parties and shall take effect and in force for a period of three (3) years after its execution.

ARTICLE V. INCENTIVE

The **FIRST PARTY** agrees to afford every qualified Municipal Officials and Employees of the municipal government who have been performing their duties and responsibilities and are still connected with the Municipal Government as of the granting of the Incentive as provided under paragraph H sub-paragraph C on Other Welfare Benefits in such amount that is in accordance with existing laws, rules and regulations. Incentive Bonus granted to non-members shall be subject to deduction of the said agency fee pursuant to Public Sector Labor-Management Council (PSLMC) Resolution No. 15, Series of 2013.

ARTICLE VI. MISCELLANEOUS

Section 1. A Joint Committee composed of one (1) representative from the management, one (1) from the Sangguniang Bayan, two (2) from Rank and File (HILGEA), and the SAO shall be created for the purpose of monitoring the implementation of this Agreement.

Section 2. Disputes or agreements between the parties arising from provisions of this Agreement shall be submitted for arbitration before the Civil Service Commission.

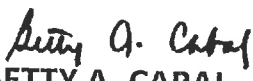
Signed this 14th day of February, 2023, Hindang, Leyte.

MUNICIPAL GOVERNMENT OF HINDANG

**HINDANG ASSOCIATION OF
LOCAL GOVERNMENT EMPLOYEES**

By:

By:



BETTY A. CABAL
Municipal Mayor


ANECITO B. ABENOJA
HiLGEA- President

WITNESSES:

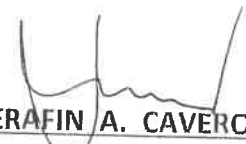

JUN A. CABAL
Executive Assistant IV
LGU-HiLGEA Consultative Comm.


MARIUS G. MIRAFLOR, JR
HiLGEA- Vice President
LGU-HiLGEA Consultative Comm.


EIPHANY JOYCE A. PAMENIANO
General Services Officer
LGU-HiLGEA Consultative Comm.


REBECCA P. AMERICA
HiLGEA-Secretary
LGU-HiLGEA Consultative Comm.


IMELDA A. RENEGADO
Municipal Budget Officer


SERAFIN A. CAVERO
SB-Member
LGU-HiLGEA Consultative Comm.


NILDA T. ABRANTES
Supervising Administrative Office

ACKNOWLEDGEMENT

Republic of the Philippines)
Province of Leyte) S.S
Municipality of HINDANG)

BEFORE ME, a Notary Public for and in the Municipality of Hindang and for the Province of Leyte, personally appeared **BETTY A. CABAL** with employee's ID No. 03-015-0297 issued on August 16, 2017 at Hindang, Leyte and **ANECITO B. ABENOJA**, with CTC no. 05738782 issued on January 9, 2023 at Hindang, Leyte Philippines, known to me and to me known to be the same persons caused the preparation of the foregoing **COLLECTIVE NEGOTIATION AGREEMENT**, and who acknowledged to me that the same is their free and voluntary act and deed.

This instrument consisting of eight (8) pages including this page on which this acknowledgement is written, has been signed on the left margin of each and every page thereof by the parties and their instrumental witnesses, and sealed with my notarial seal.

IN WITNESS WHEREOF, I have hereunto set my hand this 14th day of FEBRUARY, 2023 in Hindang, Leyte, Philippines.

ATTY. ROSANITA L. DEL ROSARIO
Administering Officer

Book No. 93
Doc No. 193
Page No. 39
Series of 2023

ACCOMPLISHMENT REPORT
LBP FORM NO. 4 (CY 2023)
As of September 30, 2023

	OFFICE	AVERAGE PERCENTAGE
1	MO	80.86%
2	MDRRMO	92.59%
3	VM	75.00%
4	SB	84.38%
5	SEC.	83.93%
6	MTO	91.86%
7	ASSESSOR	84.80%
8	ACCTG.	85.00%
9	MBO	88.13%
10	MPDO	86.83%
11	MCR	82.00%
12	RHU	90.77%
13	MSWD	91.41%
14	DA	70.91%
15	ME	100.00%
16	MARKET	89.50%
17	MUN. TOURISM	70.00%
18	GSO	70.63%
TOTAL PERCENTAGE		1518.59%
AVERAGE PERCENTAGE		84.37%

Mandate, Vision/Mission, Major Final Output, Performance Indicators and Targets FY 2023
LGU: Hindang, Leyte

Department/Office: **Office of the Municipal Mayor****Mandate**

: Exercise general supervision and control over all programs, projects, services and activities of the municipal government.

Vision

: To have an efficient, effective and economical governance in furtherance of the general welfare of the municipality and its inhabitants.

Mission

: (1) To effectively deliver the basics services to the constituents in consonance with the mandated functions of the office under Republic Act 7160 other wise known as "The Local Government Code of 1991.

: (2) To devise Local Development Plan through the Local Development Council (LDC) for the alleviation of the living standards of the constituents and the upliftment of the local economy.

: A responsive, effective and dynamic Local Government Unit with better delivery of basic services and a much progressive local economy.

Organizational Outcome

AIP Reference Code 1	Program/Project/Activity Description 2	Major Final Output 3	Performance/Output Indicator 4	Target for the Budget Year 5	Actual Accomplishment as of September 30, 2023 6	Percentage of Actual Accomplishment 7
1000-000-3-01-001-001	Executive Services					
1000-000-3-01-001-001-000	General Management and Supervision	Business Permit duly issued	Business establishments duly issued with permits	500	531	100%
	Development direction and Policy	PPA's supervised	Programs, Projects and Activities supervised and implemented	30	68	100%
	Regulation and approval of Business Permit	LGU livelihood programs and projects for food security implemented	Livelihood programs and projects implemented	5	3	60%
	Supervision and Control of Programs, Projects and Activities (PPA's)	Infrastructure projects constructed, rehabilitated and maintained	Infrastructure programs and projects implemented	30	68	100%
	Implementation of livelihood programs and projects for the food security program of the LGU	Basic medical and dental services provided to constituents	Basic medical and dental care needs attended	12,580	11,339	90%
	Construction, rehabilitation and maintenance of all infrastructure projects for municipal development and public services	Basic social services provided to the general public	Basic social services/projects implemented	1,500	194	12.90%
	Provision of basic medical and dental services to the general public					
	Provision of basic social services to the general public					

Mandate, Vision/Mission, Major Final Output, Performance Indicators and Targets FY 2023
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Department/Office

: Office of the Municipal Mayor

Mandate

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AIP Reference Code 1	Program/Project/Activity Description 2	Major Final Output 3	Performance/Output Indicator 4	Target for the Budget Year 5	Actual Accomplishment as of September 30, 2023 6	Percentage of Actual Accomplishment 7
	Provision of waste and environmental management programs	Waste and environmental management programs implemented	Solid waste and environmental management programs implemented	8	6	75%
	Provision of Educational Assistance to poor but deserving students	Number of poor but deserving students who have availed of the LGU Scholarship Program	Indigent youth able to enroll and graduate in college	2	-	-
	Sports Development	Promotion of municipal wide sports activities	Municipal wide sports activities conducted to target beneficiaries	1 Sports Fest within the year	2	100%
	Confidential Fund (Special Purpose Appropriation)	Provision of agency's support for the conduct of confidential operations and activities	Agency's support for the conduct of confidential operations and activities provided	Decrease of illegal activities	-	-
	Discretionary Expenses (Special Purpose Appropriation)	Public assistance at the discretion of the LCE	Public assistance provided	100% of public assistance provided	-	-
1000-000-3-01-001-001-000	Public Employment Services Office Delivery of employment services and implementation of other DOLE Programs	Employment services and DOLE programs	Employment services delivered and other DOLE programs implemented	6 employment services delivered and DOLE programs implemented	8	100%

Mandate, Vision/Mission, Major Final Output, Performance Indicators and Targets FY 2023
LGU: Hindang, Leyte

Department/Office : **Office of the Municipal Mayor**
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Organizational Outcome : A responsive, effective and dynamic Local Government Unit with better delivery of basic services and a much progressive local economy.

AIP Reference Code 1	Program/Project/Activity Description 2	Major Final Output 3	Performance/Output Indicator 4	Target for the Budget Year 5	Actual Accomplishment as of September 30, 2023 6	Percentage of Actual Accomplishment 7
1000-000-3-01-001-002	<i>Peace and Order and Public Safety</i>					
	Illegal Drugs Prevention and Rehabilitation Program	Illegal drug users apprehended & eradicated and drug dependents rehabilitated	Drugs and criminality eradicated within the municipality	Decrease of drug addicts and 5% criminalities decreased	-	-
	Conduct of Quarterly Municipal Peace and Order Council Meeting	Municipal Peace and Order Council	MPOC meeting conducted	4 MPOC Meetings	3	75%
	Livelihood Program	To enhance the knowledge & skills of the Persons who used Drugs (PWUDs) to provide themselves with their basic needs	To give support to PWUDs to enroll in livelihood programs of NGAS as part of the CBRP Program	At least 1 PWUD or more	2	100%
	Crime Prevention	To reduce cases on index and non-index crimes and closely monitor and control insurgency groups	To conduct advocacies and crime prevention related programs to all sectors of the community as well as conduct PNP & AFP operations related to crime prevention and control	At least once a month IEC and for operations as the need arises and payment for gasoline consumption	4	100%
Traffic Management Program	To reduce cases of traffic accidents with the municipality	To maintain incharge of traffic management and to conduct IEC on motorists and drivers related to traffic management & reducing traffic accidents	Traffic enforcers at least one IEC	2	100%	

Mandate, Vision/Mission, Major Final Output, Performance Indicators and Targets FY 2023
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AIP Reference Code 1	Program/Project/Activity Description 2	Major Final Output 3	Performance/Output Indicator 4	Target for the Budget Year 5	Actual Accomplishment as of September 30, 2023 6	Percentage of Actual Accomplishment 7
	MPOC Secretariat Services	To maintain and operationalize MPOC secretariat and maintain MPOC functionality	To provide manpower services and supplies, materials and equipments including internet connectivity to upgrade the MPOC secretariat services of this municipality	At least one Job Order charged to MPOC to focus on MPOC database and documentations with supplies	-	-
	Fire Safety Services	To minimize cases of fire incidents in this locality	To conduct advocacy and inspection of all establishments of this municipality including the community	At least one IEC every month & all establishments inspected for fire safety	-	-
1000-000-3-01-001-002-006	Peoples Law Enforcement Board (PLEB) Conduct Meetings and Community Services	To establish a functional PLEB which will serve as venue for erring PNP personnel and officials	To conduct regular meetings and advocacy to the community regarding PLEB	1 meeting every month and at least 1 advocacy & honoraria of PLEB members and supplies for PLEB	-	-
1000-000-3-01-001-004-000-000	Aid to Barangays (Special Purpose Appropriation) To assist the 20 component barangays in their respective undertaking	Assisting in the preparation of documents needed in their undertakings and to intercede in the approval of the same	Provided without unnecessary delay	80	40	50%
	To provide financial assistance to the 20 component barangays	Financial assistance shall be appropriately appropriated for Aids to Barangays as embodied in the approved Annual Budget of the Local Government Unit	Financial assistance realized	20	10	50%
TOTAL PERCENTAGE						1212.90%
AVERAGE PERCENTAGE						80.86%

Prepared:


BETTY A. CABAL
 Local Chief Executive

Mandate, Vision/Mission, Major Final Output, Performance Indicators and Targets FY 2023
LGU: Hindang, Leyte

Department/Office : **Municipal Disaster Risk Reduction and Management Office**
Mandate : Republic Act 10121 of 2010
Vision : Safer, adaptive and disaster resilient communities towards sustainable development
Mission : Avoid hazards and mitigate their potential impacts by reducing vulnerabilities and exposure and enhancing capacities of communities
Organizational Outcome : Enhance capacities of communities to reduce risk and cope with the impacts of all hazards

AIP Reference Code 1	Program/Project/Activity Description 2	Major Final Output 3	Performance/Output Indicator 4	Target for the Budget Year 5	Actual Accomplishment as of September 30, 2023 6	Percentage of Actual Accomplishment 7
	Disaster Risk Reduction Management and Support Services					
1000-000-3-01-001-006-000-000	Disaster Risk Reduction and Management	Trainings conducted	100% Trainings conducted	3	2	66.67%
	Information Campaign on Disaster Risk Reduction and Management	Seminars and Symposiums conducted	100% Seminars and Symposiums conducted	2	3	100%
	Implementation of Risk Reduction Programs, Projects and Activities (PPA's)	PPA's implemented	100% PPA's implemented	5	22	100%
	Comprehensive monitoring on disaster prone areas	Monitoring and Surveys conducted	100% Monitoring and Surveys conducted	3	4	100%
	5% MDRRM Fund					
1000-000-3-01-001-006-001-000	Relief and Recovery	Assistance provided to victims of calamities	100% Relief and recovery assistance provided to victims of calamities	3	3	100%
1000-000-3-01-001-006-002-000	Disaster Prevention and Mitigation	Structures and facilities constructed in disaster prone areas	Structures and facilities constructed in disaster prone areas	2	3	100%
1000-000-3-01-001-006-003-000	Disaster Preparedness	Damages of structures, unstability of victims and facilities reduced	Reduced damages of structures, unstability of victims and facilities during the occurrence of disasters	2	4	100%
1000-000-3-01-001-006-004-000	Disaster Response	Technical and financial assistance provided to victims of calamities	100% Technical and financial assistance to victims of calamities provided immediately	3	3	100%
1000-000-3-01-001-006-005-000	Disaster Rehabilitation and Recovery	Damage structures and facilities rehabilitated	100% of various damaged structures and facilities affected by calamities were rehabilitated	3	2	66.67%
TOTAL PERCENTAGE						833.34%
AVERAGE PERCENTAGE						92.59%

Prepared:

MARILYN A. CABAL

Local Disaster Risk Reduction and Management Officer II

Mandate, Vision/Mission, Major Final Output, Performance Indicators and Targets FY 2023
LGU: Hindang, Leyte

Department/Office : Office of the Municipal Vice-Mayor
Mandate : Shall have the primary duties and functions in ventilating, articulating and crystalizing issues affecting the Local Government especially those concerning local legislation.
Vision : To collaborate with Local Chief Executive and Local Department Heads in attaining efficient and effective local legislation for the welfare of the municipality.
Mission : To assist the Local Chief Executive in the formulation and implementation of Programs, Projects and Activities (PPA's) geared towards the development of the community and to promote local legislative initiatives and other administration-sponsored priority development programs responsive to the realization of the LCE's policies for the achievement of the LGU's plans.
Organizational Outcome : An improved local autonomy so as to best serve the interest and promote the general well being of the local constituents/populace.

AIP Reference Code 1	Program/Project/Activity Description 2	Major Final Output 3	Performance/Output Indicator 4	Target for the Budget Year 5	Actual Accomplishment as of September 30, 2023 6	Percentage of Actual Accomplishment 7
1000-000-3-01-002-001 1000-000-3-01-002-001-000-001	Legislative Services <i>Preside Legislative Session</i> Conduct of SB Regular Sessions weekly as mandated for by R.A. 7160 and Special Sessions as often as the need arises Implement R.A. 7160 in exercising such other powers, duties and functions	Presided Sessions be it Regular or Special	Number of Sessions presided/attended	48 Regular sessions; per notice/ Request for special sessions	36 Regular sessions	75%
		Coordinated the Local Chief Executive in the formulation and implementation of the LGU's Programs, Projects and Activities (PPA's)	Conference with the Local Chief Executive and Local Department Heads in attaining the LGU's development plans and programs	8 Conferences	6 Conferences	75%
TOTAL PERCENTAGE						150%
AVERAGE PERCENTAGE						75.00%

Prepared:


ELPIDIO B. CABAL, JR.
 Municipal Vice-Mayor

Mandate, Vision/Mission, Major Final Output, Performance Indicators and Targets FY 2023
LGU: Hindang, Leyte

Department/Office : Office of the Sangguniang Bayan
Mandate : To perform mandated duties in the implementation of the existing laws and functions in adherence to the provisions of the R.A. 7160 otherwise known as the Local Government Code of 1991
Vision : A proactive, dynamic and professionalized legislative body; an advocate of environmental protection and peace-loving community
Mission : To actively plan for community upliftment and promote effective delivery of basic services; formulate ordinances to adopt measures consistent with time and changing environment; enacts measures thru participation, consultative and transparent system of legislative actions to the best interest of the local populace; to uphold the dignity of the legislative institution
Organizational Outcome : An improved quality of Local Governance by maximizing its performance thru efficient and effective local legislation

AIP Reference Code <small>1</small>	Program/Project/Activity Description <small>2</small>	Major Final Output <small>3</small>	Performance/Output Indicator <small>4</small>	Target for the Budget Year <small>5</small>	Actual Accomplishment as of September 30, 2023 <small>6</small>	Percentage of Actual Accomplishment <small>7</small>
1000-000-3-01-003-001 1000-000-3-01-003-001-000-001	Legislative Services Enact Legislative policies and ordinances	Enact legislative measures and policies	Enact Ordinances	8 Regulatory Ordinances	5 Regulatory Ordinances	62.50%
	Efficient and effective legislation	Coordinated with the Local Chief Executive and Local Department Heads in the implementation of Programs, Projects and Activities (PPA's)	Passage of resolutions	95 Resolutions	100 Resolutions	100%
	Assist the Local Chief Executive in the monitoring process of Government Programs and Projects	Attendance to trainings and seminars	Formulate legislative measures as output during trainings and seminars	5 Trainings/seminars as mandated for by law or per request by concerned entity	3 trainings attended	100%
	Trainings and Seminars, Capability Building/Enhancement to members of the Legislative Body	Approval of Barangay Budgets, Municipal Budgets, AIP's and Plan	Passage of Budget authorization and concurrence of Barangay Ordinances	20 Barangays for the Municipal level per recommendation from the Local Finance Committee and concerned Department Heads	15 Barangays	75%
TOTAL PERCENTAGE						337.50%
AVERAGE PERCENTAGE						84.38%

Prepared:

ELPIDIO B. CABAL, JR.
Municipal Vice-Mayor

Mandate, Vision/Mission, Major Final Output, Performance Indicators and Targets FY 2023
LGU: Hindang, Leyte

Department/Office : Office of the Secretary to the Sanggunian
Mandate : The office that has the responsibility of keeping and maintaining all the legislative measures and other pertinent documents of public character
Vision : To coordinate and support the legislative activities for the offices of the Vice Mayor and Sangguniang Bayan, by ensuring the policy priorities are reflected throughout the legislative process
Mission : Manage the legislative records and provides information, legislative and other support services to a diverse service-oriented unit, the office which provides legislative support to the office of the Vice Mayor and the Sangguniang Bayan and to exercise and/or perform such other duties and functions as maybe prescribed by law or ordinance
Organizational Outcome : Improved quality of records management, preserving official municipal record in accordance with the provision of existing laws

AIP Reference Code 1	Program/Project/Activity Description 2	Major Final Output 3	Performance/Output Indicator 4	Target for the Budget Year 5	Actual Accomplishment as of September 30, 2023 6	Percentage of Actual Accomplishment 7
1000-000-3-01-004-001 1000-000-3-01-004-001-000-001	Legislative Services Records keeping of all ordinances, minutes and Records Management	Prepares, keeps and provides the Sangguniang Bayan information including minutes, resolutions, ordinances and agreements	Legislative and pertinent records of Sanggunian prepared and kept	8 Regulatory Ordinances 95 Resolutions 48 Regular Sessions/Minutes	5 Regulatory Ordinances 100 Resolutions 39 Regular Sessions/Minutes	62.50% 100% 81.25%
	Reportorial Management	Records, maintains and preserves the documents of the Local Government Unit	Safekeeping of all legislative documents	All year round		
		Prepares and submits all legislative measures to appropriate offices/agencies	Resolutions and ordinances submitted to proper authorities	8 Regulatory Ordinances	5 Regulatory Ordinances	62.50%
	Effective and Efficient Legislative Management	Provides technical support to the Sanggunian in the performance with their legislative functions	Researches conducted in aid of legislation	100 Resolutions 48 Regular Sessions/Minutes 5 Researches	100 Resolutions 39 Regular Sessions/Minutes 5 Researches	100.00% 81.25% 100%
TOTAL PERCENTAGE						
AVERAGE PERCENTAGE						587.50%
						83.93%

Prepared:


ANNABEL A. MABALE
 Secretary to the Sanggunian

Mandate, Vision/Mission, Major Final Output, Performance Indicators and Targets FY 2023
LGU: Hindang, Leyte

Department/Office : **Municipal Treasurer's Office**
Mandate : **Treasury Services**
Vision : **Manage the financial resources effectively and efficiently and to promote prudent in financial undertaking**
Mission : **To conduct massive and intensive Tax Collection Campaign to boost revenue to fund development project with utmost sincerity, dedication, honesty and integrity**
Organizational Outcome : **Teamwork, dedication and perseverance surpasses treasury challenges**

AIP Reference Code 1	Program/Project/Activity Description 2	Major Final Output 3	Performance/Output Indicator 4	Target for the Budget Year 5	Actual Accomplishment as of September 30, 2023 6	Percentage of Actual Accomplishment 7
1000-000-3-01-005-001 1000-000-3-01-005-001-000-001	Treasury Services Revenue Collection I. Revenue Generation	1. Collection on Real Property 2. Collection of Business Tax, Fees, Charges and Economic Enterprises 3. Collection of Philhealth Premiums 4. Update Real Property Tax Account Register 5. Preparation of Notice of Delinquency 6. Tax Information Drive	40% of 1% of taxable asset value end of Dec. 2020 ₱219,632,970.00 10% increase in collection of BT, fees and charges & economic enterprises end of Dec. 2020 100% of Clients served and issued PAR in 5 minutes 100% Real Property Tax account register updated end of Dec. 2022 100% Notice of delinquency prepared and served end of Dec. 2022 100% of Barangays Conducted Tax Information dissemination end of Dec. 2022	878,531.88 8,447,548.00 800 clients served & issued PAR 20 Barangays 20 Barangays 20 Barangays	822,825.70 9,052,004.62 190 clients served & issued PAR 80% Real property Tax account register updated end of Sep 2023 (17/20) 90% notice of delinquency prepared and served end of Sept. 2023 (18/20) 2 brgys conducted tax information dissemination as Sept. 30, 2023	94% 100% 24% 85% 90% 50%
	II. Financial Accountability and Discipline A. Collection Management	Preparation of Report of Collection and Deposit Preparation of Liquidation Report Deposit Collection to Depository Banks	100% of OR's issued w/ corresponding cash remitted intact to Liquidating Officer every Thursday & last working day of the month 100% of RCD prepared by RCC checked in 1 hour 100% Collections received from Liquidating Officer deposited intact to depository bank every Friday & last working day of each month	RCD remitted intact every Thursday & last working day of month Every Thursday & last working day of the month Every Friday & last working day of a month	RCD remitted intact every Thursday & last working day of month Every Thursday & last working day of the month Every Friday & last working day of a month (on time 66, Mondays 8)	100% 100% 89%

Mandate, Vision/Mission, Major Final Output, Performance Indicators and Targets FY 2023
LGU: Hindang, Leyte

Department/Office : Municipal Treasurer's Office
Mandate : Treasury Services
Vision : Manage the financial resources effectively and efficiently and to promote prudent in financial undertaking
Mission : To conduct massive and intensive Tax Collection Campaign to boost revenue to fund development project with utmost sincerity, dedication, honesty and integrity
Organizational Outcome : Teamwork, dedication and perseverance surpasses treasury challenges

AIP Reference Code 1	Program/Project/Activity Description 2	Major Final Output 3	Performance/Output Indicator 4	Target for the Budget Year 5	Actual Accomplishment as of September 30, 2023 6	Percentage of Actual Accomplishment 7
	B. Disbursement Management	Processing of Vouchers	Record all vouchers received from accounting office in 5 minutes	5 minutes per voucher	5 minutes per voucher	100%
		Check Issuance	100% Issue and sign check to approved vouchers in 5 minutes	5 minutes per check	5 minutes per check	100%
		Cash Disbursement	100% Salary/Wages, etc. paid to recipient in 2 minutes	Payment done in 2 minutes	Payment done in 2 minutes	100%
		Preparation of Report of Disbursement	100% ROD/RCI prepared and submitted to accounting office with DV's/Payrolls on the 5th day of the following month & 5 days after every cash advances	100% prepared & submitted on the 5th day of the following month	100% prepared & submitted on the 5th day of the following month	100%
		Remittance of Provincial Share of Collections	100% Provincial shares of collection remitted on the 15th day of the following month	Remitted on the 15th day of the following month	Eight of Nine months remitted on & before 11th day of the month	89%
	C. Records Management	Recording of RCD in the Cash Book	100% of RCD received from liquidating recorded in the cash book immediately upon receipt	Weekly	Weekly	100%
		Philhealth ACP Report	100% submitted Philhealth Collection Consolidated 1-15th hard & soft copy every 16th of the said month, Consolidated 16-31st hard & soft copy every 1st day of the following month	Report submission 1-15 every 16th day of the said month, 16-31 every 1st day of the following month	Report submission 1-15th day every 16th day of the month, 16-31st day every 1st day of the following month	100%
		Recording and updating of Cash Books	100% Cash Books all funds maintained and updated weekly	Weekly	Weekly	100%
		Preparation of PHILHEALTH Inventory Report	100% submitted PAR Inventory Report 1-15th hard and soft copy every 16th day of the month, PAR Inventory Report 16-31st hard and soft copy every 1st day of the following month.	Report submission every 1-15th day every 16th of the month, after the 16th & 31st day every 1st day of the following month	Report submission every 1-15th day every 16th of the month, after the 16th & 31st day every 1st day of the following month	100%

Mandate, Vision/Mission, Major Final Output, Performance Indicators and Targets FY 2023
LGU: Hindang, Leyte

Department/Office : Municipal Treasurer's Office
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AIP Reference Code 1	Program/Project/Activity Description 2	Major Final Output 3	Performance/Output Indicator 4	Target for the Budget Year 5	Actual Accomplishment as of September 30, 2023 6	Percentage of Actual Accomplishment 7
	III. Internal Administration	Preparation of Budget Proposal	100% Budget Proposal submitted to MBO within 10 days	1 Budget Proposal	100% of Budget proposal submitted to MBO in 5 days	100%
		Preparation of Budget Execution Documents	100% Budget Execution Documents submitted to MBO 10 days for annual budget and 3 days for supplemental budget	1 Annual Budget and 3 Supplemental Budget	100% Budget Execution documents submitted to MBO on the 6th day for annual and on the 1st day of supplemental	100%
		Preparation of Certifications and Clearances	100% Certifications and clearances prepared and issued within 20 minutes	Per request of the taxpayer within 15 minutes	per request of taxpayer acted in 15 mins	100%
		Conduct of Staff Meeting	100% Meeting conducted every quarter	Meeting conducted twice every quarter	meeting conducted twice every quarter	100%
TOTAL PERCENTAGE						2021.00%
AVERAGE PERCENTAGE						91.86%

Prepared:


VICTORIA N. FULACHE
 Municipal Treasurer

Mandate, Vision/Mission, Major Final Output, Performance Indicators and Targets FY 2023
LGU: Hindang, Leyte

Department/Office : **Municipal Assessor's Office**

Mandate : The Municipal Assessor's Office is mandated to initiate, review and recommend changes in policies and objectives, plans and programs, techniques and procedures and practices in the valuation and assessment of real properties for taxation purposes

Vision : (1) Assess and appraise all real properties within the municipality
 (2) To update and maintain real property records
 (3) To improve tax collection efficiency of the Local Government Unit

Mission : To update the assessment records properly and to increase the area of revenue generation which we believe will be the vital factor in achieving progress and development in the Local Government Unit

Organizational Outcome : An accurate and systematic real property assessment for an efficient revenue collection

AIP Reference Code 1	Program/Project/Activity Description 2	Major Final Output 3	Performance/Output Indicator 4	Target for the Budget Year 5	Actual Accomplishment as of September 30, 2023 6	Percentage of Actual Accomplishment 7
1000-000-3-01-006-001 1000-000-3-01-006-001-000-001	Assessment Services Assessment of Real Property					
	Transfer of real property ownership	No. of real property ownership transferred	Real properties ownership duly transferred	55 RPU's	53	96%
	Appraisal of building machineries and other improvement	No. of building machineries and other improvement appraised	Buildings, machineries and other improvement properly assessed	40 Bldgs.	32	80%
	Annotate liens, bonds and real property mortgaged	No. of document annotated	Documents duly annotated	25 Annotations	12	48%
	Issuance of Certificate of Assessment	No. of assessment certification issued	Assesment certifications duly issued to requesting client	600 Certifications	645	100%
	Issuance of CTC of Tax Declaration	No. of CTC issued	Certified true copies issued accordingly	800 Certified True Copy	1045	100%
TOTAL PERCENTAGE						424%
AVERAGE PERCENTAGE						84.80%

Prepared:


LOURDES M. PANERIO
 Municipal Assessor-Designate

Mandate, Vision/Mission, Major Final Output, Performance Indicators and Targets FY 2023
LGU: Hindang, Leyte

Department/Office**: Municipal Accounting Office****Mandate**

: The Local Government Accounting Office is mandated to adhere COA rules and regulations as well as those with other agencies' laws applicable

Vision

: To meet the financial and accounting needs of a diverse and dynamic Local Government Unit with quality performance

Mission

- (1) Establish and communicate policies and procedures necessary to ensure compliance
 (2) Facilitate processing of disbursement vouchers for payment and receive summary of collections and deposits, paid disbursement vouchers and payrolls for proper recording
 (3) Maintain the Local Government Unit and Barangays with accurate accounting and financial reports
 (4) Maintain and process payrolls and remittances
 (5) Provide oversight and management to ensure the integrity and transparency of all financial matters to promote good local governance

Organizational Outcome: Increase on efficacy on the financial reporting;
Improved quality of understanding for uniformity of guidelines and procedures adopted

AIP Reference Code 1	Program/Project/Activity Description 2	Major Final Output 3	Performance/Output Indicator 4	Target for the Budget Year 5	Actual Accomplishment as of September 30, 2023 6	Percentage of Actual Accomplishment 7
1000-000-3-01-007-001 1000-000-3-01-007-001-000-001	Accounting Services <i>Bookkeeping and Accounting Services</i>					
	Effective and Efficient Fiscal Management	Review and preparation of documents (JEV, DVs, Payrolls, Remittances)	Accurately reviewed; Payrolls and remittances were prepared and submitted to different agencies	All year round of 2023	75%	75%
	Records Management	Maintain Municipal and Barangays Records	Effective and efficient records management system	All year round of 2023	75%	75%
	Reportorial Management	Prepare and submit reports for the municipal and barangays (monthly, quarterly and year-end Financial Statements)	Financial Statements were accurately prepared and submitted to various agencies as required	TB-Monthly, FS-Quarterly, Annual-Every 14 Feb.	100%	100%
		* Financial Statements		Ensuing year	75%	75%
		* FUR		Upon project completion	85%	85%
		* Bank Reconciliation		5 days upon receipt statements	100%	100%
		* Budget Execution		upon receipt of communication	75%	75%

Mandate, Vision/Mission, Major Final Output, Performance Indicators and Targets FY 2023
LGU: Hindang, Leyte

Department/Office : **Municipal Accounting Office**
Mandate : The Local Government Accounting Office is mandated to adhere COA rules and regulations as well as those with other agencies' laws applicable
Vision : To meet the financial and accounting needs of a diverse and dynamic Local Government Unit with quality performance
Mission : (1) Establish and communicate policies and procedures necessary to ensure compliance
(2) Facilitate processing of disbursement vouchers for payment and receive summary of collections and deposits, paid disbursement vouchers and payrolls for proper recording
(3) Maintain the Local Government Unit and Barangays with accurate accounting and financial reports
(4) Maintain and process payrolls and remittances
(5) Provide oversight and management to ensure the integrity and transparency of all financial matters to promote good local governance
Organizational Outcome : Increase on efficacy on the financial reporting;
Improved quality of understanding for uniformity of guidelines and procedures adopted

AIP Reference Code 1	Program/Project/Activity Description 2	Major Final Output 3	Performance/Output Indicator 4	Target for the Budget Year 5	Actual Accomplishment as of September 30, 2023 6	Percentage of Actual Accomplishment 7
	Monitoring	Attend meeting with the barangay treasurers for updates, submission of monthly transaction and other office concerns	Meeting attended, monthly transactions and PBC received	Meetings attended, monthly transactions received, reviewed and posted-brgy. system	75%	75%
		Control and Issuance of fuel	Fuel slips issued	Upon request	90%	90%
		Conduct inspection of deliveries on goods and services in conformity with the specifications indicated	Inspection and Acceptance Report signed "Inspected"	All year round of 2023	75%	75%
	Customer Service	Issuance of Accountant's Bank Advice for Check Disbursements	Accountant's Bank Advice issued	Check issued with Accountant's Advice	100%	100%
		Issuance of Certificate of Appearance	Certificate of Appearance issued	As per transaction and appearance	90%	90%
		Retrieval of Disbursement Vouchers on file as requested	Disbursement Vouchers retrieved	Upon request	90%	90%
TOTAL PERCENTAGE						1105%
AVERAGE PERCENTAGE						85.00%

Prepared:


NILDA T. ABRANTES
Municipal Accountant-Designate

Mandate, Vision/Mission, Major Final Output, Performance Indicators and Targets FY 2023
LGU: Hindang, Leyte

Department/Office : **Municipal Budget Office**
Mandate : To promote an efficient and effective management and utilization of government resources based on the priority needs of the constituents
Vision : An office that persists to carry on a sustainable and effective budgetary support services to the LGU's programs in the delivery of basic services and facilities
Mission : Keep abreast with new developments on local fiscal administration and subsequently disseminate to concerned officials and to coordinate with the different offices on funding prioritization and utilization matters
Organizational Outcome : Improved and sustained local fiscal management in accordance with updated budgeting rules and regulations

AIP Reference Code 1	Program/Project/Activity Description 2	Major Final Output 3	Performance/Output Indicator 4	Target for the Budget Year 5	Actual Accomplishment as of September 30, 2023 6	Percentage of Actual Accomplishment 7
1000-000-3-01-008-001 1000-000-3-01-008-001-000-0	Budgeting Services Annual Budget Preparation	CY 2024 Municipal Annual Investment Program	CY 2024 Municipal Annual Investment Program submitted to the Sangguniang Bayan for adoption	2024 AIP and 20% PDP submitted to SB for adoption within 7 working days after the approval of the Municipal Development Council	2024 AIP and 20% PDP submitted to SB for adoption within 1 working day after the approval of the Municipal Development Council	100%
	CY 2024 Municipal Annual Budget Preparation	CY 2024 Municipal Annual Budget	CY 2024 Municipal Annual Budget submitted to the Sangguniang Bayan for authorization	CY 2024 Municipal Annual Budget submitted to the Sangguniang Bayan for authorization on or before October 16, 2023	CY 2024 Municipal Annual Budget 100% completed as of September 11, 2023	100%
	2023 Municipal Supplemental Budgets Preparation	CY 2023 Municipal Supplemental Budgets	CY 2023 Supplemental Budgets submitted to the Sangguniang Bayan for authorization	CY 2023 Supplemental Budgets submitted to the Sangguniang Bayan for authorization within 5 working days from the conduct of budget hearing	CY 2023 Supplemental Budgets submitted to the Sangguniang Bayan for authorization within 4 working days from the conduct of budget hearing	100%
	Budget Execution Documents Preparation	Budget Execution Documents	Budget Execution Documents submitted to the Office of the Mayor for approval	Budget Execution Documents submitted to the Office of the Mayor for approval within 15 working days from the date of SBs approval for the Annual Budget and 5 working days for Supplemental Budgets	Budget Execution Documents submitted to the Office of the Mayor for approval within 6 working days from the date of SBs approval for the Annual Budget and 1 working day for Supplemental Budgets	75%

Mandate, Vision/Mission, Major Final Output, Performance Indicators and Targets FY 2023
LGU: Hindang, Leyte

Department/Office : **Municipal Budget Office**
Mandate : To promote an efficient and effective management and utilization of government resources based on the priority needs of the constituents
Vision : An office that persists to carry on a sustainable and effective budgetary support services to the LGU's programs in the delivery of basic services and facilities
Mission : Keep abreast with new developments on local fiscal administration and subsequently disseminate to concerned officials and to coordinate with the different offices on funding prioritization and utilization matters
Organizational Outcome : Improved and sustained local fiscal management in accordance with updated budgeting rules and regulations

AIP Reference Code 1	Program/Project/Activity Description 2	Major Final Output 3	Performance/Output Indicator 4	Target for the Budget Year 5	Actual Accomplishment as of September 30, 2023 6	Percentage of Actual Accomplishment 7
	Registry of Appropriations, Allotments and Obligations Preparation	Registry of Appropriations, Allotments and Obligations	Obligation Requests approved and recorded in the respective RAOs and printed	Obligation Requests approved and recorded in the respective RAOs within 15 minutes upon receipt and RAOs printed within 15 working days after the end of each month	Obligation Requests approved and recorded in the respective RAOs within _ minutes upon receipt and RAOs printed within 9 working days after the end of each month	75%
	Budget Accountability Reports Preparation	Budget Accountability Reports	Budget Accountability Reports submitted and posted in the bulletin board and at the full disclosure policy portal	Budget Accountability Reports submitted and posted in the bulletin board and at the full disclosure policy portal on or before the 20 th day of the month following the quarter	Budget Accountability Reports submitted and posted in the bulletin board and at the full disclosure policy portal on or before the 12 th day of the month following the quarter	75%
	Year-End Closing of Municipal Books of Accounts	Status of Appropriations, Allotments and Obligations (SAAOB) and Statement of Comparison of Budget and Actual Amounts	Status of Appropriations, Allotments and Obligations (SAAOB) and Statement of Comparison of Budget and Actual Amounts submitted to ATL of COA	Status of Appropriations, Allotments and Obligations (SAAOB) and Statement of Comparison of Budget and Actual Amounts submitted to ATL of COA on or before February 14, 2023	Status of Appropriations, Allotments and Obligations (SAAOB) and Statement of Comparison of Budget and Actual Amounts submitted to ATL of COA on or before February 10, 2023	100%
	Provision of technical assistance in the preparation of Annual and Supplemental Budgets of the Barangays	Annual and Supplemental Budgets of the Barangays	Annual and Supplemental Budgets of the Barangays with complete documentary requirements reviewed and recommended for approval	Annual and Supplemental Budgets of the Barangays with complete documentary requirements reviewed and recommended for approval within 5 working days upon receipt	15 Annual and 10 Supplemental Budgets of the Barangays with complete documentary requirements reviewed and recommended for approval within 5 working days upon receipt	80%
TOTAL PERCENTAGE						705.00%
AVERAGE PERCENTAGE						88.13%

Prepared by:


IMELDA A. RENEGADO
Municipal Budget Office

Mandate, Vision/Mission, Major Final Output, Performance Indicators and Targets FY 2023
LGU: Hindang, Leyte

Department/Office : **Municipal Planning and Development Office**
Mandate : To promote an effective and realistic development plan to achieve the goals of the municipality
Vision : A dependable support service office of the LGU concerning data and information requirements towards attaining development objectives
Mission : To formulate economic, ecological, administrative and other development plan for the benefit of the local populace
Organizational Outcome : An improved municipality based on the approved various socio-economic development plans

AIP Reference Code 1	Program/Project/Activity Description 2	Major Final Output 3	Performance/Output Indicator 4	Target for the Budget Year 5	Actual Accomplishment as of September 30, 2023 6	Percentage of Actual Accomplishment 7
1000-000-3-01-009-001 1000-000-3-01-009-001-000-001	Planning and Development Plan Formulation, Monitoring & Updating of Development Plan CY 2024 Annual Investment Program Preparation	CY 2024 Annual Investment Program (AIP) and 20% Priority Development Projects	CY 2024 Annual Investment Program (AIP) and 20% Priority Development Projects submitted to the Sangguniang Bayan for adoption	2024 AIP and 20% PDP submitted to SB for adoption within 7 working days after the approval of the Municipal Development Council	20% EDF AIP for Budget Year 2024 and submitted to SB for adoption on May 29, 2023	100%
	CY 2023 Supplemental Annual Investment Program Preparation	CY 2023 Supplemental Annual Investment Program (AIP)	CY 2023 Supplemental Annual Investment Program (AIP) submitted to the Sangguniang Bayan for adoption	CY 2023 Supplemental AIP submitted to SB for adoption within 7 working days from the date of approval by the MDC	CY 2023 Supplemental AIP submitted to SB for adoption within 1 working days from the date of approval by the MDC	none
	CY 2023 Development programs, projects and activities Monitoring and Evaluation	CY 2023 Development programs, projects and activities monitoring and evaluation report	CY 2023 Development programs, projects and activities monitoring and evaluation report based on the Priority Development Projects (PDP) schedule of releases submitted to COA	CY 2023 Development programs, projects and activities monitoring and evaluation report based on the Priority Development Projects (PDP) schedule of releases submitted to COA on the 20 th day of the month following the quarter	Project Monitoring Report submitted to COA as of 3rd Quarter	66%

Mandate, Vision/Mission, Major Final Output, Performance Indicators and Targets FY 2023
LGU: Hindang, Leyte

Department/Office**: Municipal Planning and Development Office****Mandate**

: To promote an effective and realistic development plan to achieve the goals of the municipality

Vision

: A dependable support service office of the LGU concerning data and information requirements towards attaining development objectives

Mission

: To formulate economic, ecological, administrative and other development plan for the benefit of the local populace

Organizational Outcome

: An improved municipality based on the approved various socio-economic development plans

AIP Reference Code 1	Program/Project/Activity Description 2	Major Final Output 3	Performance/Output Indicator 4	Target for the Budget Year 5	Actual Accomplishment as of September 30, 2023 6	Percentage of Actual Accomplishment 7
	Review and provision of technical assistance in Barangay Development Programs Preparation	Barangay Annual Investment Program (AIP) and 20% Priority Development Projects	Barangay Annual Investment Program (AIP) and 20% Priority Dev't. Projects reviewed	Barangay Annual Investment Program (AIP) and 20% Priority Dev't. Projects reviewed within 3 working days upon receipt	Barangay Annual Investment Program (AIP) and 20% Priority Dev't. Projects reviewed within 3 working days upon receipt	90%
	Issuance of Locational Clearance / Zoning Certificates	Locational Clearance / Zoning Certificates	Locational Clearance / Zoning Certificates issued	100% of applications for locational clearances / zoning certificates granted within 50 minutes upon receipt	100% of applications for locational clearances / zoning certificates granted within 45 minutes upon receipt	75%
	Data Capture Form Preparation for Seal of Good Local Governance Assessment	Data Capture Form for Seal of Good Local Governance	Data Capture Form for Seal of Good Local Governance submitted to DILG	Data Capture Form for Seal of Good Local Governance submitted to DILG on or before May 14, 2021	SGLG Data Capture Form for Seal of Good Local Governance submitted to DILG on or before April 15, 2023 prior to the Assessment	100%
1000-000-3-01-009-001-000-002	Revision/Updating of Comprehensive Land Use Plan (CLUP)	Approved CLUP of the municipality for CY 2017-2027	CLUP and Zoning Ordinance of the municipality approved	CLUP 2017-2027 approved by end of December, 2021	90% of DHSUD 2nd findings for compliance completed	90%
TOTAL PERCENTAGE						
AVERAGE PERCENTAGE						521.00%
						86.83%

Prepared:

ENGR. RICARDO M. RENEGADO, JR.
Municipal Planning & Dev't. Coordinator

Mandate, Vision/Mission, Major Final Output, Performance Indicators and Targets FY 2023
LGU: Hindang, Leyte

Department/Office : Office of the Municipal Civil Registrar

Mandate : To take responsibility for the civil registration program in the Local Government Unit-Hindang, Leyte pursuant to the Civil Registration Laws, Civil Code, R.A. 9048, R.A. 9255, R.A. 10172 and other pertinent laws, rules and regulations issued by competent authorities.

Vision : To build, promote and sustain a strong and committed knowledge-based civil registration system by implementing the civil registry laws, regulations of the Philippines with efficiency, transparency and economy.

Mission : (1) To intensify information dissemination through modernization
 (2) To develop a system with better, practical and strategic policies supporting the full implementation of the civil registration law
 (3) To promote the primacy of public interest over personal interest and value all the times ethics, excellence and empowerment in order to achieve a clean and transparent civil registration

Organizational Outcome : A dynamic civil registry office facilitating easier and simpler processes with significant impact that go beyond mandated functions

AIP Reference Code 1	Program/Project/Activity Description 2	Major Final Output 3	Performance/Output Indicator 4	Target for the Budget Year 5	Actual Accomplishment as of September 30, 2023 6	Percentage of Actual Accomplishment 7
1000-000-3-01-012-001 1000-000-3-01-012-001-000-001	Civil Registry Services Civil Registration of Marriages, Births and Deaths					
	Accept and register civil registry documents presented for registration	Civil Registry documents registered	No. of documents duly registered	515	415	80%
	Issue transcriptions/certifications of registered civil registry documents	Certifications from LCRO files duly issued to requesting clients	No. of extract copies from office file duly issued	320	295	92%
	Implement R.A. 9048 and other pertinent laws	Petitions under R.A. 9048 acted upon and approved	No. of petitions for correction of clerical errors acted and approved	20	14	70%
	Transmits to PSA copies of the registered documents	Monthly reports duly submitted to PSA	Frequency in the submission of reports to the PSA	12	9	75%
	Receive applications for change of surname under R.A. 9255	Surnames of illegitimate children successfully changed to the surname of the father	No. of illegitimate children who availed of R.A. 9255	50	50	100%
	Implement R.A. 10172 and other pertinent laws	Petitions under R.A. 10172 acted upon and approved	No. of petitions under R.A. 10172 filed and approved	8	6	75%
TOTAL PERCENTAGE						492%
AVERAGE PERCENTAGE						82.00%

Prepared:


DEXTER R. SARCON
 Municipal Civil Registrar

Mandate, Vision/Mission, Major Final Output, Performance Indicators and Targets FY 2023
LGU: Hindang, Leyte

Department/Office : Rural Health Unit and Women's Health Center
Mandate : Contribute to the overall objectives of improving health and general welfare of its populace.
Vision : The Rural Health Unit and Women's Health center strive to render efficient and comprehensive quality health services by competent health care providers and staff that value equality, human dignity and self-worth among our constituents.
Mission : We commit to protect and ensure that health and well-being of our constituents by providing services that is promotive and preventive, curative and rehabilitative in nature by a compassionate and gender sensitive health team.
Organizational Outcome : Efficient and effective delivery of basic health services to the people.

AIP Reference Code 1	Program/Project/Activity Description 2	Major Final Output 3	Performance/Output Indicator 4	Target for the Budget Year 5	Actual Accomplishment as of September 30, 2023 6	Percentage of Actual Accomplishment 7	
3000-200 3000-200-3-01-011-001	Health, Nutrition and Population Services <i>Health Care and Sanitation Programs</i> <i>I. Medical Services</i>	A. Medical Consultation	All patients examined, diagnosed and given treatment within 20 minutes	3,000	7391	100%	
			All patients provided with basic laboratory services within 1 hour	1,000	1609	100%	
		B. Medical Certificate	All request for medical certificates acted and issued within 30 minutes	120	359	100%	
		C. Medico-Legal Certificate	100% Medico-Legal cases examined/treated and issued Medico-Legal Certificate within 30 minutes	25	30	100%	
		D. Tuberculosis Control	90% treatment success rate of TB cases	30	61	100%	
		<i>II. Maternal and Child Health</i>	A. Prenatal Supervision	Actual identified pregnant mothers who have 4 prenatal visits	185	208	100%
			B. Facility-Based Delivery	95% of recorded pregnant women delivered at the health facility	185	217	100%
			C. Skilled Birth Attendance	95% of deliveries attended by skilled birth attendants end of December 2023	185	222	100%
			D. Post Partum Supervision	100% of postpartum mothers follow-up within 1 week	185	219	100%
			E. Breastfeeding Program	100% of delivered babies initiated to breastfeeding	185	221	100%
			F. Expanded Program on immunization	100% of actual children aged 11 months and 29 days immunized end of December 2023	185	225	100%

Mandate, Vision/Mission, Major Final Output, Performance Indicators and Targets FY 2023**LGU: Hindang, Leyte**

Department/Office	: Rural Health Unit and Women's Health Center
Mandate	: Contribute to the overall objectives of improving health and general welfare of its populace.
Vision	: The Rural Health Unit and Women's Health center strive to render efficient and comprehensive quality health services by competent health care providers and staff that value equality, human dignity and self-worth among our constituents.
Mission	: We commit to protect and ensure that health and well-being of our constituents by providing services that is promotive and preventive, curative and rehabilitative in nature by a compassionate and gender sensitive health team.
Organizational Outcome	: Efficient and effective delivery of basic health services to the people.

AIP Reference Code 1	Program/Project/Activity Description 2	Major Final Output 3	Performance/Output Indicator 4	Target for the Budget Year 5	Actual Accomplishment as of September 30, 2023 6	Percentage of Actual Accomplishment 7
		G. Family Planning Program	Conduct of 20 counselling sessions on family planning end of December 2023	50	30	60%
		H. Nutrition Program	Nutrition Month Celebration conducted and participated by all barangays	1	1	100%
			100% of all stunted and wasted children 0-59 months provided supplemental feeding for 6 months	100	100	100%
	III. Administrative and Support Services	A. License Document Management	Receipt of License for PHILHEALTH accreditation by end of January 2023	1	1	100%
		B. Supplies Inventory Management	Inventory for medical, laboratory, dental and office supplies done end of semester	2	1	50%
		C. Reports (Monthly, Quarterly, Annual)	Monthly and Quarterly Reports accurately prepared and submitted on time	46	46	100%
		D. Budget Execution Documents	Budget Execution Documents submitted to MBO within 10 days for Annual Budget and within 3 days for Supplemental Budget from receipt of LCE's Memorandum	1	1	100%
3000-200-3-01-011-002-000-009	Covid-19 Prevention, Control and Management	Management of emerging and re-emerging diseases	All emerging and re-emerging diseases managed and treated	All COVID-19 cases and re-emerging diseases	All	100%

Mandate, Vision/Mission, Major Final Output, Performance Indicators and Targets FY 2023**LGU: Hindang, Leyte**

Department/Office : **Rural Health Unit and Women's Health Center**
Mandate : Contribute to the overall objectives of improving health and general welfare of its populace.
Vision : The Rural Health Unit and Women's Health center strive to render efficient and comprehensive quality health services by competent health care providers and staff that value equality, human dignity and self-worth among our constituents.
Mission : We commit to protect and ensure that health and well-being of our constituents by providing services that is promotive and preventive, curative and rehabilitative in nature by a compassionate and gender sensitive health team.
Organizational Outcome : Efficient and effective delivery of basic health services to the people.

AIP Reference Code 1	Program/Project/Activity Description 2	Major Final Output 3	Performance/Output Indicator 4	Target for the Budget Year 5	Actual Accomplishment as of September 30, 2023 6	Percentage of Actual Accomplishment 7
	20% Economic Development Fund					
3000-200-3-01-011-002-000-001	Purchase of Medical Equipment	Accurate authrometric tools provided	Authrometric tools purchased	16 sets	-	note: To purchase on November 2023
		Water analysis machine provided	Water analysis machine purchased	1 unit	-	
3000-200-3-01-011-003-000-008	Dietary Supplementation for Pre - School Children	Decrease prevalence of stunted and wasted Pre-school children	All stunted and wasted Pre-school children provided with appropriate food supplements	100 Pre-school children	100	100%
	Gender and Development					
	Nutrition Program					
3000-200-3-01-011-003-000-001	Nutrition Program	Nutrition Program	Nutrition Culmination Program conducted	1	1	100%
	Reproductive Health Program					
3000-500-3-02-005-003-001-001	Reproductive Health Forum	Management of Reproductive Health	Reproductive health forum conducted	4	1	25%
3000-500-3-02-005-003-001-004	HIV/AIDS/STI Symposium and Counselling	Management of HIV/AIDS/STI	HIV/AIDS/STI Symposium conducted	4	1	25%
3000-500-3-02-005-003-001-002	HIV Screening Tests and Syphilis Tests	Management of HIV/AIDS/STI	Early detection and management of HIV cases	All cases	All cases	100%
3000-500-3-02-005-003-001-003	Management of Sexually Transmitted Infections	Management of Reproductive Health	Management and treatment of STI cases conducted	All cases	All cases	100%
3000-500-3-02-005-003-001-005	Conduct and Reading of PAP's Smear	Management of Reproductive Health	PAP's Smear to high risk women conducted	1	1	100%
TOTAL PERCENTAGE						2360%
AVERAGE PERCENTAGE						90.77%

Prepared:


ESTARMIO P. ZAFICO, M.D.
Municipal Health Officer

Mandate, Vision/Mission, Major Final Output, Performance Indicators and Targets FY 2023
LGU: Hindang, Leyte

Department/Office: **Municipal Social Welfare and Development Office****Mandate**

: The Municipal Social Welfare and Development Office is the primary social welfare arm of the Local Government Unit which is responsible in improving the quality of life of the poorest sector of society as well as care, protect and rehabilitate the vulnerable groups thus enable them become self reliant and contribute to national development.

Vision

: Empowered with good quality of life individuals, families and communities living in a gender fair society

Mission

: To enable disadvantaged individuals, families and communities achieve good quality of life and live in a gender fair society thru the provision of a comprehensive social programs, projects and activities

Organizational Outcome

: Effective and Efficient Local Social Welfare Agency

AIP Reference Code 1	Program/Project/Activity Description 2	Major Final Output 3	Performance/Output Indicator 4	Target for the Budget Year 5	Actual Accomplishment as of September 30, 2023 6	Percentage of Actual Accomplishment
3000-500-3-02-005 3000-500-3-02-005-001	Social Welfare & Development Services Social Welfare and Development Program	Social Welfare and Development Services delivered to all local populace	Vulnerable clients and groups provided with social protection programs	382	340	89.00%
3000-500-3-02-005-001-000-003	KALAH-CIDSS Program Counterpart	Salary of Office Staff provided	MCT effectively implementing the KALAH-CIDSS Program	8	10	100.00%
3000-500-3-02-005-001-000-004	KILOS UNLAD (KU) Strategy 4Ps Law	KILOS UNLAD Implementation	KILOS UNLAD (KU) Strategy Implemented per RA 11310 or the 4 Ps Law	1	1	100.00%
3000-100-3-03-005-001-000-001	Gender and Development Child Welfare/Child Development Program Training of Child Development Workers	ECCD Implementation Upgrading	CDWs upgraded their KAS on ECCD implementation		DEC. 2023	
3000-500-3-02-005-004-001-005	Provision of Supplies- Alternative Learning to Pre-School Children	Provision of Supplies	Toner and other supplies had been purchased			100.00%
3000-500-3-02-005-004-001-012	National Children's Month Celebration	Celebration of National Children's Month	100% of Pre-Kinder children selected in school children participated in the celebration		NOV. 30, 2023	
3000-100-3-03-005-002-000-001	Youth Welfare Program Self and Social Enhancement for Youth	Self and Social Enhancement for Youth	OSYs availed the ALS activities	40	27	67.50%
3000-100-3-03-005-002-000-002	Practical Skills Training	Practical Skills Training conducted	100% of unskilled clients have undergone training	25	25	100.00%
3000-500-3-02-005-004-001-002	Financial Assistance Payout	Conduct of Payout for Financial Assistance	100% of workers during payout provided fund and other needs	100	100	100.00%
3000-200-3-01-011-004-000-001	Population Development Program Pre-Marriage Counselling	Conduct of Pre-Marriage Counselling	Conduct of Pre-Marriage Counselling every Tuesday	50	34	68.00%
3000-200-3-01-011-004-000-002	Family Planning Day	Conduct Family Day activity	100% would be provided with family counselling and commodities	80	65	81.00%
3000-200-3-01-011-004-000-003	Buntis Congress	Conduct Buntis Congress activity	100% of pregnant women provided with essential information about safe motherhood and responsible parenthood	70	60	86.00%

Mandate, Vision/Mission, Major Final Output, Performance Indicators and Targets FY 2023
LGU: Hindang, Leyte

Department/Office
Mandate

: **Municipal Social Welfare and Development Office**

Vision
Mission

: The Municipal Social Welfare and Development Office is the primary social welfare arm of the Local Government Unit which is responsible in improving the quality of life of the poorest sector of society as well as care, protect and rehabilitate the vulnerable groups thus enable them become self reliant and contribute to national development.
 : Empowered with good quality of life individuals, families and communities living in a gender fair society
 : To enable disadvantaged individuals, families and communities achieve good quality of life and live in a gender fair society thru the provision of a comprehensive social programs, projects and activities

Organizational Outcome

: Effective and Efficient Local Social Welfare Agency

AIP Reference Code 1	Program/Project/Activity Description 2	Major Final Output 3	Performance/Output Indicator 4	Target for the Budget Year 5	Actual Accomplishment as of September 30 2023 6	Percentage of Actual Accomplishment
3000-300-3-03-001-001-000-001	Labor and Employment Special Program for Employment of Students (SPES)	Implement the SPES Program	100% of students employed and enrolled again	40	38	95.00%
3000-300-3-03-001-001-000-002	Livelihood Program	Implement Livelihood Program	100% of low income families avail the program	25	26	100.00%
3000-500-3-02-005-002-001-004	Women Welfare and Support Program Capacity Development of VAWC Desk Officers	Capacity Development of VAWC Desk Officers	VAWC Desk Officers oriented of different laws; vawc programs planning and review			100.00%
3000-500-3-02-005-002-001-002	Women's Month Celebration	Women's Month Celebration	100% of women's organizations attended the celebration	23		100.00%
3000-500-3-02-005-002-001-005	Advocacy to End Violence Against Women	Advocacy to End Violence Against Women	100% conduct of advocacy campaigns	1		100.00%
3000-500-3-02-005-004-001-001	Gender and Development Program Physical Fitness Program	Physical Fitness Program	Weekly zumba activities conducted			30.00%
3000-500-3-02-005-004-001-003	Operationalization of the GAD Focal Point System (GFPS)	Purchase of office supplies	100% purchase of office supplies	1		100.00%
		Hiring of one job order employee	One JO Employee hired to gather and consolidate all SDD's of different offices and perform other GAD related tasks	1		100.00%
3000-500-3-02-005-004-001-007	Employees' Health and Wellness Program	Employees Health and Wellness Program	Opportunities to socialize and achieve good health provided	90		100.00%
3000-500-3-02-005-004-001-008	Employee's Meeting, Monitoring, Evaluation and Recognition	Harmonious relationship among employees	Conduct quarterly meeting of all employees			75.00%
3000-500-3-02-005-004-001-009	Staff Development	Staff Development and Team Building	Employees socialized and achieved harmonious relationship	85		100.00%
3000-500-3-02-005-004-001-011	Aid to Individuals in Crisis Situation (AICS)	Aid to Individuals in Crisis Situation (AICS)	100% of individuals relieved of crisis upon receipt of assistance	60	155	100.00%
3000-500-3-02-005-004-001-010	Development of GAD IEC Materials	Production, procurement, distribution/posting of IEC materials	100% IEC materials produced and distributed	12	DEC. 2023	
3000-500-3-02-005-004-001-004	Capability Building Livelihood Assistance Grant (LAG)	LAG Entrepreneurship training	100% of LAG beneficiaries acquired entrepreneurship skills		137	100.00%

Mandate, Vision/Mission, Major Final Output, Performance Indicators and Targets FY 2023
LGU: Hindang, Leyte

Department/Office
Mandate

: **Municipal Social Welfare and Development Office**

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Mission

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Organizational Outcome

: Effective and Efficient Local Social Welfare Agency

AIP Reference Code 1	Program/Project/Activity Description 2	Major Final Output 3	Performance/Output Indicator 4	Target for the Budget Year 5	Actual Accomplishment as of September 30, 2023 6	Percentage of Actual Accomplishment
	Senior Citizens Welfare					700.00%
1000-000-3-01-001-005-000-001	Operationalization of the Office of Senior Citizens Affairs					
	Traveling Expenses	Traveling Expenses	Full operationalization of OSCA Office	10	2	20.00%
	Purchase of Office Supplies	Purchase of Office Supplies	Full operationalization of OSCA Office	1	1	100.00%
	Purchase of Electric Fan	Purchase of Office Supplies	Office Supplies available for OSCA use	1	6	100.00%
	Other Maintenance and Operating Expenses	Honorarium of OSCA Chairman	100% OSCA Chairman provided with honorarium	1	1	100.00%
	Internet Subscription Expenses	Internet Subscription Expenses	Full operationalization of OSCA Office	1	1	100.00%
1000-000-3-01-001-005-000-002	Senior Citizens Clinic	Conduct of Senior Citizens Clinic	100% of Senior Citizens provided free medicines	100		
1000-000-3-01-001-005-000-007	Purchase of Assistive Devices	Provision of Assistive Devices	Mobility of Senior Citizens provided	10	17	100.00%
1000-000-3-01-001-005-000-006	Establishment of Databank for Senior Citizens	Establishment of Databank for Senior Citizens	Full operationalization of OSCA Office	1	1	100.00%
1000-000-3-01-001-005-000-005	Donations (Mortuary)	Donations (Mortuary)	Burial assistance provided	48	40	83.30%
1000-000-3-01-001-005-000-003	Capacity Development/Release of Social Pension & UCT	Capacity Development/Release of Social Pension/UCT	Senior Citizens able to gain new knowledge and avail of benefits thru Social Pension Program and Unconditional Cash Transfer	30	30	100.00%
1000-000-3-01-001-005-000-004	Elderly Filipino Week Celebration	Elderly Filipino Week Celebration	Senior Citizens provided opportunity for self and social enhancement	1000		
					NOV. 24, 2023	

Mandate, Vision/Mission, Major Final Output, Performance Indicators and Targets FY 2023
LGU: Hindang, Leyte

Department/Office**: Municipal Social Welfare and Development Office****Mandate**

: The Municipal Social Welfare and Development Office is the primary social welfare arm of the Local Government Unit which is responsible in improving the quality of life of the poorest sector of society as well as care, protect and rehabilitate the vulnerable groups thus enable them become self reliant and contribute to national development.

Vision

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Mission

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Organizational Outcome

: Effective and Efficient Local Social Welfare Agency

AIP Reference Code 1	Program/Project/Activity Description 2	Major Final Output 3	Performance/Output Indicator 4	Target for the Budget Year 5	Actual Accomplishment as of September 30, 2023 6	Percentage of Actual Accomplishment
3000-100-3-03-005-003-000-001	Persons with Disability Welfare Operationalization of the Persons with Disabilities Affairs Office (PDAO) Purchase of Office Supplies	Purchase of Office Supplies	PDAO Office fully operationalized	1	1	100.00%
	Honorarium of PDAO Focal Person	Operationalization of PDAO office	PDAO Office fully operationalized	1	1	100.00%
3000-100-3-03-005-003-000-002	Purchase of Printer	Purchase of Office Equipment	Equipment available for PDAO use	1	1	100.00%
3000-100-3-03-005-003-000-003	Livelihood Assistance	Livelihood Assistance	Livelihood assistance provided	10	1	100.00%
3000-100-3-03-005-003-000-004	Self and Social Enhancement Development for PWDs	Conducted activities like meetings, assemblies, socialization, competition, etc.	100% PWD's participated in self & social enhancement activities	70	250	100.00%
3000-100-3-03-005-003-000-005	Purchase of Medicines/Vitamins	Purchase of Medicines	100% of PWD's availed free medicines	1	1	100.00%
3000-100-3-03-005-003-000-006	Disability Prevention Service	Disability Prevention Service conducted	Participants become aware on what are the causes of disability and how to prevent it	50	47	94.00%
3000-100-3-03-005-003-000-007	Purchase of Assistive Devices	Purchase of Assistive Devices	Mobility of Persons with Disability provided	6		
3000-100-3-03-005-003-000-008	Establishment of Databank for PWDs	Establishment of Databank for PWDs	Data of PWDs availability for planning and PPAs identification	1	1	100.00%

Mandate, Vision/Mission, Major Final Output, Performance Indicators and Targets FY 2023
LGU: Hindang, Leyte

Department/Office

: **Municipal Social Welfare and Development Office**

Mandate

: The Municipal Social Welfare and Development Office is the primary social welfare arm of the Local Government Unit which is responsible in improving the quality of life of the poorest sector of society as well as care, protect and rehabilitate the vulnerable groups thus enable them become self reliant and contribute to national development.

Vision

: Empowered with good quality of life individuals, families and communities living in a gender fair society

Mission

: To enable disadvantaged individuals, families and communities achieve good quality of life and live in a gender fair society thru the provision of a comprehensive social programs, projects and activities

Organizational Outcome

: Effective and Efficient Local Social Welfare Agency

AIP Reference Code 1	Program/Project/Activity Description 2	Major Final Output 3	Performance/Output Indicator 4	Target for the Budget Year 5	Actual Accomplishment as of September 30, 2023 6	Percentage of Actual Accomplishment
	Child Welfare/Child Development					700.00%
3000-100-3-03-005-001-000-002	Provision of School Supplies to Indigent School Children	Provision of School Supplies to Indigent School Children	Indigent children provided with modules and school supplies	800	1885	100.00%
3000-100-3-03-005-001-000-003	ECCD Program Implementation	ECCD Program Implementation-Other Professional Services	Child Development Teacher implemented ECCD at National Child Development Center	1	1	100.00%
3000-100-3-03-005-001-000-004	Provision of Resource Materials for Child Development Centers	Resource materials for Pre-Kender Children	Resource materials provided to Pre-Kender Children	400	339	84.75%
3000-100-3-03-005-001-000-005	Supplementary Feeding	Supplementary Feeding	Improvement of nutritional status achieved	55	161	100.00%
3000-100-3-03-005-001-000-006	Advocacy on Children's Laws	Advocacy on Children's Laws	Target participants become aware on children's laws	500	156	31.20%
3000-100-3-03-005-001-000-007	Assistance to CICL	Assistance to CICL	CICL provided with their needs	5	NO CASE	
3000-100-3-03-005-001-000-008	National Children's Celebration/Palarong Pambata Month	National Children's Celebration/Palarong Pambata Month	Full participation among school children	200	DEC. 2023	
3000-100-3-03-005-001-000-009	Establishment of Databank for Children	Establishment of Databank for Children	Relevant data secured and complied	1	1	100.00%
3000-100-3-03-005-001-000-010	Assessment of BCPCs	Assessment of BCPCs	Functionality of BCPC rated	40	43	100.00%
3000-100-3-03-005-001-000-011	Capability Building of BCPCs	Capability Building of BCPCs	BCPC's skills updated	40		
3000-100-3-03-005-001-000-012	Children's Congress	Children's Congress	Children become aware of their rights	60		
3000-100-3-03-005-001-000-013	Monitoring and Evaluation of MCPC	Monitoring and Evaluation of MCPC	Quarterly meetings, program review and evaluation regularly conducted	26	44	100.00%
3000-100-3-03-005-001-000-014	Installation of Barangay Research Center	Purchase of Television	Equipment for education provided			
3000-100-3-03-005-001-000-016	Sports Feast	Inter school sports competition	Children participated the sports feast			
TOTAL PERCENTAGE						4204.75%
AVERAGE PERCENTAGE						91.41%

Prepared:


RENNA G. AGUDERA

Municipal Social Welfare and Development Officer - Designate

Mandate, Vision/Mission, Major Final Output, Performance Indicators and Targets FY 2023
LGU: Hindang, Leyte

Department/Office

: **Municipal Agriculture Office**

Mandate

: Promotion of agricultural development by providing the policy framework, public investments, and support services needed for domestic and export oriented business enterprises

Vision

: A modernized smallholder agriculture and fisheries; a diversified rural economy that is dynamic, technologically advanced and internationally competitive. Its transformation is guided by the sound practices of resource sustainability, the principles of social justice and a strong private sector participation.

Mission

: To help and empower the farming and fishing communities and the private sector to produce enough, accessible and affordable food for every Filipino and a decent income for all.

Organizational Outcome

: Productivity in agriculture and fisheries sector increased; forward linkage to the industry and services sectors increased; sector resilience to climate change risks increased.

AIP Reference Code 1	Program/Project/Activity Description 2	Major Final Output 3	Performance/Output Indicator 4	Target for the Budget Year 5	Actual Accomplishment as of September 30, 2023 6	Percentage of Actual Accomplishment 700%
8000 8000-000-3-02-003-001	Economic Services Agriculture and Food Security Services	Increased by 75% of Agri-production in Agri Barangays	Trainings and agricultural services provided to various barangays	20 Brgys.		
8000-000-3-02-003-001-000-006	20% Economic Development Fund Corn Production	Provision of hybrid corn seeds	No. of packs hybrid corn seeds distributed, no. of farmers served	20 packs/20 farmers	20 packs/20 farmers	100%
8000-000-3-02-003-002-000-004	Fishery Support (Livelihood Projects)	Provide Materials for fish cage/shelter	No. of fisherfolks association benefited	2 Fas served	on procurement process	30%
8000-000-3-02-003-003-000-001	Mangrove and Tree Planting	Provide planting materials for tree planting	Conducted tree planting	2 Brgy. Served	to be conducted on October 2023	30%
8000-000-3-02-003-001-000-001	Gender and Development Poultry and Livestock Production Program	Conduct training with input support	No. of farmers associations served	1 FA provided livelihood project	2 FA provided with input support	100%
8000-000-3-02-003-001-000-003	Plant Nursery Production Project	Conduct training on nursery management with input support	No. farmers trained and nursery established	25 farmers trained/1 plant nursery established	25 farmers trained/1 plant nursery established	100%

Mandate, Vision/Mission, Major Final Output, Performance Indicators and Targets FY 2023
LGU: Hindang, Leyte

Department/Office : **Municipal Agriculture Office**
Mandate : Promotion of agricultural development by providing the policy framework, public investments, and support services needed for domestic and export oriented business enterprises
Vision : A modernized smallholder agriculture and fisheries; a diversified rural economy that is dynamic, technologically advanced and internationally competitive. Its transformation is guided by the sound practices of resource sustainability, the principles of social justice and a strong private sector participation.
Mission : To help and empower the farming and fishing communities and the private sector to produce enough, accessible and affordable food for every Filipino and a decent income for all.
Organizational Outcome : Productivity in agriculture and fisheries sector increased; forward linkage to the industry and services sectors increased; sector resilience to climate change risks increased.

AIP Reference Code 1	Program/Project/Activity Description 2	Major Final Output 3	Performance/Output Indicator 4	Target for the Budget Year 5	Actual Accomplishment as of September 30, 2023 6	Percentage of Actual Accomplishment 700%
8000-000-3-02-003-001-000-002	Rice Production Program	Purchase certified seeds and promote Good Agricultural Practices (GAP)	No. of farmers benefited	500 farmers served	on procurement process	40%
8000-000-3-02-003-001-000-005	Vegetable Production	Provision of vegetable seeds and other inpiuts	No. of farmers provided with hybric corn seeds	10 Brgys.	15 barangays	100%
8000-000-3-02-003-001-000-008	Animal Health Care and Management	Provision of Drugs and Biologics for Animal Health	No. of farmers and animals served	500 farmes/1000h ds animals	500 farmers/1000 animals	100%
8000-000-3-02-003-002-000-003	Provision of Fishing Gears to Fisherfolks	Provision of Hook and Line & Fishing Nets to Fisherfolks	Fisherries Associations are provided with fishing gears	5 Fisherfolks As served	not yet distributed	50%
8000-000-3-02-003-002-000-001	Rehabilitation & Maintenance of Fish Sanctuaries	Purchase and provision of materials for fish sanctuaries	3 coastal barangays provided with materials for fish sanctuaries	3 fish sanctuaries	procurement is still on process	30%
8000-000-3-02-003-003-000-003	Organic and Bio-control Production & Utilization	Training on Organic Fertilizer and Pesticide Production with input support	No. of farmers trained and number of inputs provided	25 farmers trained/no. of inputs distributed	25 farmers trained/19 inputs distributed	100%
TOTAL PERCENTAGE						780%
AVERAGE PERCENTAGE						70.91%

Prepared:


EMELINDA B. ALABADO
Municipal Agriculturist - Designate

Mandate, Vision/Mission, Major Final Output, Performance Indicators and Targets FY 2023

LGU: Hindang, Leyte

Department/Office

: Office of the Municipal Engineer

Mandate

: To administer, coordinate, supervise and control the construction, maintenance, improvement and repair of roads, bridges and other engineering and public works project of the Local Government Unit.

Vision

: To promote an efficient and progressive implementation of Local Government Infrastructure Projects for the benefits of the entire Municipality

Mission

: To initiate, review and recommend changes in policies and objectives, plans and programs techniques, practices in infrastructure development and public works in general of the Local Government Unit.

Organizational Outcome

: A more intensified delivery of Engineering Services to both Barangay Local Government and the Local Government Hindang, Leyte based on the National Building Code and other pertinent laws.

AIP Reference Code 1	Program/Project/Activity Description 2	Major Final Output 3	Performance/Output Indicator 4	Target for the Budget Year 5	Actual Accomplishment as of September 30, 2023 6	Percentage of Actual Accomplishment 7
8000-000-3-01-010-001 8000-000-3-01-010-001-001	Engineering Services <i>Pre-Engineering and Detailed Services</i> Formulate guidelines on engineering works for Local Government Unit	Policy guidelines formulated	Policy guidelines formulated	5	5	100%
	Approve building plans in accordance with Building Code	Building plans approved in accordance with Building Code	Building plans reviewed and approved	15	33	100%
	Supervise Infrastructure Projects	Infrastructure projects supervised	LGU and Barangay Projects supervised	10	21	100%
	Assist Barangays in Project Plans and Program of Works preparation	Program of Works and Project Plans for barangays prepared and assisted	Various barangays implemented their projects	20	47	100%
	Submit copies of approved Building Permits to NSO	Approved Building Permits submitted to NSO	Number of Building Permits submitted to NSO	15	33	100%

Mandate, Vision/Mission, Major Final Output, Performance Indicators and Targets FY 2023**LGU: Hindang, Leyte**

Department/Office

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3000-100-3-03-005-004-000-002	20% Economic Development Fund Upgrading of Rizal Park and Cultural Center	Upgrading Perimeter fence, Installation of Solar lightings and electrical wirings, Landscaping at Rizal Park and Cultural Center duly undertaking	Perimeter fence constructed, solar lights installed, electrical wirings system upgraded and landscaping 100% completed	1	1	100%
8000-000-3-01-010-001-002-029	Construction of National Road Solar Lighting (PHASE I)	Solarpowered Street lights constructed	Number of identified Mun. Street lights installed	1	1	100%
8000-000-3-01-010-001-002-004	Concreting of Farm to Market Road (Anahaw - Himacugo Road)	Farm to Market Roads identified and concreted	Number of Farm to Market Roads concreted	1	1	100%
8000-000-3-01-010-001-002-005	Concreting of Anolon to Dumpsite Brgy. Road	Identified section of Brgy. Anolon road concreted	Performed 100% of the identified road section concreted	1	1	100%
TOTAL PERCENTAGE						900%
AVERAGE PERCENTAGE						100.00%

Prepared:

MARIO FREDERICK D. MONTERO
Municipal Engineer


Mandate, Vision/Mission, Major Final Output, Performance Indicators and Targets FY 2023

LGU: Hindang, Leyte

Department/Office : **Market and Slaughterhouse**
Mandate : To provide an economically viable, sanitary and NMIC-compliant market and slaughterhouse to the constituents of the Municipality of Hindang
Vision : An effective and systematic market and slaughterhouse supervision, accounting and management control
Mission : To exercise inspection and monitoring of market and slaughterhouse operations
Organizational Outcome : An effective, sustainable and cost-efficient market and slaughterhouse mandated to raise local revenues in accordance with the local tax code and other pertinent laws

AIP Reference Code 1	Program/Project/Activity Description 2	Major Final Output 3	Performance/Output Indicator 4	Target for the Budget Year 5	Actual Accomplishment as of September 30, 2023 6	Percentage of Actual Accomplishment 7
8000-000-3-03-000-001	<i>Economic Enterprises and Public Utilities Operation Services</i>					
8000-000-3-03-000-001-001-000	<i>Hindang Public Market and Slaughterhouse</i>					
	Implementation of Market and Slaughterhouse Policies	Implemented Market and Slaughterhouse policies	Policies implemented	100% Implementation of the Local Tax Code 2014	80% Implementation of the Local Tax Code 2014	80%
	Monitoring and Supervising of Market and Slaughterhouse Operations	Supervised Market establishments	Market establishments issued with business permits	117	116	99%
TOTAL PERCENTAGE						179%
AVERAGE PERCENTAGE						89.50%

Prepared:


VICTORIA N. FULACHE
Municipal Treasurer

Mandate, Vision/Mission, Major Final Output, Performance Indicators and Targets FY 2023
LGU: Hindang, Leyte

Department/Office : **Municipal Tourism Council Office**
Mandate : To promote and develop a tourism industry that is ecologically sustainable, responsible, participative, culturally sensitive, economically viable & ethically and socially equitable for local community
Vision : Leading sustainable ecotourism development for inclusive economic growth in the municipality of Hindang
Mission : Hindang will position its nature-based attraction sites as distinctly different by promoting responsible, sustainable and internationally acceptable nature-based tourism management to ensure quality service, comfort and safety as suitable to market needs
Organizational Outcome : A tourism council that is pro-active, environmentally sensitive and people oriented, adherent to the vision and mission of the office

AIP Reference Code 1	Program/Project/Activity Description 2	Major Final Output 3	Performance/Output Indicator 4	Target for the Budget Year 5	Actual Accomplishment as of September 30, 2023 6	Percentage of Actual Accomplishment 7
8000-000-3-03-000-002 8000-000-3-03-000-002-000-001	Tourism Services Tourism Development Operation	Increased local income and local tourist site preserved and maintained	Formulate plans to increase income and appropriate presentation of tourists spots or destination	100% realization of plans, programs and projects	100%	100%
8000-000-3-03-000-002-000-011	20% Economic Development Fund Fabrication and Installation of Floating Board Walk and Floating Cottages	Increased local revenue derived from rental of the floating cottages and increase on tourist influx to the municipality	Formulated program of works for the fabrication and installation of floating cottages and boardwalk	100% completion of the proposed project	40%	40%
TOTAL PERCENTAGE						140%
AVERAGE PERCENTAGE						70.00%

Prepared:

DEXTER R. SARCON
Municipal Tourism Officer-Designate

Mandate, Vision/Mission, Major Final Output, Performance Indicators and Targets FY 2023
LGU: Hindang, Leyte

Department/Office: **General Services Office****Mandate**

: Take custody of and be accountable for all properties and supplies owned by the LGU and provision of support to waste management as well as disaster management programs.

Vision

: A Local Government Unit with a systematically managed and maintained assets.

Mission

: The Office is committed to provide supply and procurement services to all LGU departments, maintain and secure all assets of the LGU systematically as well as to support other services like waste collection and disposal and to serve as frontliner together with the MDRRMO in times of disaster and calamities.

Organizational Outcome

: A well-organized management and inventory of all LGU-owned properties.

AIP Reference Code 1	Program/Project/Activity Description 2	Major Final Output 3	Performance/Output Indicator 4	Target for the Budget Year 5	Actual Accomplishment as of September 30, 2023 6	Percentage of Actual Accomplishment 7
1000-003-3-03-013-001 1000-003-3-03-013-001-000-001	General Services <i>Property Management, Administrative and Support Program</i>	<i>Property Management Services</i>	Year-end inventory report of all Property, Plant and Equipment accounted for by the LGU submitted to the Commission on Audit on time	Year-end inventory report of all Property, Plant and Equipment accounted for by the LGU submitted to the Commission on Audit on or before February 14, 2024	75%	75%
			Registration of service vehicles with LTO processed prior to the expiration date	Service vehicles registered with LTO prior to the expiration date	100%	100%
			Payment of insurance premiums of all government-owned buildings processed before the expiration date	All government-owned buildings insured before the expiration date	-	-
			payment of insurance premiums of all municipal vehicles	All municipal vehicles insured	90%	90%
			Logistic services provided on various local and national events	Logistic services delivered in full and on time on various local and national events	75%	75%
		<i>Administrative and Support Services</i>	Support provided on the waste collection and disposal services	Support provided to the Waste Management Focal Person on waste collection and disposal services	75%	75%
			Support to MDRRMO in times of disaster and calamities	Support provided to MDRRMO in times of disaster and calamities	75%	75%
1000-003-3-03-013-001-000-002	Waste Management <i>Garbage Collection and Solid Waste Management</i>	Sustainable Waste Management and Ecological preservation	100% solid waste collected and segregated	100%	75%	75%
TOTAL PERCENTAGE						565%
AVERAGE PERCENTAGE						70.63%

Prepared:


EPHIPANY JOYCE A. PAMENIANO
 General Services Officer



Republic of the Philippines
Province of Leyte
MUNICIPALITY OF HINDANG
MUNICIPALITY OF HINDANG



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EMPLOYEES ORGANIZATION- MANAGEMENT CONSULTATIVE COMMITTEE

November 17, 2023

HON. BETTY A. CABAL
Municipal Mayor
LGU-Hindang
Hindang, Leyte

Maam:

Based on the review of the Financial Records and other related documents of LGU-Hindang in compliance with DBM Budget Circular No. 2023-1 dated November 10, 2023, the committee has come up with the following to wit:

1. The Local Government Unit of Hindang Leyte as Management and HILGEA as "Negotiating Agent" created as Employee's Organization- Management Consultative Committee as per Joint Resolution No. 2023-01 dated November 13, 2023 to determine if the agency is qualified for the grant of CNA Incentive (copy is hereto attached and marked as Attachment "J");
2. The Hindang Local Government Employees Association (HILGEA) an organization of the Rank-and File employees is the sole "Negotiating Agent" for the Local Government Unit of Hindang accredited by the Civil Service Commission as per Certificate of Accreditation No. 1107 dated July, 11, 2017 and Certificate of Registration No. 2791 dated July 20, 2023 of the Civil Service Commission and DOLE (copies hereto attached an marked as Attachment "D" & "E");
3. The Local Government of Hindang and the Hindang Local Government Employees Association (HILGEA) has an existing Collective Negotiation Agreement (CNA) which was executed the both parties last February 14, 2023, notarized February 14, 2023 and registered by CSC per Certificate of Registration No. 2791 dated July 20, 2023 (copy are hereto attached and marked as Attachment "F")
4. The Local Government Unit of Hindang, Leyte has accomplished and completed **84.37%** of all the targets under its programs/projects and activities as duly approved in the budget for the fiscal year 2023 as per LBF certified the department heads (marked as Attachment "G")
5. The Local Government Unit of Hindang has saving from allowable MOOE allotments in FY 2023 available for CNA in the amount of **One Million Eight Hundred Thirty Six Thousand Pesos (Php 1,836,000.00)**. Statement of funds Available for CNA Incentive-MOOE Saving hereto attached (marked as Attachment "H"). This savings is the result of the cost-cutting measures issued by the Municipal Mayor under Executive Order No.2-B series of 2023 dated February 15, 2023 (marked as Attachment "I") ; and through the efforts of the management and the employees with regards to the contribution of the accomplishment of the performance target,

6. Pursuant to DBM Budget Circular No. 2023-1 dated November 10, 2023 Item 4.2.3, the rate of the CNA incentive shall not exceed P30,000.00 per qualified employee. As stated above, the Local Government Unit of Hindang has an available amount to grant CNA incentive to all qualified employee and shall be computed as follows:

CNA Incentive:


1. Regular Employee P30,000.00
(Municipal Officials, Heads and Assistant
Heads of Offices and Rank and File Employees

2. Those employees who have rendered a total or an aggregate of less than four (4) months of service from January 1 to September 30 of the current year and are still in the service as of September 30 of the same year shall be entitled solely to a pro-rated CNA incentive as per Joint Memorandum and the Negotiating Agent (HILGEA) (see attached guidelines marked as Attachment "K")


7. The internal guidelines in the grant of the CNA incentive has been complied with as per Joint Resolution No. 2023-02 dated November 17, 2023 incorporating the guidelines/criteria for the grant of CNA Incentive (Attachment "L").


With the above premises the committee hereby recommend to the Honorable Mayor Betty A. Cabal that the agency is qualified for the grant of CNA Incentive for FY 2023.

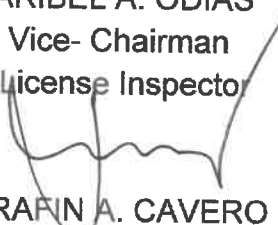
Very truly yours,


NILDA T. ABRANTES
Chairman
Municipal Accountant-Designate


FELICITACION B. BALIÑA
Member
Executive Assistant II


EPHIPANY JOYCE A. PAMENIANO
GSO


MARIBEL A. ODIAS
Vice- Chairman
License Inspector


SERAFIN A. CAVERO
Member
Sangguniang Bayan Member


ANECITO B. ABENOJA
HiLGEA President


REBECCA P. AMERICA
HiLGEA Secretary

Noted by:



ENGR. MARIO FREDERICK D. MONTERO
Municipal Engineer


ENGR. RICARDO M. RENEGADO, JR.
Municipal Planning & Development Coordinator


STATEMENT OF FUNDS AVAILABLE FOR REVERSION
As of November 24, 2023

Office (1)	Object of Expenditures (2)	Amount of Appropriation (3)	Amount of Obligation (4)	Unobligated to Date (5)	Reserve for December (6)	Amount to be Reverted (7)
Office of the Municipal Mayor	Maintenance & Other Operating Expenses:					
	Traveling Expenses	480,000.00	245,972.92	234,027.08	145,200.00	88,827.08
	Supplies and Materials Expenses					
	Office Supplies Expenses	150,000.00	84,268.50	65,731.50	37,250.00	28,481.50
	Fuel, Oil and Lubricants Expenses	1,410,000.00	859,999.38	550,000.62	469,986.00	80,014.62
	Other Supplies and Materials Expenses	83,000.00	36,340.00	46,660.00	15,000.00	31,660.00
	Utilities					
	Water Expenses	280,000.00	68,547.36	211,452.64	118,101.09	93,351.55
	Electricity Expenses	2,306,744.32	1,697,828.05	608,916.27	453,957.36	154,958.91
	Communication Expenses					
	Postage and Courier Service	18,000.00	-	18,000.00	3,000.00	15,000.00
	Repairs and Maintenance					
	Repairs & Maint. - Machinery and Equipment					
	02 - Office Equipment	40,000.00	2,986.16	37,013.84	15,000.00	22,013.84
	03 - ICT Equipment	30,000.00	1,648.00	28,352.00	15,000.00	13,352.00
08 - Construction and Heavy Equipment	750,000.00	438,739.92	311,260.08	150,000.00	161,260.08	
Repairs & Maint. - Transportation Equipment						
01 - Motor Vehicles	285,000.00	103,435.00	181,565.00	131,565.00	50,000.00	
04 - Watercraft	100,000.00	-	100,000.00	50,000.00	50,000.00	
Advertising Expenses	100,000.00	-	100,000.00	45,000.00	55,000.00	
Printing and Publication Expenses	75,000.00	6,660.00	68,340.00	50,000.00	18,340.00	
Sub-Total		6,107,744.32	3,646,425.29	2,561,319.03	1,699,059.45	862,269.68
Municipal Disaster Risk Reduction and	Traveling Expenses	37,000.00	24,338.40	12,661.60	5,000.00	7,661.60
	Supplies and Materials Expenses					
	Office Supplies Expenses	25,000.00	24,228.00	772.00	-	772.00
	Fuel, Oil and Lubricants Expenses	12,000.00	11,999.35	0.65	(0.00)	0.65
	Other Supplies and Materials Expenses	35,000.00	23,675.00	11,325.00	-	11,325.00
	Repairs and Maintenance					
	Repairs & Maint. - Machinery and Equipment					
	02 - Office Equipment	25,000.00	4,000.00	21,000.00	-	21,000.00
	09 - Disaster Response and Rescue Equipment	20,000.00	15,000.00	5,000.00	-	5,000.00
	Sub-Total		164,000.00	103,240.75	60,769.25	5,000.00
Office of the Municipal Vice-Mayor	Traveling Expenses	198,000.00	181,168.00	16,832.00	10,000.00	6,832.00
	Sub-Total	198,000.00	181,168.00	16,832.00	10,000.00	6,832.00
Office of the Sangguniang Bayan	Traveling Expenses	630,000.00	432,055.75	197,944.25	120,000.00	77,944.25
	Supplies and Materials Expenses					
	Other Supplies and Materials Expenses	64,000.00	15,000.00	49,000.00	-	49,000.00
	Communication Expenses					
	Postage and Courier Service	500.00	-	500.00	-	500.00
	Telephone expense	144,000.00	106,800.00	37,200.00	12,000.00	25,200.00
	Repairs and Maintenance					
	Repairs & Maint. - Machinery & Equipment					
	02 - Office Equipment	10,000.00	-	10,000.00	-	10,000.00
	03 - ICT Equipment	15,000.00	-	15,000.00	-	15,000.00
Advertising Expenses	4,000.00	-	4,000.00	-	4,000.00	
Sub-Total		867,500.00	663,865.75	313,644.25	132,000.00	181,644.25
SUB-TOTAL		7,327,244.32	4,384,689.79	2,942,564.63	1,846,069.45	1,096,496.08

WE HEREBY CERTIFY jointly that the above statement of funds available for reversion is true and correct.


VICTORIA N. FULACHE
Municipal Treasurer


IMELDA A. RENEGADO
Municipal Budget Officer


NILDA T. ABRANTES
Municipal Accountant-Designate



BETTY A. CABAL
Municipal Mayor


STATEMENT OF FUNDS AVAILABLE FOR REVERSION


As of November 24, 2023

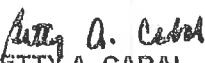
Office (1)	Object of Expenditures (2)	Amount of Appropriation (3)	Amount of Obligation (4)	Unobligated to Date (5)	Reserve for December (6)	Amount to be Reverted (7)
Office of the Secretary to the Sanggunian	Maintenance & Other Operating Expenses:					
	Supplies and Materials Expenses					
	Other Supplies and Materials Expense	18,000.00	15,000.00	3,000.00	-	3,000.00
	Repairs and Maintenance					
	Repairs & Maint. - Machinery & Equipment					
	02 - Office Equipment	2,000.00	-	2,000.00	-	2,000.00
	03 - ICT Equipment	2,000.00	-	2,000.00	-	2,000.00
Advertising Expenses	18,000.00	-	18,000.00	-	18,000.00	
Sub-Total		40,000.00	16,000.00	25,000.00	-	26,000.00
Office of the Municipal Treasurer	Traveling Expenses	60,000.00	34,041.70	25,958.30	15,958.30	10,000.00
	Supplies and Materials Expenses					
	Office Supplies Expenses	55,600.00	39,720.00	15,880.00	15,345.00	535.00
	Accountable Forms Expenses	130,000.00	116,500.00	13,500.00	5,000.00	8,500.00
	Other Supplies and Materials Expense	99,780.55	13,495.00	86,285.55	-	86,285.55
	Communication Expenses					
	Postage and Courier Service	2,000.00	1,000.00	1,000.00	-	1,000.00
	Repairs and Maintenance					
	Repairs & Maint. - Machinery & Equipment					
	02 - Office Equipment	13,500.00	10,350.00	3,150.00	-	3,150.00
	03 - ICT Equipment	13,500.00	11,750.00	1,750.00	-	1,750.00
	Printing and Publication Expenses	10,000.00	-	10,000.00	-	10,000.00
	Transportation and Delivery Expenses	10,000.00	9,966.93	33.07	(0.00)	33.07
Sub-Total		394,380.55	236,823.63	157,566.92	36,303.30	121,253.62
Office of the Municipal Assessor	Supplies and Materials Expenses					
	Office Supplies Expenses	30,800.00	24,475.00	6,325.00	-	6,325.00
	Other Supplies and Materials Expense	2,000.00	-	2,000.00	-	2,000.00
	Communication Expenses					
	Telephone expense	14,400.00	12,089.00	2,311.00	1,200.00	1,111.00
	Repairs and Maintenance					
	Repairs & Maint. - Machinery & Equipment					
	02 - Office Equipment	4,500.00	1,300.00	3,200.00	-	3,200.00
03 - ICT Equipment	5,000.00	-	5,000.00	-	5,000.00	
Sub-Total		56,700.00	37,864.00	18,836.00	1,200.00	17,636.00
Office of the Municipal Accountant	Supplies and Materials Expenses					
	Office Supplies Expenses	40,000.00	39,978.00	22.00	-	22.00
	Fuel, Oil and Lubricants Expenses	200.00	-	200.00	-	200.00
	Other Supplies and Materials Expense	55,000.00	54,623.00	377.00	-	377.00
	Repairs and Maintenance					
	Repairs & Maint. - Machinery & Equipment					
	02 - Office Equipment	10,000.00	9,740.15	259.85	-	259.85
03 - ICT Equipment	36,254.00	35,000.00	1,254.00	-	1,254.00	
Sub-Total		141,454.00	139,341.15	2,112.85	-	2,112.85
SUB-TOTAL		832,534.55	429,028.78	203,605.77	37,603.30	166,002.47

WE HEREBY CERTIFY jointly that the above statement of funds available for reversion is true and correct.


VICTORIA N. FULACHE
Municipal Treasurer


IMELDA A. RENEGADO
Municipal Budget Officer


NILDA T. ABRANTES
Municipal Accountant-Designate


BETTY A. CABAL
Municipal Mayor

STATEMENT OF FUNDS AVAILABLE FOR REVERSION
As of November 24, 2023

Office (1)	Object of Expenditures (2)	Amount of Appropriation (3)	Amount of Obligation (4)	Unobligated to Date (5)	Reserve for December (6)	Amount to be Reverted (7)
Municipal Budget Office	<i>Maintenance & Other Operating Expenses:</i>					
	Traveling Expenses	80,000.00	56,162.20	23,837.80	13,837.80	10,000.00
	Supplies and Materials Expenses					
	Office Supplies Expenses	40,000.00	33,632.00	6,368.00	-	6,368.00
	Other Supplies and Materials Expense	7,000.00	4,745.00	2,255.00	-	2,255.00
	Repairs and Maintenance					
	Repairs & Maint. - Machinery & Equipment					
	02 - Office Equipment	7,000.00	1,700.00	5,300.00	-	5,300.00
	03 - ICT Equipment	3,138.00	650.00	2,488.00	-	2,488.00
	Printing and Publication Expenses	5,000.00	-	5,000.00	-	5,000.00
Sub-Total	142,138.00	96,889.20	45,248.80	13,837.80	31,411.00	
Municipal Planning and Development Office	Traveling Expenses	65,000.00	24,738.41	40,261.59	10,000.00	30,261.59
	Supplies and Materials Expenses					
	Office Supplies Expenses	40,000.00	24,420.00	15,580.00	-	15,580.00
	Other Supplies and Materials Expenses	40,000.00	15,000.00	25,000.00	-	25,000.00
	Repairs and Maintenance					
	Repairs & Maint. - Machinery & Equipment					
	02 - Office Equipment	16,400.00	850.00	15,550.00	5,000.00	10,550.00
	03 - ICT Equipment	11,600.00	-	11,600.00	5,000.00	6,600.00
	Sub-Total	173,000.00	65,008.41	107,991.59	20,000.00	87,991.59
	Office of the Municipal Civil Registrar	Traveling Expenses	20,100.00	11,750.00	8,350.00	5,000.00
Supplies and Materials Expenses						
Office Supplies Expenses		24,970.00	14,455.00	10,515.00	-	10,515.00
Repairs and Maintenance						
Repairs & Maint. - Machinery & Equipment						
02 - Office Equipment		6,800.00	-	6,800.00	-	6,800.00
03 - ICT Equipment		10,000.00	-	10,000.00	-	10,000.00
Sub-Total	61,870.00	26,205.00	35,665.00	5,000.00	30,665.00	
General Service Office	Traveling Expenses	25,000.00	18,826.20	6,173.80	-	6,173.80
	Supplies and Materials Expenses					
	Office Supplies Expenses	25,000.00	24,979.90	20.10	(0.00)	20.10
	Other Supplies and Materials Expense	107,600.00	96,595.00	11,005.00	-	11,005.00
	Communication Expenses					
	Internet subscription Expense	8,500.00	-	8,500.00	1,700.00	6,800.00
	Repairs and Maintenance					
	Repairs & Maint. - Machinery & Equipment					
	02 - Office Equipment	180.00	-	180.00	-	180.00
	03 - ICT Equipment	500.00	-	500.00	-	500.00
Sub-Total	166,780.00	140,401.10	26,378.90	1,700.00	24,678.90	
SUB-TOTAL	543,788.00	328,603.71	215,284.29	40,537.80	174,746.49	

WE HEREBY CERTIFY jointly that the above statement of funds available for reversion is true and correct.

VNF
VICTORIA N. FULACHE
Municipal Treasurer

IR
IMELDA A. RENEGADO
Municipal Budget Officer


NTA
NILDA T. ABRANTES
Municipal Accountant-Designate

BAC
BETTY A. CABAL
Municipal Mayor

STATEMENT OF FUNDS AVAILABLE FOR REVERSION
As of November 24, 2023

(1) Office	(2) Object of Expenditures	(3) Amount of Appropriation	(4) Amount of Obligation	(5) Unobligated to Date	(6) Reserve for December	(7) Amount to be Reverted
Rural Health Unit & Women's Health Center	Maintenance & Other Operating Expenses:					
	Traveling Expenses	105,500.00	55,199.00	50,301.00	8,250.00	42,051.00
	Supplies and Materials Expenses					
	Office Supplies Expenses	70,996.00	70,746.00	250.00	-	250.00
	Drugs and Medicines Expenses	500,000.00	495,313.00	4,687.00	-	4,687.00
	Fuel, Oil and Lubricants Expenses	150,000.00	149,953.25	46.75	-	46.75
	Other Supplies and Materials Expenses	45,000.00	17,000.00	28,000.00	25,000.00	3,000.00
	Repairs and Maintenance					
	Repairs & Maint. - Machinery & Equipment					
	02 - Office Equipment	11,500.00	8,950.00	2,550.00	-	2,550.00
	03 - ICT Equipment	15,000.00	-	15,000.00	-	15,000.00
	11 - Medical Equipment	800.00	-	800.00	-	800.00
	Sub-Total	898,796.00	797,161.25	101,634.75	33,250.00	68,384.75
	Municipal Social Welfare and Development Office	Traveling Expenses	85,000.00	50,978.32	34,021.68	13,280.00
Supplies and Materials Expenses						
Other Supplies and Materials Expense		40,000.00	15,900.00	24,100.00	-	24,100.00
Communication Expenses						
Telephone expense		14,400.00	10,800.00	3,600.00	1,200.00	2,400.00
Repairs and Maintenance						
Repairs & Maint. - Machinery & Equipment						
02 - Office Equipment		18,000.00	15,900.00	2,100.00	-	2,100.00
03 - ICT Equipment	3,000.00	-	3,000.00	-	3,000.00	
Sub-Total	160,400.00	93,578.32	66,821.68	14,480.00	52,341.68	
Municipal Agriculture	Traveling Expenses	52,600.00	33,847.00	18,753.00	3,753.00	15,000.00
	Supplies and Materials Expenses					
	Office Supplies Expenses	13,000.00	12,513.00	487.00	-	487.00
	Animal/Zoological Supplies Expenses	75,000.00	74,820.00	180.00	-	180.00
	Fuel, Oil and Lubricants Expenses	10,000.00	-	10,000.00	-	10,000.00
	Other Supplies and Materials Expense	25,000.00	19,175.00	5,825.00	-	5,825.00
	Sub-Total	175,600.00	140,355.00	35,245.00	3,753.00	31,492.00
SUB-TOTAL	1,234,796.00	1,031,094.57	203,701.43	51,483.00	152,218.43	

WE HEREBY CERTIFY jointly that the above statement of funds available for reversion is true and correct.


VICTORIA N. FULACHE
Municipal Treasurer


IMELDA A. RENEGADO
Municipal Budget Officer



NILDA T. ABRANTES
Municipal Accountant-Designate


BETTY A. CABAL
Municipal Mayor

STATEMENT OF FUNDS AVAILABLE FOR REVERSION
As of November 24, 2023

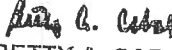
(1) Office	(2) Object of Expenditures	(3) Amount of Appropriation	(4) Amount of Obligation	(5) Unobligated to Date	(6) Reserve for December	(7) Amount to be Reverted
	<i>Maintenance & Other Operating Expenses:</i>					
Office of the Municipal Engineer	Traveling Expenses	31,000.00	16,939.20	14,060.80	5,000.00	9,060.80
	Supplies and Materials Expenses					
	Office Supplies Expenses	40,000.00	28,335.00	11,665.00	-	11,665.00
	Repairs and Maintenance					
	Repairs & Maint. - Buildings & Other Structures					
	99 - Other Structures	35,000.00	-	35,000.00	14,180.00	20,820.00
	Repairs & Maint. - Machinery & Equipment					
	01 - Machinery	10,000.00	-	10,000.00	-	10,000.00
02 - Office Equipment	24,600.00	20,088.27	4,511.73	-	4,511.73	
03 - ICT Equipment	1,500.00	-	1,500.00	-	1,500.00	
Sub-Total		142,100.00	65,362.47	76,737.53	19,180.00	67,557.53
Market and Slaughterhouse	Supplies and Materials Expenses					
	Other Supplies and Materials Expense	34,314.72	5,175.00	29,139.72	-	29,139.72
	Repairs and Maintenance					
	Repairs & Maint. - Building & Other Structures					
	04 - Markets	177,589.28	77,749.00	99,840.28	20,000.00	79,840.28
05 - Slaughterhouses	180,000.00	-	180,000.00	100,000.00	80,000.00	
Sub-Total		391,904.00	82,924.00	308,980.00	120,000.00	188,980.00
	SUB-TOTAL	534,004.00	148,286.47	385,717.53	139,180.00	246,537.53
TOTAL FUNDS AVAILABLE FOR REVERSION		10,272,366.87	6,349,603.32	3,922,763.55	2,086,763.55	1,836,000.00

WE HEREBY CERTIFY jointly that the above statement of funds available for reversion is true and correct.


VICTORIA N. FULACHE
Municipal Treasurer


IMELDA A. RENEGADO
Municipal Budget Officer


NILDA T. ABRANTES
Municipal Accountant-Designate


BETTY A. CABAL
Municipal Mayor



Republic of the Philippines
Province of Leyte
Municipality of Hindang
oOo

OFFICE OF THE MUNICIPAL MAYOR

EXECUTIVE ORDER NO. 2-B
Series of 2023

REINSTITUTIONALIZATION OF THE COST-CUTTING MEASURES TO BE UNDERTAKEN BY ALL OFFICIALS AND EMPLOYEES OF THE LOCAL GOVERNMENT UNIT OF HINDANG, LEYTE

WHEREAS, the LGU is clinging to the ideals of austerity measures as a norm and way of life among our officials and employees and other workers;

WHEREAS, to be more effective it is important for this matter to be institutionalized to the level of our local governance.

NOW, THEREFORE, I, BETTY A. CABAL, Mayor of Hindang, Leyte, by virtue of the powers vested in me by law do hereby order the following:

SECTION 1. COST-CUTTING MEASURES – All Elective/Appointive Officials, Department Heads, Rank-And-File Employees, Casuals, Jos and other Workers of the LGU, Hindang, Leyte are hereby directed to strictly exercise, observe and adhere the cost-cutting measures on the expenses of the following, as herein-below itemized:

1. Holding /conducting/attending seminars, conferences, meetings, summits and trainings;
2. Maintenance and repairs of computers, gadgets, equipment, tools, vehicles, facilities, instruments, etc.;
3. Transportations, communications, deliveries and travels;
4. Supplies, materials and utilities;
5. Electricity –
 - a. Air-Conditioner shall be used on the following schedule:
9:00 AM – 11:00 AM
2:00 PM – 4:00 PM
 - b. Lighting facilities, air conditioning units and electronic gadgetries shall be switched off when not in use.
6. Unessential for activities and programs, or the like.

SECTION 2. COMPLIANCE – Compliance hereof is strictly enjoined.

SECTION 3. REPEALING CLAUSE – Prior issuances inconsistent hereof shall be deemed superseded by this Executive Order.

SECTION 4. EFFECTIVITY – This Order shall take effect immediately.

Issued this 15th day of February, 2023, at Hindang, Leyte.


BETTY A. CABAL
Municipal Mayor



Republic of the Philippines
Province of Leyte
MUNICIPALITY OF HINDANG
-o0o-



LOCAL GOVERNMENT UNIT OF HINDANG
and
HINDANG LOCAL GOVERNMENT EMPLOYEES ASSOCIATION (HiLGEA)
Hindang, Leyte

Joint Resolution No. 2023 – 01

A JOINT RESOLUTION CREATING AN EMPLOYEE'S ORGANIZATION-MANAGEMENT CONSULTATIVE COMMITTEE AND ITS COMPOSITION FOR MONITORING THE IMPLEMENTATION OF CNA & GRANT OF CNA INCENTIVE FOR FY 2023

WHEREAS, the Local Government Unit of Hindang, as Management represented by the Municipal Mayor Betty A. Cabal and Rank and File Employees, as HiLGEA represented by the president, Mr. Anecito B. Abenoja;

WHEREAS, the creation of an Employees' Organization-Management Consultative Committee and its composition is one to the guidelines in order to determine if the agency is qualified for the grant of CNA Incentive as stated in Item 5:1, as per DBM Budget Circular No. 2023-1 dated November 10, 2023;

WHEREAS, the functions of the Committee is to review the agency's financial records and submit recommendations thereof based on the said circular;

NOW THEREFORE, on mass motion, BE IT Resolved as it is hereby Resolved to create an Employees' Organization-Management Consultative Committee and its composition represented by **Felicitacion B. Baliña** from the Management, **Serafin A. Cavero** from the Sangguniang Bayan, and **Ehipany Joyce A. Pameniano**- the GSO, **Anecito B. Abenoja** **Maribel A. Odias** and **Rebecca P. America**, from the Rank and File Employees (HiLGEA)- **Nilda T. Abrantes** - the SAO.

RESOLVED FURTHER, to let copies be furnished to the office of the Municipal Mayor, Office of the Sangguniang Bayan, Office of the Municipal Accountant, Office of the Municipal Budget Officer, Office of the Municipal Treasurer, Finance Committee, and the concerned employees for their information and guidance.

RESOLVED this 13th day of November, 2023 at the SB Session Hall, Municipal Building, Hindang, Leyte

I hereby certify to the correctness of the foregoing resolution.

Certified correct:


REBECCA P. AMERICA
HiLGEA Secretary

Approved:


HON. BETTY A. CABAL
Municipal Mayor/Management


ANECITO B.. ABENOJA
HiLGEA-President/Rank-and-File Employees



Republic of the Philippines
Province of Leyte
MUNICIPALITY OF HINDANG
-o0o-



**LOCAL GOVERNMENT UNIT OF HINDANG *and*
HINDANG LOCAL GOVERNMENT EMPLOYEES ASSOCIATION
(HILGEA)**

JOINT MEMORANDUM

No. 2023 – 01

November 17, 2023

**TO : The Management (Municipal Officials, Department Heads),
Rank-and-File Employees (HILGEA) and all Other concerned**

**SUBJECT : Guidelines on the Grant of Collective Negotiation Agreement
(CNA) Incentive to the Management (Municipal Officials,
Department Heads), Rank-and-File Employees (HILGEA) and
all Other concerned**

1.0 Background

1.1 DBM Budget Circular No. 2023-1 - Guidelines in the Grant of Collective Negotiation Agreement Incentive for FY 2023

2.0 Purpose

This Memorandum is issued to prescribe the guidelines on the grant of the Collective Negotiation Agreement Incentive for FY 2023.

3.0 Coverage

The following are covered by this Joint Memorandum.

3.1 The Management (Municipal Officials, Department Heads), and Rank-and-File Employees (HILGEA members) rendering a full-time service in the Local Government Unit of Hindang.

4.0 Exclusions

The following are excluded from coverage of this Memorandum:

4.1 Those hired without employer-employee relationships and paid from Non-Personnel Services appropriations/budgets as follows:

4.1.1 Individuals and groups whose services are engaged through job orders, contracts of service, or others similarly situated.

5.0 Grant of CNA Incentive to Employees in LGU

5.1 The grant of the CNA Incentive shall be subject to the following conditions and guidelines:

5.1.1 Those employees who are HILGEA members who are still in the service as of September 30, 2023 will receive the full amount.

5.1.2 Those employees who perform managerial functions (Municipal Officials, Department Heads), who are still in the service as of September 30, 2023 will receive the full amount of CNA incentive.

5.1.3 Those employees who perform managerial functions (Municipal Officials, Department Heads and HILGEA members who have rendered at least a total or aggregate of four(4) months including absence with pay, will be entitled to the full amount of CNA incentive

5.1.4 Those who have rendered a total or an aggregate of less than four (4) months of service from January 1 to September 30, 2023 of the current year and are still the service of the agency as of September 30 of the same year shall be entitled solely to a pro-rated CNA incentive , as follows:

Length of Service	Percentage of CNA
3 months to less than 4 months	40%
2 months to less than 3 months	30%
1 month to less than 2 months	20%
Less than 1 month	10%

5.1.5 A compulsory retiree, on service extension as of September 30, 2023, may be granted CNA Incentive

6.0 When to Pay CNA Incentive

Payment of CNA Incentive shall be made not earlier than December 15, 2023.

7.0 Responsibility of the management and the Union

The Management and the Union shall be responsible for the implementation of the provisions of this a Memorandum. And in case, the said grant of the CNA Incentive Bonus be disallowed by the Commission on Audit, the individual recipients shall be obliged to refund such.


8.0 Resolution of Cases

Cases not covered by this Joint memorandum shall be referred both to the management and Union for Resolution.

9. Effectivity

This Memorandum shall take effect immediately.


BETTY A. CABAL
Municipal Mayor


ANECITO B. ABENOJA
HILGEA President



Republic of the Philippines
Province of Leyte
MUNICIPALITY OF HINDANG
-o0o-



**LOCAL GOVERNMENT UNIT and
HINDANG LOCAL GOVERNMENT EMPLOYEES ASSOCIATION (HILGEA)
Hindang, Leyte**

Joint Resolution No. 2023 - 02

**A RESOLUTION INCORPORATING THE GUIDELINES/CRITERIA FOR GRANTING OF
CNA INCENTIVE UNDER JOINT MEMORANDUM NO. 2023-01**

WHEREAS, the Local Government Unit of Hindang; as Management represented by the Municipal Mayor Betty A. Cabal and Rank and File Employees, as HILGEA represented by the president, Mr. Anecito B. Abenoja;

WHEREAS, both parties signed a Joint Memorandum No. 2023-01 dated November 17, 2023 setting the Guidelines on the Grant of Collective Negotiation Agreement (CNA) Incentive to Members of HILGEA and those performing managerial functions (Municipal Officials and Department Heads) for Fiscal Year 2023;

WHEREAS, the conditions and guidelines on the grant of CNA Incentive as stated in the Joint memorandum are the following

- 5.1.1 Those employees who are HILGEA members who are still in the service as of September 30, 2023 will receive the full amount.
- 5.1.2 Those employees who perform managerial functions (Municipal Officials, Department Heads), who are still in the service as of September 30, 2023 will receive the full amount of CNA incentive.
- 5.1.3 Those employees who perform managerial functions (Municipal Officials, Department Heads and HILGEA members who have rendered at least a total or aggregate of four(4) months including absence with pay, to be entitled to the full amount of CNA incentive
- 5.1.4 Those who have rendered a total or an aggregate of less than four (4) months of service from January 1 to September 30, of the current year and are still in service with the agency as of September 30 of the same year shall be entitled solely to a pro-rated CNA incentive , as follows:

Length of Service	Percentage of CNA
3 months to less than 4 months	40%
2 months to less than 3 months	30%
1 month to less than 2 months	20%
Less than 1 month	10%

- 5.1.5 A compulsory retiree, on service extension as of September 30, 2023, may be granted CNA Incentive

NOW, THEREFORE, BE IT RESOLVE as it is hereby **RESOLVED**, to incorporate the guidelines/criteria for granting the CNA Incentive under Joint Memorandum No. 2023-01.

UNANIMOUSLY APPROVED this 17th day of November 2023.

I hereby certify to the correctness of the foregoing resolution.

Certified correct:




REBECCA P. AMERICA
HiLGEA Secretary

Approved:



HON. BETTY A. CABAL
Municipal Mayor/Management



ANECITO B. ABENOJA
HILGEA-President Rank-and-File Employees



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF BUDGET AND MANAGEMENT
GENERAL SOLANO STREET, SAN MIGUEL, MANILA

BUDGET CIRCULAR

No. 2023 - 1
November 10, 2023

TO : Heads of Departments, Bureaus, Offices, and Agencies of the National Government, Including Constitutional Offices Enjoying Fiscal Autonomy; State Universities and Colleges (SUCs); Government-Owned or -Controlled Corporations (GOCCs); Local Water Districts (LWDs); Local Government Units (LGUs); and All Others Concerned

SUBJECT : Guidelines on the Grant of the Collective Negotiation Agreement (CNA) Incentive for FY 2023

1.0 Background

- 1.1 Administrative Order (AO) No. 135, s. 2005¹ authorizes the grant of the CNA incentive to government employees and directs the Department of Budget and Management (DBM) to issue the necessary policy and procedural guidelines for its implementation.
- 1.2 Item (4)(h)(ii)(aa) of the Congress Joint Resolution (JR) No. 4, s. 2009² institutionalizes the grant of the CNA Incentive as a form of reward to motivate employee efforts toward higher productivity, to wit:

"(aa) Collective Negotiation Agreement (CNA) Incentive - This may be granted to both management and rank-and-file employees of agencies with approved and successfully implemented CNAs in recognition of their efforts in accomplishing performance targets at lesser cost, in attaining more efficient and viable operations through cost-cutting measures and systems improvement xxx."

¹ Authorizing the Grant of Collective Negotiation Agreement (CNA) Incentive to Employees in Government Agencies

² Joint Resolution Authorizing the President of the Philippines to Modify The Composition and Position Classification System of Civilian Employees and the Base Pay Schedule of Statutory and Contractual Personnel in the Government, and for Other Purposes

- 1.3 Section 81 of the General Provisions (GPs) under the FY 2023 General Appropriations Act (GAA) provides the rules in the grant of the CNA Incentive to wit:

"Sec. 81. Rules in the Grant of Collective Negotiation Agreement Incentive. Departments, bureaus, and offices of the National Government, including Constitutional Offices enjoying fiscal autonomy and SUCs may grant collective negotiation agreement (CNA) Incentive sourced from the allowable MOOE allotments identified by the DBM, subject to the following:

- (a) There is a valid CNA executed between the agency and the recognized employee organization which includes a provision on cost-cutting measures to be undertaken collectively by the agency and its personnel;*
- (b) The one-time annual payment of CNA Incentive shall be made through a written resolution signed by agency representatives from both labor and management, and approved by the agency head.*
- (c) The CNA Incentive that may be granted shall be limited to the amount determined by the DBM; and*
- (d) The use of MOOE for the payment of CNA Incentive shall be subject to approval by the agency head and made only during the validity of appropriations. Any excess amounts therefrom after payment of the CNA Incentive shall revert to the General Fund.*

GOCCs and LGUs may likewise grant CNA Incentive to their respective personnel, subject to the policies, rules and regulations issued by the DBM."

- 1.4 Section 3 of AO No. 25³ dated December 21, 2011 mandates that the harmonized Results-Based Performance Monitoring System shall be used as a basis for determining entitlement to performance-based allowances, incentives, or compensation of government personnel, including the CNA Incentive.

2.0 Purpose

This Circular is issued to provide the policy and procedural guidelines on the grant of the CNA Incentive for FY 2023, pursuant to the laws and executive issuances stated in Item 1.0 hereof.

3.0 Coverage

This Circular covers the following civilian personnel occupying regular, contractual, or casual positions rendering services on full-time or part-time basis in national government agencies (NGAs), including Constitutional Offices

³ Circular Letter Series No. 25 dated December 21, 2011 on the Harmonized Results-Based Performance Monitoring, Incentive, and Reporting System.

enjoying fiscal autonomy, SUCs, GOCCs, LWDs, and LGUs, whether or not covered by Republic Act (RA) No. 6758¹ dated August 21, 1989:

- 3.1 Rank-and-file employees who are members of an employees' organization accredited by the Civil Service Commission (CSC) as the sole and exclusive negotiating agent (hereinafter referred to as "negotiating agent") in accordance with the rules and regulations issued by the Public Sector Labor Management Council (PSLMC):
- 3.2 Rank-and-file employees who are non-members of the negotiating agent who wish to enjoy or accept benefits under the CNA, subject to payment of agency fee to the negotiating agent in accordance with PSLMC Resolution No. 1, s. 1993²; and
- 3.3 Those who perform managerial functions.

4.0 Policy Guidelines

4.1 Conditions for the Grant of the CNA Incentive

4.1.1 Existence of a CNA

- (a) There should be a valid and subsisting CNA executed between the representatives of the management and the employees' organization accredited by the CSC as the sole and exclusive negotiating agent for the purpose of collective negotiations with the management of a department, line bureau, attached agency, Constitutional Office, SUC, GOCC, LWD, or LGU.

In accordance with PSLMC Resolution No. 9, s. 2023³, the registration by the employees' organization of its CNA with the CSC shall be a **condition precedent** for the grant of the CNA Incentive. For this purpose, a Certificate of Registration shall be secured from the CSC.

- (b) The grant of the CNA Incentive must be stipulated in the CNA or in supplements thereof.

4.1.2 Accomplishment of Targets

- (a) The NGAs, including Constitutional Offices enjoying fiscal autonomy, SUCs, and GOCCs not covered by RA No. 10149⁴ dated June 6, 2011 should have accomplished, by September 30, 2020, at least an average of 70% of all the targets for all the organizational

¹ Republic Act (RA) No. 6758, "An Act to Amend the Law Relating to the Classification of Government and Local Office Employees," Agency Executive No. 1, Members of the Accredited Recognized Labor or Negotiating Agent.

² Resolution of Collective Negotiation Agreement (CNA) with the Civil Service Commission.

³ An Act to Amend the Law Relating to the Classification of Government and Local Office Employees, RA No. 10149, "An Act to Amend the Law Relating to the Classification of Government and Local Office Employees."

outcomes/performance indicators under their respective FY 2023 budget approved by Congress, or the approved FY 2023 Corporate Operating Budget (COB), whichever is applicable.

- (b) GOCCs covered by RA No. 10149 should have accomplished, by September 30, 2023, at least an average of 70% of all the targets under their respective Performance Scorecard, as agreed upon between the Governance Commission for GOCCs (GCG) and the GOCC pursuant to GCG Memorandum Circular No. 2017-02⁹ dated June 30, 2017.
- (c) LWUs should have a positive net balance in the average net income for the period January 1 to September 30, 2023, to be validated by the Local Water Utilities Administration.
- (d) LGUs should have accomplished, as of September 30, 2023, at least an average of 70% of all the targets under their programs/projects/activities approved in the LGU budget for FY 2023.

4.1.3 *Submission of Accountability Reports*

The NGAs, including Constitutional Offices enjoying fiscal autonomy and SUCs, should have submitted to DBM their respective accountability reports as of September 30, 2023 pursuant to Commission on Audit (COA)-DBM Joint Circular No. 2014-1⁹ dated July 2, 2014, as amended by COA-DBM JC No. 2019-1¹⁰ dated January 1, 2019.

4.2 **Rate of the CNA Incentive**

- 4.2.1 The rate of the CNA Incentive shall not be pre-determined in the CNA since it is subject to compliance with the conditions in Item 4.1 hereof and the availability of the allowable allotments.
- 4.2.2 The CNA Incentive may be given equally to all qualified employees under Item 3.0 hereof or at varying rates in consideration of the employee's or his/her office's contribution to the accomplishment of performance targets, efficiency, productivity, or profitability, as determined by the agency head upon recommendation of the Employees' Organization-Management Consultative Committee.

⁹ Internal Performance Evaluation System For the GOCC Sector

¹⁰ Guidelines Regarding the Form of COA-DBM Joint Circulars, Memoranda, and Orders on Accountancy Reports

¹¹ Updated Guidelines Relative to Budget and Financial Accountability Reports (BIAR) starting FY 2019

4.2.3 In all cases, the CNA Incentive shall **not exceed P30,000** per qualified employee.

4.3 Fund Sources of the CNA Incentive

4.3.1 For NGAs, Including Constitutional Offices and SUCs

The CNA Incentive shall be sourced solely from the available balances of allowable Maintenance and Other Operating Expenses (MOOE) allotments after considering the FY 2023 requirements, provided further that the same have become available as a result of cost-cutting and systems improvement measures undertaken collectively by the agency and its personnel, as identified in their respective CNAs and supplements thereof. Such fund sources shall be limited to the following MOOE items defined under the Government Accounting and Auditing Manual:

- (a) Communication Expenses;
- (b) Repairs and Maintenance Expenses;
- (c) Supplies and Materials Expenses;
- (d) Transportation and Delivery Expenses;
- (e) Traveling Expenses;
- (f) Utility Expenses;
- (g) Printing and Publication Expenses;
- (h) Advertising Expenses; and
- (i) Subscription Expenses.

4.3.2 The following shall, in no case, be used as fund source of the CNA Incentive:

- a. Balances of allotment for programs/activities/projects which were discontinued with finality, or abandoned; and
- b. Released allotments intended for acquisition of goods and services to be distributed/delivered to, or to be used by agency clients.

4.3.3 Items under Personnel Services, all other MOOE, and/or Capital Outlay shall not be used to increase allowable MOOE items as fund source for the FY 2023 CNA Incentive.

4.3.4 For GOCCs

The CNA incentive shall be sourced solely from the total MOOE level under their respective DBM-approved COBs for FY 2023, provided that the following conditions are complied with:

- a. Actual operating income for the period January 1 to September 30, 2023 shall, at least, meet the targeted

operating income in the approved COB for the same period. For GOCCs/GFIs, which by the nature of their functions consistently incur losses, the current year's operating loss should have been minimized or reduced compared to or at most equal to that of the prior year's level.

- b. Actual operating expenses as of September 30, 2023 are less than the DBM-approved level of operating expenses in the COB so as to generate sufficient source of funds for the payment of CNA Incentive; and
- c. For income generating GOCCs/GFIs required to remit earnings, an amount equivalent to at least 50% of the annual earnings of the immediately preceding year should have been remitted to the National Treasury in accordance with Section 3 of RA No. 7656¹¹ dated November 9, 1993

4.3.5 For LWDs

The CNA Incentive shall be sourced solely from the allowable MOOE allotments in FY 2023, as enumerated in Item 4.3.1, under their Board of Directors-approved COBs, subject to the provision of Item 4.1.2(c) hereof.

4.3.6 For LGUs

The CNA Incentive shall be sourced solely from the allowable MOOE allotments in FY 2023, as enumerated in Item 4.3.1, under their respective approved LGU budgets

4.4 Payment of the CNA Incentive

- 4.4.1 The FY 2023 CNA Incentive is a **one-time benefit** which shall be granted **not earlier than December 15, 2023 but not later than December 31, 2023.**
- 4.4.2 It cannot be given immediately upon signing and ratification of the CNA as this will transform the CNA Incentive into a CNA Signing Bonus which the Supreme Court, in the case of *Social Security System vs. COA*¹², has prohibited for not being a truly reasonable compensation.
- 4.4.3 The CNA Incentive for the year shall be granted only during the validity of appropriations from which the available MOOE allotments shall be sourced.

¹¹ An Act Requiring Government Employees to Contribute to a Mandatory Retirement Fund for Government Employees and to Other Employees (RA 7656)

4.4.4 The amount paid as CNA Incentive shall be recorded in the agency books under the account code "Collective Negotiation Agreement Incentive-Civilian," "Other Benefits," and "Collective Negotiation Agreement Incentive" for NGAs, LGUs, GOCCs, and LWDs, respectively.

4.4.5 Agencies are advised that additional funds can no longer be provided during the remainder of the current year for those programs, projects, and activities covered by the MOOE allotments, which are to be modified to fund the CNA Incentive.

5.0 Procedural Guidelines

5.1 An Employees' Organization-Management Consultative Committee (Committee, for brevity) or a similar body composed of representatives from management and the negotiating agent shall determine if the agency is qualified for the grant of CNA Incentive based on compliance with the requirements under this Circular.

If qualified, the Committee shall review the agency's financial records and submit recommendations on the following, for approval of the agency head:

5.1.1 The total amount of allowable MOOE allotments in Item 4.3 hereof which has become available as a result of cost-cutting and systems improvement measures identified in the CNAs and supplements thereto, and which was the result of the joint efforts of management and employees.

5.1.2 The internal guidelines to be followed in the grant of the CNA Incentive, such as: (i) *the specific criteria for determining who are entitled;* and (ii) *the distribution of the amount available and the rate of the CNA Incentive in accordance with Item 4.2 hereof.*

5.1.3 As provided under Section 81(d) of the GF's under the FY 2023 GAA, the payment of the CNA Incentive shall be subject to the approval by the Agency head and made only during the validity of appropriations.

The entire available balance of the selected allowable MOOE allotments shall be modified to Personnel Services as reflected in the Modification Advice Form (MAF), as prescribed under National Budget Circular No. 590¹³ dated January 3, 2023.

Any excess amount from the selected allowable MOOE allotments utilized for the payment of the CNA Incentive shall revert to the General Fund.

¹³ Guidelines on the Release of Funds for the Year 2023

- 5.2 In large departments wherein employees' organizations in the regional offices have been accredited by the CSC as the negotiating agent/s, the Department Secretary or his duly authorized representative should provide internal guidelines to ensure uniformity and equity in the negotiation process, monitor the progress of simultaneous negotiations, and ensure compliance with the provisions of this Circular.
- 5.3 For LGUs, the savings in the identified MOOE expense items shall be determined through the Registry of Appropriations, Allotments and Obligations and Statement of Appropriations, Allotments, Obligations, Disbursements and Balances.

A supplemental budget (SB) to cover the CNA Incentive shall be submitted by the local chief executive for authorization of the *sanggunian* within the validity of appropriations sourced from the allowable MOOE allotments in Item 4.3 hereof which have become available as a result of cost-cutting and systems improvement measures identified in the CNAs and supplements thereto, and which was the result of the joint efforts of the LGU and its employees. Accordingly, the Appropriation Ordinance authorizing the SB shall be subject to review by the reviewing authority concerned

For recording purposes of the payment of CNA incentives in LGU books, LGUs shall comply with the recording requirements consistent with Section 13 of the Commission on Audit Government Accounting Manual for Local Government Units-Volume 1

6.0 Reportorial Requirement

Each NGA and SUC shall submit online to the DBM's Budget and Management Bureau or Regional Office concerned not later than January 31, 2024, the annual report on the grant of the CNA Incentive by following the template in Annex "A."

In this regard, the NGAs and SUCs shall encode the required details/information, as well as upload the scanned copy of the report using the following link <https://forms.dbm.gov.ph/index.php/submit-cna-report>.

Agencies are enjoined to fully abide by the aforementioned reportorial requirement. The Budget and Management Bureaus/DBM Regional Offices concerned shall ensure strict compliance of the agencies with the reportorial requirement set forth in this Circular.

7.0 Responsibility of Agency Heads

Agency heads and accountable officers shall be responsible for the proper implementation of the provisions of this Circular in their respective offices. They shall be held administratively, civilly, and/or criminally liable, as the case may be, for any payment of the CNA Incentive not in accordance with the provisions


of this Circular, without prejudice to refund by the employees concerned of any unauthorized or excess payment thereof.

8.0 Repealing Clause

All existing circulars or issuances on the grant of the CNA Incentive, which are inconsistent herewith, are hereby repealed or modified accordingly.

9.0 Effectivity

This Circular shall take effect immediately after publication in the Official Gazette or in a newspaper of general circulation.


AMENAH F. PANGANDAMAN
Secretary



Report on the Payment of the Collective Negotiation Agreement (CNA) Incentive for FY

Department/Agency _____

I. If CNA Incentive was Granted

Total No. of Employees Entitled to CNA Incentive

Regular	XXX
Contractual	XXX
Casual	XXX
Total	XXX

Approved Rate of CNA Incentive

XXX

Fund Sources

Object of Expenditures	Amount
Communication Expenses	XXX
Repairs and Maintenance Expenses	XXX
Supplies and Materials Expenses	XXX
Transportation and Delivery Expenses	XXX
Traveling Expenses	XXX
Utility Expenses	XXX
Printing and Publication Expenses	XXX
Advertising Expenses	XXX
Subscription Expenses	XXX
Total:	XXX

II. If the CNA Incentive was Not Granted

Please state reasons for non-grant

Submitted by:

Certified Correct:

Head, Finance/Administrative Unit

Agency Head

The balances of continuing appropriations shall be reviewed as part of the annual budget preparation and the Sanggunian concerned may approve, upon recommendation of the local chief executive, the reversion of funds no longer needed in connection with the activities funded by said continuing appropriations subject to the provisions of this Section;

WHEREAS, this Body was in consensus to approve the amount of Php1,836,000.00 as MOOE savings for calendar year 2023 be reverted for the grant of Collective Negotiation Agreement (CNA) incentives, CY 2023 of LGU officials, department heads, rank & file employees of the Municipality of Hindang, Leyte;

WHEREFORE, on motion of Hon. Romulo D. Basañez, duly seconded by the rest of the attending members, be it;

RESOLVED, as it is hereby RESOLVED, to REVERT the amount of **ONE MILLION EIGHT HUNDRED THIRTY SIX THOUSAND PESOS (Php1,836,000.00)** from various offices' **Maintenance and Other Operating Expenses (MOOE)** as identified appropriation on savings purposely for the grant of **Collective Negotiation Agreement (CNA) Incentives** for CY 2023 of LGU officials, Department Heads, Rank & file employees of the Municipality of Hindang, Leyte ;

RESOLVED, FURTHER, that copies of this resolution be furnished all LGU offices concerned for their information; Provincial Budget Office for review and the Honorable Members Sangguniang Panlalawigan of Leyte, for approval.

APPROVED UNANIMOUSLY.

ENACTED this 28th day of November, 2023 by this Sanggunian in its regular session held for the purpose at the SB Session Hall, this Municipality.


MIKHAEL ANNE GELO D. ABOYME
SB Member

(On leave)
JOSE NAPOLEON D. MONTERO
SB Member


LEONIDA A. CAVITE
SB Member


ROMULO D. BASAÑEZ
SB Member


BENEDICTO L. YANOLA
SB Member


SERAFIN A. CAVERO
SB Member









SALVADOR E. BANEZ, JR.
SB Member



SORIANO B. DELALAMON
SB Member



SEVERINO C. ABERCA
LIGA Pres-Ex Officio Member



ADRIAN PAUL G. ASTORGA
Ex-Officio Member-SK Federation Pres.

CERTIFIED CORRECT:



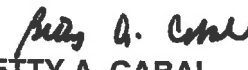
ANNABEL A. MABALE
Secretary to the Sanggunian

ATTESTED:



ELVIDIO B. CABAL, JR.
*Municipal Vice Mayor
Presiding Officer*

APPROVED:



BETTY A. CABAL
Municipal Mayor

NOV 29 2023


STATEMENT OF FUNDS AVAILABLE FOR REVERSION
As of November 24, 2023

Office (1)	Object of Expenditures (2)	Amount of Appropriation (3)	Amount of Obligation (4)	Unobligated to Date (5)	Reserve for December (6)	Amount to be Reverted (7)
Office of the Municipal Mayor	Maintenance & Other Operating Expenses:					
	Traveling Expenses	480,000.00	245,972.92	234,027.08	145,200.00	88,827.08
	Supplies and Materials Expenses					
	Office Supplies Expenses	150,000.00	84,268.50	65,731.50	37,250.00	28,481.50
	Fuel, Oil and Lubricants Expenses	1,410,000.00	859,999.38	550,000.62	469,986.00	80,014.62
	Other Supplies and Materials Expenses	83,000.00	36,340.00	46,660.00	15,000.00	31,660.00
	Utilities					
	Water Expenses	280,000.00	68,547.36	211,452.64	118,101.09	93,351.55
	Electricity Expenses	2,306,744.32	1,697,828.05	608,916.27	453,957.36	154,958.91
	Communication Expenses					
	Postage and Courier Service	18,000.00	-	18,000.00	3,000.00	15,000.00
	Repairs and Maintenance					
	Repairs & Maint. - Machinery and Equipment					
	02 - Office Equipment	40,000.00	2,986.16	37,013.84	15,000.00	22,013.84
	03 - ICT Equipment	30,000.00	1,648.00	28,352.00	15,000.00	13,352.00
	08 - Construction and Heavy Equipment	750,000.00	438,739.92	311,260.08	150,000.00	161,260.08
	Repairs & Maint. - Transportation Equipment					
	01 - Motor Vehicles	285,000.00	103,435.00	181,565.00	131,565.00	50,000.00
	04 - Watercraft	100,000.00	-	100,000.00	50,000.00	50,000.00
	Advertising Expenses	100,000.00	-	100,000.00	45,000.00	55,000.00
	Printing and Publication Expenses	75,000.00	6,660.00	68,340.00	50,000.00	18,340.00
Sub-Total		6,107,744.32	3,546,425.29	2,561,319.03	1,699,059.45	862,259.58
Municipal Disaster Risk Reduction and	Traveling Expenses	37,000.00	24,338.40	12,661.60	5,000.00	7,661.60
	Supplies and Materials Expenses					
	Office Supplies Expenses	25,000.00	24,228.00	772.00	-	772.00
	Fuel, Oil and Lubricants Expenses	12,000.00	11,999.35	0.65	(0.00)	0.65
	Other Supplies and Materials Expenses	35,000.00	23,675.00	11,325.00	-	11,325.00
	Repairs and Maintenance					
	Repairs & Maint. - Machinery and Equipment					
	02 - Office Equipment	25,000.00	4,000.00	21,000.00	-	21,000.00
	09 - Disaster Response and Rescue Equipment	20,000.00	15,000.00	5,000.00	-	5,000.00
	Sub-Total		154,000.00	103,240.75	50,759.25	5,000.00
Office of the Municipal Vice-Mayor	Traveling Expenses	198,000.00	181,168.00	16,832.00	10,000.00	6,832.00
	Sub-Total	198,000.00	181,168.00	16,832.00	10,000.00	6,832.00
Office of the Sangguniang Bayan	Traveling Expenses	630,000.00	432,055.75	197,944.25	120,000.00	77,944.25
	Supplies and Materials Expenses					
	Other Supplies and Materials Expenses	64,000.00	15,000.00	49,000.00	-	49,000.00
	Communication Expenses					
	Postage and Courier Service	500.00	-	500.00	-	500.00
	Telephone expense	144,000.00	106,800.00	37,200.00	12,000.00	25,200.00
	Repairs and Maintenance					
	Repairs & Maint. - Machinery & Equipment					
	02 - Office Equipment	10,000.00	-	10,000.00	-	10,000.00
	03 - ICT Equipment	15,000.00	-	15,000.00	-	15,000.00
Advertising Expenses	4,000.00	-	4,000.00	-	4,000.00	
Sub-Total		867,500.00	553,855.75	313,644.25	132,000.00	181,644.25
SUB-TOTAL		7,327,244.32	4,384,889.79	2,942,564.53	1,846,059.45	1,096,495.08

WE HEREBY CERTIFY jointly that the above statement of funds available for reversion is true and correct.


VICTORIA N. FULACHE
Municipal Treasurer


IMELDA A. RENEGADO
Municipal Budget Officer


NILDA T. ABRANTES
Municipal Accountant-Designate


BETTY A. CABAL
Municipal Mayor


STATEMENT OF FUNDS AVAILABLE FOR REVERSION
As of November 24, 2023

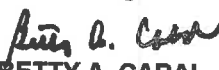
Office (1)	Object of Expenditures (2)	Amount of Appropriation (3)	Amount of Obligation (4)	Unobligated to Date (5)	Reserve for December (6)	Amount to be Reverted (7)
Office of the Secretary to the Sanggunian	Maintenance & Other Operating Expenses:					
	Supplies and Materials Expenses					
	Other Supplies and Materials Expense	18,000.00	15,000.00	3,000.00	-	3,000.00
	Repairs and Maintenance					
	Repairs & Maint. - Machinery & Equipment					
	02 - Office Equipment	2,000.00	-	2,000.00	-	2,000.00
	03 - ICT Equipment	2,000.00	-	2,000.00	-	2,000.00
	Advertising Expenses	18,000.00	-	18,000.00	-	18,000.00
	Sub-Total	40,000.00	15,000.00	25,000.00	-	25,000.00
	Office of the Municipal Treasurer	Traveling Expenses	60,000.00	34,041.70	25,958.30	15,958.30
Supplies and Materials Expenses						
Office Supplies Expenses		55,600.00	39,720.00	15,880.00	15,345.00	535.00
Accountable Forms Expenses		130,000.00	116,500.00	13,500.00	5,000.00	8,500.00
Other Supplies and Materials Expense		99,780.55	13,495.00	86,285.55	-	86,285.55
Communication Expenses						
Postage and Courier Service		2,000.00	1,000.00	1,000.00	-	1,000.00
Repairs and Maintenance						
Repairs & Maint. - Machinery & Equipment						
02 - Office Equipment		13,500.00	10,350.00	3,150.00	-	3,150.00
03 - ICT Equipment		13,500.00	11,750.00	1,750.00	-	1,750.00
Printing and Publication Expenses		10,000.00	-	10,000.00	-	10,000.00
Transportation and Delivery Expenses		10,000.00	9,966.93	33.07	(0.00)	33.07
Sub-Total		394,380.55	236,823.63	157,556.92	36,303.30	121,253.62
Office of the Municipal Assessor		Supplies and Materials Expenses				
	Office Supplies Expenses	30,800.00	24,475.00	6,325.00	-	6,325.00
	Other Supplies and Materials Expense	2,000.00	-	2,000.00	-	2,000.00
	Communication Expenses					
	Telephone expense	14,400.00	12,089.00	2,311.00	1,200.00	1,111.00
	Repairs and Maintenance					
	Repairs & Maint. - Machinery & Equipment					
	02 - Office Equipment	4,500.00	1,300.00	3,200.00	-	3,200.00
	03 - ICT Equipment	5,000.00	-	5,000.00	-	5,000.00
Sub-Total	56,700.00	37,864.00	18,836.00	1,200.00	17,636.00	
Office of the Municipal Accountant	Supplies and Materials Expenses					
	Office Supplies Expenses	40,000.00	39,978.00	22.00	-	22.00
	Fuel, Oil and Lubricants Expenses	200.00	-	200.00	-	200.00
	Other Supplies and Materials Expense	55,000.00	54,623.00	377.00	-	377.00
	Repairs and Maintenance					
	Repairs & Maint. - Machinery & Equipment					
	02 - Office Equipment	10,000.00	9,740.15	259.85	-	259.85
	03 - ICT Equipment	36,254.00	35,000.00	1,254.00	-	1,254.00
Sub-Total	141,454.00	139,341.15	2,112.85	-	2,112.85	
SUB-TOTAL	632,534.55	429,028.78	203,505.77	37,503.30	166,002.47	

WE HEREBY CERTIFY jointly that the above statement of funds available for reversion is true and correct.


VICTORIA N. FULACHE
Municipal Treasurer


IMELDA A. RENEGADO
Municipal Budget Officer


NILDA T. ABRANTES
Municipal Accountant-Designate


BETTY A. CABAL
Municipal Mayor

STATEMENT OF FUNDS AVAILABLE FOR REVERSION


As of November 24, 2023

Office (1)	Object of Expenditures (2)	Amount of Appropriation (3)	Amount of Obligation (4)	Unobligated to Date (5)	Reserve for December (6)	Amount to be Reverted (7)	
Municipal Budget Office	Maintenance & Other Operating Expenses:						
	Traveling Expenses	80,000.00	56,162.20	23,837.80	13,837.80	10,000.00	
	Supplies and Materials Expenses						
	Office Supplies Expenses	40,000.00	33,632.00	6,368.00	-	6,368.00	
	Other Supplies and Materials Expense	7,000.00	4,745.00	2,255.00	-	2,255.00	
	Repairs and Maintenance						
	Repairs & Maint. - Machinery & Equipment						
	02 - Office Equipment	7,000.00	1,700.00	5,300.00	-	5,300.00	
	03 - ICT Equipment	3,138.00	650.00	2,488.00	-	2,488.00	
	Printing and Publication Expenses	5,000.00	-	5,000.00	-	5,000.00	
Sub-Total		142,138.00	96,889.20	45,248.80	13,837.80	31,411.00	
Municipal Planning and Development Office	Traveling Expenses	65,000.00	24,738.41	40,261.59	10,000.00	30,261.59	
	Supplies and Materials Expenses						
	Office Supplies Expenses	40,000.00	24,420.00	15,580.00	-	15,580.00	
	Other Supplies and Materials Expenses	40,000.00	15,000.00	25,000.00	-	25,000.00	
	Repairs and Maintenance						
	Repairs & Maint. - Machinery & Equipment						
	02 - Office Equipment	16,400.00	850.00	15,550.00	5,000.00	10,550.00	
	03 - ICT Equipment	11,600.00	-	11,600.00	5,000.00	6,600.00	
	Sub-Total		173,000.00	65,008.41	107,991.59	20,000.00	87,991.59
	Office of the Municipal Civil Registrar	Traveling Expenses	20,100.00	11,750.00	8,350.00	5,000.00	3,350.00
Supplies and Materials Expenses							
Office Supplies Expenses		24,970.00	14,455.00	10,515.00	-	10,515.00	
Repairs and Maintenance							
Repairs & Maint. - Machinery & Equipment							
02 - Office Equipment		6,800.00	-	6,800.00	-	6,800.00	
03 - ICT Equipment		10,000.00	-	10,000.00	-	10,000.00	
Sub-Total		61,870.00	26,205.00	35,665.00	5,000.00	30,665.00	
General Service Office	Traveling Expenses	25,000.00	18,826.20	6,173.80	-	6,173.80	
	Supplies and Materials Expenses						
	Office Supplies Expenses	25,000.00	24,979.90	20.10	(0.00)	20.10	
	Other Supplies and Materials Expense	107,600.00	96,595.00	11,005.00	-	11,005.00	
	Communication Expenses						
	Internet subscription Expense	8,500.00	-	8,500.00	1,700.00	6,800.00	
	Repairs and Maintenance						
	Repairs & Maint. - Machinery & Equipment						
	02 - Office Equipment	180.00	-	180.00	-	180.00	
	03 - ICT Equipment	500.00	-	500.00	-	500.00	
Sub-Total		166,780.00	140,401.10	26,378.90	1,700.00	24,678.90	
SUB-TOTAL		543,788.00	328,503.71	216,284.29	40,537.80	174,746.49	

WE HEREBY CERTIFY jointly that the above statement of funds available for reversion is true and correct.


VICTORIA N. FULACHE
Municipal Treasurer


IMELDA A. RENEGADO
Municipal Budget Officer


NILDA T. ABRANTES
Municipal Accountant-Designate


BETTY A. CABAL
Municipal Mayor


STATEMENT OF FUNDS AVAILABLE FOR REVERSION
As of November 24, 2023

Office (1)	Object of Expenditures (2)	Amount of Appropriation (3)	Amount of Obligation (4)	Unobligated to Date (5)	Reserve for December (6)	Amount to be Reverted (7)
Rural Health Unit & Women's Health Center	Maintenance & Other Operating Expenses:					
	Traveling Expenses	105,500.00	55,199.00	50,301.00	8,250.00	42,051.00
	Supplies and Materials Expenses					
	Office Supplies Expenses	70,996.00	70,746.00	250.00	-	250.00
	Drugs and Medicines Expenses	500,000.00	495,313.00	4,687.00	-	4,687.00
	Fuel, Oil and Lubricants Expenses	150,000.00	149,953.25	46.75	-	46.75
	Other Supplies and Materials Expenses	45,000.00	17,000.00	28,000.00	25,000.00	3,000.00
	Repairs and Maintenance					
	Repairs & Maint. - Machinery & Equipment					
	02 - Office Equipment	11,500.00	8,950.00	2,550.00	-	2,550.00
	03 - ICT Equipment	15,000.00	-	15,000.00	-	15,000.00
	11 - Medical Equipment	800.00	-	800.00	-	800.00
	Sub-Total	898,796.00	797,161.25	101,634.75	33,250.00	68,384.75
Municipal Social Welfare and Development Office	Traveling Expenses	85,000.00	50,978.32	34,021.68	13,280.00	20,741.68
	Supplies and Materials Expenses					
	Other Supplies and Materials Expense	40,000.00	15,900.00	24,100.00	-	24,100.00
	Communication Expenses					
	Telephone expense	14,400.00	10,800.00	3,600.00	1,200.00	2,400.00
	Repairs and Maintenance					
	Repairs & Maint. - Machinery & Equipment					
02 - Office Equipment	18,000.00	15,900.00	2,100.00	-	2,100.00	
03 - ICT Equipment	3,000.00	-	3,000.00	-	3,000.00	
Sub-Total	160,400.00	93,578.32	66,821.68	14,480.00	52,341.68	
Municipal Agriculture	Traveling Expenses	52,600.00	33,847.00	18,753.00	3,753.00	15,000.00
	Supplies and Materials Expenses					
	Office Supplies Expenses	13,000.00	12,513.00	487.00	-	487.00
	Animal/Zoological Supplies Expenses	75,000.00	74,820.00	180.00	-	180.00
	Fuel, Oil and Lubricants Expenses	10,000.00	-	10,000.00	-	10,000.00
	Other Supplies and Materials Expense	25,000.00	19,175.00	5,825.00	-	5,825.00
Sub-Total	175,600.00	140,355.00	35,245.00	3,753.00	31,492.00	
SUB-TOTAL		1,234,796.00	1,031,094.57	203,701.43	51,483.00	152,218.43

WE HEREBY CERTIFY jointly that the above statement of funds available for reversion is true and correct.


VICTORIA N. FULACHE
Municipal Treasurer


IMELDA A. RENEGADO
Municipal Budget Officer


NILDA T. ABRANTES
Municipal Accountant-Designate


BETTY A. CABAL
Municipal Mayor

STATEMENT OF FUNDS AVAILABLE FOR REVERSION
As of November 24, 2023

Office (1)	Object of Expenditures (2)	Amount of Appropriation (3)	Amount of Obligation (4)	Unobligated to Date (5)	Reserve for December (6)	Amount to be Reverted (7)
Office of the Municipal Engineer	Maintenance & Other Operating Expenses:					
	Traveling Expenses	31,000.00	16,939.20	14,060.80	5,000.00	9,060.80
	Supplies and Materials Expenses					
	Office Supplies Expenses	40,000.00	28,335.00	11,665.00	-	11,665.00
	Repairs and Maintenance					
	Repairs & Maint. - Buildings & Other Structures					
	99 - Other Structures	35,000.00	-	35,000.00	14,180.00	20,820.00
	Repairs & Maint. - Machinery & Equipment					
	01 - Machinery	10,000.00	-	10,000.00	-	10,000.00
	02 - Office Equipment	24,600.00	20,088.27	4,511.73	-	4,511.73
03 - ICT Equipment	1,500.00	-	1,500.00	-	1,500.00	
Sub-Total		142,100.00	66,362.47	76,737.53	19,180.00	67,667.53
Market and Slaughterhouse	Supplies and Materials Expenses					
	Other Supplies and Materials Expense	34,314.72	5,175.00	29,139.72	-	29,139.72
	Repairs and Maintenance					
	Repairs & Maint. - Building & Other Structures					
	04 - Markets	177,589.28	77,749.00	99,840.28	20,000.00	79,840.28
05 - Slaughterhouses	180,000.00	-	180,000.00	100,000.00	80,000.00	
Sub-Total		391,904.00	82,924.00	308,980.00	120,000.00	188,980.00
SUB-TOTAL		534,004.00	148,286.47	386,717.53	139,180.00	246,537.53
TOTAL FUNDS AVAILABLE FOR REVERSION		10,272,366.87	6,349,603.32	3,922,763.55	2,086,763.55	1,836,000.00

WE HEREBY CERTIFY jointly that the above statement of funds available for reversion is true and correct.


VICTORIA N. FULACHE
Municipal Treasurer


IMELDA A. RENEGADO
Municipal Budget Officer


NILDA T. ABRANTES
Municipal Accountant-Designate


BETTY A. CABAL
Municipal Mayor

OFFICE: Office of the Municipal Mayor

ACCOUNT TITLE	AMOUNT
Traveling Expenses	88,827.08
Supplies and Materials Expenses	
Office Supplies Expenses	28,481.50
Accountable Forms Expenses	
Animal/Zoological Supplies Expenses	
Drugs and Medicines Expenses	
Medical, Dental and Laboratory Supplies Expenses	
Fuel, Oil and Lubricants Expenses	80,014.62
Other Supplies and Materials Expense	31,660.00
Utilities	
Water Expenses	93,351.55
Electricity Expenses	154,958.91
Communication Expenses	
Postage and Courier Service	15,000.00
Telephone Expenses	
Internet Subscription Expenses	
Repairs and Maintenance	
<i>Repairs and Maintenance - Infrastructure Assets</i>	
08 - Parks, Plazas, Monuments	
<i>Repairs and Maintenance - Buildings and Other Structures</i>	
01 - Buildings	
04 - Markets	
05 - Slaughterhouses	
99 - Other Structures	
<i>Repairs and Maintenance - Machinery and Equipment</i>	
01 - Machinery	
02 - Office Equipment	22,013.84
03 - ICT Equipment	13,352.00
08 - Construction and Heavy Equipment	161,260.08
09 - Disaster Response and Rescue Equipment	
11 - Medical Equipment	
<i>Repairs and Maintenance - Transportation Equipment</i>	
01 - Motor Vehicles	50,000.00
04 - Watercraft	50,000.00
<i>Repairs and Maintenance - Furniture and Fixtures</i>	
Advertising Expenses	55,000.00
Printing and Publication Expenses	18,340.00
Transportation and Delivery Expenses	
TOTAL	862,259.58


This is to certify that the above-mentioned unutilized MOOE appropriations as of November 24, 2023 are available for reversion to fund the grant of CNA Incentives for Fiscal Year 2023.


BETTY A. CABAL
Municipal Mayor

OFFICE: Municipal Disaster Risk Reduction and Management Office

ACCOUNT TITLE	AMOUNT
Traveling Expenses	7,661.60
Supplies and Materials Expenses	
Office Supplies Expenses	772.00
Accountable Forms Expenses	
Animal/Zoological Supplies Expenses	
Drugs and Medicines Expenses	
Medical, Dental and Laboratory Supplies Expenses	
Fuel, Oil and Lubricants Expenses	0.65
Other Supplies and Materials Expense	11,325.00
Utilities	
Water Expenses	
Electricity Expenses	
Communication Expenses	
Postage and Courier Service	
Telephone Expenses	
Internet Subscription Expenses	
Repairs and Maintenance	
<i>Repairs and Maintenance - Infrastructure Assets</i>	
08 - Parks, Plazas, Monuments	
<i>Repairs and Maintenance - Buildings and Other Structures</i>	
01 - Buildings	
04 - Markets	
05 - Slaughterhouses	
99 - Other Structures	
<i>Repairs and Maintenance - Machinery and Equipment</i>	
01 - Machinery	
02 - Office Equipment	21,000.00
03 - ICT Equipment	
08 - Construction and Heavy Equipment	
09 - Disaster Response and Rescue Equipment	5,000.00
11 - Medical Equipment	
<i>Repairs and Maintenance - Transportation Equipment</i>	
01 - Motor Vehicles	-
04 - Watercraft	
<i>Repairs and Maintenance - Furniture and Fixtures</i>	
Advertising Expenses	
Printing and Publication Expenses	
Transportation and Delivery Expenses	
TOTAL	45,759.25

This is to certify that the above-mentioned unutilized MOOE appropriations as of November 24, 2023 are available for reversion to fund the grant of CNA Incentives for Fiscal Year 2023.


MARILYN A. CABAL
 LDRRMO II

OFFICE: Office of the Municipal Vice-Mayor

ACCOUNT TITLE	AMOUNT
Traveling Expenses	6,832.00
Supplies and Materials Expenses	
Office Supplies Expenses	
Accountable Forms Expenses	
Animal/Zoological Supplies Expenses	
Drugs and Medicines Expenses	
Medical, Dental and Laboratory Supplies Expenses	
Fuel, Oil and Lubricants Expenses	
Other Supplies and Materials Expense	
Utilities	
Water Expenses	
Electricity Expenses	
Communication Expenses	
Postage and Courier Service	
Telephone Expenses	
Internet Subscription Expenses	
Repairs and Maintenance	
<i>Repairs and Maintenance - Infrastructure Assets</i>	
08 - Parks, Plazas, Monuments	
<i>Repairs and Maintenance - Buildings and Other Structures</i>	
01 - Buildings	
04 - Markets	
05 - Slaughterhouses	
99 - Other Structures	
<i>Repairs and Maintenance - Machinery and Equipment</i>	
01 - Machinery	
02 - Office Equipment	
03 - ICT Equipment	
08 - Construction and Heavy Equipment	
09 - Disaster Response and Rescue Equipment	
11 - Medical Equipment	
<i>Repairs and Maintenance - Transportation Equipment</i>	
01 - Motor Vehicles	
04 - Watercraft	
<i>Repairs and Maintenance - Furniture and Fixtures</i>	
Advertising Expenses	
Printing and Publication Expenses	
Transportation and Delivery Expenses	
TOTAL	6,832.00


This is to certify that the above-mentioned unutilized MOOE appropriations as of November 24, 2023 are available for reversion to fund the grant of CNA Incentives for Fiscal Year 2023.


ELPIDIO B. CABAL, JR.
Municipal Vice-Mayor

OFFICE: Office of the Sangguniang Bayan

ACCOUNT TITLE	AMOUNT
Traveling Expenses	77,944.25
Supplies and Materials Expenses	
Office Supplies Expenses	-
Accountable Forms Expenses	
Animal/Zoological Supplies Expenses	
Drugs and Medicines Expenses	
Medical, Dental and Laboratory Supplies Expenses	
Fuel, Oil and Lubricants Expenses	
Other Supplies and Materials Expense	49,000.00
Utilities	
Water Expenses	
Electricity Expenses	
Communication Expenses	
Postage and Courier Service	500.00
Telephone Expenses	25,200.00
Internet Subscription Expenses	
Repairs and Maintenance	
<i>Repairs and Maintenance - Infrastructure Assets</i>	
08 - Parks, Plazas, Monuments	
<i>Repairs and Maintenance - Buildings and Other Structures</i>	
01 - Buildings	
04 - Markets	
05 - Slaughterhouses	
99 - Other Structures	
<i>Repairs and Maintenance - Machinery and Equipment</i>	
01 - Machinery	
02 - Office Equipment	10,000.00
03 - ICT Equipment	15,000.00
08 - Construction and Heavy Equipment	
09 - Disaster Response and Rescue Equipment	
11 - Medical Equipment	
<i>Repairs and Maintenance - Transportation Equipment</i>	
01 - Motor Vehicles	
04 - Watercraft	
<i>Repairs and Maintenance - Furniture and Fixtures</i>	
Advertising Expenses	4,000.00
Printing and Publication Expenses	
Transportation and Delivery Expenses	
TOTAL	181,644.25

This is to certify that the above-mentioned unutilized MOOE appropriations as of November 24, 2023 are available for reversion to fund the grant of CNA Incentives for Fiscal Year 2023.


ELPIDIO B. CABAL, JR.
Municipal Vice-Mayor

OFFICE: Office of the Secretary to the Sanggunian

ACCOUNT TITLE	AMOUNT
Traveling Expenses	-
Supplies and Materials Expenses	
Office Supplies Expenses	
Accountable Forms Expenses	
Animal/Zoological Supplies Expenses	
Drugs and Medicines Expenses	
Medical, Dental and Laboratory Supplies Expenses	
Fuel, Oil and Lubricants Expenses	
Other Supplies and Materials Expense	3,000.00
Utilities	
Water Expenses	
Electricity Expenses	
Communication Expenses	
Postage and Courier Service	
Telephone Expenses	
Internet Subscription Expenses	
Repairs and Maintenance	
<i>Repairs and Maintenance - Infrastructure Assets</i>	
08 - Parks, Plazas, Monuments	
<i>Repairs and Maintenance - Buildings and Other Structures</i>	
01 - Buildings	
04 - Markets	
05 - Slaughterhouses	
99 - Other Structures	
<i>Repairs and Maintenance - Machinery and Equipment</i>	
01 - Machinery	
02 - Office Equipment	2,000.00
03 - ICT Equipment	2,000.00
08 - Construction and Heavy Equipment	
09 - Disaster Response and Rescue Equipment	
11 - Medical Equipment	
<i>Repairs and Maintenance - Transportation Equipment</i>	
01 - Motor Vehicles	
04 - Watercraft	
<i>Repairs and Maintenance - Furniture and Fixtures</i>	
Advertising Expenses	18,000.00
Printing and Publication Expenses	
Transportation and Delivery Expenses	
TOTAL	25,000.00

This is to certify that the above-mentioned unutilized MOOE appropriations as of November 24, 2023 are available for reversion to fund the grant of CNA Incentives for Fiscal Year 2023.


ANNABELA A. MABALE
 Secretary to the Sanggunian

OFFICE: Office of the Municipal Treasurer

ACCOUNT TITLE	AMOUNT
Traveling Expenses	10,000.00
Supplies and Materials Expenses	
Office Supplies Expenses	535.00
Accountable Forms Expenses	8,500.00
Animal/Zoological Supplies Expenses	
Drugs and Medicines Expenses	
Medical, Dental and Laboratory Supplies Expenses	
Fuel, Oil and Lubricants Expenses	
Other Supplies and Materials Expense	86,285.55
Utilities	
Water Expenses	
Electricity Expenses	
Communication Expenses	
Postage and Courier Service	1,000.00
Telephone Expenses	
Internet Subscription Expenses	
Repairs and Maintenance	
<i>Repairs and Maintenance - Infrastructure Assets</i>	
08 - Parks, Plazas, Monuments	
<i>Repairs and Maintenance - Buildings and Other Structures</i>	
01 - Buildings	
04 - Markets	
05 - Slaughterhouses	
99 - Other Structures	
<i>Repairs and Maintenance - Machinery and Equipment</i>	
01 - Machinery	
02 - Office Equipment	3,150.00
03 - ICT Equipment	1,750.00
08 - Construction and Heavy Equipment	
09 - Disaster Response and Rescue Equipment	
11 - Medical Equipment	
<i>Repairs and Maintenance - Transportation Equipment</i>	
01 - Motor Vehicles	
04 - Watercraft	
<i>Repairs and Maintenance - Furniture and Fixtures</i>	
Advertising Expenses	
Printing and Publication Expenses	10,000.00
Transportation and Delivery Expenses	33.07
TOTAL	121,253.62

This is to certify that the above-mentioned unutilized MOOE appropriations as of November 24,2023 are available for reversion to fund the grant of CNA Incentives for Fiscal Year 2023.



VICTORIA N. FULACHE
Municipal Treasurer

OFFICE: Office of the Municipal Assessor

ACCOUNT TITLE	AMOUNT
Traveling Expenses	
Supplies and Materials Expenses	
Office Supplies Expenses	6,325.00
Accountable Forms Expenses	
Animal/Zoological Supplies Expenses	
Drugs and Medicines Expenses	
Medical, Dental and Laboratory Supplies Expenses	
Fuel, Oil and Lubricants Expenses	
Other Supplies and Materials Expense	2,000.00
Utilities	
Water Expenses	
Electricity Expenses	
Communication Expenses	
Postage and Courier Service	
Telephone Expenses	1,111.00
Internet Subscription Expenses	
Repairs and Maintenance	
<i>Repairs and Maintenance - Infrastructure Assets</i>	
08 - Parks, Plazas, Monuments	
<i>Repairs and Maintenance - Buildings and Other Structures</i>	
01 - Buildings	
04 - Markets	
05 - Slaughterhouses	
99 - Other Structures	
<i>Repairs and Maintenance - Machinery and Equipment</i>	
01 - Machinery	
02 - Office Equipment	3,200.00
03 - ICT Equipment	5,000.00
08 - Construction and Heavy Equipment	
09 - Disaster Response and Rescue Equipment	
11 - Medical Equipment	
<i>Repairs and Maintenance - Transportation Equipment</i>	
01 - Motor Vehicles	
04 - Watercraft	
<i>Repairs and Maintenance - Furniture and Fixtures</i>	
Advertising Expenses	
Printing and Publication Expenses	
Transportation and Delivery Expenses	
TOTAL	17,636.00

This is to certify that the above-mentioned unutilized MOOE appropriations as of November 24, 2023 are available for reversion to fund the grant of CNA Incentives for Fiscal Year 2023.


LOURDES M. PANERIO
 Municipal Assessor - Designate

OFFICE: Office of the Municipal Accountant

ACCOUNT TITLE	AMOUNT
Traveling Expenses	
Supplies and Materials Expenses	
Office Supplies Expenses	22.00
Accountable Forms Expenses	
Animal/Zoological Supplies Expenses	
Drugs and Medicines Expenses	
Medical, Dental and Laboratory Supplies Expenses	
Fuel, Oil and Lubricants Expenses	200.00
Other Supplies and Materials Expense	377.00
Utilities	
Water Expenses	
Electricity Expenses	
Communication Expenses	
Postage and Courier Service	
Telephone Expenses	
Internet Subscription Expenses	
Repairs and Maintenance	
<i>Repairs and Maintenance - Infrastructure Assets</i>	
08 - Parks, Plazas, Monuments	
<i>Repairs and Maintenance - Buildings and Other Structures</i>	
01 - Buildings	
04 - Markets	
05 - Slaughterhouses	
99 - Other Structures	
<i>Repairs and Maintenance - Machinery and Equipment</i>	
01 - Machinery	
02 - Office Equipment	259.85
03 - ICT Equipment	1,254.00
08 - Construction and Heavy Equipment	
09 - Disaster Response and Rescue Equipment	
11 - Medical Equipment	
<i>Repairs and Maintenance - Transportation Equipment</i>	
01 - Motor Vehicles	
04 - Watercraft	
<i>Repairs and Maintenance - Furniture and Fixtures</i>	
Advertising Expenses	
Printing and Publication Expenses	
Transportation and Delivery Expenses	
TOTAL	2,112.85

This is to certify that the above-mentioned unutilized MOOE appropriations as of November 24, 2023 are available for reversion to fund the grant of CNA Incentives for Fiscal Year 2023.


NILDA T. ABRANTES
Municipal Accountant-Designate

OFFICE: Municipal Budget Office

ACCOUNT TITLE	AMOUNT
Traveling Expenses	10,000.00
Supplies and Materials Expenses	
Office Supplies Expenses	6,368.00
Accountable Forms Expenses	
Animal/Zoological Supplies Expenses	
Drugs and Medicines Expenses	
Medical, Dental and Laboratory Supplies Expenses	
Fuel, Oil and Lubricants Expenses	
Other Supplies and Materials Expense	2,255.00
Utilities	
Water Expenses	
Electricity Expenses	
Communication Expenses	
Postage and Courier Service	
Telephone Expenses	
Internet Subscription Expenses	
Repairs and Maintenance	
<i>Repairs and Maintenance - Infrastructure Assets</i>	
08 - Parks, Plazas, Monuments	
<i>Repairs and Maintenance - Buildings and Other Structures</i>	
01 - Buildings	
04 - Markets	
05 - Slaughterhouses	
99 - Other Structures	
<i>Repairs and Maintenance - Machinery and Equipment</i>	
01 - Machinery	
02 - Office Equipment	5,300.00
03 - ICT Equipment	2,488.00
08 - Construction and Heavy Equipment	
09 - Disaster Response and Rescue Equipment	
11 - Medical Equipment	
<i>Repairs and Maintenance - Transportation Equipment</i>	
01 - Motor Vehicles	
04 - Watercraft	
<i>Repairs and Maintenance - Furniture and Fixtures</i>	
Advertising Expenses	
Printing and Publication Expenses	5,000.00
Transportation and Delivery Expenses	
TOTAL	31,411.00

This is to certify that the above-mentioned unutilized MOOE appropriations as of November 24, 2023 are available for reversion to fund the grant of CNA Incentives for Fiscal Year 2023.


IMELDA A. RENEGADO
 Municipal Budget Office

OFFICE: Municipal Planning & Development Office

ACCOUNT TITLE	AMOUNT
Traveling Expenses	30,261.59
Supplies and Materials Expenses	
Office Supplies Expenses	15,580.00
Accountable Forms Expenses	
Animal/Zoological Supplies Expenses	
Drugs and Medicines Expenses	
Medical, Dental and Laboratory Supplies Expenses	
Fuel, Oil and Lubricants Expenses	
Other Supplies and Materials Expenses	25,000.00
Utilities	
Water Expenses	
Electricity Expenses	
Communication Expenses	
Postage and Courier Service	
Telephone Expenses	
Internet Subscription Expenses	
Repairs and Maintenance	
<i>Repairs and Maintenance - Infrastructure Assets</i>	
08 - Parks, Plazas, Monuments	
<i>Repairs and Maintenance - Buildings and Other Structures</i>	
01 - Buildings	
04 - Markets	
05 - Slaughterhouses	
99 - Other Structures	
<i>Repairs and Maintenance - Machinery and Equipment</i>	
01 - Machinery	
02 - Office Equipment	10,550.00
03 - ICT Equipment	6,600.00
08 - Construction and Heavy Equipment	
09 - Disaster Response and Rescue Equipment	
11 - Medical Equipment	
<i>Repairs and Maintenance - Transportation Equipment</i>	
01 - Motor Vehicles	
04 - Watercraft	
<i>Repairs and Maintenance - Furniture and Fixtures</i>	
Advertising Expenses	
Printing and Publication Expenses	
Transportation and Delivery Expenses	
TOTAL	87,991.59

This is to certify that the above-mentioned unutilized MOOE appropriations as of November 24, 2023 are available for reversion to fund the grant of CNA Incentives for Fiscal Year 2023.


RICARDO M. RENEGADO, JR.
Municipal Planning & Dev't. Coordinator

OFFICE: Office of the Municipal Civil Registrar

ACCOUNT TITLE	AMOUNT
Traveling Expenses	3,350.00
Supplies and Materials Expenses	
Office Supplies Expenses	10,515.00
Accountable Forms Expenses	
Animal/Zoological Supplies Expenses	
Drugs and Medicines Expenses	
Medical, Dental and Laboratory Supplies Expenses	
Fuel, Oil and Lubricants Expenses	
Other Supplies and Materials Expense	
Utilities	
Water Expenses	
Electricity Expenses	
Communication Expenses	
Postage and Courier Service	
Telephone Expenses	
Internet Subscription Expenses	
Repairs and Maintenance	
<i>Repairs and Maintenance - Infrastructure Assets</i>	
08 - Parks, Plazas, Monuments	
<i>Repairs and Maintenance - Buildings and Other Structures</i>	
01 - Buildings	
04 - Markets	
05 - Slaughterhouses	
99 - Other Structures	
<i>Repairs and Maintenance - Machinery and Equipment</i>	
01 - Machinery	
02 - Office Equipment	6,800.00
03 - ICT Equipment	10,000.00
08 - Construction and Heavy Equipment	
09 - Disaster Response and Rescue Equipment	
11 - Medical Equipment	
<i>Repairs and Maintenance - Transportation Equipment</i>	
01 - Motor Vehicles	
04 - Watercraft	
<i>Repairs and Maintenance - Furniture and Fixtures</i>	
Advertising Expenses	
Printing and Publication Expenses	
Transportation and Delivery Expenses	
TOTAL	30,665.00

This is to certify that the above-mentioned unutilized MOOE appropriations as of November 24, 2023 are available for reversion to fund the grant of CNA Incentives for Fiscal Year 2023.


DEXTER R. SARCON
Municipal Civil Registrar

OFFICE: General Service Office

ACCOUNT TITLE	AMOUNT
Traveling Expenses	6,173.80
Supplies and Materials Expenses	
Office Supplies Expenses	20.10
Accountable Forms Expenses	
Animal/Zoological Supplies Expenses	
Drugs and Medicines Expenses	
Medical, Dental and Laboratory Supplies Expenses	
Fuel, Oil and Lubricants Expenses	
Other Supplies and Materials Expense	11,005.00
Utilities	
Water Expenses	
Electricity Expenses	
Communication Expenses	
Postage and Courier Service	
Telephone Expenses	
Internet Subscription Expenses	6,800.00
Repairs and Maintenance	
<i>Repairs and Maintenance - Infrastructure Assets</i>	
08 - Parks, Plazas, Monuments	
<i>Repairs and Maintenance - Buildings and Other Structures</i>	
01 - Buildings	
04 - Markets	
05 - Slaughterhouses	
99 - Other Structures	
<i>Repairs and Maintenance - Machinery and Equipment</i>	
01 - Machinery	
02 - Office Equipment	180.00
03 - ICT Equipment	500.00
08 - Construction and Heavy Equipment	
09 - Disaster Response and Rescue Equipment	
11 - Medical Equipment	
<i>Repairs and Maintenance - Transportation Equipment</i>	
01 - Motor Vehicles	
04 - Watercraft	
<i>Repairs and Maintenance - Furniture and Fixtures</i>	
Advertising Expenses	
Printing and Publication Expenses	
Transportation and Delivery Expenses	
TOTAL	24,678.90

This is to certify that the above-mentioned unutilized MOOE appropriations as of November 24, 2023 are available for reversion to fund the grant of CNA Incentives for Fiscal Year 2023.

J.

EPHIPANY JOYCE A. PAMENIANO
General Service Officer

OFFICE: Rural Health Unit & Women's Health Center

ACCOUNT TITLE	AMOUNT
Traveling Expenses	42,051.00
Supplies and Materials Expenses	
Office Supplies Expenses	250.00
Accountable Forms Expenses	
Animal/Zoological Supplies Expenses	
Drugs and Medicines Expenses	4,687.00
Medical, Dental and Laboratory Supplies Expenses	
Fuel, Oil and Lubricants Expenses	46.75
Other Supplies and Materials Expense	3,000.00
Utilities	
Water Expenses	
Electricity Expenses	
Communication Expenses	
Postage and Courier Service	
Telephone Expenses	
Internet Subscription Expenses	
Repairs and Maintenance	
<i>Repairs and Maintenance - Infrastructure Assets</i>	
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<i>Repairs and Maintenance - Buildings and Other Structures</i>	
01 - Buildings	
04 - Markets	
05 - Slaughterhouses	
99 - Other Structures	
<i>Repairs and Maintenance - Machinery and Equipment</i>	
01 - Machinery	
02 - Office Equipment	2,550.00
03 - ICT Equipment	15,000.00
08 - Construction and Heavy Equipment	
09 - Disaster Response and Rescue Equipment	
11 - Medical Equipment	800.00
<i>Repairs and Maintenance - Transportation Equipment</i>	
01 - Motor Vehicles	
04 - Watercraft	
<i>Repairs and Maintenance - Furniture and Fixtures</i>	
Advertising Expenses	
Printing and Publication Expenses	
Transportation and Delivery Expenses	
TOTAL	68,384.75


This is to certify that the above-mentioned unutilized MOOE appropriations as of November 24, 2023 are available for reversion to fund the grant of CNA Incentives for Fiscal Year 2023.


ESTARMIO P. ZAFICO
 Municipal Health Officer

OFFICE: Municipal Social Welfare & Development Office

ACCOUNT TITLE	AMOUNT
Traveling Expenses	20,741.68
Supplies and Materials Expenses	
Office Supplies Expenses	
Accountable Forms Expenses	
Animal/Zoological Supplies Expenses	
Drugs and Medicines Expenses	
Medical, Dental and Laboratory Supplies Expenses	
Fuel, Oil and Lubricants Expenses	
Other Supplies and Materials Expense	24,100.00
Utilities	
Water Expenses	
Electricity Expenses	
Communication Expenses	
Postage and Courier Service	
Telephone Expenses	2,400.00
Internet Subscription Expenses	
Repairs and Maintenance	
<i>Repairs and Maintenance - Infrastructure Assets</i>	
08 - Parks, Plazas, Monuments	
<i>Repairs and Maintenance - Buildings and Other Structures</i>	
01 - Buildings	
04 - Markets	
05 - Slaughterhouses	
99 - Other Structures	
<i>Repairs and Maintenance - Machinery and Equipment</i>	
01 - Machinery	
02 - Office Equipment	2,100.00
03 - ICT Equipment	3,000.00
08 - Construction and Heavy Equipment	
09 - Disaster Response and Rescue Equipment	
11 - Medical Equipment	
<i>Repairs and Maintenance - Transportation Equipment</i>	
01 - Motor Vehicles	
04 - Watercraft	
<i>Repairs and Maintenance - Furniture and Fixtures</i>	
Advertising Expenses	
Printing and Publication Expenses	
Transportation and Delivery Expenses	
TOTAL	52,341.68

This is to certify that the above-mentioned unutilized MOOE appropriations as of November 24, 2023 are available for reversion to fund the grant of CNA Incentives for Fiscal Year 2023.


RENNA G. AGUDERA
 MSWDO

OFFICE: Municipal Agriculture

ACCOUNT TITLE	AMOUNT
Traveling Expenses	15,000.00
Supplies and Materials Expenses	
Office Supplies Expenses	487.00
Accountable Forms Expenses	
Animal/Zoological Supplies Expenses	180.00
Drugs and Medicines Expenses	
Medical, Dental and Laboratory Supplies Expenses	
Fuel, Oil and Lubricants Expenses	10,000.00
Other Supplies and Materials Expense	5,825.00
Utilities	
Water Expenses	
Electricity Expenses	
Communication Expenses	
Postage and Courier Service	
Telephone Expenses	
Internet Subscription Expenses	
Repairs and Maintenance	
<i>Repairs and Maintenance - Infrastructure Assets</i>	
08 - Parks, Plazas, Monuments	
<i>Repairs and Maintenance - Buildings and Other Structures</i>	
01 - Buildings	
04 - Markets	
05 - Slaughterhouses	
99 - Other Structures	
<i>Repairs and Maintenance - Machinery and Equipment</i>	
01 - Machinery	
02 - Office Equipment	
03 - ICT Equipment	
08 - Construction and Heavy Equipment	
09 - Disaster Response and Rescue Equipment	
11 - Medical Equipment	
<i>Repairs and Maintenance - Transportation Equipment</i>	
01 - Motor Vehicles	
04 - Watercraft	
<i>Repairs and Maintenance - Furniture and Fixtures</i>	
Advertising Expenses	
Printing and Publication Expenses	
Transportation and Delivery Expenses	
TOTAL	31,492.00

This is to certify that the above-mentioned unutilized MOOE appropriations as of November 24, 2023 are available for reversion to fund the grant of CNA Incentives for Fiscal Year 2023.


EMELINDA B. ALABADO
Municipal Agriculturist

OFFICE: Office of the Municipal Engineer

ACCOUNT TITLE	AMOUNT
Traveling Expenses	9,060.80
Supplies and Materials Expenses	
Office Supplies Expenses	11,665.00
Accountable Forms Expenses	
Animal/Zoological Supplies Expenses	
Drugs and Medicines Expenses	
Medical, Dental and Laboratory Supplies Expenses	
Fuel, Oil and Lubricants Expenses	
Other Supplies and Materials Expense	
Utilities	
Water Expenses	
Electricity Expenses	
Communication Expenses	
Postage and Courier Service	
Telephone Expenses	
Internet Subscription Expenses	
Repairs and Maintenance	
<i>Repairs and Maintenance - Infrastructure Assets</i>	
08 - Parks, Plazas, Monuments	
<i>Repairs and Maintenance - Buildings and Other Structures</i>	
01 - Buildings	
04 - Markets	
05 - Slaughterhouses	
99 - Other Structures	20,820.00
<i>Repairs and Maintenance - Machinery and Equipment</i>	
01 - Machinery	10,000.00
02 - Office Equipment	4,511.73
03 - ICT Equipment	1,500.00
08 - Construction and Heavy Equipment	
09 - Disaster Response and Rescue Equipment	
11 - Medical Equipment	
<i>Repairs and Maintenance - Transportation Equipment</i>	
01 - Motor Vehicles	
04 - Watercraft	
<i>Repairs and Maintenance - Furniture and Fixtures</i>	
Advertising Expenses	
Printing and Publication Expenses	
Transportation and Delivery Expenses	
TOTAL	57,557.53

This is to certify that the above-mentioned unutilized MOOE appropriations as of November 24, 2023 are available for reversion to fund the grant of CNA Incentives for Fiscal Year 2023.

MARIO FREDERICK D. MONTERO
Municipal Engineer

OFFICE: Market and Slaughterhouse

ACCOUNT TITLE	AMOUNT
Traveling Expenses	
Supplies and Materials Expenses	
Office Supplies Expenses	
Accountable Forms Expenses	
Animal/Zoological Supplies Expenses	
Drugs and Medicines Expenses	
Medical, Dental and Laboratory Supplies Expenses	
Fuel, Oil and Lubricants Expenses	
Other Supplies and Materials Expense	29,139.72
Utilities	
Water Expenses	
Electricity Expenses	
Communication Expenses	
Postage and Courier Service	
Telephone Expenses	
Internet Subscription Expenses	
Repairs and Maintenance	
<i>Repairs and Maintenance - Infrastructure Assets</i>	
08 - Parks, Plazas, Monuments	
<i>Repairs and Maintenance - Buildings and Other Structures</i>	
01 - Buildings	
04 - Markets	79,840.28
05 - Slaughterhouses	80,000.00
99 - Other Structures	
<i>Repairs and Maintenance - Machinery and Equipment</i>	
01 - Machinery	
02 - Office Equipment	
03 - ICT Equipment	
08 - Construction and Heavy Equipment	
09 - Disaster Response and Rescue Equipment	
11 - Medical Equipment	
<i>Repairs and Maintenance - Transportation Equipment</i>	
01 - Motor Vehicles	
04 - Watercraft	
<i>Repairs and Maintenance - Furniture and Fixtures</i>	
Advertising Expenses	
Printing and Publication Expenses	
Transportation and Delivery Expenses	
TOTAL	188,980.00

This is to certify that the above-mentioned unutilized MOOE appropriations as of November 24, 2023 are available for reversion to fund the grant of CNA Incentives for Fiscal Year 2023.


VICTORIA N. FULACHE
 Municipal Treasurer

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