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Republic of the Philippines
PROVINCE OF LEYTE
Municipality of Palo
-oOo-

Item No.: 19
Date: 16 2024 JAN

PROVINCIAL BUDGET OFFICE

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

SANGGUNIANG PANLALAWIGAN
JAN 12 2024
PROVINCE OF LEYTE

January 11, 2024

RELEASED
DATE: 1-12-24
NO. #254
BY: [Signature]
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. 03 FY 2023** of the **Municipality Albuera, Leyte** duly enacted by the Sangguniang Bayan through **Appropriation Ordinance No. 2023-04** with a total appropriation in the amount of **P10,910,000.00** 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 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. 03. Further, that this will not cause an adverse effect on the financial condition of the LGU at the closing of the books of accounts;
2. That the grant of the Collective Negotiation Agreement (CNA) shall be subject to the procedural guidelines of Budget Circular No. 2023-1 dated November 10, 2023 and said grant shall be sourced out from savings identified in the circular;
3. That the grant of One-Time Service Recognition Incentive shall conform with the terms and conditions stipulated under Budget Circular No. 2023-2 dated December 13, 2023;
4. That the appropriation and grant of Gratuity Pay shall be pursuant to the provisions of Budget Circular Number 2023-3 dated December 14, 2023;
5. 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 all other accounting and auditing rules and regulations shall be the responsibility of the implementing Local Government Unit.

Very truly yours,

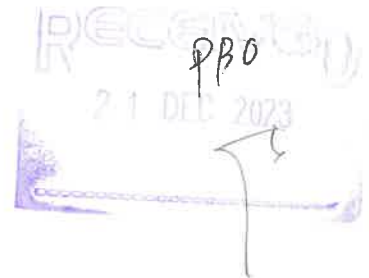
LOCAL FINANCE COMMITTEE:

MARIA GINA P. HIPE
Provincial Budget Officer

RUTH Y. SURPIA
Provincial Treasurer


AGNES C. RAFON
Project Development Officer IV
Officer-In-Charge – PPDO

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



Endorsement
20 December 2023

The **LOCAL FINANCE COMMITTEE** is respectfully requested to review and submit recommendations on the herein enclosed **MUNICIPAL APPROPRIATION ORDINANCE NO. 2023-04** of the Municipality of **ALBUERA, Leyte**; entitled, **“AN ORDINANCE AUTHORIZING SUPPLEMENTAL BUDGET NO. 03, SERIES OF 2023 INVOLVING AN AMOUNT OF PHP10,910,000.00 ONLY.”**


FLORINDA JILL S. UYVICO
Secretary to the Sanggunian

SP RECORDS
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Republic of the Philippines
PROVINCE OF LEYTE
Municipality of Albuera

OFFICE OF THE SANGGUNIANG BAYAN



EXCERPT FROM THE MINUTES OF THE 74TH REGULAR SESSION OF THE SANGGUNIANG BAYAN TERM 2022-2025
HELD AT THE SB SESSION HALL, ALBUERA, LEYTE ON DECEMBER 18, 2023.

APPROPRIATION ORDINANCE NO. 2023-04

AN ORDINANCE AUTHORIZING SUPPLEMENTAL BUDGET NO. 03, SERIES OF 2023 OF THE MUNICIPALITY OF ALBUERA, LEYTE INVOLVING AN AMOUNT OF TEN MILLION NINE HUNDRED TEN THOUSAND PESOS (PHP10,910,000.00) ONLY

INTRODUCED BY: HON. ANA LIZA E. DELA VICTORIA
SPONSORED BY: COMMITTEE ON APPROPRIATIONS
(HON. MANUEL E. BANTASAN)
(HON. ROXANNE R. ZALDIVAR)

BE IT ORDAINED in Regular Session Assembled:

SECTION 1. The Supplemental Budget of the Municipality of Albuera Leyte for Fiscal Year 2023 in the total amount of **TEN MILLION NINE HUNDRED TEN THOUSAND PESOS (PHP10,910,000.00)** for purposes specified in the accompanying schedules, is hereby approved;

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

1. Sangguniang Bayan Resolution No. 2023-249, "A Resolution reverting the amount of Three Million Nine Hundred Sixty Thousand Pesos (Php3,960,000.00) only, & Six Million Nine Hundred Fifty Thousand Pesos (Php6,950,000.000 only, from the General Fund unutilized Personal Services (PS) & Maintenance & Other Operating Expenses (MOOE) appropriations, respectively.
2. Statement of Funding Sources for Supplemental Budget No. 03, FY 2023 signed by the OIC - Municipal Treasurer and Municipal Accountant.
3. Certification of Availability of CASH BACK-UP signed by the OIC - Municipal Treasurer and Municipal Accountant.
4. Statement of Supplemental Appropriation FY 2023 prepared by the Municipal Budget Officer and Approved by the Municipal Mayor.

SECTION 2. SOURCES OF FUNDS. The sources of funds for the Supplemental Budget in the total amount of **TEN MILLION NINE HUNDRED TEN THOUSAND PESOS (PHP10,910,000.00)** shall be as follows:

REVERSION

- Unutilized Current Appropriations from General Fund		
Personnel Services	Php	3,960,000.00
Maintenance & Other Operating Expenses		6,950,000.00
TOTAL	Php	10,910,000.00

SECTION 3. USE OF FUNDS. The amount of **TEN MILLION NINE HUNDRED TEN THOUSAND PESOS (PHP10,910,000.00)** is hereby appropriated for the Supplemental Budget of the Municipality of Albuera, Leyte.

SECTION 4. SEPARABILITY CLAUSE. If, for any reason, any section or provision of this Appropriation Ordinance is declared invalid or unconstitutional, other sections or provisions thereof which are not affected thereby shall continue to be in full force & effect.

SECTION 5. EFFECTIVITY. The provisions of this Appropriation Ordinance shall take effect upon approval.

APPROVED.

PROTACIO RIZANTO M. CENIZA

MARJUN P. MAGNO

MARY JANE B. BARRERA

ROXANNE R. ZALDIVAR

IMELDA A. FADUL

SIXTO B. DELA VICTORIA

PAMELA M. BOHOLST

BERNARD JOEY D. MESTULA

ALBERTO B. JUMALJAG

ANA LIZA E. DELA VICTORIA


JENY S. BILBAO


MANUEL E. BANTASAN

ENACTED BY THE SANGGUNIANG BAYAN TERM 2022-2025 OF ALBUERA LEYTE
this 18th day of December 2023 during its 74th Regular Session held at the SB Session Hall.

ATTESTED AND CERTIFIED CORRECT TO BE DULY ADOPTED:


ROXANNE R. ZALDIVAR
SB Member I


LENY S. BILBAO
SB Member I



MARY JANE E. CAGULA
SB Member I

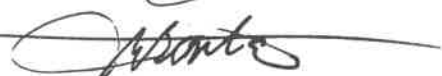

ANA LIZA E. DELA VICTORIA
SB Member I


MARJUN P. MAGNO
SB Member I



ALBERTO S. SUMALJAG
SB Member / SB President
Ex-Officio Member


PROTACIO RIZALITO M. CENIZA
SB Member I


BERNARD JONY D. MESTULA
SB Member / SB President
Ex-Officio Member


MANUEL E. BANTASAN
SB Member I

I HEREBY CERTIFY THAT THIS IS A TRUE AND ACCURATE COPY OF THE ORDINANCE
DULY ENACTED BY THE SANGGUNIANG BAYAN ON DECEMBER 18, 2023.


PAMELA M. BOHOLST, MPA
Secretary to the Sangguniang Bayan I


IMELDA A. FADUL
Mun. Vice-Mayor / Presiding Officer

APPROVED:

SIXTO B. DELA VICTORIA
Municipal Mayor
Date: **DEC 18 2023**



Republic of the Philippines
PROVINCE OF LEYTE
Municipality of Albuera

OFFICE OF THE SANGGUNIANG BAYAN

EXCERPT FROM THE MINUTES OF THE 73RD REGULAR SESSION OF THE SANGGUNIANG BAYAN TERM 2022-2025
HELD AT THE SB SESSION HALL, ALBUERA, LEYTE ON DECEMBER 11, 2023

RESOLUTION NO. 2023 – 249

A RESOLUTION REVERTING THE AMOUNT OF THREE MILLION NINE HUNDRED SIXTY THOUSAND PESOS (PHP3,960,000.00) ONLY, & SIX MILLION NINE HUNDRED FIFTY THOUSAND PESOS (PHP6,950,000.00) ONLY, UNDER THE GENERAL FUND UNUTILIZED PERSONAL SERVICES & MAINTENANCE AND OTHER OPERATING EXPENSES (MOOE) APPROPRIATIONS, RESPECTIVELY

WHEREAS, there are **unutilized funds** from the unexpended current **Personal Services and Maintenance and Other Operating Expenses (MOOE)** allocations under the **General Fund** to be made available for appropriations, to wit:

FUNDING SOURCE	AMOUNT FOR REVERSION
Personal Services	Php 3,960,000.00
Maintenance and Other Operating Expenses (MOOE)	Php 6,950,000.00
TOTAL	Php 10,910,000.00


WHEREFORE, on motion of Hon. Ana Liza E. Dela Victoria unanimously seconded by all members present, be it

RESOLVED, by the Sangguniang Bayan to revert the amount of Three Million Nine Hundred Sixty Thousand Pesos (Php3,960,000.00) only, & Six Million Nine Hundred Fifty Thousand Pesos (Php6,950,000.00) only, under the General Fund unutilized Personal Services & Maintenance and Other Operating Expenses (MOOE) appropriations, respectively;

RESOLVED FINALLY, that copies of this resolution be furnished the Provincial Budget Office, Palo, Leyte; the Municipal Mayor’s Office, the Municipal Budget Office, the Municipal Accountant’s Office, the Municipal Treasury Office, all of Albuera, Leyte for their information.

PASSED AND APPROVED this 11th day of December 2023 during the 73rd Regular Session of the Sangguniang Bayan Term 2022-2025 held at the SB Session Hall, Albuera, Leyte.

ATTESTED:


ROXANNE R. ZALDIVAR
SB Member I


MARY JANE B. GACULA
SB Member I

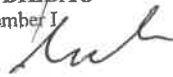

MARJUN P. MAGNO
SB Member I


PROTACIO RIZALITO M. CENIZA
SB Member I

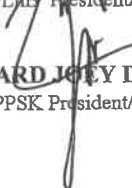

MANUEL E. BANTASAN
SB Member I


ANTHONY V. BARTE
SB Member I



LENY S. BILBAO
SB Member I


ANA LIZA E. DELA VICTORIA
SB Member I


ALBERTO T. SUMALJAG
SB Member I/LRP President/Ex-Officio Member


BERNARD JOEY D. MESTULA
SB Member I/PPSK President/Ex-Officio Member

I HEREBY CERTIFY to the correctness of the foregoing resolution.


PAMELA M. BOHOLST, MPA
Secretary to the Sangguniang Bayan I

APPROVED:


IMELDA A. FADUL
Municipal Vice-Mayor I/Presiding Officer



Republic of the Philippines
Province of Leyte
MUNICIPALITY OF ALBUERA

OFFICE OF THE MUNICIPAL MAYOR

December 7, 2023

HON. IMELDA A. FADUL

*Municipal Vice Mayor
Municipality of Albuera
Albuera, Leyte*

Thru: **Hon. ANA LIZA E. DELA VICTORIA**
*SB Member
Chairman – Committee on Appropriation*

Dear Hon. Fadul:

Transmitting herewith Supplemental Budget No. 3 of this Municipality for fiscal year 2023 in the amount of **Ten Million Nine Hundred Ten Thousand Pesos (P 10,910,000.00)** from the reversion of unutilized funds of Personal Services Appropriations amounted to **Three Million Nine Hundred Sixty Thousand Pesos (P 3,960,000.00)**, and the unutilized MOOE appropriations in the amount of **Six Million Nine Hundred Fifty Thousand Pesos (P 6,950,000.00)** all under the General Fund. This will be made available appropriations for the CNA, SRI and Gratuity Pay to Job Orders and certifying the same as **URGENT** and priority for your immediate enactment.

For your consideration and appropriate action.

Very truly yours,

SIXTO B. DELA VICTORIA
Municipal Mayor


STATEMENT OF FUNDING SOURCES
SUPPLEMENTAL BUDGET NO. 03
FY 2023


ALBUERA, LEYTE
Province/City/Municipality

GENERAL FUND
Fund/Special Account

PARTICULARS	AMOUNT CLASSIFICATIO	AMOUNT
1.0 NEW REVENUE SOURCES		
2.0 ACTUAL COLLECTIONS IN EXCESS OF THE ESTIMATED INCOME		
3.0 SAVINGS		
4.0 REALIGNMENT		
5.0 REVERSION		
Reversion of Unutilized Current Appropriations from the General Fund - (PS)		3,960,000.00
(MOOE)		6,950,000.00
TOTAL		10,910,000.00

Certified Correct:


MARITES M. COSTAN
OIC, Municipal Treasurer


ARLENE RIO S. VILLAR, CPA
Municipal Accountant



Republic of the Philippines
Province of Leyte
MUNICIPALITY OF ALBUERA
OFFICE OF THE MUNICIPAL TREASURER
Telephone No.: 562-9466 | mtoalbuera@gmail.com

CERTIFICATION

TO WHOM IT MAY CONCERN:

THIS IS TO CERTIFY THAT, there is an available CASH BACK-UP for the SUPPLEMENTAL BUDGET NO.03 for General Fund for the Fiscal Year 2023 in the amount of TEN MILLION NINE HUNDRED TEN THOUSAND PESOS (Php 10,910,000.00).

Issued this 4th of December, 2023 at Albuera, Leyte, Philippines.


MARITES M. COSTAN
OIC-Municipal Treasurer


ARLENE RIO S. VILLAR
Municipal Accountant

STATEMENT OF SUPPLEMENTAL APPROPRIATION FY 2023

Albuera, Leyte

Province/CityMunicipality

SUPPLEMENTAL BUDGET NO. 03 CY 2023

Implementing Office (1)	Particulars/Purpose (2)	AIP Ref. Code (3)	Object of Expenditure (4)	Account Code (5)	Amount (6)
Executive Services Municipal Mayor's Office	<u>PERSONAL SERVICES</u>				
	Payment of Collective Negotiation Agreement (CNA) Incentive FY 2023, as per Budget Circular No. 2023-1 dated November 10, 2023, PPA's included in the First Supplemental Annual Investment Program (AIP) FY 2023	1000-03-01-001-0005 ,008	Other Personnel Benefit- Collective Negotiation Agreement (CNA) Incentive	5-01-04-990	450,000.00
	Payment of Service Recognition Incentive FY 2023, PPA, included in the First Supplemental Annual Investment Program	1000-03-01-001-0005 ,009	Other Personnel Benefit- Service Recognition Incentive	5-01-04-990	360,000.00
LDDRM Office			Sub-Total		810,000.00
	Payment of Collective Negotiation Agreement (CNA) Incentive FY 2023, as per Budget Circular No. 2023-1 dated November 10, 2023, PPA's included in the First Supplemental Annual Investment Program (AIP) FY 2023	1000-03-01-001- ,0013-001	Other Personnel Benefit- Collective Negotiation Agreement (CNA) Incentive	5-01-04-990	50,000.00

	Payment of Service Recognition Incentive FY 2023, PPA, included in the First Supplemental Annual Investment Program	1000-03-01-001- ,0013-002	Other Personnel Benefit- Service Recognition Incentive	5-01-04-990	40,000.00
			Sub-Total		90,000.00
SB-Legislative	Payment of Collective Negotiation Agreement (CNA) Incentive FY 2023, as per Budget Circular No. 2023-1 dated November 10, 2023, PPA's included in the First Supplemental Annual Investment Program (AIP) FY 2023	1000-03-01-003-004	Other Personnel Benefit- Collective Negotiation Agreement (CNA) Incentive	5-01-04-990	275,000.00
	Payment of Service Recognition Incentive FY 2023, PPA, included in the First Supplemental Annual Investment Program	1000-03-01-003-005	Other Personnel Benefit- Service Recognition Incentive	5-01-04-990	220,000.00
			Sub-Total		495,000.00
SB-Secretariat	Payment of Collective Negotiation Agreement (CNA) Incentive FY 2023, as per Budget Circular No. 2023-1 dated November 10, 2023, PPA's included in the First Supplemental Annual Investment Program (AIP) FY 2023	1000-03-01-004-001	Other Personnel Benefit- Collective Negotiation Agreement (CNA) Incentive	5-01-04-990	275,000.00
	Payment of Service Recognition Incentive FY 2023, PPA, included in the First Supplemental Annual Investment Program	1000-03-01-004-002	Other Personnel Benefit- Service Recognition Incentive	5-01-04-990	220,000.00
			Sub-Total		495,000.00

Municipal Administrator's Office	Payment of Collective Negotiation Agreement (CNA) Incentive FY 2023, as per Budget Circular No. 2023-1 dated November 10, 2023, PPA's included in the First Supplemental Annual Investment Program (AIP) FY 2023	1000-03-02--001-002	Other Personnel Benefit- Collective Negotiation Agreement (CNA) Incentive	5-01-04-990	25,000.00
	Payment of Service Recognition Incentive FY 2023, PPA, included in the First Supplemental Annual Investment Program	1000-03-02--001-003	Other Personnel Benefit- Service Recognition Incentive	5-01-04-990	20,000.00
			Sub-Total		45,000.00
Human Resource Management office	Payment of Collective Negotiation Agreement (CNA) Incentive FY 2023, as per Budget Circular No. 2023-1 dated November 10, 2023, PPA's included in the First Supplemental Annual Investment Program (AIP) FY 2023	1000-03-03--006-0001 ,002	Other Personnel Benefit- Collective Negotiation Agreement (CAN) Incentive	5-01-04-990	50,000.00
	Payment of Service Recognition Incentive FY 2023, PPA, included in the First Supplemental Annual Investment Program	1000-03-03--006-0001 ,003	Other Personnel Benefit- Service Recognition Incentive	5-01-04-990	40,000.00
			Sub-Total		90,000.00
Mun.Planning & Development Office	Payment of Collective Negotiation Agreement (CNA) Incentive FY 2023, as per Budget Circular No. 2023-1 dated November 10, 2023, PPA's included in the First Supplemental Annual Investment Program (AIP) FY 2023	1000-03-01--009-0001 ,001	Other Personnel Benefit- Collective Negotiation Agreement (CNA) Incentive	5-01-04-990	200,000.00

Municipal Civil Registrar	Payment of Service Recognition Incentive FY 2023, PPA, included in the First Supplemental Annual Investment Program	1000-03-01--009-0001 ,001	Other Personnel Benefit- Service Recognition Incentive	5-01-04-990	160,000.00
			Sub-Total		360,000.00
	Payment of Collective Negotiation Agreement (CNA) Incentive FY 2023, as per Budget Circular No. 2023-1 dated November 10, 2023, PPA's included in the First Supplemental Annual Investment Program (AIP) FY 2023	1000-03-01--012-0001 ,001	Other Personnel Benefit- Collective Negotiation Agreement (CNA) Incentive	5-01-04-990	150,000.00
Gen. Services Office	Payment of Service Recognition Incentive FY 2023, PPA, included in the First Supplemental Annual Investment Program	1000-03-01--012-0001 ,002	Other Personnel Benefit- Service Recognition Incentive	5-01-04-990	120,000.00
			Sub-Total		270,000.00
	Payment of Collective Negotiation Agreement (CNA) Incentive FY 2023, as per Budget Circular No. 2023-1 dated November 10, 2023, PPA's included in the First Supplemental Annual Investment Program (AIP) FY 2023	1000-03-03--001-0001 ,004	Other Personnel Benefit- Collective Negotiation Agreement (CNA) Incentive	5-01-04-990	125,000.00
	Payment of Service Recognition Incentive FY 2023, PPA, included in the First Supplemental Annual Investment Program	1000-03-03--001-0001 ,005	Other Personnel Benefit- Service Recognition Incentive	5-01-04-990	100,000.00
			Sub-Total		225,000.00

Municipal Budget Office	Payment of Collective Negotiation Agreement (CNA) Incentive FY 2023, as per Budget Circular No. 2023-1 dated November 10, 2023, PPA's included in the First Supplemental Annual Investment Program (AIP) FY 2023	1000-03-01--008-0001 ,001	Other Personnel Benefit- Collective Negotiation Agreement (CNA) Incentive	5-01-04-990	100,000.00
	Payment of Service Recognition Incentive FY 2023, PPA, included in the First Supplemental Annual Investment Program	1000-03-01--008-0001 ,002	Other Personnel Benefit- Service Recognition Incentive	5-01-04-990	80,000.00
	Sub-Total				180,000.00
Municipal Accounting Office	Payment of Collective Negotiation Agreement (CNA) Incentive FY 2023, as per Budget Circular No. 2023-1 dated November 10, 2023, PPA's included in the First Supplemental Annual Investment Program (AIP) FY 2023	1000-03-01--007-0001 ,001	Other Personnel Benefit- Collective Negotiation Agreement (CNA) Incentive	5-01-04-990	300,000.00
	Payment of Service Recognition Incentive FY 2023, PPA, included in the First Supplemental Annual Investment Program	1000-03-01--007-0001 ,002	Other Personnel Benefit- Service Recognition Incentive	5-01-04-990	240,000.00
	Sub-Total				540,000.00
Municipal Treasurer's Office	Payment of Collective Negotiation Agreement (CNA) Incentive FY 2023, as per Budget Circular No. 2023-1 dated November 10, 2023, PPA's included in the First Supplemental Annual Investment Program (AIP) FY 2023	1000-03-01--005-0001 ,001	Other Personnel Benefit- Collective Negotiation Agreement (CNA) Incentive	5-01-04-990	325,000.00

Municipal Assesor's Office	Payment of Service Recognition Incentive FY 2023, PPA, included in the First Supplemental Annual Investment Program	1000-03-01--005-0001 ,002	Other Personnel Benefit- Service Recognition Incentive	5-01-04-990	<u>260,000.00</u>
			Sub-Total		<u>585,000.00</u>
	Payment of Collective Negotiation Agreement (CNA) Incentive FY 2023, as per Budget Circular No. 2023-1 dated November 10, 2023, PPA's included in the First Supplemental Annual Investment Program (AIP) FY 2023	1000-03-01--006-0001 ,002	Other Personnel Benefit- Collective Negotiation Agreement (CAN) Incentive	5-01-04-990	125,000.00
Municipal Health Office	Payment of Service Recognition Incentive FY 2023, PPA, included in the First Supplemental Annual Investment Program	1000-03-01--006-0001 ,003	Other Personnel Benefit- Service Recognition Incentive	5-01-04-990	<u>100,000.00</u>
			Sub-Total		<u>225,000.00</u>
	Payment of Collective Negotiation Agreement (CNA) Incentive FY 2023, as per Budget Circular No. 2023-1 dated November 10, 2023, PPA's included in the First Supplemental Annual Investment Program (AIP) FY 2023	3000-03-01--011-0001 ,004	Other Personnel Benefit- Collective Negotiation Agreement (CNA) Incentive	5-01-04-990	450,000.00
	Payment of Service Recognition Incentive FY 2023, PPA, included in the First Supplemental Annual Investment Program	3000-03-01--011-0001 ,005	Other Personnel Benefit- Service Recognition Incentive	5-01-04-990	<u>360,000.00</u>
			Sub-Total		<u>810,000.00</u>

Mun.Social Welfare and Development Office	Payment of Collective Negotiation Agreement (CNA) Incentive FY 2023, as per Budget Circular No. 2023-1 dated November 10, 2023, PPA's included in the First Supplemental Annual Investment Program (AIP) FY 2023	3000-03-02--005-0006	Other Personnel Benefit- Collective Negotiation Agreement (CNA) Incentive	5-01-04-990	275,000.00
	Payment of Service Recognition Incentive FY 2023, PPA, included in the First Supplemental Annual Investment Program	3000-03-02--005-0007	Other Personnel Benefit- Service Recognition Incentive	5-01-04-990	220,000.00
			Sub-Total		495,000.00
Population Office	Payment of Collective Negotiation Agreement (CNA) Incentive FY 2023, as per Budget Circular No. 2023-1 dated November 10, 2023, PPA's included in the First Supplemental Annual Investment Program (AIP) FY 2023	3000-03-03--001-0001 ,001	Other Personnel Benefit- Collective Negotiation Agreement (CNA) Incentive	5-01-04-990	25,000.00
	Payment of Service Recognition Incentive FY 2023, PPA, included in the First Supplemental Annual Investment Program	3000-03-03--001-0001 ,002	Other Personnel Benefit- Service Recognition Incentive	5-01-04-990	20,000.00
			Sub-Total		45,000.00
Agricultural Office	Payment of Collective Negotiation Agreement (CNA) Incentive FY 2023, as per Budget Circular No. 2023-1 dated November 10, 2023, PPA's included in the First Supplemental Annual Investment Program (AIP) FY 2023	8000-03-02--003-0001 ,001	Other Personnel Benefit- Collective Negotiation Agreement (CAN) Incentive	5-01-04-990	300,000.00
	Payment of Service Recognition Incentive FY 2023, PPA, included in the First Supplemental Annual Investment Program	8000-03-02--003-0001 ,002	Other Personnel Benefit- Service Recognition Incentive	5-01-04-990	240,000.00
			Sub-Total		540,000.00

Environment and Natural Resources Office	Payment of Collective Negotiation Agreement (CNA) Incentive FY 2023, as per Budget Circular No. 2023-1 dated November 10, 2023, PPA's included in the First Supplemental Annual Investment Program (AIP) FY 2023	8000-03-02--004-0001- ,001	Other Personnel Benefit- Collective Negotiation Agreement (CNA) Incentive	5-01-04-990	75,000.00
	Payment of Service Recognition Incentive FY 2023, PPA, included in the First Supplemental Annual Investment Program	8000-03-02--004-0001- ,002	Other Personnel Benefit- Service Recognition Incentive		60,000.00
			Sub-Total		135,000.00
Municipal Engineer's Office	Payment of Collective Negotiation Agreement (CNA) Incentive FY 2023, as per Budget Circular No. 2023-1 dated November 10, 2023, PPA's included in the First Supplemental Annual Investment Program (AIP) FY 2023	8000-03-02--005-0008	Other Personnel Benefit- Collective Negotiation Agreement (CNA) Incentive	5-01-04-990	900,000.00
	Payment of Service Recognition Incentive FY 2023, PPA, included in the First Supplemental Annual Investment Program	8000-03-02--005-0007	Other Personnel Benefit- Service Recognition Incentive	5-01-04-990	720,000.00
			Sub-Total		1,620,000.00
Cooperative Office	Payment of Collective Negotiation Agreement (CNA) Incentive FY 2023, as per Budget Circular No. 2023-1 dated November 10, 2023, PPA's included in the First Supplemental Annual Investment Program (AIP) FY 2023	8000-03-03--001-0001 ,001	Other Personnel Benefit- Collective Negotiation Agreement (CNA) Incentive	5-01-04-990	25,000.00

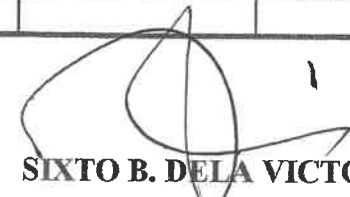
Econ. Enterprise Operation of Water Works System	Payment of Service Recognition Incentive FY 2023, PPA, included in the First Supplemental Annual Investment Program	8000-03-03--001-0001 ,002	Other Personnel Benefit- Service Recognition Incentive	5-01-04-990	20,000.00
			Sub-Total		45,000.00
	Payment of Collective Negotiation Agreement (CNA) Incentive FY 2023, as per Budget Circular No. 2023-1 dated November 10, 2023, PPA's included in the First Supplemental Annual Investment Program (AIP) FY 2023	8000-03-03--003-0001 ,004	Other Personnel Benefit- Collective Negotiation Agreement (CAN) Incentive	5-01-04-990	200,000.00
Econ. Enterprise Operation of Markets	Payment of Service Recognition Incentive FY 2023, PPA, included in the First Supplemental Annual Investment Program	8000-03-03--003-0001 ,005	Other Personnel Benefit- Service Recognition Incentive	5-01-04-990	160,000.00
			Sub-Total		360,000.00
	Payment of Collective Negotiation Agreement (CNA) Incentive FY 2023, as per Budget Circular No. 2023-1 dated November 10, 2023, PPA's included in the First Supplemental Annual Investment Program (AIP) FY 2023	8000-03-03--005-0001 ,001	Other Personnel Benefit- Collective Negotiation Agreement (CNA) Incentive	5-01-04-990	175,000.00
	Payment of Service Recognition Incentive FY 2023, PPA, included in the First Supplemental Annual Investment Program	8000-03-03--005-0001 ,002	Other Personnel Benefit- Service Recognition Incentive	5-01-04-990	140,000.00
			Sub-Total		315,000.00

Econ. Enterprise Sebugay Mountain Resort	Payment of Collective Negotiation Agreement (CNA) Incentive FY 2023, as per Budget Circular No. 2023-1 dated November 10, 2023, PPA's included in the First Supplemental Annual Investment Program (AIP) FY 2023	8000-03-03--006-0001 ,001	Other Personnel Benefit- Collective Negotiation Agreement (CNA)- Incentive	5-01-04-990	75,000.00
	Payment of Service Recognition Incentive FY 2023, PPA, included in the First Supplemental Annual Investment Program	8000-03-03--006-0001 ,002	Other Personnel Benefit- Service Recognition Incentive	5-01-04-990	60,000.00
			Sub-Total		135,000.00
TOTAL PS					8,910,000.00
	<u>MAINTENANCE AND OTHER OPERATING EXPENSES</u>				
Executive Services Municipal Mayor's Office	Payment of Gratuity Pay for Job Order FY 2023 PPA's included in the First Supplemental Annual Investment Program	1000-03-01-001-0005 010	Other General Services (Gratuity Pay for JO FY 2023)	5-02-12-990	2,000,000.00
TOTAL MOOE					2,000,000.00
TOTAL APPROPRIATIONS					10,910,000.00

Prepared:


MARIA GEMMA M. SAMSON
Municipal Budget Officer

Approved:


SIXTO B. DELA VICTORIA
Municipal Mayor



Republic of the Philippines
Province of Leyte
MUNICIPALITY OF ALBUERA

OFFICE OF THE MUNICIPAL MAYOR

December 5, 2023

HON. IMELDA A. FADUL

*Municipal Vice Mayor
Municipality of Albuera
Albuera, Leyte*

Thru: **Hon. ANA LIZA E. DELA VICTORIA**
*SB Member
Chairman – Committee on Appropriation*

Dear Hon. Fadul:

The undersigned would like to request for a resolution reverting the amount of Three Million Nine Hundred Sixty Thousand Pesos (P 3,960,000.00) from the unutilized Personal Services Appropriation and the amount of Six Million Nine Hundred Fifty Thousand Pesos (P 6,950,000.00) from the unutilized Maintenance and Other Operating Expenses under the General Fund and certifying the same as **URGENT** and priority for your immediate action.

For your consideration and appropriate action.

Very truly yours,

SIXTO B. DELA VICTORIA
Municipal Mayor

Republic of the Philippines
PROVINCE OF LEYTE
Municipality of Albuera
-oOo-

OFFICE OF THE MUNICIPAL ACCOUNTANT

December 4, 2023

HON. SIXTO B. DELA VICTORIA
Municipal Mayor
Albuera, Leyte

THRU: The Local Finance Committee
Albuera, Leyte

Dear Mayor DELA VICTORIA:

Please be advised that the balance of unutilized funds under the Maintenance and Other Operating Expenses – General Fund as of November 30, 2023 has a total of Four Million Fifty-Nine Thousand Three Hundred One Pesos Only (P4,059,301.00).

Further certifying that after review and consultation with the respective offices, many of the balances have not been utilized and are no longer implementable. It is on that note that the undersigned would respectfully recommend to revert the amount of THREE MILLION NINE HUNDRED SIXTY THOUSAND PESOS (P3,960,000.00).

STATUS OF APPROPRIATIONS, ALLOTMENTS AND OBLIGATION
(SUMMARY OF APPROPRIATIONS)
As of November 30, 2023

FUNCTION/PROGRAM PROJECT/ACTIVITY		UNOBLIGATED BALANCE	AMOUNT FOR REVERSION	BALANCE AFTER REVERSION
MO	1011	303,984.00	303,984.00	0
MDRRMO	1011-1	589,080.00	589,080.00	0
MGSO	1061	1,024,285.00	1,024,285.00	0
MASSO	1101	177,970.00	177,970.00	0
MHO	4411	1,351,062.00	1,260,984.00	90,078.00
MAO	8711	283,200.00	283,200.00	0
MENRO	8731	283,200.00	283,200.00	0
MEO	8751	46,520.00	37,297.00	9,223.00
TOTAL		4,059,301.00	3,960,000.00	99,301.00

Said amount is available for appropriation under a supplemental budget for calendar year 2023 after its reversion subject to the usual budgeting, accounting and auditing rules and regulation.

Thank you very much.

Very truly yours,


ARLENE RIO S. VILLAR, CPA
Municipal Accountant



REPUBLIC OF THE PHILIPPINES
PROVINCE OF LEYTE
MUNICIPALITY OF ALBUERA
OFFICE OF THE MUNICIPAL ACCOUNTANT


CAF # _____


CERTIFICATE OF AVAILABILITY OF FUNDS


THIS IS TO CERTIFY that there is an available and unutilized fund amounting to THREE MILLION NINE HUNDRED SIXTY THOUSAND PESOS (P 3,960,000.00) under the Personal Services – General Fund from various offices for reversion to wit:

FUNCTION/PROGRAM PROJECT/ACTIVITY	RC	AMOUNT
MO	1011	303,984.00
MDRRMO	1011-1	589,080.00
MGSO	1061	1,024,285.00
MASSO	1101	177,970.00
MHO	4411	1,260,984.00
MAGO	8711	283,200.00
MENRO	8731	283,200.00
MEO	8751	37,297.00
TOTAL		3,960,000.00

Given this 4th day of December 2023 at Albuera, Leyte.


ARLENE RIO S. VILLAR, CPA
Municipal Accountant


MARITES M. COSTAN
OIC - Municipal Treasurer


SIXTO B. DELA VICTORIA
Municipal Mayor

Republic of the Philippines
PROVINCE OF LEYTE
Municipality of Albuera
-oOo-

OFFICE OF THE MUNICIPAL ACCOUNTANT

December 4, 2023

HON. SIXTO B. DELA VICTORIA
Municipal Mayor
Albuera, Leyte

THRU: The Local Finance Committee

Albuera, Leyte

Dear Mayor DELA VICTORIA:

Please be advised that the balance of unutilized funds under the Maintenance and Other Operating Expenses – General Fund as of November 30, 2023 has a total of Thirteen Million Five Hundred Fifteen Thousand Six Hundred Fifty Seven & 54/100 Pesos Only (P13,515,657.54).

Further certifying that after review and consultation with the respective offices, many of the balances have not been utilized and are no longer implementable. It is on that note that the undersigned would respectfully recommend to revert the amount of SIX MILLION NINE HUNDRED FIFTY THOUSAND PESOS (P6,950,000.00).

**STATUS OF APPROPRIATIONS, ALLOTMENTS AND OBLIGATION
(SUMMARY OF APPROPRIATIONS)
As of November 30, 2023**

FUNCTION/PROGRAM PROJECT/ACTIVITY	RC	UNOBLIGATED BALANCE	AMOUNT FOR REVERSION	BALANCE AFTER REVERSION
Mayor's Office	1011	2,810,677.56	1,210,000.00	1,600,677.56
SB Office	1021	876,026.22	455,000.00	421,026.22
SB Secretariat Office	1022	167,938.00	138,000.00	29,938.00
Administrative Office	1031	263,800.00	226,000.00	37,800.00
Human Resource Management Office	1032	123,524.00	100,000.00	23,524.00
Planning and Dev't Office	1041	79,135.00	68,000.00	11,135.00
Civil Registrar's Office	1051	238,656.50	170,000.00	68,656.50
General Services Office	1061	208,000.00	203,000.00	5,000.00
Budget Office	1071	286,961.16	214,000.00	72,961.16
Accounting Office	1081	92,900.00	39,000.00	53,900.00
Treasury Office	1091	254,002.97	82,000.00	172,002.97
Assessor's Office	1101	114,026.24	74,000.00	40,026.24
Health Office	4411	2,130,725.00	500,000.00	1,630,725.00
Social Welfare Services Office	7611	240,496.00	107,000.00	133,496.00
Population Office	7621	180,000.00	178,000.00	2,000.00
Agricultural Office	8711	1,531,414.50	777,000.00	754,414.50
Environmental & Natural Office	8731	84,500.00	58,000.00	26,500.00
Engineering Office	8751	3,550,920.69	2,138,000.00	1,412,920.69
Cooperative Office	8761	281,953.70	213,000.00	68,953.70
TOTAL		13,515,657.54	6,950,000.00	6,565,657.54

Said amount is available for appropriation under a supplemental budget for calendar year 2023 after its reversion subject to the usual budgeting, accounting and auditing rules and regulation.

Thank you very much.

Very truly yours,


ARLENE RIO S. VILLAR, CPA
Municipal Accountant



REPUBLIC OF THE PHILIPPINES
PROVINCE OF LEYTE
MUNICIPALITY OF ALBUERA
OFFICE OF THE MUNICIPAL ACCOUNTANT

CAF# _____

CERTIFICATE OF AVAILABILITY OF FUNDS

THIS IS TO CERTIFY that there is an available and unutilized fund amounting to **SIX MILLION NINE HUNDRED FIFTY THOUSAND PESOS (P6,950,000.00)** under the Maintenance and Other Operating Expenses – General Fund from various offices for reversion to wit:

FUNCTION/PROGRAM PROJECT/ACTIVITY	RC	AMOUNT
Mayor's Office	1011	1,210,000.00
SB Office	1021	455,000.00
Sb Secretariat Office	1022	138,000.00
Administrative Office	1031	226,000.00
Human Resource Management Office	1032	100,000.00
Planning and Dev't Office	1041	68,000.00
Civil Registry Office	1051	170,000.00
General Services Office	1061	203,000.00
Budget Office	1071	214,000.00
Accounting Office	1081	39,000.00
Treasury Office	1091	82,000.00
Assessor's Office	1101	74,000.00
Health Office	4411	500,000.00
Social Welfare Services Office	7611	107,000.00
Population Office	7621	178,000.00
Agricultural Office	8711	777,000.00
Environmental & Natural Office	8731	58,000.00
Engineering Office	8751	2,138,000.00
Cooperative Office	8761	213,000.00
TOTAL		6,950,000.00

Given this 4th day of December 2023 at Albuera, Leyte.

ARLENE RIO S. VILLAR, CPA
Municipal Accountant

MARITES M. COSTAN
OIC -Municipal Treasurer

SIXTO B. DELA VICTORIA
Municipal Mayor

STATEMENT OF FUNDS AVAILABLE FOR REVERSION
As of November 30, 2023

OFFICE	OBJECT OF EXPEDITURES	AMOUNT OF APPROPRIATIONS	AMOUNT OF OBLIGATION	UNOBLIGATED TO DATE	AMOUNT TO BE REVERTED
	<u>PERSONAL SERVICES</u>				
Office of the Municipal Mayor	Salaries and Wages				
	Engineer I (Agricultural and Biosystem Engineer (ABE) PERA	279,984.00 24,000.00		279,984.00 24,000.00	279,984.00 24,000.00
Local Disaster Risk Reduction & Management Office	Salaries and Wages				
	LDDRMO Officer II	351,540.00		351,540.00	351,540.00
	Local DRRM Assistant PERA	189,540.00 48,000.00		189,540.00 48,000.00	189,540.00 48,000.00
Municipal General Services Office	Salaries and Wages				
	Municipal Government Department Head I (Municipal General Services Officer) PERA	864,744.00 24,000.00		864,744.00 24,000.00	864,744.00 24,000.00
	Other Bonuses and Allowances - Mid Year	72,062.00		72,062.00	72,062.00
	Supervising Administrative Officer (Supply Officer IV)	761,748.00	698,269.00	63,479.00	63,479.00
Municipal Assessor's Office	Salaries and Wages				
	Municipal Government Department Head I (Municipal Assessor) Local Assessment Operations Officer II	878,856.00 377,928.00	732,380.00 346,434.00	146,476.00 31,494.00	146,476.00 31,494.00
Municipal Health Office	Salaries and Wages				
	Municipal Government Department Head I (Municipal Health Officer)	1,080,936.00	270,234.00	810,702.00	720,624.00


	Dentist II (B)	516,360.00		516,360.00	516,360.00
	PERA	24,000.00		24,000.00	24,000.00
Municipal Agriculturist Office	Salaries and Wages				
	Agriculturist I	259,200.00		259,200.00	259,200.00
	PERA	24,000.00		24,000.00	24,000.00
Municipal Engineering Office	Salaries and Wages				
	Administrative Assistant V (Mechanical Shop Foreman)	279,120.00	232,600.00	46,520.00	37,297.00
Municipal Environment and Ntural Resources Office	Salaries and Wages				
	Solid Waste Management Coordinator	259,200.00		259,200.00	259,200.00
	PERA	24,000.00		24,000.00	24,000.00
TOTAL		6,339,218.00	2,279,917.00	4,059,301.00	3,960,000.00

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


MARITES M. COSTAN
 OIC, Municipal Treasurer


MARIA GEMMA M. SAMSON
 Municipal Budget Officer


ARLENE RIO S. VILLAR, CPA
 Municipal Accountant


SIXTO B. DELA VICTORIA
 Municipal Mayor

STATEMENT OF FUNDS AVAILABLE FOR REVERSION

As of November 30, 2023

OFFICE	OBJECT OF EXPEDITURES	AMOUNT OF APPROPRIATIONS	AMOUNT OF OBLIGATION	UNOBLIGATED TO DATE	AMOUNT TO BE REVERTED
	<u>MAINTENANCE AND OTHE OPERATING EXPENSES</u>				
MUNICIPAL MAYOR'S OFFICE	Electricity Expenses	7,800,000.00	5,206,196.97	2,593,803.03	1,040,000.00
	Postage and Courier Services	10,000.00		10,000.00	10,000.00
	Telephone Epenses -Mobile-BPLO)	24,000.00	13,000.00	11,000.00	9,000.00
	Repair and Maintenance -Office Equipment	55,000.00	23,325.47	31,674.53	31,000.00
	ICTE	50,000.00		50,000.00	50,000.00
	Sports Equipment	35,000.00		35,000.00	35,000.00
	Furnitures and Fixtures	100,000.00	20,800.00	79,200.00	35,000.00
SB LEGISLATIVE SERVICES	Fuel, Oil and Lubricants	200,000.00	61,645.78	138,354.22	100,000.00
	Other Supplies and Materials Expenses	200,000.00	53,848.00	146,152.00	50,000.00
	Postage and Deliveries	50,000.00		50,000.00	50,000.00
	Telephone Expense -Mobile	552,000.00	286,000.00	266,000.00	40,000.00
	Repair and Maintenance -ICTE	60,000.00		60,000.00	20,000.00
	Motor Vehicle	130,000.00	14,480.00	115,520.00	95,000.00
	Printing and Publication Expenss	100,000.00		100,000.00	100,000.00
SB SECRETARIAT OFFICE	Office Supplies	100,000.00	34,062.00	65,938.00	40,000.00
	Other Supplies and Materials Expenses	50,000.00		50,000.00	50,000.00
	Telephone Expense -Mobile	48,000.00	26,000.00	22,000.00	18,000.00
	Repair and Maintenance -ICTE	30,000.00		30,000.00	30,000.00

OFFICE OF THE MUNICIPAL ADMINISTRATOR	Other Supplies and Materials Expenses	37,000.00	9,200.00	27,800.00	18,000.00
	Telephone Expenses -Mobile	48,000.00	12,000.00	36,000.00	18,000.00
	Repair and Maintenance -Office Equipment	50,000.00		50,000.00	40,000.00
	ICTE	50,000.00		50,000.00	50,000.00
	Technical and Scientific Equipment	50,000.00		50,000.00	50,000.00
	Sound System	50,000.00		50,000.00	50,000.00
HUMAN RESOURCE MANAGEMENT OFFICE	Traveling Expenses	50,000.00	3,376.00	46,624.00	28,000.00
	Telephone Expense -Mobile	48,000.00	26,000.00	22,000.00	18,000.00
	Repair and Maintenance -Office Equipment	24,000.00		24,000.00	24,000.00
	ICTE	30,000.00	17,100.00	12,900.00	12,000.00
	Furnitures and Fixtures	20,000.00	2,000.00	18,000.00	18,000.00
MUNICIPAL PLANNING & DEVELOPMENT OFFICE	Other Supplies and Materials Expenses	100,000.00	48,865.00	51,135.00	50,000.00
	Repair and Maintenance -ICTE	20,000.00		20,000.00	10,000.00
	Furnitures and Fixtures	8,000.00		8,000.00	8,000.00
OFFICE OF THE MUNICIPAL REGISTRAR	Other Supplies and Materials Expenses	100,000.00	51,125.00	48,875.00	22,000.00
	Accountable Forms Expenses	70,000.00	9,750.00	60,250.00	50,000.00
	Telephone Expense -Mobile	48,000.00	14,000.00	34,000.00	18,000.00
	Repair and Maintenance -Office Equipment	50,000.00	4,468.50	45,531.50	40,000.00
	ICTE	50,000.00		50,000.00	40,000.00
MUNICIPAL GENERAL SERVICES OFFICE	Traveling Expenses	100,000.00	27,000.00	73,000.00	70,000.00
	Telephone Expense -Mobile	48,000.00	28,000.00	20,000.00	18,000.00
	Repair and Maintenance -ICTE	115,000.00		115,000.00	115,000.00

MUNICIPAL BUDGET OFFICE	Office Supplies Expenses	100,000.00	27,798.84	72,201.16	26,000.00
	Other Supplies and Materials Expenses	100,000.00	19,240.00	80,760.00	70,000.00
	Telephone Expense -Mobile	48,000.00	24,000.00	24,000.00	18,000.00
	Repair and Maintenance -Office Equipment	30,000.00		30,000.00	30,000.00
	ICTE	50,000.00		50,000.00	50,000.00
	Furnitures and Fixtures	30,000.00		30,000.00	20,000.00
OFFICE OF THE MUNICIPAL ACCOUNTANT	Other Supplies and Materials Expenses	100,000.00	24,450.00	75,550.00	25,000.00
	Repair and Maintenance -Office Equipment	13,000.00	8,650.00	4,350.00	4,000.00
	ICTE	50,000.00	37,000.00	13,000.00	10,000.00
OFFICE OF THE MUNICIPAL TREASURER	Non Accountable Forms Expenses	198,000.00		198,000.00	34,000.00
	Telephone Expense -Mobile	48,000.00	21,997.03	26,002.97	18,000.00
	Repair and Maintenance -ICTE	30,000.00		30,000.00	30,000.00
OFFICE OF THE MUNICIPAL ASSESSOR	Traveling Expenses	200,000.00	131,438.00	68,562.00	40,000.00
	Office Supplies Expenses	100,000.00	88,535.76	11,464.24	10,000.00
	Telephone Expense -Mobile	48,000.00	24,000.00	24,000.00	18,000.00
	Repair and Maintenance -Furnitures and Fixtures	10,000.00		10,000.00	6,000.00
MUNICIPAL HEALTH OFFICE	Office Supplies Expenses	250,000.00	96,036.00	153,964.00	30,000.00
	Other Supplies and Materials Expenses	300,000.00	24,000.00	276,000.00	150,000.00
	Drugs and Medicines Expenses	4,350,000.00	3,122,824.00	1,227,176.00	105,000.00
	Medical,Dental and Laboratory Supplies Expenses	1,000,000.00	661,665.00	338,335.00	100,000.00
	Telephone Expense -Mobile	43,000.00	22,000.00	21,000.00	13,000.00
	Repair and Maintenance -Office Equipment	110,000.00	15,750.00	94,250.00	82,000.00
	ICTE	20,000.00		20,000.00	20,000.00
MUNICIPAL SOCIAL WELFARE AND DEVELOPMENT OFFICE	Office Supplies Expenses	100,000.00	41,504.00	58,496.00	5,000.00
	Other Supplies and Materials Expenses	150,000.00	42,000.00	108,000.00	34,000.00
	Telephone Expense -Mobile	48,000.00	24,000.00	24,000.00	18,000.00
	Repair and Maintenance -ICTE	50,000.00		50,000.00	50,000.00

POPULATION PROGRAM OFFICE	Traveling Expenses=BNS	30,000.00		30,000.00	30,000.00
	Traveling Expenses=BSPO	30,000.00		30,000.00	30,000.00
	Telephone Expense -Mobile	48,000.00	28,000.00	20,000.00	18,000.00
	Repair and Maintenance -Office Equipment	50,000.00		50,000.00	50,000.00
	ICTE	50,000.00		50,000.00	50,000.00
MUNICIPAL AGRICULTURIST OFFICE	Traveling Expenses	110,000.00	33,490.00	76,510.00	60,000.00
	Traveling Expenses-Technician	150,000.00	98,391.00	51,609.00	30,000.00
	Traveling Expenses-DBSN Inspector	100,000.00	37,840.00	62,160.00	50,000.00
	Animal, Zoological Supplies Expenses	1,431,621.00	539,222.00	892,399.00	217,000.00
	Fuel, Oil and Lubricants	396,000.00	3,263.50	392,736.50	382,000.00
	Telephone Expense -Mobile	48,000.00	12,000.00	36,000.00	18,000.00
	Repair and Maintenance -Office Equipment	20,000.00		20,000.00	20,000.00
MUNICIPAL ENVIRONMENT & NATURAL RESOURCES OFFICE	Other Supplies and Materials Expenses	95,000.00	40,500.00	54,500.00	40,000.00
	Telephone Expense -Mobile	48,000.00	18,000.00	30,000.00	18,000.00
MUNICIPAL ENGINEERING OFFICE	Fuel, Oil and Lubricants	7,000,000.00	3,799,619.81	3,200,380.19	2,000,000.00
	Telephone Expense -Mobile	48,000.00	18,000.00	30,000.00	18,000.00
	Office Supplies Expenses -BAC	294,026.00	99,560.50	194,465.50	50,000.00
	Other Supplies and Materials Expenses- BAC	163,050.00	56,975.00	106,075.00	50,000.00
	Repair and Maintenance -Furnitures and Fixtures-BAC	20,000.00		20,000.00	20,000.00

MUNICIPAL COOPERATIVE OFFICE	Traveling Expenses	60,000.00	34,100.00	25,900.00	25,000.00
	Office Supplies Expenses	108,000.00	26,446.30	81,553.70	40,000.00
	Other Supplies and Materials Expenses	80,000.00		80,000.00	60,000.00
	Telephone Expense -Mobile	48,000.00	24,000.00	24,000.00	18,000.00
	Repair and Maintenance -Office Equipment	30,000.00	4,500.00	25,500.00	25,000.00
	ICTE	30,000.00		30,000.00	30,000.00
	Furnitures and Fixtures	15,000.00		15,000.00	15,000.00
TOTAL		28,838,697.00	15,323,039.46	13,515,657.54	6,950,000.00

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


MARITES M. COSTAN
 OIC, Municipal Treasurer


MARIA GEMMA M. SAMSON
 Municipal Budget Officer


ARLENE RIO S. VILLAR, CPA
 Municipal Accountant


SIXTO B. DELA VICTORIA
 Municipal Mayor

PLANTILLA OF PERSONNEL CY 2023
LGU: ALBUERA, LEYTE
SUPPLEMENTAL BUDGET NO. 03

Item	Number		Position Title	Name of Incumbent	Current Year Authorized		Budget Year Proposed		Increase / Decrease
	Old	New			Rate/Annum-LBC 143"A5"/"1"	Rate/Annum-LBC 149"A5"/"1"			
					SG / Step	Amount	SG / Step	Amount	
OFFICE OF THE MUNICIPAL MAYOR									
1	OMM-01		MUNICIPAL MAYOR	Sixto B. dela Victoria	27/2	1,255,656.00	27/2	1,279,332.00	23,676.00
2	OMM-02		INTERNAL AUDITOR III	Eleonor T. Javier	18/1	433,944.00	18/1	448,560.00	14,616.00
3	OMM-03		SENIOR ADMINISTRATIVE ASSISTANT III *Step Increment effective July 1 fr. SG 15/1 to SG 15/2 @ 303.00 Private Secretary II	Francis Isabelle D. Sarsonas	15/1	336,936.00	15/1	351,540.00 3,636.00	14,604.00 3,636.00
4	OMM-04		PRIVATE SECRETARY I *Step Increment effective Oct. 6 fr. SG 11/1 to SG 11/2 @ 227.00	Francisco Martin D. Sarsonas, Jr.	11/1	244,212.00	11/1	259,200.00 2,724.00	14,988.00 2,724.00
5	OMM-05		ADMINISTRATIVE AIDE IV Bookbinder II	Juliana M. Canon	4/7	150,696.00	4/7	156,648.00	5,952.00
6	OMM-06		ADMINISTRATIVE AIDE III Utility Worker II	Joy D. Narciso	3/1	135,600.00	3/1	140,904.00	5,304.00
7	OMM-07		ADMINISTRATIVE AIDE III *Step Increment effective August 18 fr. SG 3/1 to SG 3/2 @ 92.00 Utility Worker II	Alexander F. Mesina	3/1	135,600.00	3/1	140,904.00 1,104.00	5,304.00 1,104.00
8	OMM-08		ADMINISTRATIVE AIDE III Utility Worker II	Rodrigo M. Rubio	3/8	143,064.00	3/8	148,668.00	5,604.00

	OMM-09	Engineer I (Agriculture and Biosystem Engineer (ABE)	Vacant	12/1	265,032.00	12/1	279,984.00	14,952.00
	OMM-10	ADMINISTRATIVE AIDE III (Utility Worker II)	Andy Lou V. Tirante	3/1	135,600.00	3/1	140,904.00	5,304.00
	OMM-11	ADMINISTRATIVE AIDE III (Utility Worker II)	Virginia C. Escabarte	3/1	135,600.00	3/1	140,904.00	5,304.00
	OMM-12	ADMINISTRATIVE AIDE III (Utility Worker II)	Vanessa S. Verano	3/1	135,600.00	3/1	140,904.00	5,304.00
		TOTAL			3,507,540.00		3,635,916.00	128,376.00
		LOCAL DISASTER RISK REDUCTION AND MANAGEMENT OFFICE						
	LDRRMO-0	LOCAL DRRM OFFICER III	Gabriel Ranil G. Moreno	18/1	433,944.00	18/1	448,560.00	14,616.00
9	LDRRMO-0	LOCAL DRRM OFFICER II	Vacant	15/1	336,936.00	15/1	351,540.00	14,604.00
	LDRRMO-0	LOCAL DRRM ASSISTANT	Vacant	8/1	182,376.00	8/1	189,540.00	7,164.00
		TOTAL			953,256.00		989,640.00	36,384.00
		MUNICIPAL GENERAL SERVICES OFFICE						
101	MGSO-01	MUNICIPAL GOVERNMENT DEPARTMENT HEAD I MUNICIPAL GENERAL SERVICES OFFICER	Vacant	24/1	848,736.00	24/1	864,744.00	16,008.00

102	MGSO-02	SUPERVISING ADMINISTRATIVE OFFICER	Rainero A. Barte	22/8	746,892.00	22/8	764,748.00	17,856.00
	MGSO-03	WATCHMAN III	Alejo C. Macamay	7/1	171,828.00	7/1	178,752.00	6,924.00
	MGSO-04	WATCHMAN III	Romulo Dennis S. Patanao	7/1	171,828.00	7/1	178,752.00	6,924.00
103	MGSO-05	ADMINISTRATIVE AIDE IV Bookbinder II	Rick Anthony T. Tolero	4/1	143,928.00	4/1	149,628.00	5,700.00
104	MGSO-06	ADMINISTRATIVE AIDE III Utility Worker II	Pablito C. Wenceslao	3/1	135,600.00	3/1	140,904.00	5,304.00
		TOTAL			2,218,812.00		2,277,528.00	58,716.00
		<u>MUNICIPAL ASSESSOR'S OFFICE</u>						
87	MASSO-01	MUNICIPAL GOVERNMENT DEPARTMENT HEAD I (MUNICIPAL ASSESSOR)	Darius C. Meneses	24/2	862,584.00	24/2	878,856.00	16,272.00
88	MASSO-02	Local Assessment Operations Officer II	Licinia C. Fernandez	15/8	363,312.00	15/8	377,928.00	14,616.00
89	MASSO-03	ADMINISTRATIVE ASSISTANT V Draftsman III	Virgilio R. Barte, Jr.	11/8	264,132.00	11/8	279,120.00	14,988.00
90	MASSO-04	ADMINISTRATIVE AIDE IV Clerk II	Vacant	4/1	143,928.00	4/1	149,628.00	5,700.00
	MASSO-05	TAX MAPPING AIDE	Warren Marner E. Cubi	4/1	143,928.00	4/1	149,628.00	5,700.00
		TOTAL			1,777,884.00		1,835,160.00	57,276.00

<u>MUNICIPAL HEALTH OFFICE</u>								
61	MHO-01	(MUNICIPAL GOVERNMENT DEPARTMENT HEAD I)						
		MUNICIPAL HEALTH OFFICER	Twinkle Ann A. Dela Cruz	24/1	1,060,920.00	24/1	1,080,936.00	20,016.00
62	MHO-02	NURSE II *Step Increment effective March. 16 fr. SG 16/6 to SG 16/7 @ 443.00	Susitte C. Velarde	16/6	483,384.00	16/6	501,648.00	18,264.00
							5,316.00	5,316.00
						16/7	506,964.00	
63	MHO-03	NURSE I *Step Increment effective Aug. 16 fr. SG 15/6 to SG 15/7 @ 402.00	Ma. Asuncion J. Barte	15/6	444,420.00	15/6	462,684.00	18,264.00
							4,824.00	4,824.00
						,15/7	467,508.00	
	MHO-04	NURSE 1	Myra P. Antigua	15/1	421,164.00	15/1	439,428.00	18,264.00
64	MHO-05	NURSING ATTENDANT I	Rhea Alcayde	4/1	179,916.00	4/1	187,032.00	7,116.00
65	MHO-06	DENTIST II (B)	Vacant	17/1	498,096.00	17/1	516,360.00	18,264.00
66	MHO-07	MEDICAL TECHNOLOGIST II	Maria Ana S. Barte	15/6	444,420.00	15/6	462,684.00	18,264.00
67	MHO-08	MIDWIFE II	Lulu O. Janson	11/8	330,168.00	11/8	348,900.00	18,732.00
68	MHO-09	MIDWIFE II	Lilian P. Dayot	11/8	330,168.00	11/8	348,900.00	18,732.00
69	MHO-10	MIDWIFE II	Mary Grace B. Janson	11/1	305,268.00	11/1	324,000.00	18,732.00
70	MHO-11	MIDWIFE II	Vacant	11/1	305,268.00	11/1	324,000.00	18,732.00
71	MHO-12	MIDWIFE II	Aristea J. Estrera	11/8	330,168.00	11/8	348,900.00	18,732.00
72	MHO-13	MIDWIFE II	Esteria B. Makabenta	11/8	330,168.00	11/8	348,900.00	18,732.00
73	MHO-14	MIDWIFE II	Ma. Corazon T. Daffon	11/8	330,168.00	11/8	348,900.00	18,732.00
74	MHO-15	MIDWIFE II	Marifen A. Ventula	11/8	330,168.00	11/8	348,900.00	18,732.00
75	MHO-16	MIDWIFE I *Step Increment effective Aug. 16 fr. SG 9/6 to SG 9/7 @ 185.00	Rubilyn R. Pernito	9/6	255,228.00	9/6	265,344.00	10,116.00
							2,220.00	2,220.00
						9/7	267,564.00	

76	MHO-17	SANITATION INSPECTOR I	Walter O. Gayo	6/2	204,084.00	6/2	212,256.00	8,172.00
77	MHO-18	SANITATION INSPECTOR I	Ma. Andrea M. Samson	6/1	202,524.00	6/1	210,636.00	8,112.00
	MHO-19	NURSING ATTENDANT II	Mario Edsel C. Cambronero	6/1	202,524.00	6/1	210,636.00	8,112.00
		TOTAL			6,988,224.00		7,303,404.00	315,180.00
		<u>OFFICE OF THE MUNICIPAL AGRICULTURIST</u>						
78	OMA -01	(MUNICIPAL GOVERNMENT DEPARTMENT HEAD I) MUNICIPAL AGRICULTURIST	Jerome P. Junco	24/2	862,584.00	24/2	878,856.00	16,272.00
80	OMA -02	AGRICULTURIST II	Henry M. Napoles	15/2	340,560.00	15/2	355,176.00	14,616.00
81	OMA -03	ADMINISTRATIVE OFFICER I	Joan Marie J. Cayangho	10/2	214,812.00	10/2	224,352.00	9,540.00
82	OMA -04	AGRICULTURAL TECHNOLOGIST	Sean Andrew Verano	10/1	213,024.00	10/1	222,492.00	9,468.00
83	OMA -05	ADMINISTRATIVE OFFICER I	Noel B. Capitoc	10/2	214,812.00	10/2	224,352.00	9,540.00
84	OMA -06	ADMINISTRATIVE AIDE III	Ma. Lisa W. Moreno	3/8	143,064.00	3/8	148,668.00	5,604.00
	OMA -07	ADMINISTRATIVE AIDE III Utility Worker II	Jersey P. Huetey	3/1	135,600.00	3/1	140,904.00	5,304.00
	OMA -08	AGRICULTURIST I	Warren P. Maskarino	11/1	244,212.00	11/1	259,200.00	14,988.00
	OMA -09	AGRICULTURIST I	Sataki P. Toledo	11/1	244,212.00	11/1	259,200.00	14,988.00

	OMA -10	AGRICULTURIST I	Vacant	11/1	244,212.00	11/1	259,200.00	14,988.00
	OMA -11	ADMINISTRATIVE AIDE III Utility Worker II	Reynaldo L. Cayanong	3/1	135,600.00	3/1	140,904.00	5,304.00
		TOTAL			2,992,692.00		3,113,304.00	120,612.00
		<u>ENVIRONMENT AND NATURAL RESOURCES OFFICE</u>						
85	ENRO-01	ADMINISTRATIVE OFFICER II	Vacant	11/1	244,212.00	11/1	259,200.00	14,988.00
86	ENRO-02	ADMINISTRATIVE AIDE III *Step Increment effective July 01 fr. SG 3/3 to SG 3/4 @ 92.00 Utility Worker II	Eulogio B. Olarte	3/3	137,688.00	3/3	143,088.00 1,104.00	5,400.00 1,104.00
	ENRO-03	ADMINISTRATIVE OFFICER II SOLID WASTE MANAGEMENT COORDINATOR	Vacant	11/1	244,212.00	11/1	259,200.00	14,988.00
	ENRO-04	FORESTER	William Ygana	11/1	244,212.00	11/1	259,200.00	14,988.00
		TOTAL			870,324.00		921,792.00	51,468.00
		<u>MUNICIPAL ENGINEERING OFFICE</u>						
105	MEO-01	(MUNICIPAL GOVERNMENT DEPARTMENT HEAD I) (MUNICIPAL ENGINEER) *Step Increment effective April 01 fr. SG 24/2 to SG 24/3 @ 1,196.00	Jennifer C. Enano	24/2	862,584.00	24/2	878,856.00 14,352.00	16,272.00 14,352.00
						24/3	893,208.00	

106	MEO-02	ENGINEER 1	Mary Jane T. Nabarquez	12/2	267,768.00	12/2	282,708.00	14,940.00
107	MEO-03	ADMINISTRATIVE OFFICER II Project Development Officer I	J.Isidore E. Soledad	,11/2	246,936.00	,11/2	261,924.00	14,988.00
108	MEO-04	ADMINISTRATIVE ASSISTANT V Draftsman III	Federico M. Reyes, Jr.	11/8	264,132.00	11/8	279,120.00	14,988.00
109	MEO-05	ADMINISTRATIVE ASSISTANT V Electrician General Foreman	Alejandro C. Sarsonas	11/1	244,212.00	11/1	259,200.00	14,988.00
110	MEO-06	ADMINISTRATIVE ASSISTANT V *Step Increment effective Sept. 02 fr. SG 11/7 to SG 11/8 @ 247.00 Mechanical Shop Foreman	Epimaco C. Maskarino, Jr.	11/7	261,168.00	11/7	276,156.00 <u>2,964.00</u>	14,988.00 <u>2,964.00</u>
						11/8	279,120.00	
111	MEO-07	ADMINISTRATIVE ASSISTANT V Automotive Equipment Inspector II	Renato A. Barte	11/1	244,212.00	11/1	259,200.00	14,988.00
112	MEO-08	ADMINISTRATIVE ASSISTANT V *Step Increment effective Sept. 02 fr. SG 11/7 to SG 11/8 @ 247.00 Const. and Maint. General Foreman	Rosamond P. Pilleren	11/7	261,168.00	11/7	276,156.00 <u>2,964.00</u>	14,988.00 <u>2,964.00</u>
	MEO-09	DRAFTSMAN III	Garryl A. Pore	11/1	244,212.00	11/1	259,200.00	14,988.00
113	MEO-10	ADMINISTRATIVE AIDE VI Labor Foreman	Ryan C. Torcende	6/1	162,024.00	6/1	168,504.00	6,480.00
114	MEO-11	ADMINISTRATIVE AIDE VI Heavy Equipment Operator II	Ireneo T. Bulatin	6/2	163,272.00	6/2	169,800.00	6,528.00
115	MEO-12	ADMINISTRATIVE AIDE VI Heavy Equipment Operator II	Arturo J. Ebacitas, Jr.	6/2	163,272.00	6/2	169,800.00	6,528.00

116	MEO-13	ADMINISTRATIVE AIDE VI Heavy Equipment Operator II	Aris M. Abadilla	6/2	163,272.00	6/2	169,800.00	6,528.00
117	MEO-14	ADMINISTRATIVE AIDE VI Heavy Equipment Operator II	Vacant	6/1	162,024.00	6/1	168,504.00	6,480.00
118	MEO-15	ADMINISTRATIVE AIDE VI Heavy Equipment Operator II	Vacant	6/1	162,024.00	6/1	168,504.00	6,480.00
119	MEO-16	ADMINISTRATIVE AIDE VI Heavy Equipment Operator II	Alvin Cayanong	6/1	162,024.00	6/1	168,504.00	6,480.00
120	MEO-17	ADMINISTRATIVE AIDE VI *Step Increment effective July 01 fr. SG 6/4 to SG 6/5@ 110.00	Tirso B. Tajuda	6/4	165,780.00	6/4	172,440.00 1,320.00	6,660.00 1,320.00
121	MEO-18	ADMINISTRATIVE AIDE VI Welder II	Medardo R. Laurente	6/8	170,940.00	6/8	173,760.00 177,792.00	6,852.00
122	MEO-19	ADMINISTRATIVE AIDE V Construction and Maintenance Capataz	Mario S. Catam-isan	5/2	153,912.00	5/2	160,044.00	6,132.00
124	MEO-20	ADMINISTRATIVE AIDE V *Step Increment effective July 01 fr. SG 5/1 to SG 5/2@ 103.00 Handicraft Worker II	Roberto I. Elegio	5/1	152,724.00	5/1	158,808.00 1,236.00	6,084.00 1,236.00
125	MEO-21	ADMINISTRATIVE AIDE IV Clerk II	Loida I. Ubales	4/1	143,928.00	4/1	149,628.00	5,700.00
126	MEO-22	ADMINISTRATIVE AIDE IV *Step Increment effective March 02 fr. SG 4/ 1 to SG 4/2 @ 96.00 Driver II	Roman C. Rosal	4/1	143,928.00	4/1	149,628.00 1,152.00	5,700.00 1,152.00
						4/2	150,780.00	

127	MEO-23	ADMINISTRATIVE AIDE IV	Albino P. Rosal	4/3	146,148.00	4/3	151,944.00	5,796.00
128	MEO-24	ADMINISTRATIVE AIDE IV *Step Increment effective July 01 fr. SG 4/ 2 to SG 4/3 @ 97.00 Driver II	Ralph Dominic A. Gencianos	4/2	145,044.00	4/2	150,780.00 1,164.00 151,944.00	5,736.00 1,164.00
129	MEO-25	ADMINISTRATIVE AIDE IV	Fernando A. Velarde	4/2	145,044.00	4/2	150,780.00	5,736.00
130	MEO-26	ADMINISTRATIVE AIDE IV Driver II	Glicerio M. Piloton	4/1	143,928.00	4/1	149,628.00	5,700.00
131	MEO-27	ADMINISTRATIVE AIDE IV	Ronald Mikhail L. Piano	4/3	146,148.00	4/3	151,944.00	5,796.00
	MEO-28	ADMINISTRATIVE AIDE IV Driver II	Jeziel B. Yap	4/1	143,928.00	4/1	149,628.00	5,700.00
	MEO-29	ADMINISTRATIVE AIDE III Utility Worker II	Kim L. Manatad	3/1	135,600.00	3/1	140,904.00	5,304.00
TOTAL							5,971,356.00	6,255,036.00
								283,680.00

Prepared:


CHASTITY H. BARTE
 HRMO II-OIC

Reviewed:


MARIA GEMMA M. SAMSON
 Municipal Budget Officer

Approved:


SIXTO B. DELA VICTORIA
 Municipal Mayor

MUNICIPALITY OF ALBUERA
CONSOLIDATED PHYSICAL AND FINANCIAL PERFORMANCE EVALUATION REPORT
As of the Semester Ending September 30, 2023

Code	Department/Office	Physical Performance	Financial Performance		
		3rd Quarter % of Accomplishment	Allotment Released	Actual Output	Absorptive Capacity (%)
1011	Mayor's Office	82	39,133,179.68	27,730,294.66	71
1011-1	MDRRMO	100	1,002,000.00	698,551.36	70
1021	SB	100	20,053,794.68	15,935,122.47	79
1022	SBS	100	4,482,254.44	3,728,511.12	83
1031	Municipal Administrator	90	2,155,371.28	1,505,547.00	70
1032	HRMO	75	2,726,803.35	2,073,834.08	76
1041	MPDO	94	5,698,831.13	4,897,501.41	86
1051	MCR	100	3,596,249.89	2,964,670.91	82
1061	MGSO	100	10,430,707.33	7,447,601.97	71
1071	MBO	100	3,051,919.79	2,508,456.37	82
1081	MAccO	100	5,215,846.39	4,584,161.73	88
1091	MTO	100	6,556,299.18	5,672,647	87
1101	MAssO	100	4,528,225.78	3,487,128.10	77
4411	RHU	82	21,587,898.85	15,202,531.89	70
7611	MSWDO	76	24,366,573.60	18,976,058.06	78
7621	PopCom	100	2,358,841.88	1,813,617.26	77
8711	OMA	77	15,101,036.01	11,832,871.56	78
8731	MENRO	90	3,508,150.00	2,608,803.31	74
8751	MEO	78	56,926,934.11	43,005,271.94	76
8761	MCDO	89	868,398.77	624,556.03	72
1919	AMWSS	93	6,483,018.62	5,181,248.41	80
	Total:	92			78

Prepared by:

LOCAL FINANCE COMMITTEE:


ARLENE RIO S. VILLAR, CPA
Municipal Accountant



MARITES M. COSTAN
OIC, Municipal Treasurer


KARLA A. GENCIANOS, ENP
MPDC


MARIA GEMMA M. SAMSON
Municipal Budget Officer


JENNIFER C. ENANO
Municipal Engineer

Approved:


SIXTO B. DELA VICTORIA
Municipal Mayor