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Item No.: 03
Date: 27 2024 FEB

Republic of the Philippines
PROVINCE OF LEYTE
Palo, Leyte



PROVINCIAL LEGAL OFFICE

2nd INDORSEMENT
February 16, 2024

Respectfully returned to the Sangguniang Panlalawigan of Leyte, through the SP Secretary, the attached Ordinance No. 2024-3 of the Sangguniang Bayan of Tanauan, Leyte, recommending for the declaration of its validity, pursuant to its power under Section 56 (C) of R.A. 7160, to the opinion of the Provincial Legal Office (PLO), an exercise of the power authorized under Section 447(1)(vii) and (viii)ⁱ of the Code.

Furthermore, the opinions rendered herein are without prejudice to opinions rendered by higher authorities.

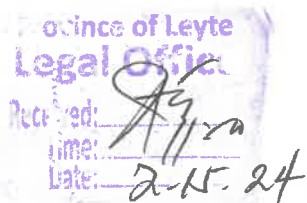
ATTY. JOSE RAYMUND A. ACOL
Asst. Provincial Legal Officer

ⁱ (vii) Subject to the provisions of this Code and pertinent laws, determine the powers and duties of officials and employees of the municipality;
(viii) Determine the positions and salaries, wages, allowances and other emoluments and benefits of officials and employees paid wholly or mainly from municipal funds and provide for expenditures necessary for the proper conduct of programs, projects, services, and activities of the municipal government;

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



Endorsement
14 February 2024



The Provincial Legal Office is respectfully requested to review and submit recommendations on the herein enclosed **ORDINANCE NO. 2024-3 of the Municipality of Tanauan, Leyte; entitled: "AN ORDINANCE CREATING FOR THE POSITION OF MUNICIPAL PHARMACIST IN THE MUNICIPAL HEALTH OFFICE OF TANAUAN, LEYTE, PRESCRIBING ITS QUALIFICATIONS, DUTIES AND FUNCTION AND APPROPRIATING FUNDS THEREFOR."**


FLORINDA JILL S. UYVICO
Secretary to the Sanggunian

SP RECORDS
2142024



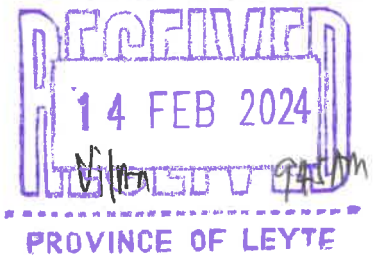
Republic of the Philippines
Province of Leyte
TANAUAN
-oOo-

OFFICE OF THE SANGGUNIANG BAYAN

February 8, 2024

THE SECRETARY
Sangguniang Panlalawigan
Province of Leyte
Capitol Building
Tacloban City

SANGGUNIANG PANLALAWIGAN



Sir/Madam;

Respectfully submitting herewith for your appropriate action **ORDINANCE NO. 2024-3, "An Ordinance creating the position of Municipal Pharmacist in the Municipal Health Office of Tanauan, Leyte; prescribing its Qualifications, duties and function and appropriating funds therefor."**

Author: Hon. Jasmin U. Borja

Trusting that you will accord this matter with your kindest attention.

Thank you.

Truly yours,

Eleuterio T. Larios
Sangguniang Bayan Secretary



Republic of the Philippines
Province of Leyte
TANAUAN
-o0o-

SANGGUNIANG BAYAN

Received by: *[Signature]*
2-7-24
4:00 PM

EXCERPT FROM THE MINUTES OF THE 78th REGULAR SESSION OF THE 16th SANGGUNIANG BAYAN OF TANAUAN, LEYTE HELD ON JANUARY 29, 2024, AT THE SB SESSION HALL, TANAUAN TOWN HALL, TANAUAN, LEYTE.

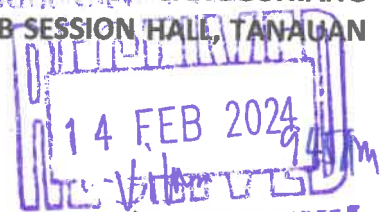
PRESENT:

- HON. ARCHIE LAWRENCE R. KAPUNAN
- HON. JAN ELMER V. MAGDALAGA
- HON. MAE JANE ANGELIE M. MORABE
- HON. MARK EFREN E. MERILO
- HON. JOSIE M. CREER
- HON. ATTY. ISAGANI S. ESPADA
- HON. JASMIN U. BORJA
- HON. CHERRY ANNE T. FIEL
- HON. EFREN C. MERILO
- HON. KYLE C. MESIAS

Municipal Vice-Mayor/Presiding
Sangguniang Bayan Member

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- do-/Liga Fed. Pres.
- do-/ SK Fed. Pres.



RECEIVED
HRMO

DATE: 22/07/24 TIME: 4:01

SIGNATURE: *[Signature]*

ABSENT:

- HON. PAUL EMMANUEL R. CINCO (on leave) Sangguniang Bayan Member

ORDINANCE NO. 2024 – 3

AN ORDINANCE CREATING THE POSITION OF MUNICIPAL PHARMACIST IN THE MUNICIPAL HEALTH OFFICE OF TANAUAN, LEYTE; PRESCRIBING ITS QUALIFICATIONS, DUTIES AND FUNCTION AND APPROPRIATING FUNDS THEREFOR.

AUTHOR: HON. JASMIN U. BORJA

Received by:
MARIA CORAZON B. MENDIOLA
DATE/TIME: 2/7/24

BE IT ENACTED BY THE SANGGUNIANG BAYAN OF TANAUAN, LEYTE IN REGULAR SESSION ASSEMBLED THAT:

SECTION 1. TITLE. This Ordinance shall be known as an "Ordinance Creating the Position of Municipal Pharmacist in the Municipal Health Office (MHO) of Tanauan, Leyte."

SECTION 2. BASIS. Section 447 (1)(viii) of RA 7160 otherwise known as the Local Government Code of 1991 provides that the Sangguniang Bayan may determine the positions and the salaries, wages, allowances and other emoluments and benefits of officials and employees paid wholly or mainly from municipal funds and provide for expenditures necessary for the proper conduct of programs, projects, services and activities of the municipal government. Likewise, the FAMED Program under the Municipal Ordinance of Tanauan, Leyte provides the need for an MHO-Designated Person to perform and implement the program.

SECTION 3. CREATION OF THE POSITION. A full -time job and a permanent position of one (1) Municipal Pharmacist in the Municipality of Tanauan, Leyte under the Municipal Health Office with **Salary Grade 12** is hereby created subject to the existing Civil Service regulations and Local Budget Circulars."

[Handwritten signatures and initials at the bottom of the page]

[Handwritten notes on the right margin: '2-07-24' and 'MAYOR'S OFFICE']

SECTION 4. QUALIFICATIONS

- A. **EDUCATION.** Must possess a Bachelor/ College degree in Pharmacy
- B. **EXPERIENCE.** With at least one-year related work experience.
- C. **ELIGIBILITY.** With valid professional license
- D. **CITIZENSHIP AND RESIDENCY.** Must be a Filipino citizen and a registered voter of Tanauan, Leyte
- E. **Must be proficient with Microsoft Applications**
- F. **Must be of Good Moral Character**

SECTION 5. DUTIES AND RESPONSIBILITIES. The Municipal Pharmacist shall have the following duties, functions and responsibilities, to wit:


- A. Management of Pharmacy facilities and premises;
- B. Management of medicines and medical supplies; ;
- C. Dispensing of medicines and patient counselling;
- D. Provide public health and pharmacy service such as, but not limited to patient profiling and drug therapy review; and
- E. Provide other administrative and general services

SECTION 6. IN CASE OF VACANCY. In case of permanent vacancy, the Appointing Authority may appoint a new Pharmacist following the qualifications enumerated in Section 4 hereof and should perform the duties and functions stated in this Ordinance. While seeking a new pharmacist, the Appointing Authority may designate a person with related knowledge and training on pharmacy related works so as not to hamper the delivery of basic services under the Pharmacist Office."

SECTION 7. APPROPRIATION. The budget allocation for the "salaries and other benefits" considering that what is to be created is a plantilla position shall be appropriated under the municipality's general appropriation or Supplement appropriation thereafter.

SECTION 8. EFFECTIVITY. This Ordinance shall take effect upon approval hereof.

ENACTED : 29 JANUARY 2024.



ATTESTED:

HON. ARCHIE LAWRENCE R. KAPUNAN
Vice Mayor/Presiding



CERTIFIED TRUE AND CORRECT:

ELEUTERIO T. LERIOS
SB Secretary



HON. JAN ELMER V. MAGDALAGA
SB Member

HON. MARK EFREN E. MERILO
SB Member

HON. ATTY. ISAGANI S. ESPADA
SB Member

HON. CHERRY ANNE T. FIEL
SB Member

HON. MAE JANE ANGELE M. MORABE
SB Member

HON. JOSIE M. CREER
SB Member

HON. JASMIN U. BORJA
SB Member

HON. EFREN C. MERILO
SB Member/Liga Fed. Pres.

HON. KYLE C. MESIAS
SB Member/SK Fed. Pres.

APPROVED BY:

HON. MA GINA E. MERILO
Municipal Mayor
LGU – Tanauan, Leyte

Date: 02-07-24



Republic of the Philippines
Province of Leyte
TANAUAN
-oOo-

OFFICE OF THE SANGGUNIANG BAYAN

C E R T I F I C A T I O N

TO WHOM IT MAY CONCERN:

THIS IS TO CERTIFY that **ORDINANCE NO. 2024-3**, “An Ordinance creating the position of Municipal Pharmacist in the Municipal Health Office of Tanauan, Leyte; prescribing its qualifications, duties and Function and Appropriating Funds Therefor.”, have been posted in the bulletin boards at the following: Entrance of the Municipal Hall, Office of the Sangguniang Bayan, and Public Market beginning February 8, 2024 and shall remain posted for a minimum of three consecutive weeks.

This certification is issued in compliance with the pertinent provisions of R.A. 7160.

Issued: February 8, 2024


ELEUTERIO T. LERIOS
Sangguniang Bayan Secretary