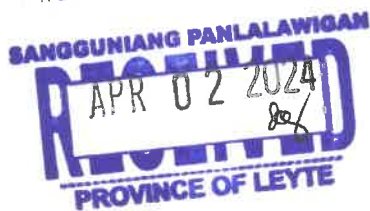
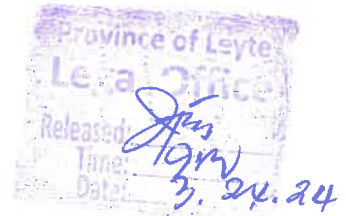


Item No.: 13

Date: 16 2024 APR

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Republic of the Philippines  
PROVINCE OF LEYTE  
Palo, Leyte



**PROVINCIAL LEGAL OFFICE**

2<sup>nd</sup> INDORSEMENT  
March 25, 2024

Respectfully returned to the Sangguniang Panlalawigan of Leyte, through the SP Secretary, the attached Ordinance No. 2024-04 of the Sangguniang of Bayan of Calubian, 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 under Section 17(2)(VIII)<sup>1</sup> of the Local Government Code.

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

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

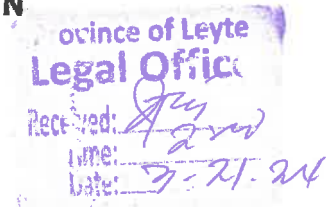
<sup>1</sup> Section 17. Basic Services and Facilities. -

(a) Local government units shall endeavor to be self-reliant and shall continue exercising the powers and discharging the duties and functions currently vested upon them. They shall also discharge the functions and responsibilities of national agencies and offices devolved to them pursuant to this Code. Local government units shall likewise exercise such other powers and discharge such other functions and responsibilities as are necessary, appropriate, or incidental to efficient and effective provisions of the basic services and facilities enumerated herein.

(viii) Infrastructure facilities intended primarily to service the needs of the residents of the municipality and which are funded out of municipal funds including but not limited to, municipal roads and bridges; school buildings and other facilities for public elementary and secondary schools; clinics, health centers and other health facilities necessary to carry out health services; communal irrigation, small water impounding projects and other similar projects; fish ports; artesian wells, spring development, rainwater collectors and water supply systems; seawalls, dikes, drainage and sewerage, and flood control; traffic signals and road signs; and similar facilities;

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**OFFICE OF THE SANGGUNIANG PANLALAWIGAN**



**1<sup>ST</sup> INDORSEMENT**  
21 March 2024

The Provincial Legal Office is respectfully requested to review and submit recommendations on the herein enclosed **ORDINANCE NO. 2024-04** of the **MUNICIPALITY** of **CALUBIAN, LEYTE**, entitled: **An Ordinance Institutionalizing the Community Driven Development (CDD) Approach in the Identification, Prioritization, Resource Allocation, Implementation, Monitoring and Evaluation of Locally-Funded Programs and Projects and Adopting Some of the Activities in the Community Empowerment Activity Cycle (CEAC) as a Strategy in Pursuing and Attaining the Development Goals in the Municipality of Calubian, Leyte.**

  
**FLORINDA JILL S. UYVICO**  
Secretary to the Sanggunian



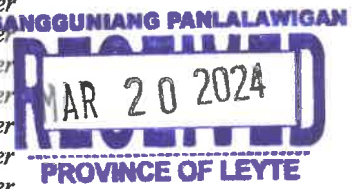
Republic of the Philippines  
PROVINCE OF LEYTE  
Municipality of Calubian  
-oOo-



OFFICE OF THE SANGGUNIANG BAYAN

EXCERPTS FROM THE MINUTES OF THE SIXTY-FIFTH (66<sup>TH</sup>) REGULAR SESSION OF THE SANGGUNIANG BAYAN OF CALUBIAN, LEYTE HELD ON FEBRUARY 12, 2024 AT THE SB SESSION HALL, LEGISLATIVE BUILDING.

<b>PRESENT:</b>	<i>SB Member Jullian Marc A. Batiancela</i>	- Temporary Presiding Officer
	<i>SB MEMBER Eugenio A. Ching, Jr.</i>	- Majority Floor Leader
	<i>SB Member Noel G. Eamiguel</i>	- Member
	<i>SB Member Ester P. Lubiano</i>	- Member
	<i>SB Member Julia E. Halichic</i>	- Member
	<i>SB Member Benjamin A. Calbitaza</i>	- Member
	<i>SB Member Alyza F. Nierras</i>	- Member
	<i>SK Fed. Pres. Carl Ernest D. Ponce</i>	- Member
	<i>SB Member Lucita A. Palconit</i>	- Member



<b>ABSENT:</b>	<i>VICE MAYOR Anna Love Veloso – Laurente</i>	- Presiding Officer (on-travel)
	<i>Liga ng mga Barangay Pres. Alfredo M. Casas</i>	

ORDINANCE NO. 2024 - 04

AN ORDINANCE INSTITUTIONALIZING THE COMMUNITY DRIVEN DEVELOPMENT (CDD) APPROACH IN THE IDENTIFICATION, PRIORITIZATION, RESOURCE ALLOCATION, IMPLEMENTATION, MONITORING AND EVALUATION OF LOCALLY-FUNDED PROGRAMS AND PROJECTS AND ADOPTING SOME OF THE ACTIVITIES IN THE COMMUNITY EMPOWERMENT ACTIVITY CYCLE (CEAC) AS A STRATEGY IN PURSUING AND ATTAINING THE DEVELOPMENT GOALS IN THE MUNICIPALITY OF CALUBIAN, LEYTE.

**BE IT ORDAINED**, by the Sangguniang Bayan of Calubian, Leyte, in a session assembled that:

**SECTION 1. TITLE.** This Ordinance shall be known as “*AN ORDINANCE INSTITUTIONALIZING THE COMMUNITY DRIVEN DEVELOPMENT (CDD) APPROACH IN THE IDENTIFICATION, PRIORITIZATION, RESOURCE ALLOCATION, IMPLEMENTATION, MONITORING AND EVALUATION OF LOCALLY-FUNDED PROGRAMS AND PROJECTS AND ADOPTING SOME OF THE ACTIVITIES IN THE COMMUNITY EMPOWERMENT ACTIVITY CYCLE (CEAC) AS A STRATEGY IN PURSUING AND ATTAINING THE DEVELOPMENT GOALS IN THE MUNICIPALITY OF CALUBIAN, LEYTE.*”

**SECTION 2. DECLARATION OF POLICY.** It is hereby declared policy of the Municipality of Calubian, Leyte to promote community participation, transparency and accountability in the identification, prioritization, resource allocation, implementation, monitoring and evaluation of locally-funded programs and projects including operation and maintenance of the same. Towards this end, the activities in the Community Empowerment Activity Cycle (CEAC), specifically Participatory Situational Analysis, Barangay Assembly, Resource Allocation through counterparting, Project Development through

*Ester P. Lubiano*  
**ESTER P. LUBIANO**  
SB Member

*Julia E. Halichic*  
**JULIA E. HALICHIC**  
SB Member

*Carl Ernest D. Ponce*  
**CARL ERNEST D. PONCE**  
SK Fed. Pres.

*Noel G. Eamiguel*  
**NOEL G. EAMIGUEL**  
SB Member

*Lucita A. Palconit*  
**LUCITA A. PALCONIT**  
SB Member

*Eugenio A. Ching, Jr.*  
**EUGENIO A. CHING, JR.**  
SB Member

*Alyza F. Nierras*  
**ALYZA F. NIERRAS**  
SB Member

*Jullian Marc A. Batiancela*  
**JULIAN MARC A. BATIANCELA**  
SB Member

*Benjamin A. Calbitaza*  
**BENJAMIN A. CALBITAZA**  
SB Member

Functional Committees of the Municipal Development Council, Project Preparation Teams, Project Implementation through volunteers, Project Sustainability, Operation & Maintenance, Project Monitoring and Evaluation, are hereby adopted as strategies in pursuing and attaining development goals.

**SECTION 3. DEFINITION OF TERMS.** As used in this ordinance, the following terms shall mean:

Institutionalize -- to make an established law, custom, practice, system, etcetera.

Community Driven Development (CDD) – is an alternative development strategy where the community, especially the poor people are tapped and developed as initiators, collaborators and resources for said transformation. It is an approach that aims at giving the people control over decisions and resources for the development at the local level.

Community Empowerment Activity Cycle (CEAC) - refers to a multi-activity process designed to systematically mobilize the capacity of local people to prioritize their development needs, design activities, seek technical assistance, manage resources, and implement and sustain development actions.

Participatory Situational Analysis (PSA) – a method of collective information sharing and analysis that can be used for a variety of purposes, including but not limited to strengthening organization, design and implementation of programs and projects, monitoring and evaluation, and drafting of community development plans. As a research method, the purpose of PSA is to mobilize local communities to share information about local conditions from their own perspectives.

**SECTION 4. SUSTAINABILITY MECHANISM.** The following activities are hereby adopted and institutionalized under the following components, to wit:

**4.1 Development Planning**

- a.) Participatory Situational Analysis (PSA) shall be adopted as a method of collective information sharing and analysis of prevailing situation in the community. This shall be undertaken in the barangay level.
- b.) Participatory Situational Analysis (PSA) output shall be validated by the community through a Barangay Assembly.
- c.) Participatory Situational Analysis (PSA) outputs shall be used as an input to development plans of both the barangay Development Plan and the Comprehensive Development Plan of the municipality.
- d.) The strengthening of Community-Based Organizations (CBOs) participation in development planning shall be sustained by the increased membership of the same in the Barangay Development Council and the Municipal development Council.


  
**ESTER P. LUBIANO**  
SB Member

  
**JULIA E. HALCCHIC**  
SB Member

  
**CARL ERNEST D. PONCE**  
SK Fed. Pres.

  
**NOE G. FAMIGUEL**  
SB Member

  
**LUCITA A. PALCONIT**  
SB Member

  
**EUGENIO A. CHING, JR.**  
SB Member

  
**ALYSSA M. NIERRAS**  
SB Member

  
**JULIAN MARC. BATTANCELA**  
SB Member

  
**BENJAMIN A. CALBITAZA**  
SB Member

**4.2 Resource Allocation**

- a.) Counterparting scheme between the BLGU/MLGU and the community in the allocation of funds for locally-funded projects shall be institutionalized.
- b.) Packaging of project proposals to include the program of work, technical plan and design shall be undertaken for prioritized projects before the project proposal is submitted for accessing funds from other sources.

**4.3 PROJECT IMPLEMENTATION**

- a.) Labor- counterparting through the labor matrix shall be sustained when implementing projects funded through counterparting scheme between and among the BLGU, MLGU, and the community;
- b.) Community volunteerism in the implementation of projects shall be encouraged when implementing projects funded through counterparting scheme between the BLGU and MLGU like volunteers for the organized groups such as the Project Implementation Team, Monitoring and Inventory Team, Procurement Team, Bids and Awards Committee, etc.
- c.) Procurement procedures provided under R.A. 9184 , known as the Government Procurement Act must be strictly adhered to.

**4.4 PROJECT MONITORING AND EVALUATION.**


- a.) Project Monitoring and Evaluation shall be conducted by the duly constituted Municipal Project Monitoring Team which shall be composed of multi-sectoral representatives from both the MLGU, BLGU and NGO/CSOs.
- b.) Project Monitoring and Evaluation Reports verified issues and concerns shall be submitted to the Municipal Development Council (MDC) for appropriate action.

**4.5 POST PROJECT COMPLETION.**

- a.) Operation and Maintenance (O&M) Group shall be organized to oversee the operation and maintenance of completed projects funded through the counterparting scheme.
- b.) Operation and Maintenance Plan and Policies shall be formulated for every project that has been completely funded out of the counterparting scheme.

**SECTION 5. REQUIREMENTS AND SANCTIONS.** In order to ensure the sustainability and institutionalization of the Community Driven Development (CDD) approach and the good practices experienced during the KALAHI-CIDSS implementation, the following requirements and sanctions shall be strictly imposed:

5.1 No project of the barangay shall be included in the Comprehensive Development Plan and other list of projects for funding allocation unless the project has been identified during the Participatory Situational Analysis (PSA) workshop and validated by the community in a Barangay Assembly.

  
**ESTER P. LUBIANO**  
SB Member

  
**JULIA E. HALICHIC**  
SB Member

  
**CARL ERNEST D. PONCE**  
SK Fed. Pres.

  
**NOEL ZAMIGUEL**  
SB Member


  
**LUCITA A. PALCONIT**  
SB Member

  
**EUGENIO A. CHING, JR.**  
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**CARL ERNEST D. PONCE**  
SK Fed. Pres.

  
**LUCITA A. PALCONIT**  
SB Member

  
**ALPHA F. MIERGAS**  
SB Member

  
**BENJAMIN A. CALBITAZA**  
SB Member

Compliance of this requirement shall be proven by the minutes of the proceedings of the PSA Workshop and the Barangay Assembly and the attendance of the participants during the barangay assembly.

5.2 No request for funding assistance by a barangay from the MLGU for the implementation of its prioritized project shall be granted unless the barangay will provide a counterpart either in cash or in kind. Availability of the cash contribution of the barangay to the project shall be shown through its annual budget or appropriation ordinance while its counterpart in kind shall be proven through a resolution of the Sangguniang Barangay indicating in the said resolution the type of in kind counterpart and the cash value of the in kind contribution. If the counterpart is through labor, a labor matrix shall be prepared indicating the amount that the labourer or worker shall contribute.

5.3 All requests by the barangay for the implementation of project through counterparting scheme shall be accompanied with the Program of Work, technical plan and design.

5.4 Request for financial assistance by a barangay from other sources other than the MLGU may be endorsed by the Sangguniang Bayan if it is accompanied by the Program of Work, technical plans and design and resolution of the Sangguniang Barangay.

5.5 The MOA shall outline the implementation guidelines to ensure the funds are protected from misuse and that the desired accomplishment of the project shall be attained. Conditions in the MOA may include the inspectorate authority of the MLGU, the Physical Accomplishment through the Municipal Engineer, and as to financial transaction for the accountant to be allowed to evaluate financial documents including disbursement vouchers and its supporting papers.


5.6 No implementation of a priority project of a barangay utilizing a counterparting scheme between the barangay and the MLGU shall be undertaken if the fund allocated for the specific project by the BLGU, MLGU, and the community, including in-kind contribution, will not be able to produce a project that can be utilized for its desired purpose after the fund has been exhausted.

5.7 The Barangay Officials shall take the lead in the implementation of a priority project of the Barangay through counterparting scheme. However, organized volunteer groups shall be tapped such as the Project Monitoring Team, Bids and Awards Committee, Project Implementation Team, Monitoring and Inspection Team, Audit and Inventory Team to assist in the implementation of the project.

5.8 Procurement procedures under R.A. 9184 shall be strictly observed.

**SECTION 6. ALLOCATION OF LOCAL COUNTERPART CONTRIBUTION (LCC) OF THE MLGU IN ITS ANNUAL BUDGET.** In order to ensure that the local counterparting scheme in the implementation of the priority projects shall be undertaken, the MLGU shall allocate at least twenty percent (20%) Development Fund (DF) every year as Local Counterpart Contribution (LCC). This fund shall be utilized solely for the counterparting engagement with the different barangays in the municipality.

**SECTION 7. PRIORITIZATION BY THE MUNICIPAL DEVELOPMENT COUNCIL.** Considering the meager resources of both the barangay and the municipal government that can be utilized in implementing priority projects of the barangay, prioritization shall be undertaken as an option to maximize the utilization of fund for projects that have a greater impact to the community. For this purpose, the Municipal Development Council being the highest planning body of the municipality shall conduct the prioritization of projects of the different barangays for the purpose of allocating funds from the LCC of the municipal government.

  
**ESTER P. LUBIANO**  
SB Member

  
**JULIA F. HALICHIC**  
SB Member

  
**NOEL C. FAMIGUEL**  
SB Member

  
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SK Fed. Pres.

  
**LUCITA A. PALCONIT**  
SB Member

  
**ALYZA F. NIERRAS**  
SB Member

  
**BENJAMIN A. CALBITAZA**  
SB Member

**SECTION 8. SCOPE AND COVERAGE OF THE ORDINANCE.** This ordinance shall cover only projects locally funded through counterparting scheme between the MLGU, BLGU and the community. It shall not cover projects in the locality funded from outside sources. However, the funding agency/entity may allow the project to be implemented in the same manner desired in this ordinance, in which case a corresponding Memorandum of Agreement shall be enacted.

**SECTION 9. TRANSPARENCY AND ACCOUNTABILITY MECHANISM.** In order to promote transparency and accountability, a transparency billboard shall be constructed within the project site indicating threof the nature of the project, total project cost, duration of the project and the counterpart contributions of participating entities. During the implementation of the project, the physical accomplishment and financial report shall be posted in the barangay hall and other conspicuous places so that the public may know and be informed of the project implementation status.

**SECTION 10. CREATION OF A COMMUNITY DRIVEN DEVELOPMENT (CDD) UNIT AND DESIGNATION OF A CDD FOCAL PERSON IN THE MLGU.** The Local Chief Executive is hereby authorized to create a Community Driven Development (CDD) Unit and designate a CDD Focal Person whose basic function is to ensure that community driven development approach is contiunuosly being practiced by the communities and that CDD priciples and objectives are being adhered to along the areas on local development planning, investment programming, budgeting and financial arrangement, monitoring and evaluation, and sustainability mechanism.

**SECTION 11. AUTHORITY OF THE MUNICIPAL DEVELOPMENT COUNCIL (MDC) TO FORMULATE IMPLEMENTING RULES AND REGULATIONS (IRR) OF THIS ORDINANCE.** The Muncipal Development Council is authorized to formulate the Implementing Rules and Regulations of this ordinance which shall include but not limited to the setting of the criteria for the prioritization and resource allocation based on the available funds of the barangay.

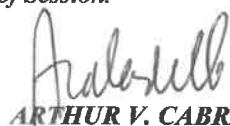
**SECTION 12. REPEALING CLAUSE.** All Ordinances or resolutions, local issuances or rules inconsistent with the provisions of this ordinance are hereby repealed or modified accordingly.

**SECTION 13. SEPARABILITY CLAUSE.** If any provision of this Ordinance is declared invalid or unconstitutional, the remaining provision not affected thereby, shall continue to be in full force & effect.

**SECTION 14. EFFECTIVITY CLAUSE.** The Ordinance shall take effect immediately upon approval from the Honorable Sangguniang Panlalawigan of the Province of Leyte.

APPROVED, this 12<sup>th</sup> day of February 2024 at Calubian, Leyte, upon motion of SB Member Ester P. Lubiano; duly seconded by SB Member Alyza F. Nierras.

*I HEREBY CERTIFY to the correctness of the foregoing Minutes of Session.*

  
**ARTHUR V. CABRADILLA**  
SB Secretary – Designate

ATTESTED:

  
**JULIAN MARC A. BATTANCELA**  
Temporary Presiding Officer




**EUGENIO A. CHING, JR.**  
SB Member



**NOEL S. LAMIGUEL**  
SB Member



**JULIA E. HALICHIC**  
SB Member



**ESTER P. LUBIANO**  
SB Member




**BENJAMIN A. CALBITAZA**  
SB Member



**ALYZA F. NIERRAS**  
SB Member




**LUCITA A. PALCONIT**  
SB Member



**CARL ERNEST D. PONCE**  
SK Fed. President

*APPROVED:*



**MARCIANO A. BATIANCELA, JR.**  
Municipal Mayor





Republic of the Philippines  
Province of Leyte  
Municipality of Calubian  
-OoO-



OFFICE OF THE SANGGUNIANG BAYAN

## CERTIFICATION OF POSTING

TO WHOM IT MAY CONCERN:

**THIS IS TO CERTIFY** that Ordinance No. 2024-04 , otherwise known as "**AN ORDINANCE INSTITUTIONALIZING THE COMMUNITY DRIVEN DEVELOPMENT (CDD) APPROACH IN THE IDENTIFICATION, PRIORITIZATION, RESOURCE ALLOCATION, IMPLEMENTATION, MONITORING AND EVALUATION OF LOCALLY-FUNDED PROGRAMS AND PROJECTS AND ADOPTING SOME OF THE ACTIVITIES IN THE COMMUNITY EMPOWERMENT ACTIVITY CYCLE (CEAC) AS A STRATEGY IN PURSUING AND ATTAINING THE DEVELOPMENT GOALS IN THE MUNICIPALITY OF CALUBIAN, LEYTE**", has been posted in the Bulletin Board at the Office of the Sangguniang Bayan of Calubian, Leyte & other conspicuous places in the municipality since February 21, 2024 until March 13, 2024.

Given this 18<sup>th</sup> day of March , 2024 at Calubian, Leyte.

CERTIFIED CORRECT:

A handwritten signature in black ink, appearing to read "Arthur V. Cabradilla".

**ARTHUR V. CABRADILLA**  
SB Secretary-Designate