

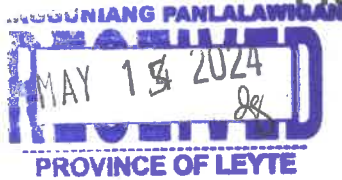
2

Item No.: 02

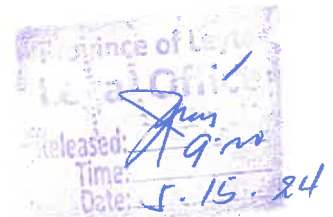
Date: 21 2024 MAY

Republic of the Philippines
PROVINCE OF LEYTE
Palo, Leyte

PROVINCIAL LEGAL OFFICE



2nd INDORSEMENT
May 13, 2024



Respectfully returned to the Sangguniang Panlalawigan of Leyte, through the SP Secretary, the attached Ordinance No. 2024-05 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 443 (c)(3)ⁱ and Section 447 (vii)(viii)ⁱⁱ of the Local Government Code. Provided that the limitations of Section 325 (a) and (g)ⁱⁱⁱ of the same be observed.

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

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

ⁱ (c) The sangguniang bayan may:

(2) Create such other offices as may be necessary to carry out the purposes of the municipal government; or

ⁱⁱ (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;

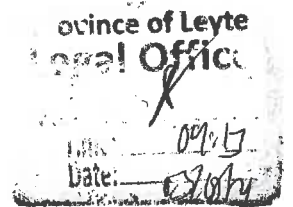
iii (a) The total appropriations, whether annual or supplemental, for personal services of a local government unit for one (1) fiscal year shall not exceed forty-five percent (45%) in the case of first to third class provinces, cities and municipalities, and fifty-five percent (55%) in the case of fourth class or lower, of the total annual income from regular sources realized in the next preceding fiscal year. The appropriations for salaries, wages, representation and transportation allowances of officials and employees of the public utilities and economic enterprises owned, operated, and maintained by the local government unit concerned shall not be included in the annual budget or in the computation of the maximum amount for personal services. The appropriations for the personal services of such economic enterprises shall be charged to their respective budgets;

(g) The creation of new positions and salary increases or adjustments shall in no case be made retroactive

Republic of the Philippines
PROVINCE OF LEYTE


-0-

OFFICE OF THE SANGGUNIANG PANLALAWIGAN



1ST ENDORSEMENT
08 May 2024

Respectfully indorsed to the **PROVINCIAL LEGAL OFFICE** the herein **ORDINANCE NO. 2024-05** of the **MUNICIPALITY OF TANAUAN, LEYTE**, creation of the position of Municipal Pharmacist, for review and recommendations.


FLORINDA JIL S. UYVICO
Secretary to the Sanggunian

SP Records
5082024

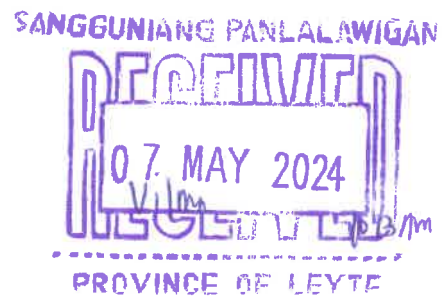


Republic of the Philippines
Province of Leyte
TANAUAN
-oOo-

OFFICE OF THE SANGGUNIANG BAYAN

April 30, 2024

THE SECRETARY
Sangguniang Panlalawigan
Province of Leyte
Capitol Building
Tacloban City



Sir/Madam;

Respectfully submitting herewith for your appropriate action **ORDINANCE NO. 2024-05**, "An Ordinance creating the position of Municipal Pharmacist II, 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.

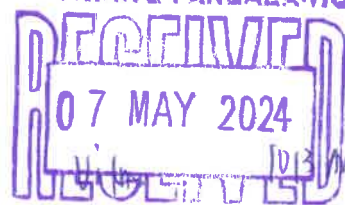
Truly yours,

Eleuterio T. Leticia
Sangguniang Bayan Secretary

CP
Republic of the Philippines
Province of Leyte
TANAUAN
-o0o-

SANGGUNIANG BAYAN

SANGGUNIANG PANLALAWIGAN



EXCERPT FROM THE MINUTES OF THE 88th REGULAR SESSION OF THE 16th SANGGUNIANG BAYAN OF TANAUAN, LEYTE, HELD ON APRIL 15, 2024, AT THE SB SESSION HALL, TANAUAN TOWN HALL, TANAUAN, LEYTE.

PRESENT:

HON. ARCHIE LAWRENCE R. KAPUNAN	Municipal Vice-Mayor/Presiding
HON. MAE JANE ANGELIE M. MORABE- BORAI	-do-
HON. JOSIE M. CREER	-do-
HON. ATTY. ISAGANI S. ESPADA	-do-
HON. JASMIN U. BORJA	-do-
HON. EFREN C. MERILO	-do-/Liga Fed. Pres.
HON. KYLE C. MESIAS	-do-/ SK Fed. Pres.

ABSENT :

HON. JAN ELMER V. MAGDALAGA (on leave)	Sangguniang Bayan Member
HON. MARK EFREN E. MERILO (on leave)	-do-
HON. PAUL EMMANUEL R. CINCO (on leave)	-do-
HON. CHERRY ANNE T. FIEL (on leave)	-do-

ORDINANCE NO. 2024 – 05

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

AUTHOR : HON. JASMIN U. BORJA

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 II, 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 II, 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.”

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 II, 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 : 15 APRIL 2024.

CERTIFIED TRUE AND CORRECT:


ELEUTERIO T. LARIOS
SB Secretary

ATTESTED


HON. ARCHIE LAWRENCE R. KAPUNAN
Vice Mayor/Presiding


HON. MAE JANE ANGELLE M. MORABE-BORAIS
SB Member


HON. ATTY. ISAGANI S. ESPADA
SB Member


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


HON. JOSIE M. CREER
SB Member


HON. JASMIN U. BORJA
SB Member


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

APPROVED:


HON. MA. GINA E. MERILO
Municipal Mayor

Date: April 26, 2024



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. 2024-05, "An Ordinance creating the position of Municipal Pharmacist II, 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 April 29, 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: April 29, 2024


ELEUTERIO T. LARIOS
Sangguniang Bayan Secretary