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Item No.: 03

Date: 22 2024 OCT



Republic of the Philippines
PROVINCE OF LEYTE
Provincial Capitol
Tacloban City

Province of Leyte
Legal Office

Released: *[Signature]*
Time: *[Signature]*
Date: *10-15-24*

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SANGGUNIANG PANLALAWIGAN
RECEIVED
OCT 16 2024
PROVINCE OF LEYTE

PROVINCIAL LEGAL OFFICE

2nd INDORSEMENT
October 14, 2024

Respectfully returned to the Sangguniang Panlalawigan of Leyte, through SP Secretary, the attached Ordinance No.2024-16 of the Sangguniang Bayan of Tanauan, Leyte.

Issues/concerns for review/recommendation/legal opinion is/are as follows:

- Ordinance No. 2024-16 entitled: "An Ordinance Creating the Positions of Engineer 1, SG12, Youth Development Officer 1 SG10; and Agriculturist II, SG15"

REVIEW/RECOMMENDATION/LEGAL OPINION:

This office is of the opinion that the subject Ordinance is generally in accordance to its power under Section 447(1)(viii)¹ of the Local Government Code of 1991 (R.A 7160) in consonance with Section 76². Hence, recommending for the declaration of its validity.

We hope to have assisted you with this request. Please note that the opinion rendered by this Office are based on facts available and may vary or change when additional facts and documents are presented or changed. This opinion is likewise without prejudice to the opinions rendered by higher and competent authorities and/or the courts.

ATTY. JOSE RAYMUND A. ACOL
Asst. Provincial Legal Officer *[Signature]*

¹(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;

² Section 76. Organizational Structure and Staffing Pattern. - Every local government unit shall design and implement its own organizational structure and staffing pattern taking into consideration its service requirements and financial capability, subject to the minimum standards and guidelines prescribed by the Civil Service Commission.

REPUBLIC OF THE PHILIPPINES
PROVINCE OF LEYTE



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OFFICE OF THE SANGGUNIANG PANLALAWIGAN

1st ENDORSEMENT
10 October 2024

Respectfully forwarded to the **PROVINCIAL LEGAL OFFICE** the herein **MUNICIPAL ORDINANCES** from the Municipality of **TANAUAN, LEYTE**, which are all creation of positions, to wit;

1. **ORDINANCE No. 2024-15 – creation of the positions of:**
Local Assessment Operations Officer 1, SG 11,
Tourism Operations Officer 1, SG 11; and
Administrative Officer III, SG 14 ;
2. **ORDINANCE No. 2024-16 – creation of the positions of:**
Engineer 1, SG 12,
Youth Development Officer 1, SG 10; and
Agriculturist II, SG 15; and
3. **ORDINANCE No. 2024-17 – creation of the positions of:**
Occupational Therapist II, SG 15,
Occupational therapist III, SG 18
Speech Therapist II, SG 14

all for comments, review and recommendations.

FLORINDA JILL S. UYVICO
Secretary to the Sanggunian



Republic of the Philippines
Province of Leyte
TANAUAN
-oOo-

OFFICE OF THE SANGGUNIANG BAYAN

October 10, 2024

SANGGUNIANG PANLALAWIGAN



THE SECRETARY

Sangguniang Panlalawigan
Province of Leyte
Capitol Building
Tacloban City

Sir/Madam;

Respectfully submitting herewith 16th SB **ORDINANCE NO. 2024-16**, "An Ordinance Creating the Positions of Engineer I, SG 12; Youth Development Officer I, SG 10; and Agriculturist II, SG 15 in the Municipal Government of Tanauan, Leyte and Providing Funds Therefor", for your appropriate action.

*Sponsored by: Hon. Paul Emmanuel R. Cinco
Co-sponsor: Whole of the 16th SB*

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

Thank you.

Truly yours,

Eleuterio T. Lerios
Sangguniang Bayan Secretary

Republic of the Philippines
Province of Leyte
TANAUAN
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SANGGUNIANG BAYAN

EXCERPT FROM THE MINUTES OF THE 32nd SPECIAL SESSION OF THE 16th SANGGUNIANG BAYAN OF TANAUAN, LEYTE, HELD ON SEPTEMBER 27, 2024, AT THE 88 SESSION HALL, TANAUAN TOWN HALL, TANAUAN, LEYTE.

SANGGUNIANG PANLALAWIGAN
RECEIVED
10 OCT 2024
SANGGUNIANG BAYAN OF LEYTE

PRESENT:

HON. ARCHIE LAWRENCE R. KAPUNAN	Municipal Vice-Mayor/Presiding
HON. JAN ELMER V. MAGDALAGA	Sangguniang Bayan Member
HON. MAE JANE ANGELIE M. MORABE - BORAS	-do-
HON. MARK EFREN E. MERILO	-do-
HON. PAUL EMMANUEL R. CINCO	-do-
HON. JOSIE M. CREER	-do-
HON. QUINTIN T. OCTA, JR.	-do-
HON. ATTY. ISAGANI S. ESPADA	-do-
HON. CHERRY ANNE T. FIEL	-do-
HON. KYLE C. MESIAS	-do-/ SK Fed. Pres.

ABSENT :

HON. EFREN C. MERILO (on leave)	-do-/Liga Fed. Pres
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ORDINANCE NO. 2024 – 16

AN ORDINANCE CREATING THE POSITIONS OF ENGINEER I, SG 12; YOUTH DEVELOPMENT OFFICER I, SG 10; AND AGRICULTURIST II, SG 15 IN THE MUNICIPAL GOVERNMENT OF TANAUAN, LEYTE AND PROVIDING FUNDS THEREFOR.

Sponsored by: Hon. Paul Emmanuel R. Cinco
Co-sponsor by: Whole of the 16th SB

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

SECTION 1. TITLE – An Ordinance creating the positions of Engineer I, SG 12; Youth Development Officer I, SG 10; and Agriculturist II, SG 15 in the Municipal Government of Tanauan, Leyte and providing funds therefor.

SECTION 2. CREATION OF ENGINEER I, YOUTH DEVELOPMENT OFFICER I AND AGRICULTURIST II – The Engineer I position with the Salary Grade SG 12 shall be assigned at the Municipal Agriculture Office, the Youth Development Officer I position with the Salary Grade SG 10 shall be assigned at the Municipal Social Welfare and Development Office (MSWDO) and the Agriculturist II with the Salary Grade SG 15 shall be assigned at the Municipal Agriculture Office.

SECTION 3. QUALIFICATIONS:

1. ENGINEER I

[Handwritten signatures in blue ink]

- a. Education: Bachelor's degree in Agricultural Engineering or Agricultural and Biosystem Engineering
- b. Experience: NONE REQUIRED
- c. Training: NONE REQUIRED
- d. Eligibility: RA No. 10915 (Agricultural and Biosystem Engineer)

2. YOUTH DEVELOPMENT OFFICER I

- a. Education: Bachelor's degree
- b. Experience: NONE REQUIRED
- c. Training: NONE REQUIRED
- d. Eligibility: Career Service (Professional) Second Level Eligibility

3. AGRICULTURIST II

- a. Education: Bachelor's degree in Agriculture or other allied courses such as Agricultural Engineering, Fisheries Technology and Veterinary Medicine
- b. Experience: 1 year of relevant experience
- c. Training: 4 hours relevant training
- d. Eligibility: Relevant to RA 1080

SECTION 4. DUTIES AND FUNCTIONS:

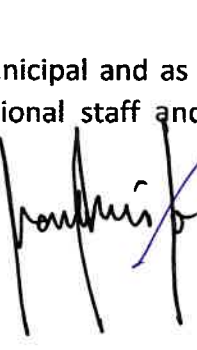
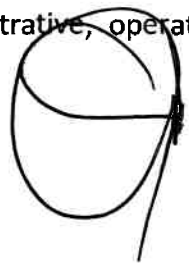
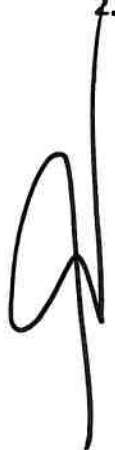
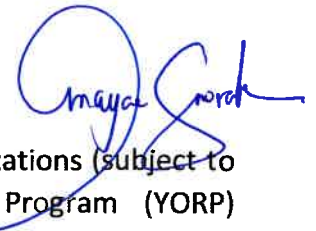
1. ENGINEER I

- a. Preparation of engineering designs, plans, specifications, project studies, feasibility studies and estimates of irrigation and drainage, soil and water conservation and management systems and facilities, agrometeorological systems, agricultural and biosystems power and machinery, agricultural and biosystems buildings and structures, renewable/bioenergy systems and farm electrification, agricultural and bio-processing and post harvest facilities and system, agricultural and biological waste utilization and management, agricultural and bio-information system, agricultural and biosystems resource conservation and management, and agricultural and bio-automation and instrumental system.
- b. Supervisions or management on the construction, operation and maintenance of irrigation and drainage, soil and water conservation and management systems and facilities, agrometeorological systems, agricultural and biosystems power and machinery, agricultural and biosystems buildings and structures, renewable/bioenergy systems and farm electrification, agricultural and bio-processing and post harvest facilities and system, agricultural and biological waste utilization and management, agricultural and bio-information system, agricultural and biosystems resource conservation and management, and agricultural and bio-automation and instrumental system.


- c. Valuation, appraisal and investigation, inspection, monitoring and technical audit on agricultural and biosystems machineries and equipment, structures and facilities and agricultural and biosystems engineering projects.
- d. Program/Project development and management, planning, evaluation and consultancy services on agricultural and biosystems engineering undertakings.
- e. Conduct of research and development, training and extension on agricultural and biosystems engineering.
- f. Testing, evaluation and inspection of agricultural and biosystems machinery, and other related agricultural and biosystems engineering facilities, equipment and projects.
- g. Manufacturing, distribution, installation and sale of agricultural and biosystems machinery and other related agricultural and biosystems engineering facilities and equipment.
- h. Teaching and or/conduct of lectures of agricultural and biosystems engineering subjects in institution of learning in the Philippines.
- i. Preparation and evaluation of farm development plans, farm suitability maps and land use maps/reports for agricultural, livestock and poultry, fishery, aquaculture and forest production and processing.
- j. Training and supervision of agri-fishery machinery technicians and operators of agri-fishery machinery service centers/pools, and agricultural and biosystems engineering technicians and operators in agricultural and biosystems plants, establishments, facilities and projects.
- k. Employment with the government and private firms and establishments provided such item or position requires the knowledge and expertise of an Agricultural and Biosystems Engineer, or its duties and responsibilities covers the scope of practice agricultural and biosystems engineering; and
- l. Participation in the preparation of environmental studies for agricultural, fisheries, agro-industrial and biosystems projects and its monitoring under the environmental impact assessment (EIA) system.

2. YOUTH DEVELOPMENT OFFICER I

- a. To register and verify youth and youth-serving organizations (subject to the Revitalized Youth Organizations Registration Program (YORP) guidelines-municipal level.
- b. To provide technical assistance to the Local Youth Development Council of the concerned LGU in the formulation of the Local Youth Development Plan.
- c. To facilitate the election of the LYDC representatives in the municipality; and
- d. To serve as secretariat of the LYDC in the municipal and as such, shall provide the necessary administrative, operational staff and technical support to the LYDC.




3. AGRUCULTURIST II

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- a. They are responsible for giving advice and recommendations on soil management, crop rotation, irrigation and drainage, environmental stability, disease, and harvesting.
 - b. Facilitate delivery, rice seeds distribution to its qualified farmer beneficiaries and its timely submitted liquidation.
 - c. Monitor rice planting, standing crop and harvesting.
 - d. Finds solutions to problems and issues posed by clients on their farming.
 - e. Promotes best management practices regarding the storage, handling and distribution of manure, fertilizers, and pesticides.
 - f. Informs farmers about agriculture technical support and funding programs and policies.
 - g. Promotes the agri-food industry; participates in agricultural fairs and field days.
 - h. Prepares and assists in the development of agriculture for funding.
 - i. Plans and develops presentations for seminars, workshops, and meetings.
 - j. Provides the farming community with technical assistance through farmers training.
 - k. Promote famer's products through market linkage.
 - l. Provides liaison and general counseling in the various fields of agriculture such as livestock, crops, poultry, and fisheries.
 - m. Perform other task and activities directed by immediate supervisor.

SECTION 5. SALARIES AND OTHER PRIVILEGES – All employees that fall under this ordinance shall receive their salaries equivalent to Salary Grade SG 12 for Engineer I, Salary Grade SG 10 for Youth Development Officer I, and Salary Grade SG 15 for Agriculturist II and other privileges like CNA, Mid-year bonus, Year-end bonus, and other privileges due to each qualified employee.

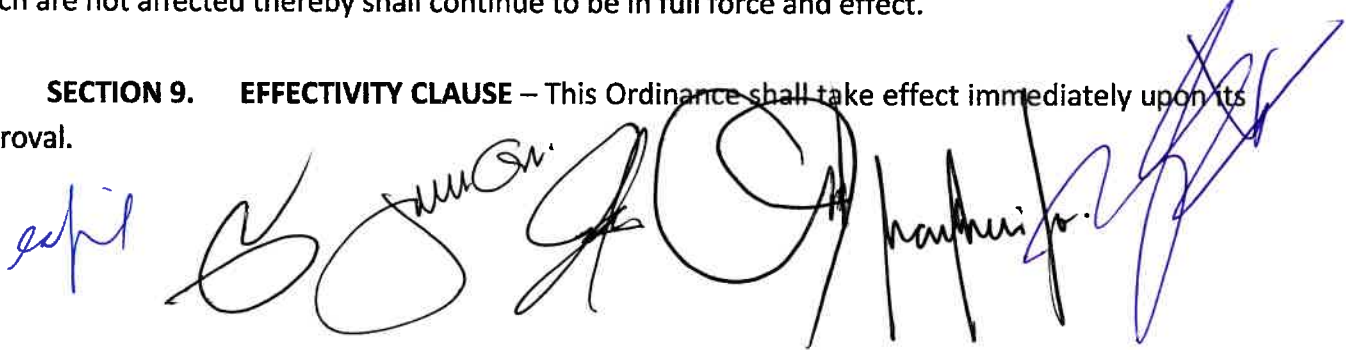
SECTION 6. APPROPRIATION – The Funding for the salaries and benefits of the Engineer I Position, Youth Development Officer I Position, and Agriculturist II Position shall be appropriated in the Annual Budget of the Municipality of Tanauan, Leyte.

SECTION 7. REPEALING CLAUSE – All municipal ordinances, implementing rules and regulations, and executive orders, or parts thereof, which are inconsistent with the provisions of this Ordinance are hereby repealed and/or modified accordingly.



SECTION 8. SEPARABILITY CLAUSE – If, for any reason or reasons, any part or provision of this Ordinance shall be held to be unconstitutional or invalid, other parts or provisions hereof which are not affected thereby shall continue to be in full force and effect.

SECTION 9. EFFECTIVITY CLAUSE – This Ordinance shall take effect immediately upon its approval.



ENACTED : 27 SEPTEMBER 2024.


CERTIFIED TRUE AND CORRECT:

ELEUTERIO T. LARIOS
SB Secretary

ATTESTED:


HON. ARCHIE LAWRENCE R. KAPUNAN
Vice Mayor/Presiding


HON. JAN ELMER V. MAGDALAGA
SB Member


HON. MARK EFREN E. MERILO
SB Member


HON. JOSIE M. CREER
SB Member



HON. QUINTIN T. OCTA, JR., D.M.D.
SB Member


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



HON. PAUL EMMANUEL R. CINCO
SB Member


HON. ATTY. ISAGANI S. ESPADA
SB Member


HON. CHERRY ANNE T. FIEL
SB Member


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

APPROVED:


HON. MA. GINA E. MERILO
Municipal Mayor
Date: 10/08/2024



Republic of the Philippines
Province of Leyte
TANAUAN
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OFFICE OF THE SANGGUNIANG BAYAN

CERTIFICATION

TO WHOM IT MAY CONCERN:

THIS IS TO CERTIFY that ORDINANCE NO. 2024-16, "AN ORDINANCE CREATING THE POSITIONS OF ENGINEER I, SG 12; YOUTH DEVELOPMENT OFFICER I, SG 10; AND AGRICULTURIST II, SG 15 IN THE MUNICIPAL GOVERNMENT OF TANAUAN, LEYTE AND PROVIDING 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 October 9, 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: October 9, 2024



ELEUTERIO T. LERIOS
Sangguniang Bayan Secretary