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Item No.: 15

Date: 15 2024 OCT



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

SANGGUNIANG PANLALAWIGAN  
**RECEIVED**  
OCT 10 2024  
PROVINCE OF LEYTE

**PROVINCIAL BUDGET OFFICE**

October 10, 2024

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

RELEASED  
DATE 10-10-24  
NO. #088  
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. 02 FY 2024** of the **Municipality Palo, Leyte** duly enacted by the Sangguniang Bayan through **Appropriation Ordinance No. 2024-03** with a total appropriation in the amount of **P14,386,392.28** 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 procurement of Goods, Supplies, Equipment, Civil Works and other related services shall be made in accordance with the provisions of RA 9184 and its Implementing Rules and Regulations;
2. 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. 02. Furthermore, that the reversion of funds shall not render an adverse effect on the fiscal standing of the LGU at the closing of the books of accounts;
3. That the appropriation for salaries to officials and employees implementing the First Tranche Compensation Adjustment for Local Government Personnel from August to December 2024 is in accordance to the provisions of Local Budget Circular No. 160 dated August 12, 2024 and the authorized rates thereof under Annex "A-1" & "Annex A-5" and further subject to Sec. 325(a) of RA 7160. Nevertheless, the following offices appropriated salary that are less than the amount authorized by law, to wit:

Office	Per AO	Authorized Rate	Deficient
SB Office	14,770.00	35,250.00	(20,480.00)
Budget Office	2,010.00	2,490.00	(480.00)
Treasurer's Office	3,260.00	5,460.00	(2,200.00)

Accordingly, the deficient appropriation shall comprise in a Supplemental Budget.

4. That the creation of new positions shall be in accordance to the minimum standards and guidelines prescribed by the Civil Service Commission (CSC); and
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**  
Provincial Planning and Development  
Coordinator – Designate

Republic of the Philippines  
PROVINCE OF LEYTE  
Palo, Leyte



**OFFICE OF THE SANGGUNIANG PANLALAWIGAN**

**1<sup>ST</sup> INDORSEMENT**  
03 October 2024

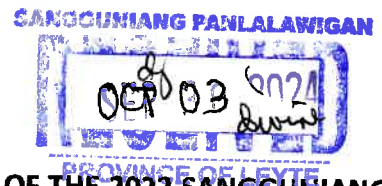
The Local Finance Committee is respectfully requested to review and submit recommendations on the herein enclosed **Appropriation Ordinance No. 2024-03 of the Municipality of Palo, Leyte, entitled: An Ordinance Authorizing Supplemental Budget No. 2, Series of 2024 Involving an Amount of Fourteen Million Three Hundred Eighty Six Thousand Three Hundred Ninety Two Pesos and Twenty Eight Centavos (P14,386,392.28), together with the Supplemental Annual Investment Program (SAIP) for Calendar Year 2024 in the amount of P17,950,000.00.**

  
**FLORINDA J. S. TYVICO**  
Secretary to the Sangguniang



Republic of the Philippines  
PROVINCE OF LEYTE  
Municipality of Palo

SANGGUNIANG BAYAN



EXCERPTS FROM THE MINUTES OF THE 108<sup>TH</sup> REGULAR SESSION OF THE 2022 SANGGUNIANG BAYAN OF THE MUNICIPALITY OF PALO, PROVINCE OF LEYTE, HELD ON SEPTEMBER 3, 2024, AT THE SANGGUNIANG BAYAN SESSION HALL.

Present:

Hon. Vice-Mayor Jonathan P. Chiquillo	Presiding Officer
Hon. Andres Ian R. Sevilla	SB Member
Hon. Casimero P. Villas, Jr.	SB Member
Hon. Chiqui Ruth C. Uy	SB Member
Hon. Aaron H. Roca	SB Member
Hon. Felipe T. Ygrubay, Jr.	SB Member
Hon. Antonino C. Hernit	SB Member
Hon. Jan Michelle L. Dolina	SB Member
Hon. Casimero B. Parado II	SB Member
Hon. Gregorio Papoose V. Lantajo, Jr.	President, Liga ng mga Barangay
Hon. Mary Dwell S. Agner	President, PPSK

Absent:

N o n e.

**MUNICIPAL RESOLUTION NO. 2024-133**

**GRANTING LEGISLATIVE AUTHORIZATION TO THE MUNICIPALITY'S SUPPLEMENTAL BUDGET NO. 2 FOR CALENDAR YEAR 2024 IN THE AMOUNT OF FOURTEEN MILLION THREE HUNDRED EIGHTY SIX THOUSAND THREE HUNDRED NINETY TWO PESOS AND TWENTY EIGHT CENTAVOS (₱14,386,392.28).**

NOW, THEREFORE, on motion of Hon. Felipe T. Ygrubay, Jr. and duly seconded by all Sangguniang Bayan Members, be it

RESOLVED, that the Sangguniang Bayan of Palo grant, as it hereby grants legislative authorization to the municipality's Supplemental Budget No. 2 for Calendar Year 2024 in the amount of Fourteen Million Three Hundred Eighty Six Thousand Three Hundred Ninety Two Pesos and Twenty Eight Centavos (₱14,386,392.28);


RESOLVED FINALLY, that copies of this resolution and other pertinent documents be furnished the Hon. Sangguniang Panlalawigan, Province of Leyte thru Hon. Vice-Governor Leonardo Javier, Jr.; the Provincial Budget Officer, Palo, Leyte; Hon. Remedios "Matin" L. Petilla, Local Chief Executive, Jayra Mae E. Gamez, OIC - Municipal Treasurer; Luis Antonio M. Napoles, Municipal Accountant; Ma. Aleli F. Plazuela, Municipal Budget Officer, all of this municipality; and all others concerned for their information and appropriate action.

APPROVED.

CERTIFIED CORRECT:

  
**BRIAN VALENTE P. ELORCHA**  
Secretary to the Sanggunian

ATTESTED:

  
**JONATHAN P. CHIQUILLO**  
Vice Mayor  
Presiding Officer



Republic of the Philippines  
PROVINCE OF LEYTE  
Municipality of Palo

**SANGGUNIANG BAYAN**

**EXCERPTS FROM THE MINUTES OF THE 108<sup>TH</sup> REGULAR SESSION OF THE 2022 SANGGUNIANG BAYAN OF THE MUNICIPALITY OF PALO, PROVINCE OF LEYTE, HELD ON SEPTEMBER 3, 2024, AT THE SANGGUNIANG BAYAN SESSION HALL.**

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**APPROPRIATION ORDINANCE NO. 2024-03**

**AN ORDINANCE AUTHORIZING SUPPLEMENTAL BUDGET NO. 2, SERIES OF 2024, OF THE MUNICIPALITY OF PALO, LEYTE, INVOLVING AN AMOUNT OF FOURTEEN MILLION THREE HUNDRED EIGHTY SIX THOUSAND THREE HUNDRED NINETY TWO PESOS AND TWENTY EIGHT CENTAVOS (₱14,386,392.28) FOR ADDITIONAL FUNDING OF PERSONNEL SERVICES, MAINTENANCE AND OTHER OPERATING EXPENSES, CAPITAL OUTLAY, AND SPECIAL PURPOSE APPROPRIATIONS (NON-OFFICE).**

**Section 1.** The Supplemental Budget of the Palo Local Government Unit for Fiscal Year 2024 in the total amount of **Fourteen Million Three Hundred Eighty Six Thousand Three Hundred Ninety Two Pesos and Twenty Eight Centavos (₱14,386,392.28)** for additional funding of Personnel Services, Maintenance and Other Operating Expenses, Capital Outlay and Special Purpose Appropriations (Non-Office) is hereby approved.

The Budget Documents consisting of the following are incorporated herein and made integral part of this Ordinance:

1. LFC Resolution No. 2024-02
2. LBP Form No. 8 – Statement of Funding Sources
3. Certification of Availability of Funds
4. LBP Form No. 9 – Statement of Supplemental Appropriation
5. Other related supporting documents attached theret

**Section 2. Sources of Funds.** The sources of funds for the Supplemental Budget No. 2 in the total amount of **Fourteen Million Three Hundred Eighty Six Thousand Three Hundred Ninety Two Pesos and Twenty Eight Centavos (₱14,386,392.28)** shall be as follows:

Reversion:

Unutilized Appropriations from Salaries of  
Vacant Positions under Personnel Services  
from current Annual General Fund Budget ₱ 7,930,766.00

Unutilized Appropriations from Special  
Purpose Appropriations/Non-Office – Continuing  
Capital Outlay CY 2022 and Prior Years ₱ 6,455,626.28

**Total Funding Sources ₱ 14,386,392.28**

**Section 3. Use of Funds.** The amount of **Fourteen Million Three Hundred Eighty Six Thousand Three Hundred Ninety Two Pesos and Twenty Eight Centavos (₱14,386,392.28)** is hereby appropriated for the Supplemental Budget of the Municipality of Palo, Leyte, as follows:

**Proposed New Appropriation Language:**





**Republic of the Philippines**  
**PROVINCE OF LEYTE**  
**Municipality of Palo**

**SANGGUNIANG BAYAN**

**EXCERPTS FROM THE MINUTES OF THE 108<sup>TH</sup> REGULAR SESSION OF THE 2022 SANGGUNIANG BAYAN OF THE MUNICIPALITY OF PALO, PROVINCE OF LEYTE, HELD ON SEPTEMBER 3, 2024, AT THE SANGGUNIANG BAYAN SESSION HALL.**

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For	Personnel Services	.... Php	6,716,471.89
	Maintenance and Other Operating Expenses	....	1,101,920.39
	Capital Outlay	....	6,455,000.00
	Special Purpose Appropriations (Non-Office)	....	<u>113,000.00</u>
	<b>Total</b>		<b><u>14,386,392.28</u></b>

**New Appropriation by Program/Activity/Project**

	Current Expenditures	Operating			
Program/Project/ Activity	Personal Services	Maintenance and Other Operating Expenses	Capital Outlay	Non-Office Expenditures	Total
<b>A. Programs</b>					
<b>I. General Administration Services</b>					
a. General Administrative and Support Services	1,683,102.59	1,101,920.39	6,455,000.00	113,000.00	9,353,022.98
b. MDRRMO	1,541,393.45	0.00	0.00	0.00	1,541,393.45
c. Legislative Services	783,710.06	0.00	0.00	0.00	783,710.06
d. Planning & Dev. Services	321,792.78	0.00	0.00	0.00	321,792.78
e. Civil Registry Services	361,671.25	0.00	0.00	0.00	361,671.25
f. Budgeting Services	197,563.28	0.00	0.00	0.00	197,563.28
g. Accounting Services	66,557.40	0.00	0.00	0.00	66,557.40
h. Treasury Services	123,396.00	0.00	0.00	0.00	123,396.00
i. Assessment Services	214,059.30	0.00	0.00	0.00	214,059.30
<b>Sub-total</b>	<b>5,293,246.11</b>	<b>1,101,920.39</b>	<b>6,455,000.00</b>	<b>113,000.00</b>	<b>12,963,166.50</b>
<b>II. Social Services</b>					
a. Health Services	562,987.85	0.00	0.00	0.00	562,987.85
b. Social Welfare Services.	486,384.48	0.00	0.00	0.00	486,384.48
<b>Sub-total</b>	<b>1,049,372.33</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1,049,372.33</b>
<b>III. Economic Services</b>					
a. Agricultural Services	100,805.25	0.00	0.00	0.00	100,805.25
b. Engineering Services	273,048.20	0.00	0.00	0.00	273,048.20
<b>Sub-total</b>	<b>373,853.45</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>373,853.45</b>
<b>II. Operations</b>					
a. NONE	0.00	0.00	0.00	0.00	0.00
<b>Sub-total</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Total, Programs</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>B. Projects</b>					
<b>I. Locally Funded Project</b>					
a. NONE	0.00	0.00	0.00	0.00	0.00
<b>Sub-total</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Total, Projects</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Total New Appropriations</b>	<b>6,716,471.89</b>	<b>1,101,920.39</b>	<b>6,455,000.00</b>	<b>113,000.00</b>	<b>14,386,392.28</b>



Republic of the Philippines  
PROVINCE OF LEYTE  
Municipality of Palo

**SANGGUNIANG BAYAN**

**EXCERPTS FROM THE MINUTES OF THE 108<sup>TH</sup> REGULAR SESSION OF THE 2022 SANGGUNIANG BAYAN OF THE MUNICIPALITY OF PALO, PROVINCE OF LEYTE, HELD ON SEPTEMBER 3, 2024, AT THE SANGGUNIANG BAYAN SESSION HALL.**

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**Section 4. Separability Clause.** If, for any reason, any section or provision of this Ordinance is declared invalid or unconstitutional, other sections or provisions thereof which are not affected thereby shall continue to be in full force and effect.


**Section 5. Effectivity.** The provisions of this Ordinance shall take effect upon its approval.

**APPROVED.**


CERTIFIED CORRECT:

  
**BRIAN VALENTE P. ELORCHA**  
Secretary to the Sanggunian

ATTESTED:

  
**JONATHAN P. CHIQUILLO**  
Vice-Mayor  
Presiding Officer

APPROVED: September 3, 2024.

  
**REMEDIOS "MATIN" L. PETILLA**  
Municipal Mayor



Republic of the Philippines  
PROVINCE OF LEYTE  
Municipality of Palo

**SANGGUNIANG BAYAN**

**EXCERPTS FROM THE MINUTES OF THE 108<sup>TH</sup> REGULAR SESSION OF THE 2022 SANGGUNIANG BAYAN OF THE MUNICIPALITY OF PALO, PROVINCE OF LEYTE, HELD ON SEPTEMBER 3, 2024, AT THE SANGGUNIANG BAYAN SESSION HALL.**

Present:

Hon. Vice-Mayor Jonathan P. Chiquillo	Presiding Officer
Hon. Andres Ian R. Sevilla	SB Member
Hon. Casimero P. Villas, Jr.	SB Member
Hon. Chiqui Ruth C. Uy	SB Member
Hon. Aaron H. Roca	SB Member
Hon. Felipe T. Ygrubay, Jr.	SB Member
Hon. Antonino C. Hernit	SB Member
Hon. Jan Michelle L. Dolina	SB Member
Hon. Casimero B. Parado II	SB Member
Hon. Gregorio Papoose V. Lantajo, Jr.	President, Liga ng mga Barangay
Hon. Mary Dwell S. Agner	President,PPSK

Absent:

N o n e.

**MUNICIPAL RESOLUTION NO. 2024-132**

**REVERTING AND REPROGRAMMING OF FUNDS FOR THE FUNDING OF THE MUNICIPALITY'S PROPOSED SUPPLEMENTAL BUDGET NO. 2 FOR CALENDAR YEAR 2024 IN THE AMOUNT OF FOURTEEN MILLION THREE HUNDRED EIGHTY SIX THOUSAND THREE HUNDRED NINETY TWO PESOS AND TWENTY EIGHT CENTAVOS (₱14,386,392.28), AS CERTIFIED BY THE MUNICIPAL ACCOUNTANT, OIC-MUNICIPAL TREASURER, AND MUNICIPAL BUDGET OFFICER.**


NOW, THEREFORE, on motion of Hon. Felipe T. Ygrubay, Jr. and duly seconded by all Sangguniang Bayan Members, be it

RESOLVED, that the Sangguniang Bayan of Palo revert and reprogram, as it hereby reverts and reprograms funds for the funding of the municipality's proposed Supplemental Budget No. 2 for Calendar Year 2024 in the amount of Fourteen Million Three Hundred Eighty Six Thousand Three Hundred Ninety Two Pesos and Twenty Eight Centavos (₱14,386,392.28), as certified by the Municipal Accountant, OIC-Municipal Treasurer, and Municipal Budget Officer;

RESOLVED FINALLY, that copies of this resolution and other pertinent documents be furnished the Hon. Sangguniang Panlalawigan, Province of Leyte thru Hon. Vice-Governor Leonardo Javier, Jr.; the Provincial Budget Officer, Palo, Leyte; Hon. Remedios "Matin" L. Petilla, Local Chief Executive, Jayra Mae E. Gamez, OIC - Municipal Treasurer; Luis Antonio M. Napoles, Municipal Accountant; Ma. Aleli F. Plazuela, Municipal Budget Officer, all of this municipality; and all others concerned for their information and appropriate action.

APPROVED.

ATTESTED:

  
**JONATHAN P. CHIQUILLO**  
Vice-Mayor  
Presiding Officer

CERTIFIED CORRECT:

  
**BRIAN VALENTE P. ELORCHA**  
Secretary to the Sanggunian





Republic of the Philippines  
PROVINCE OF LEYTE  
Municipality of Palo

**SANGGUNIANG BAYAN**

**MINUTES OF THE 108<sup>TH</sup> REGULAR SESSION OF THE 2022 SANGGUNIANG BAYAN OF THE MUNICIPALITY OF PALO, PROVINCE OF LEYTE, HELD ON SEPTEMBER 3, 2024, AT THE SANGGUNIANG BAYAN SESSION HALL.**

Present:

Hon. Vice-Mayor Jonathan P. Chiquillo	Presiding Officer
Hon. Andres Ian R. Sevilla	SB Member
Hon. Casimero P. Villas, Jr.	SB Member
Hon. Chiqui Ruth C. Uy	SB Member
Hon. Aaron H. Roca	SB Member
Hon. Felipe T. Ygrubay, Jr.	SB Member
Hon. Antonino C. Hernit	SB Member
Hon. Jan Michelle L. Dolina	SB Member
Hon. Casimero B. Parado II	SB Member
Hon. Gregorio Papoose V. Lantajo, Jr.	President, Liga ng mga Barangay
Hon. Mary Dwell S. Agner	President,PPSK

Absent:

N o n e.

**MUNICIPAL RESOLUTION NO. 2024-131**

**APPROVING THE SUPPLEMENTAL ANNUAL INVESTMENT PROGRAM (AIP) OF THE MUNICIPALITY FOR CALENDAR YEAR 2024 IN THE AMOUNT OF SEVENTEEN MILLION NINE HUNDRED FIFTY THOUSAND PESOS (₱17,950,000.00), PER MUNICIPAL DEVELOPMENT COUNCIL EXECOM RESOLUTION NO. 2024-04.**

NOW, THEREFORE, on motion of Hon. Felipe T. Ygrubay, Jr. and duly seconded by all Sangguniang Bayan Members, be it

RESOLVED, that the Sangguniang Bayan of Palo approve, as it hereby approves the Supplemental Annual Investment Program (AIP) of the municipality for Calendar Year 2024 in the amount of Seventeen Million Nine Hundred Fifty Thousand Pesos (₱17,950,000.00), per Municipal Development Council EXECOM Resolution No. 2024-04;


RESOLVED FINALLY, that copies of this resolution be furnished Hon. Remedios "Matin" L. Petilla, Local Chief Executive; the Municipal Planning and Development Coordinator; the OIC-Municipal Treasurer; the Municipal Accountant; and the Municipal Budget Officer, all of this municipality; and all others concerned for their information and appropriate action.

APPROVED.

CERTIFIED CORRECT:

**BRIAN VALENTE P. ELORCHA**  
Secretary to the Sanggunian

ATTESTED:

  
**JONATHAN P. CHIQUILLO**  
Vice-Mayor  
Presiding Officer



Republic of the Philippines  
Province of Leyte  
Municipality of Palo



**OFFICE OF THE MAYOR**



**BAGONG PILIPINAS**

September 2, 2024

**TO: The Honorable Members of the Sangguniang Bayan**

**THRU: Vice Mayor Jonathan P. Chiquillo**  
Presiding Officer

SANGGUNIANG BAYAN  
PALO, LEYTE  
**RECEIVED**

BY: \_\_\_\_\_  
DATE: 09-02-24

Ladies and Gentlemen:

Please be advised that, by virtue of the authority vested upon me by the Rules of the Sangguniang Bayan of Palo, Leyte, I hereby certify to the urgency of enacting a municipal resolution, with the corresponding appropriation ordinance, granting legislative authorization to the municipality's **Supplemental Budget No. 2 for Calendar Year 2024** in the amount of **Fourteen Million Three Hundred Eighty-Six Thousand Three Hundred Ninety-Two Pesos & 28/100 (Php14,386,392.28)**.

I hereby certify that this be acted upon immediately under the Rules of the Sangguniang Bayan on urgent measures.

Attached herewith is the Local Finance Committee Resolution with accompanying budget documents.

Very truly yours,

  
**REMEDIOS "MATIN" L. PETILLA**  
Municipal Mayor

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Republic of the Philippines  
Province of Leyte  
Municipality of Palo  
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**LOCAL FINANCE COMMITTEE**

EXCERPTS FROM THE MINUTES OF THE MEETING OF THE LOCAL FINANCE COMMITTEE (LFC) HELD AT THE MAYOR'S OFFICE, PALO, LEYTE ON AUGUST 28, 2024 AT 10:00 O'CLOCK IN THE MORNING.

**LOCAL FINANCE COMMITTEE RESOLUTION No. 2024-02**

**RESOLUTION REQUESTING LEGISLATIVE AUTHORIZATION OF THE PROPOSED SUPPLEMENTAL BUDGET NO. 2, CALENDAR YEAR 2024 FROM THE GENERAL FUND FOR THE VARIOUS PRIORITIES OF THE LOCAL GOVERNMENT UNIT OF PALO, LEYTE.**

**WHEREAS**, the Local Government Unit of Palo has available resources for Supplemental Budget No. 2 in the amount of **FOURTEEN MILLION THREE HUNDRED EIGHTY SIX THOUSAND THREE HUNDRED NINETY TWO PESOS & 28/100 (Php 14,386,392.28)**;

**WHEREAS**, the Local Finance Committee proposed for the appropriation of funds for the following programs, projects and activities of the municipality, to wit:

**A. Personnel Services:**

a.1 Salary and Wage increase per SSL VI, 1<sup>st</sup> Tranche  
Implementation per LBC No. 160, dated  
August 12, 2024 and Salary and allowances of the  
Newly Created Positions per Municipal Ordinance  
No. 2024-01 dated February 20, 2024 - Php 6,716,471.89

**Total, Personal Services - Php 6,716,471.89**

**B. Maintenance and Other Operating Expenses:**

b.1 Awards/Rewards Expenses - Php 300,000.00  
b.2 Other Supplies and Materials Expenses - 101,920.39  
b.3 Other Maintenance and Operating Expenses - 700,000.00

**Total, MOOE - Php 1,101,920.39**

**C. Capital Outlay:**

c.1 Other Property, Plant and Equipment - Php 6,455,000.00  
*(Dome Truss with Transparent Cover)*

**Total, Capital Outlay - Php 6,455,000.00**

**D. SPECIAL PURPOSE APPROPRIATION/NON-OFFICE:**

d.1 SPES Program - Php 113,000.00

**Total, SPA/Non-Office - Php 113,000.00**

**TOTAL SUPPLEMENTAL APPROPRIATIONS - Php 14,386,392.28**

**WHEREAS**, there is a need for a supplemental appropriation for the above-mentioned priorities from the General Fund of the Local Government Unit;



**NOW, THEREFORE**, on motion of Ms. Ma. Aleli F. Plazuela, Municipal Budget Officer, duly seconded by Ms. Jayra Mae E. Gamez, OIC Municipal Treasurer;

**RESOLVE**, as it is hereby resolved to request the Sangguniang Bayan for a resolution for reversion of appropriations and legislative authorization of the Supplemental Budget No 2 in the amount of **FOURTEEN MILLION THREE HUNDRED EIGHTY SIX THOUSAND THREE HUNDRED NINETY TWO PESOS & 28/100 (Php 14,386,392.28)**;

**RESOLVED FINALLY**, that copies of this resolution be furnished the Sangguniang Bayan thru the Hon. Municipal Mayor, all of Palo, Leyte, for their appropriate action.

**APPROVED:** August 28, 2024

**LOCAL FINANCE COMMITTEE:**

  
**MA. ALELI F. PLAZUELA**  
Municipal Budget Officer  
Member

  
**JAYRA MAE E. GAMEZ**  
OIC-Municipal Treasurer  
Member

  
**ENGR. ARMAND C. CABALTERA**  
Municipal Planning & Dev. Coordinator  
Chairman

**Approved:**

  
**REMEDIOS "MATIN" L. PETILLA**  
Municipal Mayor

**STATEMENT OF FUNDING SOURCES  
SUPPLEMENTAL BUDGET NO. 2  
Calendar Year 2024**

**PALO, LEYTE**  
Province/City/Municipality

**GENERAL FUND**  
Fund/Special Account

Particulars	Account Classification	Amount
<b>1.0 New Revenue Sources:</b>		
None		
<b>2.0 Actual Collection in Excess of the Estimated Income:</b>		
None		
<b>3.0 Savings:</b>		
None		
<b>4.0 Realignment:</b>		
None		
<b>5.0 Reversion:</b>		
1. Unutilized Appropriations from Salaries of Vacant Positions under Personnel Services from current Annual General Fund Budget <b>(See -attached Annex "A")</b>		7,930,766.00
2. Unutilized Appropriations from Special Purpose Appropriations/Non-Office - Continuing Capital Outlay CY 2022 and Prior Years <b>(See-attached Annex "B")</b>		6,455,626.28
<b>TOTAL FUNDING SOURCES</b>		<b>14,386,392.28</b>

Certified Correct:

We hereby certify to the correctness of the statement of funds available for appropriation.

  
**JAYRA MAE. E. GAMEZ**  
OIC-Municipal Treasurer

  
**LUIS ANTONIO M. NAPOLES**  
Municipal Accountant

8.28.2024  
Date

8.28.2024  
Date



Republic of the Philippines  
Province of Leyte  
Municipality of Palo  
-oo0oo-



## CERTIFICATION

**THIS IS TO CERTIFY** that funds are available for the funding of Supplemental Appropriations for Supplemental Budget No. 2, Calendar Year 2024 of the Municipality of Palo, Leyte in the amount of **Fourteen Million Three Hundred Eighty Six Thousand Three Hundred Ninety Two Pesos & 28/100 (Php 14,386,392.28)**;

**THAT**, the said funds are taken from the unutilized appropriation from salaries of vacant positions under Personnel Services from the current General Fund Budget and from unutilized appropriations from Special Purpose Appropriations/Non Office Expenditures – Continuing Capital Outlay from CY 2022 and 2021 Prior Year's, to wit:


<b>Personnel Services</b>	
Salaries from Vacant Positions	- Php 7,930,766.00
<b>Special Purpose Appropriations/Non-Office</b>	
Continuing Capital Outlay from CY 2022 and Prior Years	- <u>6,455,626.28</u>
<b>Total Available Funding Sources</b>	Php <u>14,386,392.28</u>

**FURTHER**, that the above-mentioned funding sources are subject for reversion to Personnel Services for the implementation of salary and wage increase per LBC No. 160 dated August 12, 2024; funding of salaries and allowances for the newly created positions per Municipal Ordinance No. 2024-01 dated February 20, 2024; and additional funding for Maintenance and Other Operating Expenses and Capital Outlay;

**ISSUED** this 28<sup>th</sup> day of August 2024, Palo, Leyte.

  
**LUIS ANTONIO M. NAPOLES**  
Municipal Accountant

  
**JAYRA MAE E. GAMEZ**  
OIC-Municipal Treasurer

  
**MA. ARELI F. PLAZUELA**  
Municipal Budget Officer

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**STATEMENT OF UNUTILIZED APPROPRIATIONS OF SALARIES FROM VACANT POSITIONS**  
**From January 1 to August 31, 2024**

PARTICULARS	Salary Grade	PLANTILLA ITEM NUMBER	BASIC SALARY (ANNUAL)	UNUTILIZED APPROPRIATION	
				AMOUNT	(Months Covered)
<b>OFFICE OF THE MAYOR:</b>					
Senior Administrative Assistant III ( Private Secretary)	SG-15/Step 1	2	351,540.00	29,295.00	January
Administrative Aide IV (Clerk II)	SG-4/Step 1	3	149,628.00	99,752.00	January - August
Librarian I	SG-11/Step 1	7	259,200.00	172,800.00	January - August
Administrative Aide I (Utility Worker)	SG-1/Step 1	10	124,800.00	52,000.00	January - May
Administrative Officer V (Administrative Officer III)	SG-18Step 1	11_A	448,560.00	112,140.00	January - March
Senior Tourism Culture & the Arts	SG-18Step 1	11-F	448,560.00	299,040.00	January - August
Cemetery Caretaker	SG--2/Step 1	11-P	132,660.00	22,110.00	January - February
Parking Aide I	SG--2/Step 1	11-Q	132,660.00	22,110.00	January - February
Construction and Maintenance Man	SG--2/Step 1	11-R	132,660.00	22,110.00	January - February
Construction and Maintenance Man	SG--2/Step 1	11-S	132,660.00	22,110.00	January - February
Administrative Aide II (Messenger)	SG--2/Step 1	11-T	132,660.00	22,110.00	January - February
Administrative Aide II (Messenger)	SG--2/Step 1	11-U	132,660.00	22,110.00	January - February
Metro Aide I	SG--2/Step 1	11-V	132,660.00	22,110.00	January - February
Metro Aide I	SG--2/Step 1	11-W	132,660.00	22,110.00	January - February
Metro Aide I	SG--2/Step 1	11-X	132,660.00	22,110.00	January - February
Metro Aide I	SG--2/Step 1	11-Y	132,660.00	22,110.00	January - February
Administrative Aide II (Reproduction Machine Operator I)	SG--2/Step 1	11-Z	132,660.00	22,110.00	January - February
Administrative Aide II (Reproduction Machine Operator I)	SG--2/Step 1	11-AA	132,660.00	22,110.00	January - February
Administrative Aide II (Bookbinder I)	SG--2/Step 1	11-AB	132,660.00	22,110.00	January - February
Administrative Aide II (Bookbinder I)	SG--2/Step 1	11-AC	132,660.00	22,110.00	January - February
Administrative Aide I (Laborer I)	SG-1/Step 1	11-AD	124,800.00	52,000.00	January - May
Administrative Aide I (Laborer I)	SG-1/Step 1	11-AE	124,800.00	52,000.00	January - May
Administrative Aide I (Laborer I)	SG-1/Step 1	11-AF	124,800.00	52,000.00	January - May
Administrative Aide I (Utility Worker I)	SG-1/Step 1	11-AG	124,800.00	52,000.00	January - May
Administrative Aide I (Utility Worker I)	SG-1/Step 1	11-AH	124,800.00	52,000.00	January - May
<b>TOTAL, OFFICE OF THE MAYOR</b>				<b>1,334,567.00</b>	

PARTICULARS	SG--2/Step 1	PLANTILLA ITEM NUMBER	BASIC SALARY (ANNUAL)	UNUTILIZED APPROPRIATION	
				AMOUNT	(Months Covered)
<b>OFFICE OF THE VICE-MAYOR:</b>					
Administrative Aide I (Utility Worker I)	SG/1-Step 1	14-A	124,800.00	83,200.00	January - August
Administrative Aide II (Messenger)	SG-2/Step 1	14-B	132,660.00	22,110.00	January - February
Administrative Aide III (Clerk I)	SG-3/Step 1	14-C	140,904.00	23,484.00	January - February
<b>TOTAL, OFFICE OF THE VICE-MAYOR</b>				<b>128,794.00</b>	
<b>OFFICE OF THE SANGGUNIANG BAYAN:</b>					
Board Secretary I	SG-14/Step 1	25	324,888.00	54,148.00	January - February
<b>TOTAL, OFFICE OF THE SANGGUNIANG BAYAN</b>				<b>54,148.00</b>	
<b>OFFICE OF THE SECRETARY TO THE SANGGUNIANG BAYAN:</b>					
Administrative Aide I (Utility Worker I)	SG-1/Step 1	27-A	124,800.00	83,200.00	January - August
Administrative Aide II (Messenger)	SG-2/Step 1	27-B	132,660.00	88,440.00	January - August
Administrative Aide III (Clerk I)	SG-3/Step 1	27-C	140,904.00	93,936.00	January - August
Administrative Aide III (Clerk I)	SG-3/Step 1	27-D	140,904.00	93,936.00	January - August
<b>TOTAL, OFFICE OF THE SECRETARY T THE SANGGUNIANG BAYAN</b>				<b>359,512.00</b>	
<b>OFFICE OF THE MPDC:</b>					
Senior Environmental Management Specialist	SG-18/Step 1	29-A	448,560.00	299,040.00	January - August
Administrative Aide II (Messenger)	SG-2/Step 1	29-B	132,660.00	22,110.00	January - February
Administrative Aide I (Utility Worker I)	SG/1-Step 1	29-C	124,800.00	52,000.00	January - May
<b>TOTAL, OFFICE OF THE MPDC</b>				<b>373,150.00</b>	
<b>OFFICE OF THE MUNICIPAL CIVIL REGISTRAR</b>					
Administrative Aide II (Reproduction Machine Operator I)	SG--2/Step 1	32-A	132,660.00	22,110.00	January - February
Administrative Aide I (Utility Worker I)	SG/1-Step 1	32-B	124,800.00	52,000.00	January - May
<b>TOTAL, OFFICE OF THE MUNICIPAL CIVIL REGISTRAR</b>				<b>74,110.00</b>	



PARTICULARS	Salary Grade	PLANTILLA ITEM NUMBER	BASIC SALARY (ANNUAL)	UNUTILIZED APPROPRIATION	
				AMOUNT	(Months Covered)
<b>OFFICE OF THE MUNICIPAL BUDGET OFFICER:</b>					
Administrative Aide IV (Budgeting Aide)	SG-4/Step 2	38-A	150,780.00	37,695.00	June - August
Administrative Aide II (Reproduction Machine Operator I)	SG--2/Step 1	38-B	132,660.00	22,110.00	January - February
Administrative Aide I (Utility Worker I)	SG/1-Step 1	38-C	124,800.00	52,000.00	January - May
<b>TOTAL, OFFICE OF THE MUNICIPAL BUDGET OFFICER</b>				<b>111,805.00</b>	
<b>OFFICE OF THE MUNICIPAL ACCOUNTANT</b>					
Administrative Aide IV (Accounting Clerk I)	SG-4/Step 1	43-A	149,628.00	99,752.00	January - August
Administrative Aide II (Bookbinder)	SG-2/Step 1	43-B	132,660.00	22,110.00	January - February
Administrative Aide I (Utility Worker I)	SG/1-Step 1	43-C	124,800.00	52,000.00	January - May
<b>TOTAL, OFFICE OF THE MUNICIPAL ACCOUNTANT</b>				<b>173,862.00</b>	
<b>OFFICE OF THE MUNICIPAL TREASURER:</b>					
Revenue Collection Clerk I	SG-5//Step 8	50	167,544.00	97,734.00	February-August
Revenue Collection Clerk I	SG-5/Step 1	52	158,808.00	105,872.00	January - August
Revenue Collection Clerk I	SG-5/Step 1	55	158,808.00	105,872.00	January - August
Administrative Aide II (Messenger)	SG--2/Step 1	56-F	132,660.00	22,110.00	January - February
Administrative Aide II (Reproduction Machine Operator I)	SG--2/Step 1	56-G	132,660.00	22,110.00	January - February
Administrative Aide II (Bookbinder)	SG--2/Step 1	56-H	132,660.00	22,110.00	January - February
Administrative Aide I (Utility Worker I)	SG/1-Step 1	56-I	124,800.00	52,000.00	January - May
<b>TOTAL, OFFICE OF THE MUNICIPAL TREASURER</b>				<b>427,808.00</b>	
<b>OFFICE OF THE MUNICIPAL ASSESSOR:</b>					
Assessment Clerk I	SG-4/Step 1	59	149,628.00	99,752.00	January - August
Assessment Clerk I	SG-4/Step 1	62	149,628.00	99,752.00	January - August
Administrative Aide II (Messenger)	SG-2/Step 1	63-A	132,660.00	22,110.00	January - February
Administrative Aide II (Utility Worker)	SG-1/Step 1	63-B	124,800.00	52,000.00	January - May
<b>TOTAL, OF THE MUNICIPAL ASSESSOR:</b>				<b>273,614.00</b>	

PARTICULARS	Salary Grade	PLANTILLA ITEM NUMBER	BASIC SALARY (ANNUAL)	UNUTILIZED APPROPRIATION	
				AMOUNT	(Months Covered)
<b>OFFICE OF THE MUNICIPAL HEALTH OFFICER:</b>					
Sanitation Inspector II	SG-8/Step 1	80	236,928.00	157,952.00	January - August
Midwife II	SG-11/Step 1	85	324,000.00	216,000.00	January - August
Midwife II	SG-11/Step 1	90	324,000.00	216,000.00	January - August
Radiologic Technologist I	SG-11/Step 1	96	324,000.00	216,000.00	January - August
Medical Technologist	SG-11/Step 1	97	324,000.00	216,000.00	January - August
Laboratory Aide I	SG-2/Step 1	98	165,828.00	27,638.00	January - February
Administrative Aide I (Laborer I)	SG-1/Step 1	99	156,000.00	65,000.00	January - May
Administrative Aide I (Laborer I)	SG-1/Step 1	100	156,000.00	65,000.00	January - May
Administrative Aide I (Utility Worker I)	SG-1/Step 1	101	156,000.00	65,000.00	January - May
<b>TOTAL, OFFICE OF THE MUNICIPAL HEALTH OFFICER</b>				<b>1,244,590.00</b>	
<b>OFFICE OF THE MUNICIPAL SOCIAL WELFARE &amp; DEV'T. OFFICER:</b>					
Social Welfare Officer I	SG-11/Step 1	68-A	259,200.00	172,800.00	January - August
Administrative Aide II (Messenger)	SG-2/Step 1	68-B	132,660.00	55,275.00	January - May
Administrative II (Reproduction Machine Operator I)	SG-2/Step 1	68-C	132,660.00	55,275.00	January - May
Administrative Aide II (Bookbinder)	SG-2/Step 1	68-D	132,660.00	22,110.00	January - February
Administrative Aide I (Laborer I)	SG-1/Step 1	68-E	124,800.00	52,000.00	January - May
Administrative Aide I (Laborer I)	SG-1/Step 1	68-F	124,800.00	52,000.00	January - May
Administrative Aide I (Utility Worker I)	SG-1/Step 1	68-G	124,800.00	52,000.00	January - May
Administrative Aide I (Utility Worker I)	SG-1/Step 1	68-H	124,800.00	52,000.00	January - May
<b>TOTAL, OFFICE OF THE MSWD</b>				<b>513,460.00</b>	
<b>OFFICE OF THE MUNICIPAL AGRICULTURE:</b>					
Supervising Agriculturist	SG-22/Step 1	69	686,508.00	457,672.00	January - August
Municipal Agriculture Officer	SG-20/Step 1	70	550,536.00	367,024.00	January - August
Agricultural Technologist	SG-10/Step 1	71	222,492.00	148,328.00	January - August
Agricultural Technologist	SG-10/Step 1	74	222,492.00	148,328.00	January - August
Agricultural Technologist	SG-10/Step 1	75	222,492.00	148,328.00	January - August
Agricultural Technologist	SG-10/Step 1	76	222,492.00	148,328.00	January - August

PARTICULARS	Salary Grade	PLANTILLA ITEM NUMBER	BASIC SALARY (ANNUAL)	UNUTILIZED APPROPRIATION	
				AMOUNT	(Months Covered)
Farm Worker I	SG-2/Step 1	76-A	132,660.00	22,110.00	January - February
Adminstrative Aide I (Laborer I)	SG-1/Step 1	76-B	124,800.00	52,000.00	January - May
Adminstrative Aide I (Laborer I)	SG-1/Step 1	76-C	124,800.00	52,000.00	January - May
Adminstrative Aide I (Laborer I)	SG-1/Step 1	76-D	124,800.00	52,000.00	January - May
Adminstrative Aide I (Laborer I)	SG-1/Step 1	76-E	124,800.00	52,000.00	January - May
Adminstrative Aide I (Utility Worker I)	SG-1/Step 1	76-F	124,800.00	52,000.00	January - May
<b>TOTAL, OFFICE OF THE MUNICIPAL AGRICULTURE</b>				<b>1,700,118.00</b>	
<b>OFFICE OF THE MUNICIPAL ENGINEER:</b>					
Engineer I	SG-16/Step 1	33-A	380,856.00	253,904.00	January - August
Architect I	SG-12/Step 1	35-A	279,984.00	46,664.00	January - February
Administrative Aide II (Messenger)	SG-2/Step 1	35-B	132,660.00	22,110.00	January - February
Adminstrative II (Reproduction Machine Operator I)	SG-2/Step 1	35-C	132,660.00	22,110.00	January - February
Administrative Aide II (Bookbinder)	SG-2/Step 1	35-D	132,660.00	22,110.00	January - February
Adminstrative Aide I (Laborer I)	SG-1/Step 1	35-E	124,800.00	52,000.00	January - May
Adminstrative Aide I (Laborer I)	SG-1/Step 1	35-F	124,800.00	52,000.00	January - May
Adminstrative Aide I (Laborer I)	SG-1/Step 1	35-G	124,800.00	52,000.00	January - May
Adminstrative Aide I (Laborer I)	SG-1/Step 1	35-H	124,800.00	52,000.00	January - May
Adminstrative Aide I (Utility Worker I)	SG-1/Step 1	35-I	124,800.00	52,000.00	January - May
<b>TOTAL, OFFICE OF THE MUNICIPAL ENGINEER</b>				<b>626,898.00</b>	
<b>OFFICE OF THE MARKET AND SLAUGHTERHOUSE:</b>					
Administrative Aide II (Messenger)	SG-2/Step 1	13-A	132,660.00	22,110.00	January - February
Watchman	SG-2/Step 1	13-B	132,660.00	22,110.00	January - February
Watchman	SG-2/Step 1	13-C	132,660.00	22,110.00	January - February
Adminstrative Aide I (Laborer I)	SG-1/Step 1	13-D	124,800.00	52,000.00	January - May
Adminstrative Aide I (Laborer I)	SG-1/Step 1	13-E	124,800.00	52,000.00	January - May
Adminstrative Aide I (Laborer I)	SG-1/Step 1	13-F	124,800.00	52,000.00	January - May
Adminstrative Aide I (Laborer I)	SG-1/Step 1	13-G	124,800.00	52,000.00	January - May

PARTICULARS	Salary Grade	PLANTILLA ITEM NUMBER	BASIC SALARY (ANNUAL)	UNUTILIZED APPROPRIATION	
				AMOUNT	(Months Covered)
Adminstrative Aide I (Laborer I)	SG-1/Step 1	13-H	124,800.00	52,000.00	January - May
Adminstrative Aide I (Utility Worker I)	SG-1/Step 1	13-I	124,800.00	52,000.00	January - May
Adminstrative Aide I (Utility Worker I)	SG-1/Step 1	13-J	124,800.00	52,000.00	January - May
Adminstrative Aide I (Utility Worker I)	SG-1/Step 1	13-K	124,800.00	52,000.00	January - May
Adminstrative Aide I (Utility Worker I)	SG-1/Step 1	13-L	124,800.00	52,000.00	January - May
<b>TOTAL, OFFICE OF THE MARKET AND SLAUGHTERHOUSE</b>				<b>534,330.00</b>	
<b>GRAND TOTAL (TOTAL AMOUNT OF UNUTILIZED SALARY APPROPRIATIONS)</b>				<b>7,930,766.00</b>	

Prepared by:

  
**ALLAN P. CHAVERO**  
 HRMO I

Certified Correct:

  
**MA. ALELI F. PLAZUELA**  
 Municipal Budget Officer

Approved:

  
**RÉMEDIOS "MATIN" L. PETILLA**  
 Municipal Mayor

**Statement of Unutilized Appropriations from Non-Office - Continuing Capital Outlay  
Calendar Year 2024**

<u>Project/Programs/Activities</u>	<u>Year</u>	<u>Balances of Unutilized Appro.</u> (Amounts in Pesos)
<b>GENERAL SERVICES</b>		
Establishment of Sanitary Landfill & Facilities (Phase II)	2022	33,466.07
Improvement of Parks & Plaza	2022	115,882.00
Bamboo Parks Program	2022	2,505,895.03
<b>TOTAL, GENERAL SERVICES</b>		<b>2,655,243.10</b>
<b>SOCIAL SERVICES</b>		
Local Counterpart Contribution (Counterpart Fund for KALAH-CIDDS)		33,001.00
Counterpart Fund for KALAH-CIDDS - IT Equipment	2022	8,890.00
Counterpart Fund for KALAH-CIDDS - Furniture & Fixtures	2022	25,000.00
Women and Children Crisis Center (Castilla)	2022	1,987,500.00
Procurement of IT Equipment	Prior Years	414,010.00
<b>TOTAL, SOCIAL SERVICES</b>		<b>2,468,401.00</b>
<b>ECONOMIC SERVICES</b>		
Maintenance of Municipal Cemetery	2022	873,435.72
Construction & Improvement of Sidewalk & Road (CY 2019)	Prior Years	458,546.46
<b>TOTAL, ECONOMIC SERVICES</b>		<b>1,331,982.18</b>
<b>GRAND TOTAL</b>		<b>6,455,626.28</b>

Prepared by:

Approved:

  
**MA. ALEJI F. PLAZUELA**  
Municipal Budget Officer

  
**LUIS ANTONIO M. NAPOLES**  
Municipal Accountant

  
**REMEDIOS "MATIN" L. PETILLA**  
Municipal Mayor



**STATEMENT OF SUPPLEMENTAL APPROPRIATIONS**  
**Province of Leyte**  
**Municipality of Palo**

**SUPPLEMENTAL BUDGET NO. 2, Calendar Year 2024**

Implementing Office	Particulars/Purpose	AIP Reference Code	Object of Expenditure	Account Code	Amount
<b>1011 Mayor's Office</b>	1. Salary and wage increase, year end bonus differential, premiums and contributions (SSL VI, 1st Tranche Implementation)	<b>1000-001</b>	<b>PERSONNEL SERVICES</b>		
			Salaries	5-01-01-010	56,825.00
			Wages	5-01-01-020	78,440.00
			Year End Bonus	5-01-02-140	27,053.00
			Ret. & Life Insurance Prens.	5-01-03-010	16,231.80
			Pag-ibig Contributions	5-01-03-020	2,705.30
			PhilHealth Contributions	5-01-03-030	3,381.63
	<b>TOTAL PS</b>				<b>184,636.73</b>
	2. Incentive to topnochers in National Board/ Bar Examination and to graduating students w/ the highest honor in public and private ES/HS 3. Add'l..provision for Other Supplies & Materials 4. Add'l. provision for Other Main. & Oper. Exp.	<b>1000-001</b>	<b>MOOE</b>		
			Awards/Rewards Expenses	5-02-06-010	300,000.00
Other Supplies and Materials			5-02-03-990	101,920.39	
Other Main. and Operating Exp.			5-02-99-990	700,000.00	
<b>TOTAL MOOE</b>				<b>1,101,920.39</b>	
3. Supply/Delivery of Dome Truss with Transparent Cover	<b>8000-003-36</b>	<b>CAPITAL OUTLAY</b>			
		Other Property, Plant and Equipment	1-07-99-990	6,455,000.00	
		<b>TOTAL CAPITAL OUTLAY</b>			
<b>TOTAL APPROPRIATIONS</b>				<b>7,741,557.12</b>	
<b>Municipal Administrator</b>	1. Salary and wage increase, year end bonus differential, premiums and contributions (SSL VI, 1st Tranche Implementation)	<b>1000-019</b>	<b>PERSONNEL SERVICES</b>		
			Salaries	5-01-01-010	11,510.00
			Wages	5-01-01-020	-
			Year End Bonus	5-01-02-140	2,302.00
			Ret. & Life Insurance Prens.	5-01-03-010	1,381.20
			Pag-ibig Contributions	5-01-03-020	230.20
			PhilHealth Contributions	5-01-03-030	287.75
			<b>TOTAL PS</b>		
<b>TOTAL APPROPRIATIONS</b>				<b>15,711.15</b>	
<b>Administrative &amp; Human Resource</b>	1. Salary and wage increase, year end bonus differential, premiums and contributions (SSL VI, 1st Tranche Implementation)	<b>1000-020</b>	<b>PERSONNEL SERVICES</b>		
			Salaries	5-01-01-010	21,700.00
			Wages	5-01-01-020	-
			Year End Bonus	5-01-02-140	4,340.00
			Ret. & Life Insurance Prens.	5-01-03-010	2,604.00
			Pag-ibig Contributions	5-01-03-020	434.00
			PhilHealth Contributions	5-01-03-030	542.50
			<b>TOTAL PS</b>		
<b>TOTAL APPROPRIATIONS</b>				<b>29,620.50</b>	
<b>Business &amp; Licensing</b>	1. Salary and wage increase, year end bonus differential, premiums and contributions (SSL VI, 1st Tranche Implementation) 2. Salary, allowance, year end bonus, premiums and contributions of newly created positions	<b>1000-021</b>	<b>PERSONNEL SERVICES</b>		
			Salaries	5-01-01-010	114,050.00
			Wages	5-01-01-020	-
			PERA	5-01-02-010	10,000.00
			Year End Bonus	5-01-02-140	22,810.00
			Cash Gift	5-01-02-150	5,000.00
			Ret. & Life Insurance Prens.	5-01-03-010	13,686.00
			Pag-ibig Contributions	5-01-03-020	2,281.00
			PhilHealth Contributions	5-01-03-030	2,851.25
			ECC Contributions	5-01-03-040	500.00
<b>TOTAL PS</b>				<b>171,178.25</b>	
<b>TOTAL APPROPRIATIONS</b>				<b>171,178.25</b>	

Implementing Office	Particulars/Purpose	AIP Reference Code	Object of Expenditure	Account Code	Amount			
Economic Dev. & Investment Promotion	1. Salary and wage increase, year end bonus differential, premiums and contributions (SSL VI, 1st Tranche Implementation) 2. Salary, allowance, year end bonus, premiums and contributions of newly created positions	1000-022	<b>PERSONNEL SERVICES</b>					
			Salaries	5-01-01-010	114,050.00			
			Wages	5-01-01-020	-			
			PERA	5-01-02-010	10,000.00			
			Year End Bonus	5-01-02-140	22,810.00			
			Cash Gift	5-01-02-150	5,000.00			
			Ret. & Life Insurance Prem.	5-01-03-010	13,686.00			
			Pag-ibig Contributions	5-01-03-020	2,281.00			
			PhilHealth Contributions	5-01-03-030	2,851.25			
			ECC Contributions	5-01-03-040	500.00			
<b>TOTAL PS</b>					<b>171,178.25</b>			
<b>TOTAL APPROPRIATIONS</b>					<b>171,178.25</b>			
General Services Section	1. Salary and wage increase, year end bonus differential, premiums and contributions (SSL VI, 1st Tranche Implementation)	1000-023	<b>PERSONNEL SERVICES</b>					
			Salaries	5-01-01-010	33,450.00			
			Wages	5-01-01-020	-			
			Year End Bonus	5-01-02-140	6,690.00			
			Ret. & Life Insurance Prem.	5-01-03-010	4,014.00			
			Pag-ibig Contributions	5-01-03-020	669.00			
			PhilHealth Contributions	5-01-03-030	836.25			
			<b>TOTAL PS</b>					<b>45,659.25</b>
			<b>TOTAL APPROPRIATIONS</b>					<b>45,659.25</b>
			Housing & Homesite Regulations	1. Salary and wage increase, year end bonus differential, premiums and contributions (SSL VI, 1st Tranche Implementation) 2. Salary, allowance, year end bonus, premiums and contributions of newly created positions	1000-024	<b>PERSONNEL SERVICES</b>		
Salaries	5-01-01-010	114,050.00						
Wages	5-01-01-020	-						
PERA	5-01-02-010	10,000.00						
Year End Bonus	5-01-02-140	22,810.00						
Cash Gift	5-01-02-150	5,000.00						
Ret. & Life Insurance Prem.	5-01-03-010	13,686.00						
Pag-ibig Contributions	5-01-03-020	2,281.00						
PhilHealth Contributions	5-01-03-030	2,851.25						
ECC Contributions	5-01-03-040	500.00						
<b>TOTAL PS</b>					<b>171,178.25</b>			
<b>TOTAL APPROPRIATIONS</b>					<b>171,178.25</b>			
Information Tech. and Sound System	1. Salary and wage increase, year end bonus differential, premiums and contributions (SSL VI, 1st Tranche Implementation) 2. Salary, allowance, year end bonus, premiums and contributions of newly created positions	1000-025	<b>PERSONNEL SERVICES</b>					
			Salaries	5-01-01-010	114,050.00			
			Wages	5-01-01-020	-			
			PERA	5-01-02-010	10,000.00			
			Year End Bonus	5-01-02-140	22,810.00			
			Cash Gift	5-01-02-150	5,000.00			
			Ret. & Life Insurance Prem.	5-01-03-010	13,686.00			
			Pag-ibig Contributions	5-01-03-020	2,281.00			
			PhilHealth Contributions	5-01-03-030	2,851.25			
			ECC Contributions	5-01-03-040	500.00			
<b>TOTAL PS</b>					<b>171,178.25</b>			
<b>TOTAL APPROPRIATIONS</b>					<b>171,178.25</b>			
Livelihood & Coop. Dev't, Program	1. Salary and wage increase, year end bonus differential, premiums and contributions (SSL VI, 1st Tranche Implementation) 2. Salary, allowance, year end bonus, premiums and contributions of newly created positions	1000-026	<b>PERSONNEL SERVICES</b>					
			Salaries	5-01-01-010	101,120.00			
			Wages	5-01-01-020	-			
			PERA	5-01-02-010	10,000.00			
			Year End Bonus	5-01-02-140	20,224.00			
			Cash Gift	5-01-02-150	5,000.00			
			Ret. & Life Insurance Prem.	5-01-03-010	12,134.40			
			Pag-ibig Contributions	5-01-03-020	2,022.40			
			PhilHealth Contributions	5-01-03-030	2,528.00			
			ECC Contributions	5-01-03-040	500.00			
<b>TOTAL PS</b>					<b>153,528.80</b>			
<b>TOTAL APPROPRIATIONS</b>					<b>153,528.80</b>			

Implementing Office	Particulars/Purpose	AIP Reference Code	Object of Expenditure	Account Code	Amount
<b>Economic, Ent. Dev't. Mgt. Unit</b>	1. Salary and wage increase, year end bonus differential, premiums and contributions (SSL VI, 1st Tranche Implementation)	<b>1000-027</b>	<b>PERSONNEL SERVICES</b>		
			Salaries	5-01-01-010	35,725.00
			Wages	5-01-01-020	21,200.00
			Year End Bonus	5-01-02-140	11,385.00
			Ret. & Life Insurance Prens.	5-01-03-010	6,831.00
			Pag-ibig Contributions	5-01-03-020	1,138.50
			PhilHealth Contributions	5-01-03-030	1,423.13
			<b>TOTAL PS</b>		<b>77,702.63</b>
			<b>TOTAL APPROPRIATIONS</b>		<b>77,702.63</b>
<b>Public Employment Service Office</b>	1. Salary and wage increase, year end bonus differential, premiums and contributions (SSL VI, 1st Tranche Implementation) 2. Salary, allowance, year end bonus, premiums and contributions of newly created positions	<b>1000-028</b>	<b>PERSONNEL SERVICES</b>		
			Salaries	5-01-01-010	215,490.00
			Wages	5-01-01-020	-
			PERA	5-01-02-010	10,000.00
			Year End Bonus	5-01-02-140	43,098.00
			Cash Gift	5-01-02-150	5,000.00
			Ret. & Life Insurance Prens.	5-01-03-010	25,858.80
			Pag-ibig Contributions	5-01-03-020	4,309.80
			PhilHealth Contributions	5-01-03-030	5,387.25
			ECC Contributions	5-01-03-040	500.00
			<b>TOTAL APPROPRIATIONS</b>		<b>309,643.85</b>
<b>Environment and Solid Waste Mgt. Office</b>	1. Salary and wage increase, year end bonus differential, premiums and contributions (SSL VI, 1st Tranche Implementation)	<b>1000-029</b>	<b>PERSONNEL SERVICES</b>		
			Salaries	5-01-01-010	9,160.00
			Wages	5-01-01-020	-
			Year End Bonus	5-01-02-140	1,832.00
			Ret. & Life Insurance Prens.	5-01-03-010	1,099.20
			Pag-ibig Contributions	5-01-03-020	183.20
			PhilHealth Contributions	5-01-03-030	229.00
			<b>TOTAL APPROPRIATIONS</b>		<b>12,503.40</b>
<b>Tourism, Culture, Arts, Media, Youth and Sports Dev.</b>	1. Salary and wage increase, year end bonus differential, premiums and contributions (SSL VI, 1st Tranche Implementation) 2. Salary, allowance, year end bonus, premiums and contributions of newly created positions	<b>1000-030</b>	<b>PERSONNEL SERVICES</b>		
			Salaries	5-01-01-010	112,735.00
			Wages	5-01-01-020	-
			PERA	5-01-02-010	10,000.00
			Year End Bonus	5-01-02-140	22,547.00
			Cash Gift	5-01-02-150	5,000.00
			Ret. & Life Insurance Prens.	5-01-03-010	13,528.20
			Pag-ibig Contributions	5-01-03-020	2,254.70
			PhilHealth Contributions	5-01-03-030	2,818.38
			ECC Contributions	5-01-03-040	500.00
			<b>TOTAL PS</b>		<b>169,383.28</b>
			<b>TOTAL APPROPRIATIONS</b>		<b>169,383.28</b>
<b>Municipal Disaster Risk Reduction Mgt. Office</b>	1. Salary and wage increase, year end bonus differential, premiums and contributions (SSL VI, 1st Tranche Implementation) 2. Salary, allowance, year end bonus, premiums and contributions of newly created positions	<b>1000-031</b>	<b>PERSONNEL SERVICES</b>		
			Salaries	5-01-01-010	998,530.00
			Wages	5-01-01-020	-
			PERA	5-01-02-010	80,000.00
			Representation Allowance	5-01-02-020	27,200.00
			Transportation Allowance	5-01-02-030	27,200.00
			Year End Bonus	5-01-02-140	199,706.00
			Cash Gift	5-01-02-150	40,000.00
			Ret. & Life Insurance Prens.	5-01-03-010	119,823.60
			Pag-ibig Contributions	5-01-03-020	19,970.60
			PhilHealth Contributions	5-01-03-030	24,963.25
			ECC Contributions	5-01-03-040	4,000.00
			<b>TOTAL PS</b>		<b>1,541,393.45</b>
			<b>TOTAL APPROPRIATIONS</b>		<b>1,541,393.45</b>



Implementing Office	Particulars/Purpose	AIP Reference Code	Object of Expenditure	Account Code	Amount
1016 Municipal Vice-Mayor	1. Salary and wage increase, year end bonus differential, premiums and contributions (SSL VI, 1st Tranche Implementation)	1000-002	<b>PERSONNEL SERVICES</b>		
			Salaries	5-01-01-010	24,755.00
			Wages	5-01-01-020	-
			Year End Bonus	5-01-02-140	4,951.00
			Ret. & Life Insurance Prems.	5-01-03-010	2,970.60
			Pag-ibig Contributions	5-01-03-020	495.10
			PhilHealth Contributions	5-01-03-030	618.88
			<b>TOTAL PS</b>		<b>33,790.58</b>
			<b>TOTAL APPROPRIATIONS</b>		<b>33,790.58</b>
1021 Sangguniang Bayan	1. Salary and wage increase, year end bonus differential, premiums and contributions (SSL VI, 1st Tranche Implementation) 2. Salary, allowance, year end bonus, premiums and contributions of newly created positions	1000-002	<b>PERSONNEL SERVICES</b>		
			Salaries	5-01-01-010	456,635.00
			Wages	5-01-01-020	-
			PERA	5-01-02-010	50,000.00
			Year End Bonus	5-01-02-140	91,327.00
			Cash Gift	5-01-02-150	25,000.00
			Ret. & Life Insurance Prems.	5-01-03-010	54,796.20
			Pag-ibig Contributions	5-01-03-020	9,132.70
			PhilHealth Contributions	5-01-03-030	11,415.88
			ECC Contributions	5-01-03-040	2,500.00
			<b>TOTAL APPROPRIATIONS</b>		<b>700,806.78</b>
1022 Secretary to the Sangguniang	1. Salary and wage increase, year end bonus differential, premiums and contributions (SSL VI, 1st Tranche Implementation)	1000-002	<b>PERSONNEL SERVICES</b>		
			Salaries	5-01-01-010	25,380.00
			Wages	5-01-01-020	10,600.00
			Year End Bonus	5-01-02-140	7,196.00
			Ret. & Life Insurance Prems.	5-01-03-010	4,317.60
			Pag-ibig Contributions	5-01-03-020	719.60
			PhilHealth Contributions	5-01-03-030	899.50
			<b>TOTAL APPROPRIATIONS</b>		<b>49,112.70</b>
1041 Municipal Planning and Dev. Office	1. Salary and wage increase, year end bonus differential, premiums and contributions (SSL VI, 1st Tranche Implementation) 2. Salary, allowance, year end bonus, premiums and contributions of newly created positions	1000-003	<b>PERSONNEL SERVICES</b>		
			Salaries	5-01-01-010	210,915.00
			Wages	5-01-01-020	2,120.00
			PERA	5-01-02-010	20,000.00
			Year End Bonus	5-01-02-140	42,607.00
			Cash Gift	5-01-02-150	10,000.00
			Ret. & Life Insurance Prems.	5-01-03-010	25,564.20
			Pag-ibig Contributions	5-01-03-020	4,260.70
			PhilHealth Contributions	5-01-03-030	5,325.88
			ECC Contributions	5-01-03-040	1,000.00
			<b>TOTAL PS</b>		<b>321,792.78</b>
			<b>TOTAL APPROPRIATIONS</b>		<b>321,792.78</b>
1051 Municipal Civil Registrar	1. Salary and wage increase, year end bonus differential, premiums and contributions (SSL VI, 1st Tranche Implementation) 2. Salary, allowance, year end bonus, premiums and contributions of newly created positions.	1000-005	<b>PERSONNEL SERVICES</b>		
			Salaries	5-01-01-010	238,010.00
			Wages	5-01-01-020	4,240.00
			PERA	5-01-02-010	20,000.00
			Year End Bonus	5-01-02-140	48,450.00
			Cash Gift	5-01-02-150	10,000.00
			Ret. & Life Insurance Prems.	5-01-03-010	29,070.00
			Pag-ibig Contributions	5-01-03-020	4,845.00
			PhilHealth Contributions	5-01-03-030	6,056.25
			ECC Contributions	5-01-03-040	1,000.00
			<b>TOTAL PS</b>		<b>361,671.25</b>
			<b>TOTAL APPROPRIATIONS</b>		<b>361,671.25</b>

Implementing Office	Particulars/Purpose	AIP Reference Code	Object of Expenditure	Account Code	Amount
1071 Municipal Budget Officer	1. Salary and wage increase, year end bonus differential, premiums and contributions (SSL VI, 1st Tranche Implementation)	1000-006	<b>PERSONNEL SERVICES</b>		
			Salaries	5-01-01-010	142,615.00
			Wages	5-01-01-020	2,120.00
			Year End Bonus	5-01-02-140	28,947.00
			Ret. & Life Insurance Prem.	5-01-03-010	17,368.20
			Pag-ibig Contributions	5-01-03-020	2,894.70
			PhilHealth Contributions	5-01-03-030	3,618.38
			<b>TOTAL PS</b>		<b>197,563.28</b>
			<b>TOTAL APPROPRIATIONS</b>		<b>197,563.28</b>
1081 Municipal Accounting Office	1. Salary and wage increase, year end bonus differential, premiums and contributions (SSL VI, 1st Tranche Implementation)	1000-007	<b>PERSONNEL SERVICES</b>		
			Salaries	5-01-01-010	46,640.00
			Wages	5-01-01-020	2,120.00
			Year End Bonus	5-01-02-140	9,752.00
			Ret. & Life Insurance Prem.	5-01-03-010	5,851.20
			Pag-ibig Contributions	5-01-03-020	975.20
			PhilHealth Contributions	5-01-03-030	1,219.00
			<b>TOTAL PS</b>		<b>66,557.40</b>
			<b>TOTAL APPROPRIATIONS</b>		<b>66,557.40</b>
1091 Municipal Treasurer's Office	1. Salary and wage increase, year end bonus differential, premiums and contributions (SSL VI, 1st Tranche Implementation)	1000-008	<b>PERSONNEL SERVICES</b>		
			Salaries	5-01-01-010	77,680.00
			Wages	5-01-01-020	12,720.00
			Year End Bonus	5-01-02-140	18,080.00
			Ret. & Life Insurance Prem.	5-01-03-010	10,848.00
			Pag-ibig Contributions	5-01-03-020	1,808.00
			PhilHealth Contributions	5-01-03-030	2,260.00
			<b>TOTAL PS</b>		<b>123,396.00</b>
			<b>TOTAL APPROPRIATIONS</b>		<b>123,396.00</b>
1101 Municipal Assessor Office	1. Salary and wage increase, year end bonus differential, premiums and contributions (SSL VI, 1st Tranche Implementation)	1000-009	<b>PERSONNEL SERVICES</b>		
			Salaries	5-01-01-010	150,460.00
			Wages	5-01-01-020	6,360.00
			Year End Bonus	5-01-02-140	31,364.00
			Ret. & Life Insurance Prem.	5-01-03-010	18,818.40
			Pag-ibig Contributions	5-01-03-020	3,136.40
			PhilHealth Contributions	5-01-03-030	3,920.50
			<b>TOTAL PS</b>		<b>214,059.30</b>
			<b>TOTAL APPROPRIATIONS</b>		<b>214,059.30</b>
4411 Municipal Health Office	1. Salary and wage increase, year end bonus differential, premiums and contributions (SSL VI, 1st Tranche Implementation) 2. Salary, allowance, year end bonus, premiums and contributions of newly created positions	3000-001	<b>PERSONNEL SERVICES</b>		
			Salaries	5-01-01-010	379,890.00
			Wages	5-01-01-020	21,200.00
			PERA	5-01-02-010	10,000.00
			Year End Bonus	5-01-02-140	80,218.00
			Cash Gift	5-01-02-150	5,000.00
			Ret. & Life Insurance Prem.	5-01-03-010	48,130.80
			Pag-ibig Contributions	5-01-03-020	8,021.80
			PhilHealth Contributions	5-01-03-030	10,027.25
			ECC Contributions	5-01-03-040	500.00
			<b>TOTAL PS</b>		<b>562,987.85</b>
			<b>TOTAL APPROPRIATIONS</b>		<b>562,987.85</b>
8711 Municipal Agriculture	1. Salary and wage increase, year end bonus differential, premiums and contributions (SSL VI, 1st Tranche Implementation)	8000-001	<b>PERSONNEL SERVICES</b>		
			Salaries	5-01-01-010	69,610.00
			Wages	5-01-01-020	4,240.00
			Year End Bonus	5-01-02-140	14,770.00
			Ret. & Life Insurance Prem.	5-01-03-010	8,862.00
			Pag-ibig Contributions	5-01-03-020	1,477.00
			PhilHealth Contributions	5-01-03-030	1,846.25
			<b>TOTAL PS</b>		<b>100,805.25</b>
			<b>TOTAL APPROPRIATIONS</b>		<b>100,805.25</b>



Implementing Office	Particulars/Purpose	AIP Reference Code	Object of Expenditure	Account Code	Amount
7611 <b>Municipal Social Welfare and Dev't. Office</b>	1. Salary and wage increase, year end bonus differential, premiums and contributions (SSL VI, 1st Tranche Implementation). 2. Salary, allowance, year end bonus, premiums and contributions of newly created positions	3000-025	<b>PERSONNEL SERVICES</b>		
			Salaries	5-01-01-010	323,015.00
			Wages	5-01-01-020	10,600.00
			PERA	5-01-02-010	20,000.00
			Year End Bonus	5-01-02-140	66,723.00
			Cash Gift	5-01-02-150	10,000.00
			Ret. & Life Insurance Prens.	5-01-03-010	40,033.80
			Pag-ibig Contributions	5-01-03-020	6,672.30
			PhilHealth Contributions	5-01-03-030	8,340.38
			ECC Contributions	5-01-03-040	1,000.00
<b>TOTAL PS</b>					<b>486,384.48</b>
<b>TOTAL APPROPRIATIONS</b>					<b>486,384.48</b>
8751 <b>Municipal Engineering Office</b>	1. Salary and wage increase, year end bonus differential, premiums and contributions (SSL VI, 1st Tranche Implementation). 2. Salary, allowance, year end bonus, premiums and contributions of newly created positions	8000-003	<b>PERSONNEL SERVICES</b>		
			Salaries	5-01-01-010	173,840.00
			Wages	5-01-01-020	14,840.00
			PERA	5-01-02-010	10,000.00
			Year End Bonus	5-01-02-140	37,736.00
			Cash Gift	5-01-02-150	5,000.00
			Ret. & Life Insurance Prens.	5-01-03-010	22,641.60
			Pag-ibig Contributions	5-01-03-020	3,773.60
			PhilHealth Contributions	5-01-03-030	4,717.00
			ECC Contributions	5-01-03-040	500.00
<b>TOTAL PS</b>					<b>273,048.20</b>
<b>TOTAL APPROPRIATIONS</b>					<b>273,048.20</b>
<b>Mayor's Office/ PESO Incharge</b>	<b>SPECIAL PURPOSE APPROPRIATIONS/NON-OFFICE EXPENDITURES:</b>				
	<b>GENERAL SERVICES:</b>				
	1. SPES Program	9000-004-3-6	Other Maintenance and Operating Expenses	5-02-99-990	113,000.00
<b>TOTAL SPA/NON-OFFICE</b>					<b>113,000.00</b>
<b>TOTAL APPROPRIATIONS</b>					<b>113,000.00</b>
<b>TOTAL SUPPLEMENTAL APPROPRIATIONS</b>					<b>14,386,392.28</b>

Prepared by:

  
**MA. ALEJIF. PLAZUELA**  
Municipal Budget Officer

Approved by:

  
**REMEDIOS "MARTIN" L. PETILLA**  
Municipal Mayor

**SUPPLEMENTAL BUDGET NO. 2**

General Fund  
Calendar Year 2024

**STATEMENT OF FUNDING SOURCES AND SUPPLEMENTAL APPROPRIATIONS**

<b>FUNDING SOURCES:</b>			<b>AMOUNT</b>
<b>REVERSION OF UNUTILIZED APPROPRIATIONS:</b>			
1.	Unutilized Appropriations from Salaries of Vacant Positions under Personnel Services from current Annual General Fund Budget <i>(See-Attached Annex "A")</i>		7,930,766.00
2.	Unutilized Appropriations from Special Purpose Appropriations/Non Office Expenditures - Continuing Capital Outlay from CY 2022 and Prior Years <i>(See-Attached Annex "B")</i>		6,455,626.28
<b>TOTAL RESOURCES AVAILABLE FOR APPROPRIATIONS</b>			<b>14,386,392.28</b>
<b>SUPPLEMENTAL APPROPRIATIONS</b>			
<b>PARTICULARS/PURPOSE</b>	<b>Object of Expenditures</b>	<b>AMOUNT</b>	
<b>A. PERSONNEL SERVICES</b>			
a.1	Salary and Wage increase for LGU Personnel (SSL VI, First Tranche per LBC No. 160 dated August 12, 2024) and Salaries and Allowances for the Newly Created Positions per Municipal Ordinance No. 2024-01 dated February 20, 2024	Salaries	4,371,890.00
		Wages	190,800.00
		PERA	280,000.00
		Representation Allowance	27,200.00
		Transportation Allowance	27,200.00
		Year End Bonus	912,538.00
		Cash Gift	140,000.00
		Ret. & Life Insurance Prems.	547,522.80
		Pag-ibig Contributions	91,253.80
		PhilHealth Contributions	114,067.29
		ECC Contributions	14,000.00
<b>TOTAL PERSONNEL SERVICES</b>			<b>6,716,471.89</b>
<b>B. MAINTENANCE AND OTHER OPERATING EXPENSES</b>			
b.1	Incentive given to topnotchers in National Board/ Bar Examination and to the graduating students with the highest honor in public and private elementary and high school in the Municipality of Palo, Leyte per Municipal Ordinance No. 2021-09 dated June 29, 2021	Awards/Rewards Expenses	300,000.00
b.2	Additional provision for Other Supplies and Materials Expenses	Other Supplies and Materials Expenses	101,920.39
b.3	Additional provision for Other Maintenance and Operating Expenses	Other Maintenance and Operating Expenses	700,000.00
<b>TOTAL MOOE</b>			<b>1,101,920.39</b>
<b>C. CAPITAL OUTLAY</b>			
c.1	Dome Stage Truss with Transparent Cover for the Municipality of Palo, Leyte	Other Property, Plant and Equipment	6,455,000.00
<b>TOTAL CAPITAL OUTLAY</b>			<b>6,455,000.00</b>
<b>D. SPECIAL PURPOSE APPROPRIATION/NON-OFFICE EXPENDITURE</b>			
d.1	SPES Program	Other Maintenance and Operating Expenses	113,000.00
<b>TOTAL SPA/NON-OFFICE</b>			<b>113,000.00</b>
<b>TOTAL SUPPLEMENTAL APPROPRIATIONS</b>			<b>14,386,392.28</b>
<b>IV. UNAPPROPRIATED BALANCE</b>			<b>0.00</b>

Prepared by:

  
**MA. ALELI F. PLAZUELA**  
Municipal Budget Officer

Approved by:

  
**REMEDIOS "MATTIN" L. PETILLA**  
Municipal Mayor

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## Personnel Schedule CY 2024

LGU-Palo, Leyte

Office: **OFFICE OF THE MUNICIPAL MAYOR**

Account Code: **1011**

Item Number		Position Title	Name of Incumbent	Current Rate/ Month per AGFB 2024		Proposed Rate/ Month per LBC No. 160 (First Tranche)		Increase / Decrease/ Month	Total Increase/ Decrease/ Month
Old	New			SG / Step	Amount	SG / Step	Amount		
1	2			3	4	5	6	7	8
<b>OFFICE OF THE MUNICIPAL MAYOR</b>									
1	1	Municipal Mayor	Remedios L. Petilla	SG-27/Step 1	104,899.00	SG-27/Step 1	109,514.00	4,615.00	23,075.00
2	2	Senior Administrative Assistant III (Private Secretary II)	Norbelyn W. Cadaro	SG-15/Step 1	29,295.00	SG-15/Step 1	30,730.00	1,435.00	7,175.00
6	6	Administrative Officer II (Information Officer I)	Eumelia I. Creer	SG-11/Step 1	21,600.00	SG-11/Step 1	22,810.00	1,210.00	6,050.00
4	4	Administrative Aide IV (Driver II)	Lamberto N. Francisco Jr.	SG-4/Step 1	12,469.00	SG-4/Step 1	12,967.00	498.00	2,490.00
3	3	Administrative Aide IV (Clerk II)	(Vacant)	SG-4/Step 1	12,469.00	SG-4/Step 1	12,967.00	498.00	2,490.00
11-L	11-L	Administrative Aide III (Clerk I)	Ma. Aileen M. Pesado	SG-3/ Step 1	11,742.00	SG-3/ Step 1	12,212.00	470.00	2,350.00
11-T	11-T	Administrative Aide II (Messenger)	Alwin P. Fumar	SG-2/Step 1	11,055.00	SG-2/Step 1	11,498.00	443.00	2,215.00
11-Z	11-Z	Administrative Aide II (Reproduction Machine Operator I)	Flora May D. Castillo	SG-2/Step 1	11,055.00	SG-2/Step 1	11,498.00	443.00	2,215.00
11-AA	11-AA	Administrative Aide II (Reproduction Machine Operator I)	Maria Jasmin C. Fuentes	SG-2/Step 1	11,055.00	SG-2/Step 1	11,498.00	443.00	2,215.00
11-AB	11-AB	Administrative Aide II (Bookbinder I)	Lenny Lou T. Saboren	SG-2/Step 1	11,055.00	SG-2/Step 1	11,498.00	443.00	2,215.00
11-AC	11-AC	Administrative Aide II (Bookbinder I)	Francisco B. Daga	SG-2/Step 1	11,055.00	SG-2/Step 1	11,498.00	443.00	2,215.00
10	10	Administrative Aide I (Utility Worker I)	Ma. Floramel C. Acebedo	SG-1/Step 1	10,400.00	SG-1/Step 1	10,824.00	424.00	2,120.00
11-C	11-C	Local Disaster Risk Reduction & Mgt. Officer I **	(Transferred to MDRRMO)	-	-	-	-	-	-
11-D	11-D	Local Disaster Risk Reduction & Management Assistant **	(Transferred to MDRRMO)	-	-	-	-	-	-
11-E	11-E	Local Disaster Risk Reduction and Management Officer III **	(Transferred to MDRRMO)	-	-	-	-	-	-
11-K	11-K	Administrative Aide III (Clerk I) **	(Transferred to MDRRMO)	-	-	-	-	-	-
11-N	11-N	Administrative Aide III (Driver I) ***	(Transferred to MHO)	-	-	-	-	-	-
11-Q	11-Q	Parking Aide I **	(Transferred to Traffic & Security Mgt. Unit)	-	-	-	-	-	-
5	5	Administrative Aide III (Driver I) **	(Transferred to MDRRMO)	-	-	-	-	-	-
7	7	(Librarian I) *****	(For abolition)	-	-	-	-	-	-
<b>SUB-TOTAL:</b>					<b>258,149.00</b>		<b>269,514.00</b>	<b>11,365.00</b>	<b>56,825.00</b>
<b>OFFICE OF THE MUNICIPAL ADMINISTRATOR</b>									
11-A	11-A	Administrative Officer V (Administrative Officer III)	Carlos A. Romano	SG-18/Step 1	37,380.00	SG-18/Step 1	39,212.00	1,832.00	9,160.00
11-B	11-B	Administrative Aide III (Clerk I)	Rhuel P. Malquisto	SG-3/Step 1	11,742.00	SG-3/Step 1	12,212.00	470.00	2,350.00
<b>SUB-TOTAL:</b>					<b>49,122.00</b>		<b>51,424.00</b>	<b>2,302.00</b>	<b>11,510.00</b>

<b>ADMINISTRATIVE AND HUMAN RESOURCE MANAGEMENT SECTION</b>									
11-M	11-M	Supervising Administrative Officer (Administrative Officer IV)	Julieta Isabel P. Bisang	SG-22/ Step 1	57,209.00	SG-22/ Step 1	59,869.00	2,660.00	13,300.00
11	11	Administrative Officer II (Human Resource Mgt. Officer I)	Allan P. Chavero	SG-11/Step 8	23,260.00	SG-11/Step 8	24,470.00	1,210.00	6,050.00
11-H	11-H	Administrative Aide III (Clerk I)	Phoebe A. Elorcha	SG-3/ Step 1	11,742.00	SG-3/ Step 1	12,212.00	470.00	2,350.00
<b>SUB-TOTAL:</b>					<b>92,211.00</b>		<b>96,551.00</b>	<b>4,340.00</b>	<b>21,700.00</b>
<b>BUSINESS PERMITS AND LICENSING OFFICE</b>									
-	102	Licensing Officer I *	(Vacant)	SG-11, Step 1	-	SG-11, Step 1	22,810.00	22,810.00	114,050.00
<b>SUB-TOTAL:</b>					<b>-</b>		<b>22,810.00</b>	<b>22,810.00</b>	<b>114,050.00</b>
<b>ECONOMIC DEVELOPMENT AND INVESTMENT PROMOTION OFFICE</b>									
-	103	Development Management Officer I *	(Vacant)	SG-11, Step 1	-	SG-11, Step 1	22,810.00	22,810.00	114,050.00
<b>SUB-TOTAL:</b>					<b>-</b>		<b>22,810.00</b>	<b>22,810.00</b>	<b>114,050.00</b>
<b>GENERAL SERVICES SECTION</b>									
8	8	Administrative Aide IV (Storekeeper I)	Dennis J. Basas	SG-4/Step 1	12,469.00	SG-4/Step 1	12,967.00	498.00	2,490.00
11-O	11-O	Administrative Aide IV (Driver II)	Gerry B. Terceño	SG-4/Step 1	12,469.00	SG-4/Step 1	12,967.00	498.00	2,490.00
11-I	11-I	Administrative Aide III (Clerk I)	Dario E. Margallo	SG-3/ Step 2	11,834.00	SG-3/ Step 2	12,307.00	473.00	2,365.00
11-R	11-R	Construction and Maintenance Man	Kim D. Pulga	SG-2/Step 1	11,055.00	SG-2/Step 1	11,498.00	443.00	2,215.00
11-S	11-S	Construction and Maintenance Man	Erwin N. Sabayan	SG-2/Step 1	11,055.00	SG-2/Step 1	11,498.00	443.00	2,215.00
11-U	11-U	Administrative Aide II (Messenger)	Andy C. Campomanes	SG-2/Step 1	11,055.00	SG-2/Step 1	11,498.00	443.00	2,215.00
11-V	11-V	Metro Aide I	Liceno B. Baldesco	SG-2/Step 1	11,055.00	SG-2/Step 1	11,498.00	443.00	2,215.00
11-W	11-W	Metro Aide I	Absalon E. Corregidor	SG-2/Step 1	11,055.00	SG-2/Step 1	11,498.00	443.00	2,215.00
11-X	11-X	Metro Aide I	Jovencio A. Mendaza	SG-2/Step 1	11,055.00	SG-2/Step 1	11,498.00	443.00	2,215.00
11-Y	11-Y	Metro Aide I	Danilo R. Pedrosa	SG-2/Step 1	11,055.00	SG-2/Step 1	11,498.00	443.00	2,215.00
11-AD	11-AD	Administrative Aide I (Laborer I)	Elpidio R. Potazo	SG-1/Step 1	10,400.00	SG-1/Step 1	10,824.00	424.00	2,120.00
11-AE	11-AE	Administrative Aide I (Laborer I)	Armando C. Bardaje	SG-1/Step 1	10,400.00	SG-1/Step 1	10,824.00	424.00	2,120.00
11-AF	11-AF	Administrative Aide I (Laborer I)	Nolan T. Portugal	SG-1/Step 1	10,400.00	SG-1/Step 1	10,824.00	424.00	2,120.00
11-AG	11-AG	Administrative Aide I (Utility Worker I)	Joy A. Tolibas	SG-1/Step 1	10,400.00	SG-1/Step 1	10,824.00	424.00	2,120.00
11-AH	11-AH	Administrative Aide I (Utility Worker I)	Imelda C. Chen	SG-1/Step 1	10,400.00	SG-1/Step 1	10,824.00	424.00	2,120.00
<b>SUB-TOTAL:</b>					<b>166,157.00</b>		<b>172,847.00</b>	<b>6,690.00</b>	<b>33,450.00</b>
<b>HOUSING AND HOMESITE REGULATIONS SECTION</b>									
-	104	Housing and Homesite Regulation Officer I *	(Vacant)	SG-11, Step 1	-	SG-11, Step 1	22,810.00	22,810.00	114,050.00
<b>SUB-TOTAL:</b>					<b>-</b>		<b>22,810.00</b>	<b>22,810.00</b>	<b>114,050.00</b>
<b>INFORMATION TECHNOLOGY AND SOUND SYSTEM MANAGEMENT SECTION</b>									
-	105	Computer Maintenance Technologist I *	(Vacant)	SG-11, Step 1	-	SG-11, Step 1	22,810.00	22,810.00	114,050.00
<b>SUB-TOTAL:</b>					<b>-</b>		<b>22,810.00</b>	<b>22,810.00</b>	<b>114,050.00</b>



-	106	<b>LIVELIHOOD AND COOPERATIVES DEVELOPMENT OFFICE</b>							
		Administrative Officer I (Records Officer I) *		SG-10, Step 1	-	SG-10, Step 1	19,505.00	19,505.00	97,525.00
11-J	11-J	Administrative Aide III (Clerk I)	Rachelle Ann M. Uy	SG-3/ Step 1	11,742.00	SG-3/ Step 1	12,212.00	470.00	2,350.00
9	9	Administrative Aide I (Utility Worker I)	(Vacant)	SG-1/Step 3	10,575.00	SG-1/Step 1	10,824.00	249.00	1,245.00
			<b>SUB-TOTAL:</b>		<b>22,317.00</b>		<b>42,541.00</b>	<b>20,224.00</b>	<b>101,120.00</b>
		<b>ECONOMIC ENTERPRISE MANAGEMENT UNIT</b>							
		<b>MARKET</b>							
12	12	Market Supervisor I	Armando B. Macalalag, Jr.	SG-10/Step 1	18,541.00	SG-10/Step 1	19,505.00	964.00	4,820.00
13-A	13-A	Administrative Aide II (Messenger)	Margarito S. Almaden	SG-2/Step 1	11,055.00	SG-2/Step 1	11,498.00	443.00	2,215.00
13-B	13-B	Watchman I	Benvienido A. De la Cruz	SG-2/Step 1	11,055.00	SG-2/Step 1	11,498.00	443.00	2,215.00
13-D	13-D	Administrative Aide I (Laborer I)	Raul C. Noblejas	SG-1/Step 1	10,400.00	SG-1/Step 1	10,824.00	424.00	2,120.00
13-E	13-E	Administrative Aide I (Laborer I)	Felix A. Tiempo, Jr.	SG-1/Step 1	10,400.00	SG-1/Step 1	10,824.00	424.00	2,120.00
13-I	13-I	Administrative Aide I (Utility Worker I)	Ernesto V. Luyo	SG-1/Step 1	10,400.00	SG-1/Step 1	10,824.00	424.00	2,120.00
13-J	13-J	Administrative Aide I (Utility Worker I)	Pedro E. Faron	SG-1/Step 1	10,400.00	SG-1/Step 1	10,824.00	424.00	2,120.00
		<b>SLAUGHTERHOUSE</b>							
13	13	Meat Inspector I	Jerico V. Dulosa	SG-6/Step 8	14,816.00	SG-6/Step 8	15,409.00	593.00	2,965.00
13-C	13-C	Watchman I	Dan P. Java	SG-2/Step 1	11,055.00	SG-2/Step 1	11,498.00	443.00	2,215.00
13-F	13-F	Administrative Aide I (Laborer I)	Nilo L. Almaden	SG-1/Step 1	10,400.00	SG-1/Step 1	10,824.00	424.00	2,120.00
13-G	13-G	Administrative Aide I (Laborer I)	Rogelio L. Odevilas	SG-1/Step 1	10,400.00	SG-1/Step 1	10,824.00	424.00	2,120.00
13-K	13-K	Administrative Aide I (Utility Worker I)	Redentor O. Hermosilla	SG-1/Step 1	10,400.00	SG-1/Step 1	10,824.00	424.00	2,120.00
		<b>CEMETERY</b>							
11-P	11-P	Cemetery Caretaker	Tommy A. Graciano	SG-2/Step 1	11,055.00	SG-2/Step 1	11,498.00	443.00	2,215.00
13-H	13-H	Administrative Aide I (Laborer I)	Eric M. Gatela	SG-1/Step 1	10,400.00	SG-1/Step 1	10,824.00	424.00	2,120.00
13-L	13-L	Administrative Aide I (Utility Worker I)	Diego F. Canaleja	SG-1/Step 1	10,400.00	SG-1/Step 1	10,824.00	424.00	2,120.00
			<b>SUB-TOTAL:</b>		<b>171,177.00</b>	<b>-</b>	<b>178,322.00</b>	<b>7,145.00</b>	<b>35,725.00</b>
		<b>PUBLIC EMPLOYMENT SERVICE OFFICE</b>							
-	107	Senior Labor and Employment Officer *	(Vacant)	SG-19/Step 1	-	SG-19/Step 1	43,098.00	43,098.00	215,490.00
			<b>SUB-TOTAL:</b>		<b>-</b>		<b>43,098.00</b>	<b>43,098.00</b>	<b>215,490.00</b>
		<b>ENVIRONMENT AND SOLID WASTE MANAGEMENT J OFFICE</b>							
29-A	29-A	Senior Environmental Management Specialist *****	(Vacant)	SG-18/Step 1	37,380.00	SG-18/Step 1	39,212.00	1,832.00	9,160.00
			<b>SUB-TOTAL:</b>		<b>37,380.00</b>		<b>39,212.00</b>	<b>1,832.00</b>	<b>9,160.00</b>
		<b>TOURISM, CULTURE, ARTS, MEDIA, YOUTH AND SPORTS DEVELOPMENT OFFICE</b>							
		<b>TOURISM, CULTURE, ARTS AND MEDIA OFFICE</b>							
11-F	11-F	Senior Tourism Culture and the Arts Officer (Senior Tourism Operations Officer)	(Vacant)	SG-18/Step 1	37,380.00	SG-18/Step 1	39,212.00	1,832.00	9,160.00

11-G	11-G	Tourism Culture and the Arts Officer I (Tourism Operations Officer)	Nariza A. Marasigan	SG-11/ Step 1	21,600.00	SG-11/ Step 1	22,810.00	1,210.00	6,050.00
-	108	<b>YOUTH AND SPORTS DEVELOPMENT OFFICE</b> Youth Development Officer I *	(Vacant)	SG-10, Step 1	-	SG-10, Step 1	19,505.00	19,505.00	97,525.00
			<b>SUB-TOTAL:</b>		<b>58,980.00</b>	<b>-</b>	<b>81,527.00</b>	<b>22,547.00</b>	<b>112,735.00</b>
		<b>TOTAL SALARIES</b>	<b>GRAND TOTAL:</b>		<b>855,493.00</b>		<b>1,066,276.00</b>	<b>210,783.00</b>	<b>1,053,915.00</b>
		<b>MAYOR'S OFFICE: TOTAL WAGES (37)</b>			<b>384,800.00</b>		<b>400,488.00</b>	<b>15,688.00</b>	<b>78,440.00</b>
		<b>MARKET: TOTAL WAGES (10)</b>			<b>104,000.00</b>		<b>108,240.00</b>	<b>4,240.00</b>	<b>21,200.00</b>
		<b>TOTAL APPROPRIATIONS</b>			<b>1,344,293.00</b>		<b>1,575,004.00</b>	<b>230,711.00</b>	<b>1,153,555.00</b>

\* Newly created position

\*\* Position transferred to MDRRMO

\*\*\*\* Position transferred to RHU/MHO

\*\*\*\*\* Position transferred from Office of the Mun. Planning and Dev't. Office

\*\*\*\*\* Position for abolition

Prepared:

**JULIETT ISABEL P. BISANG**  
Supervising Administrative Officer (AO IV)

Reviewed:

**ALLAN P. CHAVERO**  
Human Resource Management Officer I

Approved:

**REMEDIOS "MATIN" L. PETILLA**  
Local Chief Executive



### Personnel Schedule CY 2024

LGU-Palo, Leyte

Office: **OFFICE OF THE MUNICIPAL DISASTER RISK REDUCTION AND MANAGEMENT OFFICER**

Account Code:

Item Number		Position Title	Name of Incumbent	Current Rate/ Month per AGFB 2024		Proposed Rate/ Month per LBC No. 160 (First Tranche)		Increase / Decrease/ Month	Total Increase/ Decrease/ Month
Old	New			SG / Step	Amount	SG / Step	Amount		
1	2			3	4	5	6	7	8
<b>OFFICE OF THE MUNICIPAL DISATER RISK REDUCTION AND MANGEMENT OFFICER</b>									
-	113	Mun. Gov't. Dep't. Head I (Local Disaster Risk Reduction and Management Officer *	(Vacant)	SG-24, Step 1	-	SG-24, Step 1	75,306.00	75,306.00	376,530.00
11-E	11-E	Local Disaster Risk Reduction and Management Officer III **	Harvey D. Gaspan	SG18/Step 1	37,380.00	SG18/Step 1	39,212.00	1,832.00	9,160.00
11-C	11-C	Local Disaster Risk Reduction & Management Officer I *	Niña Ericka Q. Margallo	SG-11/Step 1	21,600.00	SG-11/Step 1	22,810.00	1,210.00	6,050.00
11-D	11-D	Local Disaster Risk Reduction & Management Assistant	Denis C. Travieza	SG-8/Step 3	16,083.00	SG-8/Step 3	16,726.00	643.00	3,215.00
11-K	11-K	Administrative Aide III (Clerk I) **	Sundy Adrian S. Cobacha	SG-3/ Step 1	11,742.00	SG-3/Step 1	12,212.00	470.00	2,350.00
5	5	Administrative Aide III (Driver I) **	Alberto D. Patiga	SG-3/Step 3	11,924.00	SG-3/Step 3	12,401.00	477.00	2,385.00
<b>RESEARCH AND PLANNING SECTION</b>									
-	114	Local Disaster Risk Reduction Management Assistant	(Vacant)	SG-8, Step 1	-	SG-8, Step 1	16,427.00	16,427.00	82,135.00
<b>ADMINISTRATION AND TRAINING SECTION</b>									
-	115	Local Disaster Risk Reduction Management Assistant	(Vacant)	SG-8, Step 1	-	SG-8, Step 1	16,427.00	16,427.00	82,135.00
<b>OPERATION AND WARNING SECTION</b>									
-	116	Local Disaster Risk Reduction Management Assistant	(Vacant)	SG-8, Step 1	-	SG-8, Step 1	16,427.00	16,427.00	82,135.00
<b>EMERGENCY RESPONSE UNIT</b>									
-	117	Administrative Aide III (Clerk I) *	(Vacant)	SG-3, Step 1	-	SG-3, Step 1	12,212.00	12,212.00	61,060.00
<b>WATER PATROL, RESCUE AND RESPONSE UNIT</b>									
-	118	Administrative Aide III (Clerk I) *	(Vacant)	SG-3, Step 1	-	SG-3, Step 1	12,212.00	12,212.00	61,060.00

<b>TRAFFIC AND SECURITY MANAGEMENT UNIT</b>									
-	119	Security Officer I *	(Vacant)	SG-11, Step 1	-	SG-11, Step 1	22,810.00	22,810.00	114,050.00
-	120	Traffic Operations Officer I *	(Vacant)	SG-11, Step 1	-	SG-11, Step 1	22,810.00	22,810.00	114,050.00
11-Q	11-Q	Parking Aide I **	Henry N. Parado	SG-2/Step 1	11,055.00	SG-2/Step 1	11,498.00	443.00	2,215.00
		<b>TOTAL SALARIES</b>			<b>109,784.00</b>		<b>309,490.00</b>	<b>199,706.00</b>	<b>998,530.00</b>
		<b>TOTAL WAGES (0)</b>			-		-	-	-
		<b>TOTAL APPROPRIATIONS</b>			<b>109,784.00</b>		<b>309,490.00</b>	<b>199,706.00</b>	<b>998,530.00</b>

\* Newly created position

\*\* Position transferred from Office of the Mayor

Prepared:

**HARVEY A. GASPAN**

Local Disaster Risk Reduction Management Officer III

Reviewed:

**ALLAN P. CHAVERO**

Human Resource Management Officer I

Approved:

**REMEDIOS "MATIN" L. PETILLA**

Local Chief Executive



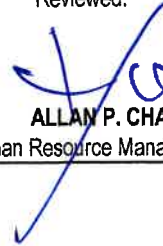
	Administrative Aide I	(Vacant)	SG-1, Step 1	10,400.00	SG-1, Step 1	10,824.00	424.00	2,120.00
	Administrative Aide I	(Vacant)	SG-1, Step 1	10,400.00	SG-1, Step 1	10,824.00	424.00	2,120.00
	Administrative Aide I	(Vacant)	SG-1, Step 1	10,400.00	SG-1, Step 1	10,824.00	424.00	2,120.00
	Administrative Aide I	(Vacant)	SG-1, Step 1	10,400.00	SG-1, Step 1	10,824.00	424.00	2,120.00
	Administrative Aide I	(Vacant)	SG-1, Step 1	10,400.00	SG-1, Step 1	10,824.00	424.00	2,120.00
	Administrative Aide I	(Vacant)	SG-1, Step 1	10,400.00	SG-1, Step 1	10,824.00	424.00	2,120.00
	Administrative Aide I	(Vacant)	SG-1, Step 1	10,400.00	SG-1, Step 1	10,824.00	424.00	2,120.00
	Administrative Aide I	(Vacant)	SG-1, Step 1	10,400.00	SG-1, Step 1	10,824.00	424.00	2,120.00
	Administrative Aide I	(Vacant)	SG-1, Step 1	10,400.00	SG-1, Step 1	10,824.00	424.00	2,120.00
	<b>TOTAL SALARIES</b>			-		-	-	-
	<b>TOTAL WAGES (37)</b>			<b>384,800.00</b>	-	<b>400,488.00</b>	<b>15,688.00</b>	<b>78,440.00</b>
	<b>TOTAL APPROPRIATIONS</b>			<b>384,800.00</b>		<b>400,488.00</b>	<b>15,688.00</b>	<b>78,440.00</b>

Prepared:



**JULIETTA ISABEL BISANG**  
Supervising Administrative Officer (AO IV)

Reviewed:



**ALLAN P. CHAVERO**  
Human Resource Management Officer I

Approved:



**REMEDIOS "MATIN" L. PETILLA**  
Local Chief Executive

## Personnel Schedule CY 2024

### LGU-Palo, Leyte

Office: **OFFICE OF THE MUNICIPAL VICE MAYOR**

Account Code: 1016

Item Number		Position Title	Name of Incumbent	Current Rate/ Month per AGFB 2024		Proposed Rate/ Month per LBC No. 16D (First Tranche)		Increase / Decrease/ Month	Total Increase/ Decrease/ Month
Old	New			SG / Step	Amount	SG / Step	Amount	9	Five (5 Months Aug.-Dec. 2024)
1	2	3	4	5	6	7	8		
14	14	Municipal Vice Mayor	Jonathan P. Chiquillo	SG-25/Step 1	82,152.00	SG-25/Step 1	85,766.00	3,614.00	18,070.00
14-C	14-C	Administrative Aide III (Clerk I)	Adelyn F. Regato	SG-3/Step 1	11,742.00	SG-3/Step 1	12,212.00	470.00	2,350.00
14-B	14-B	Administrative Aide II (Messenger)	Franklin T. Ygrubay	SG-2/Step 1	11,055.00	SG-2/Step 1	11,498.00	443.00	2,215.00
14-A	14-A	Administrative Aide I (Utility Worker I)	Nikki S. Fumar	SG-1/Step 1	10,400.00	SG-1/Step 1	10,824.00	424.00	2,120.00
		<b>TOTAL SALARIES</b>			<b>115,349.00</b>		<b>120,300.00</b>	<b>4,951.00</b>	<b>24,755.00</b>
		<b>TOTAL WAGES (0)</b>			-		-	-	-
		<b>TOTAL APPROPRIATIONS</b>			<b>115,349.00</b>		<b>120,300.00</b>	<b>4,951.00</b>	<b>24,755.00</b>

Prepared:

  
**JONATHAN P. CHIQUILLO**  
 Municipal Vice-Mayor

Reviewed:

  
**ALLAN P. CHAVERO**  
 Human Resource Management Officer I

Approved:

  
**REMEDIOS "MATIN" L. PETILLA**  
 Local Chief Executive

**Personnel Schedule CY 2024**  
LGU-Palo, Leyte

Office: **OFFICE OF THE SANGGUNIANG BAYAN**


Account Code: **1021**

Item Number		Position Title	Name of Incumbent	Current Rate/ Month per AGFB 2024		Proposed Rate/ Month per LBC No. 160 (First Tranche)		Increase / Decrease/ Month	Total Increase/ Decrease/ Month
Old	New			SG / Step	Amount	SG / Step	Amount		
1	2			3	4	5	6	7	8
15	15	SB Member	Andres Ian R. Sevilla	SG-24/Step 1	72,062.00	SG-24/Step 1	75,306.00	3,244.00	16,220.00
16	16	SB Member	Casimero D. Villas Jr.	SG-24/Step 1	72,062.00	SG-24/Step 1	75,306.00	3,244.00	16,220.00
17	17	SB Member	Chiqui Ruth C. Uy	SG-24/Step 3	74,434.00	SG-24/Step 3	77,784.00	3,350.00	16,750.00
18	18	SB Member	Aaron H. Roca	SG-24/Step 2	73,238.00	SG-24/Step 2	76,534.00	3,296.00	16,480.00
19	19	SB Member	Felipe T. Ygrubay Jr.	SG-24/Step 2	73,238.00	SG-24/Step 2	76,534.00	3,296.00	16,480.00
20	20	SB Member	Antonio C. Hernit	SG-24/Step 1	72,062.00	SG-24/Step 1	75,306.00	3,244.00	16,220.00
21	21	SB Member	Jan Michelle L. Dolina	SG-24/Step 1	72,062.00	SG-24/Step 1	75,306.00	3,244.00	16,220.00
22	22	SB Member	Casimero B. Parado II	SG-24/Step 1	72,062.00	SG-24/Step 1	75,306.00	3,244.00	16,220.00
23	23	SB Member	Gregorio Papoose V. Lantajo, Jr.	SG-24/Step 2	73,238.00	SG-24/Step 1	75,306.00	2,068.00	10,340.00
24	24	SB Member	Mary Dwell S. Agner	SG-24/Step 3	74,434.00	SG-24/Step 1	75,306.00	872.00	4,360.00
25	25	Board Secretary I	Cristina C. Pedrosa	SG-14/Step 1	27,074.00	SG-14/Step 1	28,347.00	1,273.00	6,365.00
25-A	25-A	Legislative Staff Asst. I	Bryan C. Malate	SG-6/Step 6	14,590.00	SG-6/Step 1	14,604.00	14.00	70.00
25-B	25-B	Administrative Aide III (Driver I)	Rogelio C. Llemos	SG-3/Step 1	11,742.00	SG-3/Step 1	12,212.00	470.00	2,350.00
-	127	Administrative Aide IV (Storekeeper I) *	(Vacant)	SG-4/Step 1	-	SG-4/Step 1	12,967.00	12,967.00	64,835.00
-	128	Administrative Aide IV (Driver II) *	(Vacant)	SG-4/Step 1	-	SG-4/Step 1	12,967.00	12,967.00	64,835.00
-	129	Administrative Aide III (Driver I) *	(Vacant)	SG-3/Step 1	-	SG-3/Step 1	12,212.00	12,212.00	61,060.00
-	130	Administrative Aide II (Messenger) *	(Vacant)	SG-2/Step 1	-	SG-2/Step 1	11,498.00	11,498.00	57,490.00
-	131	Administrative Aide I (Utility Worker I) *	(Vacant)	SG-1/Step 1	-	SG-1/Step 1	10,824.00	10,824.00	54,120.00
<b>TOTAL SALARIES</b>					<b>782,298.00</b>		<b>873,625.00</b>	<b>91,327.00</b>	<b>456,635.00</b>
<b>TOTAL WAGES</b>					<b>0.00</b>		<b>0.00</b>	<b>0.00</b>	<b>-</b>
<b>TOTAL APPROPRIATIONS</b>					<b>782,298.00</b>		<b>873,625.00</b>	<b>91,327.00</b>	<b>456,635.00</b>



*\* Newly created position*

Prepared:

  
**JONATHAN F. CHIQUILLO**  
Municipal Vice Mayor

Reviewed:

  
**ALLAN P. CHAVERO**  
Human Resource Management Officer I

Approved:

  
**REMEDIOS "MATIN" L. PETILLA**  
Local Chief Executive

## Personnel Schedule CY 2024

### LGU-Palo, Leyte

Office: **OFFICE OF THE SECRETARY TO THE SANGGUNIANG BAYAN**

Account Code: **1022**

Item Number		Position Title	Name of Incumbent	Current Rate/ Month per AGFB 2024		Proposed Rate/ Month per LBC No. 160 (First Tranche)		Increase / Decrease/ Month	Total Increase/ Decrease/ Month
Old	New			SG / Step	Amount	SG / Step	Amount		
1	2	3	4	5	6	7	8	9	Five (5 Months Aug.-Dec. 2024)
26	26	Secretary to the Sangguniang Bayan I	Brian Valente P. Elorcha	SG-24/Step 1	72,062.00	SG-24/Step 1	75,306.00	3,244.00	16,220.00
27	27	Administrative Aide III (Clerk I)	Anita M. Portula	SG-3/Step 8	12,389.00	SG-3/Step 8	12,884.00	495.00	2,475.00
27-C	27-C	Administrative Aide III (Clerk I)	(Vacant)	SG-3/Step 1	11,742.00	SG-3/Step 1	12,212.00	470.00	2,350.00
27-D		(Administrative Aide III (Clerk I)) *	(Vacant)	SG-3/Step 1	-	-	-	-	-
27-B	27-B	Administrative Aide II (Messenger)	(Vacant)	SG-2/Step 1	11,055.00	SG-2/Step 1	11,498.00	443.00	2,215.00
27-A	27-A	Administrative Aide I (Utility Worker I)	(Vacant)	SG-1/Step 1	10,400.00	SG-1/Step 1	10,824.00	424.00	2,120.00
<b>TOTAL SALARIES</b>					<b>117,648.00</b>		<b>122,724.00</b>	<b>5,076.00</b>	<b>25,380.00</b>
<b>TOTAL WAGES (5)</b>					<b>52,000.00</b>		<b>54,120.00</b>	<b>2,120.00</b>	<b>10,600.00</b>
<b>TOTAL APPROPRIATIONS</b>					<b>169,648.00</b>		<b>176,844.00</b>	<b>7,196.00</b>	<b>35,980.00</b>

\* Position for abolition/deletion

Prepared:

  
**BRIAN VALENTE P. ELORCHA**  
 Secretary to the Sangguniang Bayan I

Reviewed:

  
**ALLAN P. CHAVERO**  
 Human Resource Management Officer I

Approved:

  
**REMEDIOS "MATIN" L. PETILLA**  
 Local Chief Executive

**Personnel Schedule CY 2024 (Casuals)**  
 LGU-Palo, Leyte

Office: **OFFICE OF THE SECRETARY TO THE SANGGUNIANG BAYAN**  
 Account Code: **1022**

Item Number		Position Title	Name of Incumbent	Current Rate/ Month per AGFB 2024		Proposed Rate/ Month per LBC No. 160 (First Tranche)		Increase / Decrease/ Month	Total Increase/ Decrease/ Month
Old	New			SG / Step	Amount	SG / Step	Amount		
1	2	3	4	5	6	7	8	9	Five (5 Months Aug.-Dec. 2024)
		Administrative Aide I	ACRE, IMELDA L.	SG-1, Step 1	10,400.00	SG-1, Step 1	10,824.00	424.00	2,120.00
		Administrative Aide I	MALATE, BRYAN C.	SG-1, Step 1	10,400.00	SG-1, Step 1	10,824.00	424.00	2,120.00
		Administrative Aide I	MINA, ALEX B.	SG-1, Step 1	10,400.00	SG-1, Step 1	10,824.00	424.00	2,120.00
		Administrative Aide I	MONTEZA, HAZEL A.	SG-1, Step 1	10,400.00	SG-1, Step 1	10,824.00	424.00	2,120.00
		Administrative Aide I	BOBARES, LILIBETH M.	SG-1, Step 1	10,400.00	SG-1, Step 1	10,824.00	424.00	2,120.00
		<b>TOTAL SALARIES</b>			-		-	-	-
		<b>TOTAL WAGES (5)</b>			<b>52,000.00</b>		<b>54,120.00</b>	<b>2,120.00</b>	<b>10,600.00</b>
		<b>TOTAL APPROPRIATIONS</b>			<b>52,000.00</b>		<b>54,120.00</b>	<b>2,120.00</b>	<b>10,600.00</b>

Prepared:

  
**BRIAN VALENTE P. ELORCHA**  
 Secretary to the Sangguniang Bayan I

Reviewed:

  
**ALLAN P. CHAVERO**  
 Human Resource Management Officer I

Approved:

  
**REMEDIOS "MATIN" L. PETILLA**  
 Local Chief Executive

## Personnel Schedule CY 2024

### LGU-Palo, Leyte

Office: **OFFICE OF THE MUNICIPAL PLANNING AND DEVELOPMENT COORDINATOR**  
 Account code: **1041**

Item Number		Position Title  3	Name of Incumbent  4	Current Rate/ Month per AGFB 2024		Proposed Rate/ Month per LBC No. 160 (First Tranche)		Increase / Decrease/ Month 9	Total Increase/ Decrease/ Month Five (5 Months Aug.-Dec. 2024
Old 1	New 2			SG / Step 5	Amount 6	SG / Step 7	Amount 8		
28	28			Mun. Gov't. Dept. Head I (Mun. Planning and Development Coordinator)	Armand C. Cabaltera	SG-24/Step 4	75,650.00	SG-24/Step 4	79,054.00
-	123	Planning Officer I *	(Vacant)	SG-11, Step 1	-	SG-11, Step 1	22,810.00	22,810.00	114,050.00
-	124	Zoning Inspector I *	(Vacant)	SG-6, Step 1	-	SG-6, Step 1	14,604.00	14,604.00	73,020.00
29	29	Statistician Aide	Nikel D. Acebedo	SG-4/Step 1	12,469.00	SG-4/Step 1	12,967.00	498.00	2,490.00
29-A	29-A	Senior Environmental Management Specialist **	(Vacant)		-		-	-	-
29-B	29-B	Administrative Aide II (Messenger)	Godofredo P. Barbosa, Jr.	SG-2/Step 1	11,055.00	SG-2/Step 1	11,498.00	443.00	2,215.00
29-C	29-C	Administrative Aide I (Utility Worker I)	Michael T. Saboren	SG-1/Step 1	10,400.00	SG-1/Step 1	10,824.00	424.00	2,120.00
<b>TOTAL SALARIES</b>					<b>109,574.00</b>		<b>151,757.00</b>	<b>42,183.00</b>	<b>210,915.00</b>
<b>TOTAL WAGES (1)</b>					<b>10,400.00</b>		<b>10,824.00</b>	<b>424.00</b>	<b>2,120.00</b>
<b>TOTAL APPROPRIATIONS</b>					<b>119,974.00</b>		<b>162,581.00</b>	<b>42,607.00</b>	<b>213,035.00</b>

\* Newly created position

\*\* Position transferred to Environment and Solid Waste Mgt. Office

Prepared:

  
**ARMAND C. CABALTERA**  
 Municipal Planning and Development Coordinator

Reviewed:

  
**ALLAN P. CHAVERO**  
 Human Resource Management Officer I

Approved:

  
**REMEDIOS "MATIN" L. PETILLA**  
 Local Chief Executive

### Personnel Schedule CY 2024 (CASUALS)

LGU-Palo, Leyte

Office: **OFFICE OF THE MUNICIPAL PLANNING AND DEVELOPMENT COORDINATOR**

Account code: **1041**

Item Number		Position Title	Name of Incumbent	Current Rate/ Month per AGFB 2024		Proposed Rate/ Month per LBC No. 180 (First Tranche)		Increase / Decrease/ Month	Total Increase/ Decrease/ Month
Old 1	New 2			SG / Step 5	Amount 6	SG / Step 7	Amount 8	9	Five (5 Months Aug.-Dec. 2024)
		3	4	5	6	7	8	9	10
		Administrative Aide I	(VACANT)	SG-1, Step 1	10,400.00	SG-1, Step 1	10,824.00	424.00	2,120.00
		<b>TOTAL SALARIES</b>					-	-	-
		<b>TOTAL WAGES (1)</b>			<b>10,400.00</b>		<b>10,824.00</b>	<b>424.00</b>	<b>2,120.00</b>
		<b>TOTAL APPROPRIATIONS</b>			<b>10,400.00</b>		<b>10,824.00</b>	<b>424.00</b>	<b>2,120.00</b>

Prepared:

  
**ARMAND C. CABALTERA**  
 Municipal Planning and Development Coordinator

Reviewed:

  
**ALLAN P. CHAVERO**  
 Human Resource Management Officer I

Approved:

  
**REMEDIOS "MATIN" L. PETILLA**  
 Local Chief Executive

### Personnel Schedule CY 2024 LGU-Palo, Leyte

Office: **OFFICE OF THE MUNICIPAL CIVIL REGISTRAR**

Account Code: **1051**

Item Number		Position Title	Name of Incumbent	Current Rate/ Month per AGFB 2024		Proposed Rate/ Month per LBC No. 160 (First Tranche)		Increase / Decrease/ Month	Total Increase/ Decrease/ Month
Old	New			SG / Step	Amount	SG / Step	Amount		
1	2	3	4	5	6	7	8	9	Five (5 Months Aug.-Dec. 2024)
30	30	<b>OFFICE OF THE MUNICIPAL CIVIL REGISTRAR</b> Mun. Gov't. Dept. Head I (Municipal Civil Registrar)	Edgar Y. Tañala	SG-24/Step 2	73,238.00	SG-24/Step 2	76,534.00	3,296.00	16,480.00
-	111	Registration Officer I *	(Vacant)	SG-10, Step 1	-	SG-10, Step 1	19,505.00	19,505.00	97,525.00
31	31	Administrative Aide VI (Clerk III)	Chelsa C. Perez	SG-6/Step 1	14,042.00	SG-6/Step 1	14,604.00	562.00	2,810.00
32	32	Administrative Aide VI (Clerk III)	Ma. Lorna N. Abrantes	SG-6/Step 1	14,042.00	SG-6/Step 1	14,604.00	562.00	2,810.00
32-A	32-A	Administrative Aide II (Reproduction Machine Operator I)	Nonelon M. Elona	SG-2/Step 1	11,055.00	SG-2/Step 1	11,498.00	443.00	2,215.00
32-B	32-B	Administrative Aide I (Utility Worker I)	Wyndel Christian P. Negrosa	SG-1/Step 1	10,400.00	SG-1/Step 1	10,824.00	424.00	2,120.00
-	112	<b>POPULATION OFFICE</b> Population Program Officer I *	(Vacant)	SG-11, Step 1	-	SG-11, Step 1	22,810.00	22,810.00	114,050.00
<b>TOTAL SALARIES</b>					<b>122,777.00</b>		<b>170,379.00</b>	<b>47,602.00</b>	<b>238,010.00</b>
<b>TOTAL WAGES (2)</b>					<b>20,800.00</b>		<b>21,648.00</b>	<b>848.00</b>	<b>4,240.00</b>
<b>TOTAL APPROPRIATIONS</b>					<b>143,577.00</b>		<b>192,027.00</b>	<b>48,450.00</b>	<b>242,250.00</b>

\* Newly created position

Prepared:

  
**EDGAR Y. TAÑALA**  
Municipal Civil Registrar

Reviewed:

  
**ALLAN P. CHAVERO**  
Human Resource Management Officer I

Approved:

  
**REMEDIOS "MATIN" L. PETILLA**  
Local Chief Executive



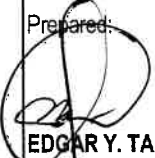
**Personnel Schedule CY 2024 (CASUALS)**  
 LGU-Palo, Leyte

Office: **OFFICE OF THE MUNICIPAL CIVIL REGISTRAR**

Account Code: **1051**

Item Number		Position Title	Name of Incumbent	Current Rate/ Month per AGFB 2024		Proposed Rate/ Month per LBC No. 160 (First Tranche)		Increase / Decrease/ Month	Total Increase/ Decrease/ Month
Old	New			SG / Step	Amount	SG / Step	Amount		
1	2	3	4	5	6	7	8	9	Five (5 Months Aug.-Dec. 2024)
		Administrative Aide I	NOVILLO, SHIENA ROSE R.	SG-1, Step 1	10,400.00	SG-1, Step 1	10,824.00	424.00	2,120.00
		Administrative Aide I	HERMOSO, MERIAM L.	SG-1, Step 1	10,400.00	SG-1, Step 1	10,824.00	424.00	2,120.00
		<b>TOTAL SALARIES</b>			-		-	-	-
		<b>TOTAL WAGES (2)</b>			<b>20,800.00</b>		<b>21,648.00</b>	<b>848.00</b>	<b>4,240.00</b>
		<b>TOTAL APPROPRIATIONS</b>			<b>20,800.00</b>		<b>21,648.00</b>	<b>848.00</b>	<b>4,240.00</b>

Prepared:

  
**EDGAR Y. TAÑALA**  
 Municipal Civil Registrar

Reviewed:

  
**ALLAN P. CHAVERO**  
 Human Resource Management Officer I

Approved:

  
**REMEDIOS "MATIN" L. PETILLA**  
 Local Chief Executive

## Personnel Schedule CY 2024

### LGU-Palo, Leyte

Office: **OFFICE OF THE MUNICIPAL BUDGET OFFICER**  
 Account Code: **1071**

Item Number		Position Title	Name of Incumbent	Current Rate/ Month per ABFB 2024		Proposed Rate/ Month per LBC No. 180 (First Tranche)		Increase / Decrease/ Month	Total Increase/ Decrease/ Month
Old	New			SG / Step	Amount	SG / Step	Amount		
1	2			5	6	7	8		
		<b>OFFICE OF THE MUNICIPAL BUDGET OFFICER</b>							
36	36	Mun. Govt' Dept. Head I (Municipal Budget Officer)	Ma. Aleli F. Plazuela	SG-24/Step 1	72,062.00	SG-24/Step 1	75,306.00	3,244.00	16,220.00
-	110	Administrative Officer II (Budget Officer I) *	(Vacant)	SG-11, Step 1	-	SG-11, Step 1	22,810.00	22,810.00	114,050.00
37	37	Administrative Assistant II (Budgeting Assistant)	Amelita P. Fumar	SG-8/Step 8	16,823.00	SG-8/Step 8	17,496.00	673.00	3,365.00
38	38	Administrative Aide IV (Budgeting Aide)	Ma. Corina Antonette M. Ilagan	SG-4/Step 8	13,154.00	SG-4/Step 8	13,681.00	527.00	2,635.00
38-A	38-A	Administrative Aide IV (Budgeting Aide)	(Vacant)	SG-4/Step 2	12,565.00	SG-4/Step 1	12,967.00	402.00	2,010.00
38-B	38-B	Administrative Aide II ( Reproduction Machine Operator I)	Ma. Antonette S. Robillos	SG-2/Step 1	11,055.00	SG-2/Step 1	11,498.00	443.00	2,215.00
38-C	38-C	Administrative Aide I (Utility Worker I)	Diomedes D. Montilla	SG-1/Step 1	10,400.00	SG-1/Step 1	10,824.00	424.00	2,120.00
		<b>TOTAL SALARIES</b>			<b>136,059.00</b>		<b>164,582.00</b>	<b>28,523.00</b>	<b>142,615.00</b>
		<b>TOTAL WAGES (1)</b>			<b>10,400.00</b>		<b>10,824.00</b>	<b>424.00</b>	<b>2,120.00</b>
		<b>TOTAL APPROPRIATIONS</b>			<b>146,459.00</b>		<b>175,406.00</b>	<b>28,947.00</b>	<b>144,735.00</b>

\* Newly created position

Prepared:

  
**MA. ALELI F. PLAZUELA**  
 Municipal Budget Officer

Reviewed:

  
**ALLAN P. CHAVERO**  
 Human Resource Management Officer I




Approved:

  
**REMEDIOS "MATIN" L. PETILLA**  
 Local Chief Executive

### Personnel Schedule CY 2024 (Casual) LGU-Palo, Leyte

Office: **OFFICE OF THE MUNICIPAL BUDGET OFFICER**  
Account Code: **1071**

Item Number		Position Title	Name of Incumbent	Current Rate/ Month per AGFB 2024		Proposed Rate/ Month per LBC No. 160 (First Tranche)		Increase / Decrease/ Month	Total Increase/ Decrease/ Month
Old	New			SG / Step	Amount	SG / Step	Amount		
1	2	3	4	5	6	7	8	9	Five (5 Months Aug.-Dec. 2024)
		Administrative Aide I	(VACANT)	SG-1, Step 1	10,400.00	SG-1, Step 1	10,824.00	424.00	2,120.00
		<b>TOTAL SALARIES</b>			-		-	<b>424.00</b>	<b>2,120.00</b>
		<b>TOTAL WAGES (1)</b>			<b>10,400.00</b>		<b>10,824.00</b>	<b>424.00</b>	<b>2,120.00</b>
		<b>TOTAL APPROPRIATIONS</b>			<b>10,400.00</b>		<b>10,824.00</b>	<b>424.00</b>	<b>2,120.00</b>




Prepared:   <b>MA. ALELI F. PLAZUELA</b> Municipal Budget Officer	Reviewed:   <b>ALLAN F. CHAVERO</b> Human Resource Management Officer I	Approved:   <b>REMEDIOS "MATIN" L. PETILLA</b> Local Chief Executive
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## Personnel Schedule CY 2024

### LGU-Palo, Leyte

Office: **OFFICE OF THE MUNICIPAL ACCOUNTANT**  
 Account Code: **1081**

Item Number		Position Title	Name of Incumbent	Current Rate/ Month per AGFB 2024		Proposed Rate/ Month per LBC No. 160 (First Tranche)		Increase / Decrease/ Month	Total Increase/ Decrease/ Month
Old	New			SG / Step	Amount	SG / Step	Amount		
1	2			3	4	5	6	7	8
<b>OFFICE OF THE MUNICIPAL ACCOUNTANT</b>									
39	39	Mun. Gov't. Department Head I (Municipal Accountant)	Luis Antonio M. Napoles	SG-24/Step 1	72,062.00	SG-24/Step 1	75,306.00	3,244.00	16,220.00
39-A	39-A	Accountant III	Francis P. Regaña	SG-19/Step 1	41,086.00	SG-19/Step 1	43,098.00	2,012.00	10,060.00
40	40	Administrative Assistant III (Senior Bookkeeper)	Victoria F. Dagami	SG-9/Step 8	17,986.00	SG-9/Step 8	18,841.00	855.00	4,275.00
41	41	Administrative Assistant II (Bookkeeper I)	Gerardo L. Toreros	SG-8/Step 8	16,823.00	SG-8/Step 8	17,496.00	673.00	3,365.00
42	42	Administrative Assistant II (Bookkeeper I)	Sonia P. Diaz	SG-8/Step 8	16,823.00	SG-8/Step 8	17,496.00	673.00	3,365.00
43	43	Administrative Aide IV (Accounting Clerk I)	Dona Rica M. Onida	SG-4/Step 3	12,662.00	SG-4/Step 3	13,168.00	506.00	2,530.00
43-A	43-A	Administrative Aide IV (Accounting clerk I)	(Vacant)	SG-4/Step 1	12,469.00	SG-4/Step 1	12,967.00	498.00	2,490.00
43-B	43-B	Administrative Aide II (Bookbinder I)	Mary Hazel M. Mooney	SG-2/Step 1	11,055.00	SG-2/Step 1	11,498.00	443.00	2,215.00
43-C	43-C	Administrative Aide I (Utility Worker I)	Ronnie E. Lacandazo	SG-1/Step 1	10,400.00	SG-1/Step 1	10,824.00	424.00	2,120.00
<b>TOTAL SALARIES</b>					<b>211,366.00</b>		<b>220,694.00</b>	<b>9,328.00</b>	<b>46,640.00</b>
<b>TOTAL WAGES (1)</b>					<b>10,400.00</b>		<b>10,824.00</b>	<b>424.00</b>	<b>2,120.00</b>
<b>TOTAL APPROPRIATIONS</b>					<b>221,766.00</b>		<b>231,518.00</b>	<b>9,752.00</b>	<b>48,760.00</b>

Prepared:   <b>LUIS ANTONIO M. NAPOLES</b> Municipal Accountant	Reviewed:   <b>ALLAN P. CHAVERO</b> Human Resource Management Officer I	Approved:   <b>REMEDIOS "MATIN" L. PETILLA</b> Local Chief Executive
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**Personnel Schedule CY 2024 (Casual)**  
LGU-Palo, Leyte

Office: **OFFICE OF THE MUNICIPAL ACCOUNTANT**  
Account Code: **1081**

Item Number		Position Title	Name of Incumbent	Current Rate/ Month per ABFB 2024		Proposed Rate/ Month per LBC No. 160 (First Tranche)		Increase / Decrease/ Month	Total Increase/ Decrease/ Month
Old	New			SG / Step	Amount	SG / Step	Amount		
1	2	3	4	5	6	7	8	9	Five (5 Months Aug.-Dec. 2024)
		Administrative Aide I	DOYOLA, MARIA FE N.	SG-1, Step 1	10,400.00	SG-1, Step 1	10,824.00	424.00	2,120.00
		<b>TOTAL SALARIES</b>			-		-	-	-
		<b>TOTAL WAGES (1)</b>			<b>10,400.00</b>		<b>10,824.00</b>	<b>424.00</b>	<b>2,120.00</b>
		<b>TOTAL APPROPRIATIONS</b>			<b>10,400.00</b>		<b>10,824.00</b>	<b>424.00</b>	<b>2,120.00</b>


Prepared:

  
**LUIS ANTONIO M. NAPOLES**  
Municipal Accountant

Reviewed:

  
**ALLAN P. CHAVERO**  
Human Resources Management Officer I

Approved:

  
**REMEDIOS "MATIN" L. PETILLA**  
Local Chief Executive



**Personnel Schedule CY 2024**  
 LGU-Palo, Leyte

Office: **OFFICE OF THE MUNICIPAL TREASURER**  
 Account Code: **1091**


Item Number		Position Title	Name of Incumbent	Current Rate/ Month per AGFB 2024		Proposed Rate/ Month per LBC No. 160 (First Tranche)		Increase / Decrease/ Month	Total Increase/ Decrease/ Month
Old	New			SG / Step	Amount	SG / Step	Amount		
1	2			3	4	5	6	7	8
<b>OFFICE OF THE MUNICIPAL TREASURER</b>									
44	44	Mun. Gov't. Dept. Head I (Municipal Treasurer)	Ma. Chona E. Daloso	SG-24/Step 3	74,434.00	SG-24/Step 3	77,784.00	3,350.00	16,750.00
45	45	Mun. Gov't. Dept. Head I (Assistant Mun. Treasurer)	Luz C. Fernandez	SG-22/Step 8	63,479.00	SG-22/Step 8	66,399.00	2,920.00	14,600.00
56	56	Administrative Aide III (Clerk I)	Dominic P. Fumar	SG-3/Step 1	11,742.00	SG-3/Step 1	12,212.00	470.00	2,350.00
56-F	56-F	Administrative Aide II (Messenger)	Marties G. Hanopol	SG-2/Step 1	11,055.00	SG-2/Step 1	11,498.00	443.00	2,215.00
56-G	56-G	Administrative Aide II (Reproduction Machine Operator)	Lilian F. Uy	SG-2/Step 1	11,055.00	SG-2/Step 1	11,498.00	443.00	2,215.00
56-H	56-H	Administrative Aide II (Bookbinder I)	Roberto F. Horca, Jr.	SG-2/Step 1	11,055.00	SG-2/Step 1	11,498.00	443.00	2,215.00
56-I	56-I	Administrative Aide I (Utility Worker I)	Aldwin C. Fabi	SG-1/Step 1	10,400.00	SG-1/Step 1	10,824.00	424.00	2,120.00
<b>CASH OPERATION</b>									
46	46	Administrative Assistant II (Disbursing Officer II)	Rosario P. Egsoc	SG-8/Step 1	15,795.00	SG-8/Step 1	16,427.00	632.00	3,160.00
47	47	Administrative Aide VI (Disbursing Officer I)	(Vacant)	SG-6/Step 2	14,150.00	SG-6/Step 1	14,604.00	454.00	2,270.00
<b>REVENUE OPERATION</b>									
48	48	Revenue Collection Clerk II	Nida A. Tablason	SG-7/Step 1	14,896.00	SG-7/Step 1	15,492.00	596.00	2,980.00
49	49	Revenue Collection Clerk I	Alma T. Sampilo	SG-5/Step 1	13,234.00	SG-5/Step 1	13,764.00	530.00	2,650.00
50	50	Revenue Collection Clerk I	(Vacant)	SG-5/Step 8	13,962.00	SG-5/Step 1	13,764.00	(198.00)	(990.00)
51	51	Revenue Collection Clerk I	Susana A. Daga	SG-5/Step 8	13,962.00	SG-5/Step 8	14,521.00	559.00	2,795.00
52	52	Revenue Collection Clerk I	(Vacant)	SG-5/Step 1	13,234.00	SG-5/Step 1	13,764.00	530.00	2,650.00
53	53	Revenue Collection Clerk I	Berly N. Natulla	SG-5/Step 1	13,234.00	SG-5/Step 1	13,764.00	530.00	2,650.00
54	54	Revenue Collection Clerk I	Ariel P. Lora	SG-5/Step 1	13,234.00	SG-5/Step 1	13,764.00	530.00	2,650.00
55	55	Revenue Collection Clerk I	(Vacant)	SG-5/Step 1	13,234.00	SG-5/Step 1	13,764.00	530.00	2,650.00
56-A	56-A	Ticket Checker	Cheryle M. Martinez	SG-3/Step 1	11,742.00	SG-3/Step 1	12,212.00	470.00	2,350.00
56-B	56-B	Ticket Checker	Rizalina L. Callosa	SG-3/Step 1	11,742.00	SG-3/Step 1	12,212.00	470.00	2,350.00
56-C	56-C	Ticket Checker	J-zar N. Dela Peña	SG-3/Step 1	11,742.00	SG-3/Step 1	12,212.00	470.00	2,350.00

56-D	56-D	Ticket Checker	Eleonor V. Longjas	SG-3/Step 1	11,742.00	SG-3/Step 1	12,212.00	470.00	2,350.00
56-E	56-E	Ticket Checker	Diosalyn P. Petilla	SG-3/Step 1	11,742.00	SG-3/Step 1	12,212.00	470.00	2,350.00
		<b>TOTAL SALARIES</b>			<b>390,865.00</b>		<b>406,401.00</b>	<b>15,536.00</b>	<b>77,680.00</b>
		<b>TOTAL WAGES (6)</b>			<b>62,400.00</b>		<b>64,944.00</b>	<b>2,544.00</b>	<b>12,720.00</b>
		<b>TOTAL APPROPRIATIONS</b>			<b>453,265.00</b>		<b>471,345.00</b>	<b>18,080.00</b>	<b>90,400.00</b>

Prepared:

  
**JAYRA MAE E. GAMEZ**  
 OIC Municipal Treasurer

Reviewed:

  
**ALLAN P. CHAVERO**  
 Human Resource Management Officer I

Approved:

  
**REMEDIOS "MATIN" L. PETILLA**  
 Local Chief Executive

### Personnel Schedule CY 2024 (Casuals) LGU-Palo, Leyte

Office: **OFFICE OF THE MUNICIPAL TREASURER**  
Account Code: **1091**

Item Number		Position Title  3	Name of Incumbent  4	Current Rate/ Month per AGFB 2024		Proposed Rate/ Month per LBC No. 160 (First Tranche)		Increase / Decrease/ Month  9	Total Increase/ Decrease/ Month Five (5) Months Aug.-Dec. 2024
Old	New			SG / Step	Amount	SG / Step	Amount		
1	2			5	6	7	8		
		Administrative Aide I	(VACANT)	SG-1, Step 1	10,400.00	SG-1, Step 1	10,824.00	424.00	2,120.00
		Administrative Aide I	(VACANT)	SG-1, Step 1	10,400.00	SG-1, Step 1	10,824.00	424.00	2,120.00
		Administrative Aide I	(VACANT)	SG-1, Step 1	10,400.00	SG-1, Step 1	10,824.00	424.00	2,120.00
		Administrative Aide I	(VACANT)	SG-1, Step 1	10,400.00	SG-1, Step 1	10,824.00	424.00	2,120.00
		Administrative Aide I	(VACANT)	SG-1, Step 1	10,400.00	SG-1, Step 1	10,824.00	424.00	2,120.00
		Administrative Aide I	(VACANT)	SG-1, Step 1	10,400.00	SG-1, Step 1	10,824.00	424.00	2,120.00
		<b>TOTAL SALARIES</b>			-		-	-	-
		<b>TOTAL WAGES (6)</b>			<b>62,400.00</b>		<b>64,944.00</b>	<b>2,544.00</b>	<b>12,720.00</b>
		<b>TOTAL APPROPRIATIONS</b>			<b>62,400.00</b>		<b>64,944.00</b>	<b>2,544.00</b>	<b>12,720.00</b>

Prepared:

  
**JAYRA MAE E. GAMEZ**  
OIC-Municipal Treasurer

Reviewed:

  
**ALLAN P. CHAVERO**  
Human Resource Management Officer I

Approved:

  
**REMEDIOS "MATIN" L. PETILLA**  
Local Chief Executive

## Personnel Schedule CY 2024

### LGU-Palo, Leyte

Office: **OFFICE OF THE MUNICIPAL ASSESSOR**

Account Code: **1101**

Item Number		Position Title	Name of Incumbent	Current Rate/ Month per ABFB 2024		Proposed Rate/ Month per LBC No. 180 (First Tranche)		Increase / Decrease/ Month	Total Increase/ Decrease/ Month
Old	New			SG / Step	Amount	SG / Step	Amount		
1	2	3	4	5	6	7	8	9	Five (5 Months Aug.-Dec. 2024)
57	57	<b>OFFICE OF THE MUNICIPAL ASSESSOR</b> Mun. Gov't. Department Head I (Municipal Assessor)	Ana N. Lagao	SG-24/Step 1	72,062.00	SG-24/Step 1	75,306.00	3,244.00	16,220.00
-	109	Local Assessment Operations Officer I *	(Vacant)	SG-11, Step 1	-	SG-11, Step 1	22,810.00	22,810.00	114,050.00
58	58	Draftsman I	Joel Bienvenido I. Daga	SG-6/Step 7	14,703.00	SG-6/Step 7	15,291.00	588.00	2,940.00
63	63	Assessment Clerk II	Ruel M. Bitangjol	SG-6/Step 1	14,042.00	SG-6/Step 1	14,604.00	562.00	2,810.00
59	59	Assessment Clerk I	(Vacant)	SG-4/Step 1	12,469.00	SG-4/Step 1	12,967.00	498.00	2,490.00
60	60	Assessment Clerk I	Darlene F. Panganoron	SG-4/Step 8	13,154.00	SG-4/Step 8	13,681.00	527.00	2,635.00
61	61	Assessment Clerk I	Maria Letty G. Labajoy	SG-4/Step 1	12,469.00	SG-4/Step 1	12,967.00	498.00	2,490.00
62	62	Assessment Clerk I	(Vacant)	SG-4/Step 1	12,469.00	SG-4/Step 1	12,967.00	498.00	2,490.00
63-A	63-A	Administrative Aide II (Messenger)	Julius M. Palamos	SG-2/Step 1	11,055.00	SG-2/Step 1	11,498.00	443.00	2,215.00
63-B	63-B	Administrative Aide I (Utility Worker I)	Genevive M. Perez	SG-1/Step 1	10,400.00	SG-1/Step 1	10,824.00	424.00	2,120.00
<b>TOTAL SALARIES</b>					<b>172,823.00</b>		<b>202,915.00</b>	<b>30,092.00</b>	<b>150,460.00</b>
<b>TOTAL WAGES (3)</b>					<b>31,200.00</b>		<b>32,472.00</b>	<b>1,272.00</b>	<b>6,360.00</b>
<b>TOTAL APPROPRIATIONS</b>					<b>204,023.00</b>		<b>235,387.00</b>	<b>31,364.00</b>	<b>156,820.00</b>

\* Newly created position

Prepared:

  
**ANA N. LAGAO**  
 Municipal Assessor

Reviewed:

  
**ALLAN P. CHAVERO**  
 Human Resource Management Officer I

Approved:

  
**REMEDIOS "MATIN" L. PETILLA**  
 Local Chief Executive

**Personnel Schedule CY 2024 (CASUALS)**  
 LGU-Palo, Leyte

Office: **OFFICE OF THE MUNICIPAL ASSESSOR**  
 Account Code: **1101**

Item Number		Position Title	Name of Incumbent	Current Rate/ Month per ABFB 2024		Proposed Rate/ Month per LBC No. 160 (First Tranche)		Increase / Decrease/ Month	Total Increase/ Decrease/ Month
Old	New			SG / Step	Amount	SG / Step	Amount		
1	2			3	4	5	6	7	8
		Administrative Aide I	ACEBEDO, BLESILDA M.	SG-1, Step 1	10,400.00	SG-1, Step 1	10,824.00	424.00	2,120.00
		Administrative Aide I	(VACANT)	SG-1, Step 1	10,400.00	SG-1, Step 1	10,824.00	424.00	2,120.00
		Administrative Aide I	(VACANT)	SG-1, Step 1	10,400.00	SG-1, Step 1	10,824.00	424.00	2,120.00
		<b>TOTAL SALARIES</b>					-	-	-
		<b>TOTAL WAGES (3)</b>			<b>31,200.00</b>		<b>32,472.00</b>	<b>1,272.00</b>	<b>6,360.00</b>
		<b>TOTAL APPROPRIATIONS</b>			<b>31,200.00</b>		<b>32,472.00</b>	<b>1,272.00</b>	<b>6,360.00</b>

Prepared:

*ANA N. LAGAO*  
**ANA N. LAGAO**  
 Municipal Assesor

Reviewed:

*ALLAN P. CHAVERO*  
**ALLAN P. CHAVERO**  
 Human Resource Management Officer I

Approved:

*REMEDIOS "MATIN" L. PETILLA*  
**REMEDIOS "MATIN" L. PETILLA**  
 Local Chief Executive



## Personnel Schedule CY 2024 LGU-Palo, Leyte

Office: **OFFICE OF THE MUNICIPAL HEALTH OFFICER**  
Account Code: **4411**

Item Number		Position Title	Name of Incumbent	Current Rate/ Month per AGFB 2024		Proposed Rate/ Month per LBC No. 160 (First Tranche)		Increase / Decrease/ Month	Total Increase/ Decrease/ Month
Old	New			SG / Step	Amount	SG / Step	Amount		
1	2			3	4	5	6	7	8
		<b>OFFICE OF THE MUNICIPAL HEALTH OFFICER</b>							
77	77	Mun. Gov't. Dept. Head I (Municipal Health Officer)	Leo T. Calonia	SG-24/Step 4	94,562.00	SG-24/Step 4	98,817.00	4,255.00	21,275.00
78	78	Dentist II	Cheryl T. Cabrerros	SG-17/Step 2	43,488.00	SG-17/Step 2	45,619.00	2,131.00	10,655.00
81	81	Dental Aide	Maria Ederlina B. Burre	SG-4/Step 8	16,443.00	SG-4/Step 8	17,101.00	658.00	3,290.00
87	87	Nurse II	Lorna A. Bonife	SG-16/Step 6	41,804.00	SG-16/Step 6	43,852.00	2,048.00	10,240.00
93	93	Nurse I	Leslie Anne B. Loreto	SG-15/Step 1	36,619.00	SG-15/Step 1	38,413.00	1,794.00	8,970.00
96	96	Radiologic Technologist I	(Vacant)	SG-11/ Step 1	27,000.00	SG-11/ Step 1	28,512.00	1,512.00	7,560.00
92	92	Medical Technologist I	(Vacant)	SG-11/Step 1	27,000.00	SG-11/Step 1	28,512.00	1,512.00	7,560.00
97	97	Medical Technologist I	(Vacant)	SG-11/ Step 1	27,000.00	SG-11/ Step 1	28,512.00	1,512.00	7,560.00
95	95	Pharmacist I	Thea Isabella M. Cinco	SG-11/Step 1	27,000.00	SG-11/Step 1	28,512.00	1,512.00	7,560.00
83	83	Midwife III	Leah O. Miranda	SG-13/Step 1	31,320.00	SG-13/Step 1	32,870.00	1,550.00	7,750.00
91	91	Midwife III	Evelyn R. Gilang	SG-13/Step 1	31,320.00	SG-13/Step 1	32,870.00	1,550.00	7,750.00
84	84	Midwife II	Soledad O. Patiga	SG-11/Step 8	29,075.00	SG-11/Step 8	30,587.00	1,512.00	7,560.00
85	85	Midwife II	(Vacant)	SG-11/Step 1	27,000.00	SG-11/Step 1	28,512.00	1,512.00	7,560.00
86	86	Midwife II	Diana C. Edejer	SG-11/Step 2	27,284.00	SG-11/Step 2	28,796.00	1,512.00	7,560.00
89	89	Midwife II	Teresita B. Conos	SG-11/Step 1	27,000.00	SG-11/Step 1	28,512.00	1,512.00	7,560.00
90	90	Midwife II	(Vacant)	SG-11/Step 1	27,000.00	SG-11/Step 1	28,512.00	1,512.00	7,560.00
82	82	Midwife I	Gina T. Taladro	SG-9/Step 1	21,211.00	SG-9/Step 1	22,219.00	1,008.00	5,040.00
94	94	Midwife I	Dolorica M. Fumar	SG-9/Step 1	21,211.00	SG-9/Step 1	22,219.00	1,008.00	5,040.00
79	79	Sanitation Inspector II	Melvin C. Millar	SG-8/Step 2	19,923.00	SG-8/Step 2	20,720.00	797.00	3,985.00
80	80	Sanitation Inspector II	(Vacant)	SG-8/Step 1	19,744.00	SG-8/Step 1	20,534.00	790.00	3,950.00
88	88	Sanitation Inspector I	Sarah L. Ladrera	SG-6/Step 1	17,553.00	SG-6/Step 1	18,255.00	702.00	3,510.00
11-N	11-N	Administrative Aide III (Driver I) **	Albino N. Negradas	SG-3/Step 1	11,742.00	SG-3/Step 1	15,265.00	3,523.00	17,615.00
98	98	Laboratory Aide I	Salvacion M. Cinco	SG-2/Step 1	13,819.00	SG-2/Step 1	14,372.00	553.00	2,765.00
99	99	Administrative Aide I (Laborer I)	Allan J. Basas	SG-1/Step 1	13,000.00	SG-1/Step 1	13,530.00	530.00	2,650.00

100	100	Administrative Aide I (Laborer I)	Eduardo M. Montuya	SG-1/Step 1	13,000.00	SG-1/Step 1	13,530.00	530.00	2,650.00
101	101	Administrative Aide I (Utility Worker I)	Jose U. Cayunda	SG-1/Step 1	13,000.00	SG-1/Step 1	13,530.00	530.00	2,650.00
		<b>EPIDEMIOLOGY SURVEILLANCE UNIT</b>							
-	122	Nurse I *	(Vacant)	SG-15, Step 1	-	SG-15, Step 1	38,413.00	38,413.00	192,065.00
		<b>TOTAL SALARIES</b>			<b>705,118.00</b>		<b>781,096.00</b>	<b>75,978.00</b>	<b>379,890.00</b>
		<b>TOTAL WAGES (12)</b>			<b>104,000.00</b>		<b>108,240.00</b>	<b>4,240.00</b>	<b>21,200.00</b>
		<b>TOTAL APPROPRIATIONS</b>			<b>809,118.00</b>		<b>889,336.00</b>	<b>80,218.00</b>	<b>401,090.00</b>

\* Newly created position

\*\* Position transferred from Office of the Mayor

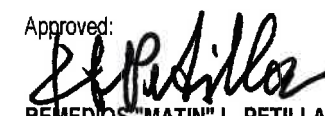
Prepared:

  
LEO T. CALONIA, MD  
Municipal Health Officer

Reviewed:

  
ALLAN P. CHAVERO  
Human Resource Management Officer I

Approved:


  
REMEDIOS "MARTIN" L. PETILLA  
Local Chief Executive


## Personnel Schedule CY 2024 (Casual)


LGU-Palo, Leyte

Office: **OFFICE OF THE MUNICIPAL HEALTH OFFICER**  
 Account Code: **4411**

Item Number		Position Title	Name of Incumbent	Current Rate/ Month per AGFB 2024		Proposed Rate/ Month per LBC No. 160 (First Tranche)		Increase / Decrease/ Month	Total Increase/ Decrease/ Month
Old	New			SG / Step	Amount	SG / Step	Amount	9	Five (5 Months Aug.-Dec. 2024)
1	2			5	6	7	8		
		Administrative Aide I	ALISEN, JOSEPHINE M.	SG-1, Step 1	10,400.00	SG-1, Step 1	10,824.00	424.00	2,120.00
		Administrative Aide I	CABRIGAS, JAMIE JANE P.	SG-1, Step 1	10,400.00	SG-1, Step 1	10,824.00	424.00	2,120.00
		Administrative Aide I	DAGAMI, IRENE F.	SG-1, Step 1	10,400.00	SG-1, Step 1	10,824.00	424.00	2,120.00
		Administrative Aide I	GILANG, KRISTINE GRACE R.	SG-1, Step 1	10,400.00	SG-1, Step 1	10,824.00	424.00	2,120.00
		Administrative Aide I	GONZALES, NANCY A.	SG-1, Step 1	10,400.00	SG-1, Step 1	10,824.00	424.00	2,120.00
		Administrative Aide I	(VACANT)	SG-1, Step 1	10,400.00	SG-1, Step 1	10,824.00	424.00	2,120.00
		Administrative Aide I	(VACANT)	SG-1, Step 1	10,400.00	SG-1, Step 1	10,824.00	424.00	2,120.00
		Administrative Aide I	(VACANT)	SG-1, Step 1	10,400.00	SG-1, Step 1	10,824.00	424.00	2,120.00
		Administrative Aide I	(VACANT)	SG-1, Step 1	10,400.00	SG-1, Step 1	10,824.00	424.00	2,120.00
		Administrative Aide I	(VACANT)	SG-1, Step 1	10,400.00	SG-1, Step 1	10,824.00	424.00	2,120.00
		<b>TOTAL SALARIES</b>			-		-	-	-
		<b>TOTAL WAGES (10)</b>			<b>104,000.00</b>		<b>108,240.00</b>	<b>4,240.00</b>	<b>21,200.00</b>
		<b>TOTAL APPROPRIATIONS</b>			<b>104,000.00</b>		<b>108,240.00</b>	<b>4,240.00</b>	<b>21,200.00</b>

Prepared:   
**LEO T. CALONIA, MD**  
 Municipal Health Officer

Reviewed:   
**ALLAN P. CHAVERO**  
 Human Resource Management Officer I

Approved:   
**REMEDIOS "MATIN" L. PETILLA**  
 Local Chief Executive

## Personnel Schedule CY 2024 LGU-Palo, Leyte

Office: **OFFICE OF THE MUNICIPAL SOCIAL WELFARE AND DEVELOPMENT OFFICER**  
Account Code: **7611**

Item Number		Position Title	Name of Incumbent	Current Rate/ Month per AGFB 2024		Proposed Rate/ Month per LBC No. 160 (First Tranche)		Increase / Decrease/ Month	Total Increase/ Decrease/ Month
Old	New			SG / Step	Amount	SG / Step	Amount		
1	2	3	4	5	6	7	8	9	Five (5 Months Aug.-Dec. 2024
<b>OFFICE OF THE MUNICIPAL SOCIAL WELFARE AND DEVELOPMENT OFFICER</b>									
64	64	Mun. Gov't. Dept. Head I (MSWD Officer)	Anabelle A. Agner	SG-24/Step 1	72,062.00	SG-24/Step 2	76,534.00	4,472.00	22,360.00
65	65	Social Welfare Officer III	Jasmine C. Estrada	SG-18/Step 8	40,306.00	SG-18/Step 8	42,281.00	1,975.00	9,875.00
68-A	68-A2	Social Welfare Officer I	(Vacant)	SG-11/Step 1	21,600.00	SG-11/Step 1	22,810.00	1,210.00	6,050.00
66	66	Social Welfare Assistant	Clenia C. Rosales	SG-8/Step 8	16,823.00	SG-8/Step 8	17,496.00	673.00	3,365.00
67	67	Day Care Worker I	Noel M. Elona	SG-6/Step 3	14,259.00	SG-6/Step 3	14,830.00	571.00	2,855.00
68	68	Administrative Aide IV (Clerk II)	Floresa T. Pulga	SG-4/Step 1	12,469.00	SG-4/Step 1	12,967.00	498.00	2,490.00
68-B	68-B	Administrative Aide II (Messenger)	Romeo M. Abaño	SG-2/Step 1	11,055.00	SG-2/Step 1	11,498.00	443.00	2,215.00
68-C	68-C	Administrative Aide II (Reproduction Machine Operator I)	Adelfo R. Rupa	SG-2/Step 1	11,055.00	SG-2/Step 1	11,498.00	443.00	2,215.00
68-D	68-D	Administrative Aide II (Bookbinder I)	Criselda M. Cornejo	SG-2/Step 1	11,055.00	SG-2/Step 1	11,498.00	443.00	2,215.00
68-E	68-E	Administrative Aide I (Laborer I)	Aldwin A. Callosa	SG-1/Step 1	10,400.00	SG-1/Step 1	10,824.00	424.00	2,120.00
68-F	68-F	Administrative Aide I (Laborer I)	Ronald L. Cornejo	SG-1/Step 1	10,400.00	SG-1/Step 1	10,824.00	424.00	2,120.00
68-G	68-G	Administrative Aide I (Utility Worker I)	Gina D. Linde	SG-1/Step 1	10,400.00	SG-1/Step 1	10,824.00	424.00	2,120.00
68-H	68-H	Administrative Aide I (Utility Worker I)	Noel A. Barredo	SG-1/Step 1	10,400.00	SG-1/Step 1	10,824.00	424.00	2,120.00
<b>SENIOR CITIZEN'S OFFICE</b>									
-	125	Social Welfare Aide *	(Vacant)	SG-4, Step 1	-	SG-4, Step 1	12,967.00	12,967.00	64,835.00
<b>PERSONS WITH DISABILITY AFFAIRS OFFICE</b>									
-	126	Disability Affairs Officer III *	(Vacant)	SG-18, Step 1	-	SG-18, Step 1	39,212.00	39,212.00	196,060.00
<b>TOTAL SALARIES</b>					<b>252,284.00</b>		<b>316,887.00</b>	<b>64,603.00</b>	<b>323,015.00</b>
<b>TOTAL WAGES (5)</b>					<b>52,000.00</b>		<b>54,120.00</b>	<b>2,120.00</b>	<b>10,600.00</b>
<b>TOTAL APPROPRIATIONS</b>					<b>304,284.00</b>		<b>371,007.00</b>	<b>66,723.00</b>	<b>333,615.00</b>

\* Newly created position

Prepared:

  
**ANABELLE A. AGNER**  
MSWD Officer

Reviewed:

  
**ALLAN P. CHAVERO**  
Human Resource Management Officer I

Approved:

  
**REMEDIOS "MATIN" L. PETILLA**  
Local Chief Executive

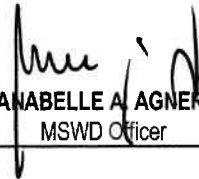
### Personnel Schedule CY 2024 (Casuals)

LGU-Palo, Leyte

Office: **OFFICE OF THE MUNICIPAL SOCIAL WELFARE AND DEVELOPMENT OFFICER**  
 Account Code: **7611**

Item Number		Position Title	Name of Incumbent	Current Rate/ Month per AGFB 2024		Proposed Rate/ Month per LBC No. 160 (First Tranche)		Increase / Decrease/ Month	Total Increase/ Decrease/ Month Five (5 Months Aug.-Dec. 2024
Old	New			SG / Step	Amount	SG / Step	Amount		
1	2	3	4	5	6	7	8	9	
		Administrative Aide I	CABANAS, KELSEY LALA A.	SG-1, Step 1	10,400.00	SG-1, Step 1	10,824.00	424.00	2,120.00
		Administrative Aide I	DEL ROSARIO, CARLITO C.	SG-1, Step 1	10,400.00	SG-1, Step 1	10,824.00	424.00	2,120.00
		Administrative Aide I	MONTAÑO, MARRY ROSE T.	SG-1, Step 1	10,400.00	SG-1, Step 1	10,824.00	424.00	2,120.00
		Administrative Aide I	(VACANT)	SG-1, Step 1	10,400.00	SG-1, Step 1	10,824.00	424.00	2,120.00
		Administrative Aide I	(VACANT)	SG-1, Step 1	10,400.00	SG-1, Step 1	10,824.00	424.00	2,120.00
		<b>TOTAL SALARIES</b>					-	-	-
		<b>TOTAL WAGES (5)</b>			<b>52,000.00</b>		<b>54,120.00</b>	<b>2,120.00</b>	<b>10,600.00</b>
		<b>TOTAL APPROPRIATIONS</b>			<b>52,000.00</b>		<b>54,120.00</b>	<b>2,120.00</b>	<b>10,600.00</b>

Prepared:

  
**ANABELLE A. AGNER**  
 MSWD Officer

Reviewed:

  
**ALLAN P. CHAVERO**  
 Human Resource Management Officer I

Approved:

  
**REMEDIOS "MATIN" L. PETILLA**  
 Local Chief Executive



## Personnel Schedule CY 2024 LGU-Palo, Leyte

Office: **OFFICE OF THE MUNICIPAL AGRICULTURIST**  
Account Code: **8711**

Item Number		Position Title	Name of Incumbent	Current Rate/ Month per AGFB 2024		Proposed Rate/ Month per LBC No. 160 (First Tranche)		Increase / Decrease/ Month	Total Increase/ Decrease/ Month
Old	New			SG / Step	Amount	SG / Step	Amount		
1	2			5	6	7	8		
<b>OFFICE OF THE MUNICIPAL AGRICULTURIST</b>									
68-A	68-A	Mun. Gov't. Dep't. Head I (Municipal Agriculturist)	Nestor C. Labajoy	SG-24/Step 1	72,062.00	SG-24/Step 1	75,306.00	3,244.00	16,220.00
69	(69)	(Supervising Agriculturist) *	(Vacant)	SG-22/ Step 1	-	SG-22/ Step 1	-	-	-
70	70	Mun. Agricultural Officer	(Vacant)	SG-20/Step 1	45,878.00	SG-20/Step 1	48,126.00	2,248.00	11,240.00
71	71	Agricultural Technologist	(Vacant)	SG-10/Step 1	18,541.00	SG-10/Step 1	19,505.00	964.00	4,820.00
72	72	Agricultural Technologist	Lea T. De Veyra	SG-10/Step 5	19,169.00	SG-10/Step 5	20,166.00	997.00	4,985.00
73	73	Agricultural Technologist	Irwin S. Martillo	SG-10/Step 7	19,490.00	SG-10/Step 7	20,504.00	1,014.00	5,070.00
74	74	Agricultural Technologist	(Vacant)	SG-10/Step 1	18,541.00	SG-10/Step 1	19,505.00	964.00	4,820.00
75	75	Agricultural Technologist	(Vacant)	SG-10/Step 1	18,541.00	SG-10/Step 1	19,505.00	964.00	4,820.00
76	76	Agricultural Technologist	(Vacant)	SG-10/Step 1	18,541.00	SG-10/Step 1	19,505.00	964.00	4,820.00
76-A	76-A	Farm Worker I	Carina M. Mosca	SG-2/Step 1	11,055.00	SG-2/Step 1	11,498.00	443.00	2,215.00
76-B	76-B	Administrative Aide I (Laborer I)	Raymund B. Vefarta	SG-1/Step 1	10,400.00	SG-1/Step 1	10,824.00	424.00	2,120.00
76-C	76-C	Administrative Aide I (Laborer I)	Renato D. Espina	SG-1/Step 1	10,400.00	SG-1/Step 1	10,824.00	424.00	2,120.00
76-D	76-D	Administrative Aide I (Laborer I)	Noel Antonio A. Cayanong	SG-1/Step1	10,400.00	SG-1/Step1	10,824.00	424.00	2,120.00
76-E	76-E	Administrative Aide I (Laborer I)	Fiel H. Abad	SG-1/Step 1	10,400.00	SG-1/Step 1	10,824.00	424.00	2,120.00
76-F	76-F	Administrative Aide I (Utility Worker I)	Ronie P. Alvarado	SG-1/Step 1	10,400.00	SG-1/Step 1	10,824.00	424.00	2,120.00
					<b>293,818.00</b>		<b>307,740.00</b>	<b>13,922.00</b>	<b>69,610.00</b>
					<b>20,800.00</b>		<b>21,648.00</b>	<b>848.00</b>	<b>4,240.00</b>
					<b>314,618.00</b>		<b>329,388.00</b>	<b>14,770.00</b>	<b>73,850.00</b>

\* Position for abolition/ deletion

Prepared:

**NESTOR C. LABAJAY**  
Municipal Agriculturist

Reviewed:

  
**ALLAN P. CHAVERO**  
Human Resource Management Officer I

Approved:



  
**REMEDIOS "MATIN" L. PETILLA**  
Local Chief Executive



### Personnel Schedule CY 2024 (Casuals) LGU-Palo, Leyte

Office: **OFFICE OF THE MUNICIPAL AGRICULTURIST**  
Account Code: **8711**

Item Number		Position Title	Name of Incumbent	Current Rate/ Month per AGFB 2024		Proposed Rate/ Month per LBC No. 160 (First Tranche)		Increase / Decrease/ Month	Total Increase/ Decrease/ Month Five (5 Months Aug.-Dec. 2024)
Old	New			SG / Step	Amount	SG / Step	Amount		
1	2	3	4	5	6	7	8	9	
		Administrative Aide I	CARDINES, RAMMEL B.	SG-1, Step 1	10,400.00	SG-1, Step 1	10,824.00	424.00	2,120.00
		Administrative Aide I	POTENTE, MARIA LUZ D.	SG-1, Step 1	10,400.00	SG-1, Step 1	10,824.00	424.00	2,120.00
		<b>TOTAL SALARIES</b>			-		-	<b>848.00</b>	<b>4,240.00</b>
		<b>TOTAL WAGES (2)</b>			<b>20,800.00</b>		<b>21,648.00</b>	<b>848.00</b>	<b>4,240.00</b>
		<b>TOTAL APPROPRIATIONS</b>			<b>20,800.00</b>		<b>21,648.00</b>	<b>848.00</b>	<b>4,240.00</b>

Prepared:  <b>NESTOR C. LABAJAY</b> Municipal Agriculturist	Reviewed:  <b>ALLAN P. CHAVERO</b> Human Resource Management Officer I	Approved:  <b>REMEDIOS "MATIN" L. PETILLA,</b> Local Chief Executive
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## Personnel Schedule CY 2024

### LGU-Palo, Leyte

Office: **OFFICE OF THE MUNICIPAL ENGINEER**  
 Account Code: **8751**

Item Number		Position Title	Name of Incumbent	Current Rate/ Month per AGFB 2024		Proposed Rate/ Month per LBC No. 160 (First Tranche)		Increase / Decrease/ Month	Total Increase/ Decrease/ Month
Old	New			SG / Step	Amount	SG / Step	Amount		
1	2			3	4	5	6	7	8
		<b>OFFICE OF THE MUNICIPAL ENGINEER</b>							
33	33	Mun. Gov't. Dept. Head I (Municipal Engineer)	Jadd Meyrick S. Agner	SG-24/Step 2	73,238.00	SG-24/Step 2	76,534.00	3,296.00	16,480.00
33-A	33-A	Engineer II	(Vacant)	SG-16/Step 1	31,738.00	SG-16/Step 1	33,293.00	1,555.00	7,775.00
35-A	35-A	Architect I	Christian M. Cabillo	SG-12/Step 1	23,332.00	SG-12/Step 1	24,564.00	1,232.00	6,160.00
34-A	34-A	Engineering Assistant	Hubert B. Baldesco	SG-8/Step 1	15,795.00	SG-8/Step 1	16,427.00	632.00	3,160.00
35	35	Draftsman I	Joel M. Dacillo	SG-6/Step 1	14,042.00	SG-6/Step 1	14,604.00	562.00	2,810.00
35-B	35-B	Administrative Aide II (Messenger)	Charlie R. Malbas	SG-2/Step 1	11,055.00	SG-2/Step 1	11,498.00	443.00	2,215.00
35-C	35-C	Administrative Aide II (Reproduction Machine Operator)	Maricel M. Lachica	SG-2/Step 1	11,055.00	SG-2/Step 1	11,498.00	443.00	2,215.00
35-D	35-D	Administrative Aide II (Bookinder I)	Teresita V. Pajota	SG-2/Step 1	11,055.00	SG-2/Step 1	11,498.00	443.00	2,215.00
35-E	35-E	Administrative Aide I (Laborer I)	Romelito G. Movilla	SG-1/Step 1	10,400.00	SG-1/Step 1	10,824.00	424.00	2,120.00
35-F	35-F	Administrative Aide I (Laborer I)	Rogello C. Ladrera	SG-1/Step 1	10,400.00	SG-1/Step 1	10,824.00	424.00	2,120.00
35-G	35-G	Administrative Aide I (Laborer I)	Henry T. Labasan, Jr.	SG-1/Step 1	10,400.00	SG-1/Step 1	10,824.00	424.00	2,120.00
35-H	35-H	Administrative Aide I (Laborer I)	Vencent M. Guban	SG-1/Step 1	10,400.00	SG-1/Step 1	10,824.00	424.00	2,120.00
35-I	35-I	Administrative Aide I (Utility Worker I)	John Rodrigo Pedrosa	SG-1/Step 1	10,400.00	SG-1/Step 1	10,824.00	424.00	2,120.00
		<b>OFFICE OF THE BUILDING OFFICIAL</b>							
34	34	Engineer I	Remegio V. Manlicoban	SG-12/Step 8	24,984.00	SG-12/Step 8	26,216.00	1,232.00	6,160.00
-	121	Building Inspector *	(Vacant)	SG-11, Step 1	-	SG-11, Step 1	22,810.00	22,810.00	114,050.00
					<b>268,294.00</b>		<b>303,062.00</b>	<b>34,768.00</b>	<b>173,840.00</b>
					<b>72,800.00</b>		<b>75,768.00</b>	<b>2,968.00</b>	<b>14,840.00</b>
					<b>341,094.00</b>		<b>378,830.00</b>	<b>37,736.00</b>	<b>188,680.00</b>

\* Newly created position

Prepared:

**JADD MEYRICK S. AGNER**  
Municipal Engineer

Reviewed:

**ALLAN P. CHAVERO**  
Human Resource Management Officer I

Approved:

**REMEDIOS "MATIN" L. PETILLA**  
Local Chief Executive

### Personnel Schedule CY 2024 (Casuals) LGU-Palo, Leyte

Office: **OFFICE OF THE MUNICIPAL ENGINEER**  
Account Code: **8751**

Item Number		Position Title	Name of Incumbent	Current Rate/ Month per AGFB 2024		Proposed Rate/ Month per LBC No. 160 (First Tranche)		Increase / Decrease/ Month	Total Increase/ Decrease/ Month Five (5 Months Aug.-Dec. 2024)
Old	New			SG / Step	Amount	SG / Step	Amount		
1	2			5	6	7	8		
		Administrative Aide I	CAMPO, GERARD CHRISTIAN	SG-1, Step 1	10,400.00	SG-1, Step 1	10,824.00	424.00	2,120.00
		Administrative Aide I	FERNANDEZ, RODERICO C.	SG-1, Step 1	10,400.00	SG-1, Step 1	10,824.00	424.00	2,120.00
		Administrative Aide I	MARASIGAN, WILFRED B.	SG-1, Step 1	10,400.00	SG-1, Step 1	10,824.00	424.00	2,120.00
		Administrative Aide I	SALAZAR, MARK P.	SG-1, Step 1	10,400.00	SG-1, Step 1	10,824.00	424.00	2,120.00
		Administrative Aide I	(VACANT)	SG-1, Step 1	10,400.00	SG-1, Step 1	10,824.00	424.00	2,120.00
		Administrative Aide I	(VACANT)	SG-1, Step 1	10,400.00	SG-1, Step 1	10,824.00	424.00	2,120.00
		Administrative Aide I	(VACANT)	SG-1, Step 1	10,400.00	SG-1, Step 1	10,824.00	424.00	2,120.00
		<b>TOTAL SALARIES</b>			-		-	-	-
		<b>TOTAL WAGES (7)</b>			<b>72,800.00</b>		<b>75,768.00</b>	<b>2,968.00</b>	<b>14,840.00</b>
		<b>TOTAL APPROPRIATIONS</b>			<b>72,800.00</b>		<b>75,768.00</b>	<b>2,968.00</b>	<b>14,840.00</b>

Prepared:

  
**JADD MEYRICKS. AGNER**  
Municipal Engineer

Reviewed:

  
**ALLAN P. CHAVERO**  
Human Resource Management Officer I

Approved:

  
**REMEDIOS "MATIN" L. PETILLA**  
Local Chief Executive

## Personnel Schedule CY 2024 (Casuals)

### LGU-Palo, Leyte

Office: **Market and Slaughterhouse**  
 Account Code: **8811**

Item Number		Position Title	Name of Incumbent	Current Rate/ Month per AGFB 2024		Proposed Rate/ Month per LBC No. 160 (First Tranche)		Increase / Decrease/ Month	Total Increase/ Decrease/ Month
Old	New			SG / Step	Amount	SG / Step	Amount		
1	2	3	4	5	6	7	8	9	Five (5 Months Aug.-Dec. 2024)
		Administrative Aide I	CORREGIDOR, LEANDRO M.	SG-1, Step 1	10,400.00	SG-1, Step 1	10,824.00	424.00	2,120.00
		Administrative Aide I	LADRERA, ROLANDO JR. C.	SG-1, Step 1	10,400.00	SG-1, Step 1	10,824.00	424.00	2,120.00
		Administrative Aide I	LIPORADA, RENATO L.	SG-1, Step 1	10,400.00	SG-1, Step 1	10,824.00	424.00	2,120.00
		Administrative Aide I	MOVILLA, ALBERT M.	SG-1, Step 1	10,400.00	SG-1, Step 1	10,824.00	424.00	2,120.00
		Administrative Aide I	(VACANT)	SG-1, Step 1	10,400.00	SG-1, Step 1	10,824.00	424.00	2,120.00
		Administrative Aide I	(VACANT)	SG-1, Step 1	10,400.00	SG-1, Step 1	10,824.00	424.00	2,120.00
		Administrative Aide I	(VACANT)	SG-1, Step 1	10,400.00	SG-1, Step 1	10,824.00	424.00	2,120.00
		Administrative Aide I	(VACANT)	SG-1, Step 1	10,400.00	SG-1, Step 1	10,824.00	424.00	2,120.00
		Administrative Aide I	(VACANT)	SG-1, Step 1	10,400.00	SG-1, Step 1	10,824.00	424.00	2,120.00
		Administrative Aide I	(VACANT)	SG-1, Step 1	10,400.00	SG-1, Step 1	10,824.00	424.00	2,120.00
		Administrative Aide I	(VACANT)	SG-1, Step 1	10,400.00	SG-1, Step 1	10,824.00	424.00	2,120.00
		<b>TOTAL SALARIES</b>			-		-	-	-
		<b>TOTAL WAGES (10)</b>			<b>104,000.00</b>		<b>108,240.00</b>	<b>4,240.00</b>	<b>21,200.00</b>
		<b>TOTAL APPROPRIATIONS</b>			<b>104,000.00</b>		<b>108,240.00</b>	<b>4,240.00</b>	<b>21,200.00</b>

Prepared:



**JULIETA ISABEL BISANG**  
 Supervising Administrative Officer (AO IV)

Reviewed:



**ALLAN P. CHAVERO**  
 Human Resource Management Officer I

Approved:



**REMEDIOS "MATIN" L. PETILLA**  
 Local Chief Executive