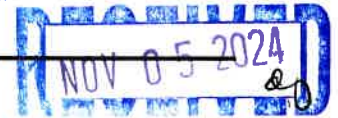




PROVINCIAL BUDGET OFFICE

SANGGUNIANG PANLALAWIGAN



November 5, 2024

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

RELEASED
 DATE: 11-5-24
 NO. #087
 BY: [Signature]
 PRB

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 of Javier, Leyte** duly enacted by the Sangguniang Bayan through **Appropriation Ordinance No. 2024-13** with a total appropriation in the amount of **P367,029.31** 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 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;
2. That the Municipality of Javier adopted the 1st Tranche Compensation Adjustment in the Local Government Units (LGUs) in accordance to the provisions of Local Budget Circular No. 160 dated August 12, 2024 and the authorized rates thereof under Annex "A-6". Nevertheless, the total appropriation of created items for Personal Services are in excess than the amount authorized by law, to wit:

Object of Expenditures	Per AO	Authorized Rate	Excess
Salaries & Wages - Regular	304,478.00	285,450.00	19,028.00
PhilHealth Contribution	7,613.95	7,136.25	477.70
Retirement and Life Insurance Premiums	36,537.36	34,254.00	2,283.36
TOTAL	348,629.31	326,840.25	21,789.06

Accordingly, the excess amount shall be disallowed;

3. That funds are actually available to pay these proposed expenditures and shall be disbursed for the specific purpose(s) for which they have been appropriated pursuant to Sections 335 & 336 of RA 7160.

Compliance with DBM issuances, and accounting and auditing rules and regulations and all other existing laws shall be the responsibility of the implementing Local Government Unit.

Very truly yours,

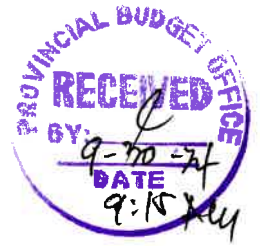
LOCAL FINANCE COMMITTEE:

[Signature]
MARIA GINA P. HIPE
 Provincial Budget Officer

[Signature]
RUTH Y. SURPIA
 Provincial Treasurer

AGNES C. RAFON
 Provincial Planning & Development
 Coordinator - Designate
 On Official Leave

Republic of the Philippines
PROVINCE OF LEYTE
Palo, Leyte



OFFICE OF THE SANGGUNIANG PANLALAWIGAN

1ST INDORSFMENT
27 September 2024 *ef*

The Local Finance Committee is respectfully requested to review and submit recommendations on the herein enclosed **Ordinance No. 2024-13** of the **Municipality of Javier, Leyte**, entitled: **An Ordinance Authorizing the Supplemental Budget No. 2, series of 2024** involving an amount of **Three Hundred Sixty Seven Thousand Twenty Nine Pesos & Thirty One Centavos (P367,029.31)**.

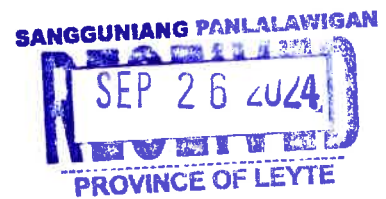

FLORINDA JIL S. MYVICO
Secretary to the Sanggunian



Republic of the Philippines
Province of Leyte
MUNICIPALITY OF JAVIER

SANGGUNIANG BAYAN OFFICE

Hon. LEONARDO M. JAVIER, JR.
Vice Governor and
THE HONORABLE MEMBERS
Sangguniang Panlalawigan
Province of Leyte, Tacloban City



Thru: Mrs. Gina P. Hipe
Provincial Budget Officer

Ladies and Gentlemen:

Submitting herewith the Supplemental Budget No. 2 CY 2024 of the Municipality of Javier, Leyte for review and approval.

Thank you very much and more power.

Very truly yours,


ERVON DANIEL B. LAJARA
S B Secretary

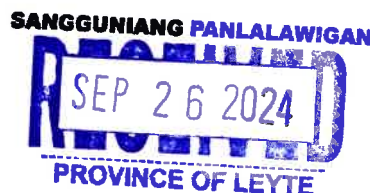
Republic of the Philippines
Province of Leyte
MUNICIPALITY OF JAVIER
-oOo-
Sangguniang Bayan

**EXCERPT FROM THE MINUTES OF THE REGULAR SESSION OF THE SANGGUNIANG BAYAN OF JAVIER,
LEYTE HELD AT THE MUNICIPAL SESSION HALL ON SEPTEMBER 16, 2024**

Present :

Mun. Vice-Mayor Emma M. Abueva, presiding officer
SB Member Guillbert M. Lanoy
SB Member Roldan G. Meras
SB Member Marino C. Merllo
SB Member Eriberta R. Ponce
SB Member Stephen Mark I. Papalid
SB Member Michelle O. Moreno
SB Member Romeo C. Malinao
SB Member Alberto A. Riños
SK Fed. President Ericka T. Cabangunay
Liga President Andy L. Dingal

Absent : None



RESOLUTION No. 2024-204

Authored by : ALL SB MEMBERS

A RESOLUTION REVERTING THE TOTAL AMOUNT OF THREE HUNDRED SIXTY SEVEN THOUSAND TWENTY NINE PESOS & THIRTY ONE CENTAVOS (P 367,029.31) FROM THE SAVINGS ON PERSONAL SERVICES CY 2024 AND BE MADE AVAILABLE FOR APPROPRIATIONS.

WHEREAS, Section 322 of the Local Government Code provides: "Reversion of Unexpended Balances of Appropriations, Continuing Appropriations. – Unexpended balances of appropriations authorized in the annual appropriations ordinance shall revert to the unappropriated surplus of the general fund at the end of the fiscal year and shall not thereafter be available for expenditure except by subsequent enactment; "

WHEREAS, transmitted to the August Body is the General Fund Supplemental Budget No.2 for Calendar Year 2024 of the Municipality of Javier, Leyte, involving a total appropriation in the amount of THREE HUNDRED SIXTY SEVEN THOUSAND TWENTY NINE PESOS & THIRTY ONE CENTAVOS (P 367,029.31);

WHEREAS, the Statement of Funding Sources to support the said Supplemental Budget No. 2 was certified and submitted by Ms. Anabelle P. de Paz, Municipal Treasurer and Ms. Cheryl L. Acala, Municipal Accountant on the availability of funds from the Sources of Income, (Salaries and Wages-Regular of the Planning Officer III Abolished Through Ordinance No. 2023-10) in the amount of THREE HUNDRED SIXTY SEVEN THOUSAND TWENTY NINE PESOS & THIRTY ONE CENTAVOS (P 367,029.31);

WHEREAS, there is a need for a reversion from the Savings on Personal Services CY 2024 in the amount of P 367,029.31 to be made available for re-appropriation, to fund the subject Supplemental Budget No. 2 ;

A series of handwritten signatures in black ink, arranged horizontally across the bottom of the page. The signatures are stylized and vary in length and complexity. Some are clearly legible, while others are more abstract scribbles. The names appear to correspond to the members listed in the 'Present' section above.

NOW THEREFORE, be it by the Sangguniang Bayan of Javier, Leyte

RESOLVED, as it is hereby resolved to revert the total amount of Three Hundred Sixty Seven Thousand Twenty Nine Pesos & Thirty One Centavos (P 367,029.31) from the Savings on Personal Services CY 2024 and be made available for appropriations.

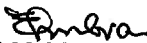
APPROVED UNANIMOUSLY:

SEPTEMBER 16, 2024

CERTIFIED CORRECT:

ERVON DANIEL B. LAJARA
SB Secretary

ATTESTED :


HON. EMMA M. ABUEVA
Municipal Vice-Mayor
Presiding Officer


HON. GUILBERT M. LANOY
SB Member


HON. ERIBERTA R. PONCE
SB Member


HON. ROMEO C. MALINAO
SB Member



HON. ROLDAN G. MERAS
SB Member


HON. STEPHEN MARK I. PAPALID
SB Member


HON. ALBERTO A. RINOS
SB Member


HON. MARINO C. MERILO
SB Member


HON. MICHELLE O. MORENO
SB Member


HON. ERICKA T. CABANGUNAY
SK Fed. President


HON. ANDY L. DINGAL
Liga President

APPROVED :


HON. MICHAEL DRAGON T. JAVIER
Municipal Mayor

Republic of the Philippines
Province of Leyte
MUNICIPALITY OF JAVIER
-oOo-
Sangguniang Bayan

**EXCERPT FROM THE MINUTES OF THE REGULAR SESSION OF THE SANGGUNIANG BAYAN OF JAVIER,
LEYTE HELD AT THE MUNICIPAL SESSION HALL ON SEPTEMBER 16, 2024**

Present :

Mun. Vice-Mayor Emma M. Abueva, presiding officer
SB Member Guilbert M. Lanoy
SB Member Roldan G. Meras
SB Member Marino C. Merilo
SB Member Eriberta R. Ponce
SB Member Stephen Mark I. Papalid
SB Member Michelle O. Moreno
SB Member Romeo C. Malinao
SB Member Alberto A. Rifo
SK Fed. President Ericka T. Cabangunay
Liga President Andy L. Dingal

Absent : None

ORDINANCE No. 2024-13

Authored by : ALL SB MEMBERS

AN ORDINANCE AUTHORIZING THE SUPPLEMENTAL BUDGET NO. 2, SERIES OF 2024 INVOLVING AN AMOUNT OF THREE HUNDRED SIXTY SEVEN THOUSAND TWENTY NINE PESOS & THIRTY ONE CENTAVOS (P 367,029.31) FOR THE PERSONAL SERVICES OF THE OFFICE OF THE MUNICIPAL MAYOR FOR FISCAL YEAR 2024 AND APPROPRIATING THE NECESSARY FUNDS FOR THE PURPOSE.

Section 1. The General Fund Supplemental Budget No. 2 of the Municipality of Javier, Leyte for Calendar Year 2024 in the total amount of THREE HUNDRED SIXTY SEVEN THOUSAND TWENTY NINE PESOS & THIRTY ONE CENTAVOS (P 367,029.31), is hereby approved :

The budget documents consisting of the following are incorporated herein and made integral parts of this Ordinance:

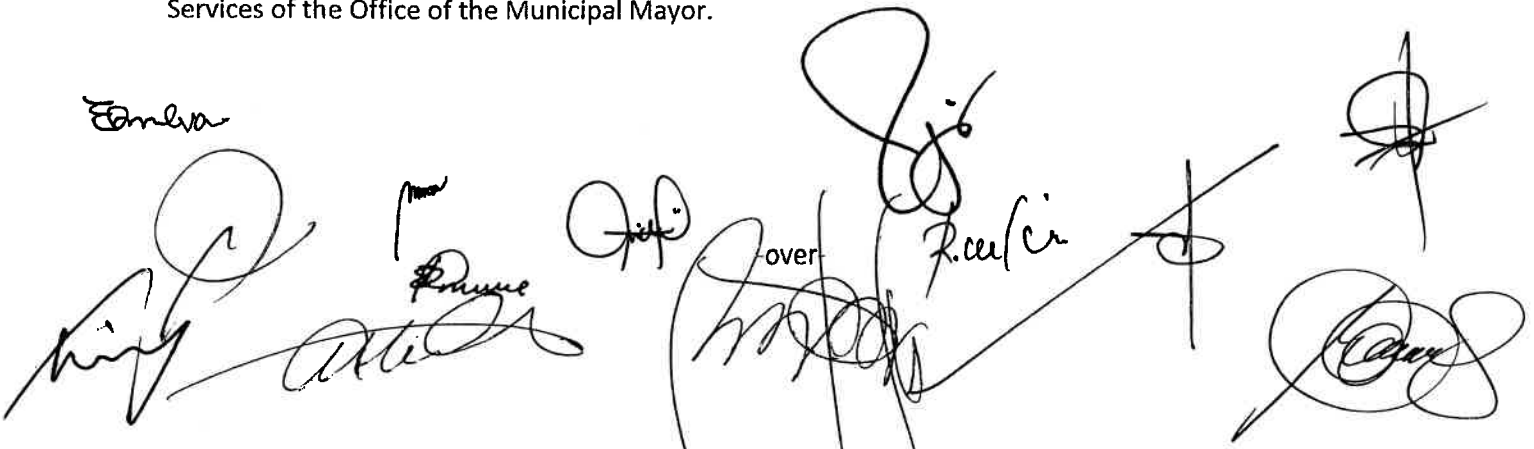
1. LBP Form No. 8 – Statement of Funding Sources
2. LBP Form No. 9 – Statement of Supplemental Appropriation
3. Certification of Funds Actually Available
4. Resolution No. 2024-204, A RESOLUTION REVERTING THE TOTAL AMOUNT OF THREE HUNDRED SIXTY SEVEN THOUSAND TWENTY NINE PESOS & THIRTY ONE CENTAVOS (P 367,029.31) FROM THE PERSONAL SERVICES CY 2024 AND BE MADE AVAILABLE FOR APPROPRIATIONS.

Section 2. Sources of Funds. Supplemental Budget No. 2 for Fiscal Year 2024 of the Municipality of Javier, Leyte shall be sourced from the savings on Personal Services CY 2024.

Section 3. Use of Funds. This Supplemental Budget No. 2 CY 2024 is to fund the Personal Services of the Office of the Municipal Mayor.

Emma

over



Section 4. Use of Savings and Augmentation. In accordance with Section 336 of Republic Act 7160, the Local Government Code of 1991, the Mayor and the Presiding Officer of the Sanggunian are authorized to augment any item in the approved annual budget for their respective offices from savings in other items within the same expense class of their respective appropriations ;

For this purpose, "savings" refer to portions or balances of any programmed appropriation free from any objection or encumbrance, still available after the satisfactory completion or avoidable discontinuance or abandonment of the work, activity or purpose for which the appropriation is authorized, or arising from unpaid compensation and related costs pertaining to vacant positions and leave of absences without pay ;

"Augmentation" implies the existence in the budget of an item, project, activity or purpose with an appropriation which, upon implementation or subsequent evaluation of needed resources, is determined to be deficient ;

Section 5. Separability Clause. If, for any reason, any section or provisions of this Appropriation Ordinance is disallowed in Budget Review or declared invalid by proper authorities, other sections or provisions hereof that are not affected thereby shall continue to be in full force and effect ;

Section 6. Effectivity. The provisions of this Appropriation Ordinance shall take effect upon its approval.


APPROVED UNANIMOUSLY:

SEPTEMBER 16, 2024

CERTIFIED CORRECT

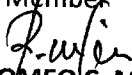
ERVON DANIEL B. LAJARA
SB Secretary

ATTESTED :


HON. EMMA M. ABUEVA
Municipal Vice-Mayor
Presiding Officer



HON. GUILBERT M. LANOY
SB Member


HON. ERIBERTA R. PONCE
SB Member



HON. ROMEO C. MALINAO
SB Member


HON. ROLDAN G. MERAS
SB Member



HON. STEPHEN MARK I. PAPALID
SB Member


HON. ALBERTO A. RIÑOS
SB Member


HON. ANDY L. DINGAL
Liga President


HON. MARINO C. MERILO
SB Member


HON. MICHELLE O. MORENO
SB Member


HON. ERICK T. CABANGUNAY
SK Fed. President

APPROVED :


HON. MICHAEL DRAGON T. JAVIER
Municipal Mayor



Republic of the Philippines
Province of Leyte
MUNICIPALITY OF JAVIER

OFFICE OF THE MUNICIPAL MAYOR

The Honorable
Sangguniang Bayan Members
Javier, Leyte

Thru: Emma M. Abueva
Municipal Vice Mayor
Javier, Leyte

Ladies and Gentlemen:

Submitting herewith the Supplemental Budget No. 2 CY 2024 of the Municipality of Javier Leyte for your approval and appropriate action.

Thank you very much and more power.

Very truly yours,


MICHAEL DRAGON T. JAVIER
Municipal Mayor

STATEMENT OF FUNDING SOURCES



Supplemental Budget No. 2

Fiscal Year 2024

Local Government Unit : Javier, Leyte

General Fund

Fund / Special Account

Particulars 1	Account Classification (PGCA) 2	Amount 3
1.0 New Revenue Sources		P
2.0 Actual Collections in Excess of the Estimated Income		
3.0 Savings Reversion from Personal Services CY 2024		P 367,029.31
4.0 Realignment		
Total Appropriation		P 367,029.31
<p>Certified Correct :</p> <div style="display: flex; justify-content: space-between;"> <div data-bbox="272 1420 511 1569">  ANABELLE P. DE PAZ Local Treasurer </div> <div data-bbox="990 1358 1258 1619">  CHERYL L. ACALA Local Accountant </div> </div>		

Municipality of Javier, Leyte
Statement of Funds Available for Reversion
General Fund - PERSONAL SERVICES
Current Appropriations
As of September 30, 2024

Office	Object of Expenditures	Appropriation	Amount of Obligation	Unobligated to Date	Amount to be Reverted	Balance
MPDC	Planning Officer III	420,528.00		420,528.00	367,029.31	53,498.69
Total		420,528.00		420,528.00	367,029.31	53,498.69

WE HEREBY CERTIFY jointly that the above statement of funds available for reversion is true and correct.


ANABELLE P. DE PAZ
 Local Treasurer


ESTRELLA C. ALMEDORA
 Local Budget Officer


CHERYL L. ACALA
 Local Accountant


MICHAEL DRAGON T. JAVIER
 Local Chief Executive

**Republic of the Philippines
Province of Leyte
Municipality of Javier**

Office of the Municipal Budget Officer


**Request for Reversion of Savings on Personal Services CY 2024 from Municipal Planning
and Development Office**

Planning Officer III

Salaries & Wages – Regular	<u>367,029.31</u>
TOTAL	367,029.31

Savings from Personal Services CY 2024 will be used as one of the source of Funds for Supplemental Budget No. 2 CY 2024.

Recommended by:


ESTRELLA C. ALMEDORA
Municipal Budget Officer

Requested by:


MICHAEL DRASON T. JAVIER
Municipal Mayor

Republic of the Philippines
Province of Leyte
MUNICIPALITY OF JAVIER

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Sangguniang Bayan

NOV 29 2023
Amie

EXCERPT FROM THE MINUTES OF THE REGULAR SESSION OF THE SANGGUNIANG BAYAN OF JAVIER, LEYTE HELD AT THE MUNICIPAL SESSION HALL ON NOVEMBER 20, 2023

Present :

Mun. Vice-Mayor Emma M. Abueva, presiding officer
SB Member Guilbert M. Lanoy
SB Member Roldan G. Meras
SB Member Marino C. Merlo
SB Member Eriberta R. Ponce
SB Member Stephen Mark I. Papalid
SB Member Michelle O. Moreno
SB Member Romeo C. Malinao
Liga President Emmanuel M. Abueva
SK Fed. President Jaly T. Garcia

Absent : SB Member Alberto A. Riños

ORDINANCE No. 2023-10

Authored by : ALL SB MEMBERS

AN ORDINANCE ABOLISHING THE POSITION OF LOCAL DISASTER RISK REDUCTION AND MANAGEMENT OFFICER II, SALARY GRADE 18 UNDER THE OFFICE OF THE MUNICIPAL DISASTER RISK REDUCTION AND MANAGEMENT OFFICE (MDRRMO) AND PLANNING OFFICER III, SALARY GRADE 18 UNDER THE OFFICE OF THE MUNICIPAL MAYOR OF THE MUNICIPALITY OF JAVIER, LEYTE.

WHEREAS, every Local Government Unit is responsible to design, approve and implement its organizational structure and staffing pattern subject to the minimum standards and guidelines prescribed by the Civil Service Commission ;

WHEREAS, the power to create Plantilla Positions carries with it the authority to abolish the same to pave the way for the introduction of beneficial reform in the Municipality ;

NOW THEREFORE, be it ordained by the Sangguniang Bayan of Javier, Leyte, **THAT :**

SECTION 1. The Plantilla Position of Local Disaster Risk Reduction and Management Officer II, Salary Grade 18 under the Office of the Municipal Disaster Risk Reduction and Management Office (MDRRMO) and Planning Officer III, Salary Grade 18 are hereby abolished.

-over-

Edna
Amie
Javier
Received *Amie*
LEAS S. OROZCO
11/24/23
Amie



Republic of the Philippines
Province of Leyte
MUNICIPALITY OF JAVIER

CERTIFICATION

THIS IS TO CERTIFY that the Position of **Local Planning Officer III**, Salary Grade 18 under the Municipal Planning and Development Office of the Municipality of Javier, Leyte has been abolished.

This is to further certify that the allotted amount for Local Planning Officer III, Salary Grade 18 under the office of Mun. Planning & Development Office is available and will be used as the source of Funds for Supplemental Budget No. 2 CY 2024.

Certified by:


LELIS S. OBIDOS
HRMO II

Noted


MICHAEL DRAGON T. JAVIER
Municipal Mayor

Item Number		Position Title 3	Name of Incumbent 4	Current Year Authorized		Budget Year Proposed		Increase/Decrease 9
Old	New			Rate/Annum (SSL5 4rth tranche)		Rate/Annum (SSL6 1st tranche)		
1	2			SG/Step 5	Amount 6	SG/Step 7	Amount 8	
01		Municipal Mayor	Michael Dragon T. Javier	27/2	1,199,376.00	27/2	1,252,152.00	52,776.00
02		Sr. Administrative Asst. III	Jeffrey Digman	15 /1	329,568.00	15 /1	345,720.00	16,152.00
03		Administrative Aide VI (Clerk III)	Vacant	6/1	157,980.00	6/1	164,292.00	6,312.00
04		Administrative Aide IV (HRMA)	Vacant	4/1	140,280.00	4/1	145,884.00	5,604.00
08		Administrative Aide III (Utility Worker II)	Rolando S. Malto	3/8	139,380.00	3/8	144,948.00	5,568.00
46		Administrative Aide III (Utility Worker II)	Leonides C. Escoreal	3/8	139,380.00	3/8	144,948.00	5,568.00
93		Administrative Aide III (Utility Worker II)	Ma. Lalaine Dianopra	3/3	134,148.00	3/3	139,512.00	5,364.00
07		Administrative Aide III (Utility Worker II)	Bethel N. Sabundo	3/2	133,128.00	3/2	138,456.00	5,328.00
	96	Administrative Aide III (Utility Worker II)	Nash Walden Joseson A. Cumia	3/3	134,148.00	3/3	139,512.00	5,364.00
50		Administrative Aide III (Driver I)	Joseph Malasaga	3/4	135,180.00	3/4	140,592.00	5,412.00
	102	Mun. Administrator I	Joanis Alfafara	24/2	823,932.00	24/3*	875,076.00	51,144.00
	104	Administrative Officer IV (Human Resource Management Officer II)	Lelis S. Obidos	15/2	332,976.00	15/2	349,926.00	16,950.00
Sub total					3,799,476.00		3,981,018.00	181,542.00

Personnel Schedule CY 2024

LGU : Javier, Leyte

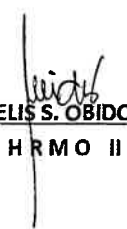
Item Number		Position Title	Name of Incumbent	Current Year Authorized		Budget Year Proposed		Increase/Decrease
Old	New			Rate/Annum (SSL5 4rth tranche)		Rate/Annum (SSL6 1st tranche)		
1	2			SG/Step	Amount	SG/Step	Amount	
		3	4	5	6	7	8	9
		Sub totals brought forwarded			3,799,476.00		3,981,018.00	181,542.00
	105	Admin. Aide III (Utility Worker II)	Arlene P. Villamor	3/2	133,128.00	3/2	138,456.00	5,328.00
	106	Admin. Aide III (Utility Worker II)	Shieralane S. Maruya	3/2	133,128.00	3/2	138,456.00	5,328.00
	126	Admin. Aide III (Utility Worker II)	Jonaliza Goden	3/1	132,108.00	3/1	137,388.00	5,280.00
	134	Tourism Operations Officer	Javin Naval		-	15/1	345,720.00	345,720.00
	135	Senior Administrative Assistant IV	Vacant		-	16/1	374,544.00	374,544.00
	137	Youth Development Officer II	Vacant		-	14/1*	53,152.00	53,152.00
	138	Cooperative Development Officer II	Vacant		-	15/1*	57,620.00	57,620.00
	139	Labor & Employment Officer III	Vacant		-	16/1*	62,424.00	62,424.00
	140	Internal Auditor IV	Vacant		-	22/1*	112,254.00	112,254.00
		TOTAL			4,197,840.00		5,401,032.00	1,021,650.00

* Effective Nov. 2024

Prepared:


JOANIS F. ALFAFARA
 Department Head

Reviewed:


LELIS S. OBIDOS
 HRMO II

Approved:


MICHAEL DRAGON T. JAVIER
 Local Chief Executive

Local Budget Preparation Form No. 9

STATEMENT OF SUPPLEMENTAL APPROPRIATION
Province of Leyte
SUPPLEMENTAL BUDGET NO. 2 CY 2024

Implementing Office	AIP REF. CODE	Particulars/Purpose	Object of Expenditure	Acct. Code	Amount
MO	1000-4-1	Supplemental Appropriation			367,029.31
		Personal Services			
		Grant of Salaries for the Youth Dev't Officer II, Coop. Dev't Specialist II, Labor and Employment Officer III and Internal Auditor IV	Salaries & Wages - Regular	501-01-010	304,478.00
		Grant of PERA	Personal Economic & Relief Allo.	501-02-010	16,000.00
		Life & Ret. Insurance Contribution	L/RIC	501-03-010	36,537.36
		Pag-ibig Contribution	Pag-ibig Cont.	501-03-020	1,600.00
		Philhealth Contribution	Philhealth Cont.	501-03-030	7,613.95
		Employees Compensation Ins. Premiums	Employees Compensation Ins. Premiums	501-03-040	800.00
		Total PS			367,029.31
		Total Appropriations			367,029.31
Unappropriated Balance			-		

Prepared by:


ESTRELLA C. ALMEDORA
 Local Budget Officer

Approved by:


MICHAEL DRAGON T. JAVIER
 Local Chief Executive