



Republic of the Philippines
 PROVINCE OF LEYTE
 Palo, Leyte
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PROVINCIAL BUDGET OFFICE

Item No.: 06

Date: 13 2024 NOV

SANGGUNIANG PANLALAWIGAN
RECEIVED
 OCT 29 2024
 PROVINCE OF LEYTE

RELEASED
 DATE: 10-29-24
 NO. 7097
 BY: [Signature]
 PBO

October 28, 2024

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

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. 3 CY 2024** of the **Municipality of Tanauan, Leyte** duly enacted by the Sangguniang Bayan through **Ordinance No. 2024-14** with a total appropriation in the amount of **P8,125,271.90** 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 Unappropriated Balance and the Reversion of Current Appropriation and Continuing Appropriation is duly certified as savings which is not restricted by law or other obligations and are made available to support the expenditures under Supplemental No. 3;
2. That the appropriation for salaries to officials and employees implementing the First Tranche Compensation Adjustment under SSL VI for the Local Government Personnel from October to December 2024 is in accordance with the provisions of Local Budget Circular No. 160 dated August 12, 2024 adopting the Annex "A1" rates. Further, that the said salary implementation shall be sustained all the other Personal Services (PS) costs and requirements are satisfied; and
3. 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 CSC laws, DBM issuances and COA rules and regulations and all other existing laws shall be the responsibility of the implementing Local Government Unit.

Very truly yours,

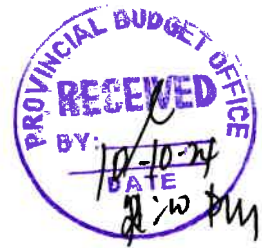
LOCAL FINANCE COMMITTEE:

[Signature]
MARIA GINA P. HIPE
 Provincial Budget Officer

[Signature]
RUTH Y. SURPIA
 Provincial Treasurer

AGNES C. RAFON
 Provincial Planning and Development
 Coordinator- Designate
 On Official Travel


Republic of the Philippines
PROVINCE OF LEYTE
Palo, Leyte



OFFICE OF THE SANGGUNIANG PANLALAWIGAN

1ST INDORSEMENT
10 October 2024

The Local Finance Committee is respectfully requested to review and submit recommendations on the herein enclosed **Ordinance No. 2024-14** of the **Municipality of Tanauan, Leyte**, entitled: **An Ordinance Enacting Supplemental Budget No. 03, General Fund for Fiscal Year 2024 of the Municipality of Tanauan, Leyte, with an appropriation of Eight Million One Hundred Twenty-Five Thousand Two Hundred Seventy-One Pesos and 90/100 (P8,125,271.90), together with the Supplemental Investment Program (SIP No. 03) for CY 2024 of the same amount.**


FLORINDA JILL S. UYVICO
Secretary to the Sanggunian



Republic of the Philippines
Province of Leyte
MUNICIPALITY OF TANAUAN

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OFFICE OF THE SANGGUNIANG BAYAN

1st INDORSEMENT
September 30, 2024

Respected Members of the Sangguniang Panlalawigan, I respectfully forward Supplemental Budget No. 03, General Fund for Fiscal Year 2024 of the Municipality of Tanauan, Leyte, with an appropriation of **EIGHT MILLION ONE HUNDRED TWENTY-FIVE THOUSAND TWO HUNDRED SEVENTY-ONE PESOS AND 90/100 (P8,125,271.90)** for your review. This submission adheres to all applicable laws and regulations.

Your prompt consideration of this budget is highly appreciated and will significantly contribute to the betterment of the Municipality of Tanauan, Leyte.

Thank you, and may you continue to wield your influence for positive change. More power to you.


ELEUTERIO T. LARIOS
SB Secretary

Bulet

Republic of the Philippines
Province of Leyte
TANAUAN

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SANGGUNIANG BAYAN



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

PRESENT:

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

ABSENT :

HON. EFREN C. MERILO (on leave)	-do-/Liga Fed. Pres.
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ORDINANCE NO. 2024 - 14

AN APPROPRIATION ORDINANCE ENACTING SUPPLEMENTAL BUDGET NO. 03, GENERAL FUND, FOR FISCAL YEAR 2024 OF THE MUNICIPALITY OF TANAUAN, LEYTE, WITH AN APPROPRIATION OF, EIGHT MILLION ONE HUNDRED TWENTY-FIVE THOUSAND TWO HUNDRED SEVENTY-ONE PESOS AND 90/100 (₱ 8,125,271.90).

Sponsored by : Hon. Mae Jane Angelie M. Morabe - Borais

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

SECTION 1. SUPPLEMENTAL BUDGET NO. 03, GENERAL FUND, FOR FISCAL YEAR 2024 OF THE MUNICIPALITY OF TANAUAN, LEYTE, WITH AN APPROPRIATION OF, EIGHT MILLION ONE HUNDRED TWENTY-FIVE THOUSAND TWO HUNDRED SEVENTY-ONE PESOS AND 90/100 (₱ 8,125,271.90).

STATEMENT OF FUNDING SOURCES
Supplemental Budget No. 03
Calendar Year 2024

Tanauan, Leyte
Municipality

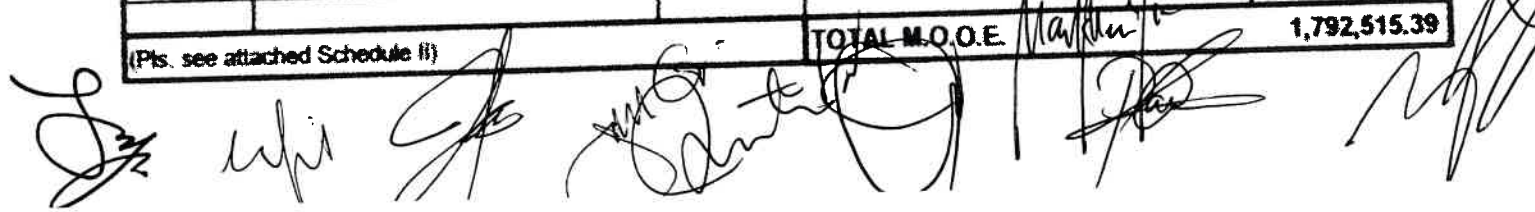
General Fund
Fund/Special Account

Particulars (1)	Account CLASSIFICATION (2)	AMOUNT (3)
1.0 New Revenue Sources Tax Revenue Loan Proceeds (Borrowings)		
2.0 Actual Collection in Excess of the Estimated Income		
3.0 Savings Unappropriated Balance Supplemental Budget No. 02 CY 2024		P 245,000.00
4.0 Realignment		
5.0 Reversion - Abandonment of Personal Services Vacant Funded Position (Data Controller) and Declaring Savings		272,240.80
- Declaring Savings of Personal Services Vacant Funded Positions Total PS		2,432,952.08 P 2,705,192.88
- Declaring Savings of Capital Outlay Continuing Appropriations (Prior Years)		353,844.01
- Abandonment of Capital Outlay Continuing Appropriations (Prior Years) and Declaring Savings Total Capital Outlay		3,921,235.01 P 4,275,079.02
- Abandonment of Special Program, Projects and Activities Current Year Appropriations and Declaring Savings		P 900,000.00
Total Available Resources		P 8,125,271.90

STATEMENT OF SUPPLEMENTAL APPROPRIATION Tanauan, Leyte

SUPPLEMENTAL BUDGET NO. 03 CY 2024

Implementing Office	Particulars	AMP REF. CODE	OBJECT OF EXPENDITURES	ACCT. CODE	TOTAL
PERSONAL SERVICES					
All Offices	Salary Increase for Mun. Officials, Department Heads and Rank & File Employees (October to December 2024)				
	Salaries		Salaries	5-01-01-010	2,765,848.00
	Year-end Bonus		Year-end Bonus	5-01-02-140	922,023.00
	Retirement and Life Insurance Premiums		Retirement and Life Insurance Premiums	5-01-03-010	331,901.76
	Philhealth Contributions		Philhealth Contributions	5-01-03-030	69,146.20
					4,088,918.96
MO SB MPDC MFO MACOD M ASSO. MSMO MAC MHO MARKET MEMRO & MOPRMO	Wage Increase for Casual Employees (October to December 2024)				
	Wages Oct to Dec 2024		Wages	5-01-01-020	503,766.00
	Year-end Bonus		Year-end Bonus	5-01-02-140	167,922.00
	Retirement and Life Insurance Premiums		Retirement and Life Insurance Premiums	5-01-03-010	60,451.92
	Philhealth Contributions		Philhealth Contributions	5-01-03-030	12,594.15
					744,734.07
MO - OAD	Senior Citizen Welfare Program				
	Honorarium of OSCA Head		Honoraria	5-01-02-100	14,043.00
MSMO	Salaries and Other Personnel Benefits of newly created items Occupational Therapist II and Speech Therapist II (October - December 2024)		Salaries	5-01-01-010	221,541.00
			PERA	5-01-02-010	12,000.00
			Cash Gift	5-01-02-150	10,000.00
			Year-end Bonus	5-01-02-140	73,847.00
			Retirement and Life Insurance Premiums	5-01-03-010	26,584.92
			Philhealth Contributions	5-01-03-030	5,538.53
			Pag-IBIG Contributions	5-01-03-020	1,200.00
			Employees Compensation Insurance Premiums	5-01-03-040	600.00
			TOTAL		351,311.45
(Pls. see attached Schedule I)					5,199,007.48
TOTAL Personal Services					
MAINTENANCE AND OTHER OPERATING EXPENSES					
Mayor's Office	Fuel, Oil and Lubricants		Fuel, Oil and Lubricants Expense	5-02-03-090	500,000.00
Mayor's Office	Electricity Expense		Electricity Expense	5-02-04-020	641,651.80
Mayor's Office	Traveling Expense		Traveling Expense	5-02-01-010	150,000.00
OSO	Other Supplies Expense		Other Supplies Expense	5-02-03-990	500,863.59
(Pls. see attached Schedule II)					1,792,515.39



Implementing Office	Particulars	AMP REF. CODE	OBJECT OF EXPENDITURES	ACCT. CODE	TOTAL
CAPITAL OUTLAY					
GSO	Purchase of Airconditioning Unit		Furniture and Fixtures	1-07-07-010	100,000.00
TOTAL Capital Outlay					100,000.00
Special Program, Projects and Activities					
Mayor's Office	Provision for the Proposed New Items/Positions: Personal Services Salaries, Contributions and Other Benefits		Personal Services	5-01	1,016,149.03
	Wages of JO on the Tanauan Day Celebration				
	Computerization and Information System Program		Other General Services	5-02-12-990	8,800.00
	Public Bldg. & Facilities Maintenance Program		Other General Services	5-02-12-990	8,800.00
TOTAL SPPA					1,033,749.03
TOTAL OBLIGATION					8,125,271.90
TOTAL AVAILABLE RESOURCES					8,125,271.90
UNAPPROPRIATED BALANCE					-

SECTION 2. The salary increase of Casual, Regular and Elected Officials are pursuant to Section 3 of Executive Order No. 64 s. 2024 dated August 2, 2024, in relation to Section 5.1.1 Annex A-1, of the DBM Local Budget Circular No. 160 dated August 12, 2024.

Section 3. The amount herein appropriated shall be available until fully expended.

Section 4. This Ordinance shall take effect immediately upon its approval.

ENACTED : 27 SEPTEMBER 2024.

ATTESTED:

HON. ARCHIE LAWRENCE R. KAPUNAN
Vice Mayor/Presiding

HON. JAN ELMERY V. MAGDALAGA

SB Member

HON. MARK EFREN E. MERILO

SB Member

HON. JOSE M. CREER

SB Member

HON. QUÍNTIN T. OCTA, JR., D.M.D.

SB Member

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

CERTIFIED TRUE AND CORRECT:

ELEUTERIO T. LERIOS
SB Secretary

HON. MAE JANE ANGELIE M. MORABE -BORAIS

SB Member

HON. PAUL EMMANUEL R. CINCO

SB Member

HON. ISAGANI S. ESPADA

SB Member

HON. CHERRY ANNE T. FIEL

SB Member

APPROVED:

HON. MA. GINA E. MERILO
Municipal Mayor

Date: 9/27/24



Republic of the Philippines
Province of Leyte
MUNICIPALITY OF TANAUAN

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Office of the Mayor

Received by
Date:

SEP 06 2024
[Signature]

1st INDORSEMENT
September 06, 2024

SB OFFICE Tanauan, Leyte

Respectfully forwarded to the Honorable Members of the Sangguniang Bayan through the Presiding Officer Hon. Vice-Mayor Archie Lawrence R. Kapunan, the herein Supplemental Budget No. 03, General Fund for Fiscal Year 2024 of the Municipality of Tanauan, Leyte with an appropriation of **EIGHT MILLION ONE HUNDRED TWENTY-FIVE THOUSAND TWO HUNDRED SEVENTY-ONE PESOS AND 90/100 (P8,125,271.90)** for review by that August Body in pursuance to existing laws, rules and regulations.

An early action on Supplemental Budget No. 03 General Fund will greatly be appreciated.

Thank you very much. **CERTIFIED URGENT.**


HON. MA. GINA E. MERILO
Municipal Mayor

STATEMENT OF FUNDING SOURCES
Supplemental Budget No. 03
Calendar Year 2024

Tanauan, Leyte
Municipality

General Fund
Fund/Special Account

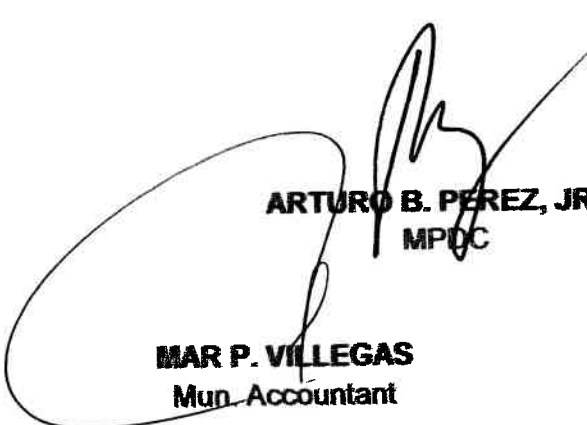
Particulars (1)	Account CLASSIFICATION (2)	AMOUNT (3)
1.0 New Revenue Sources		
Tax Revenue		
Loan Proceeds (Borrowings)		
2.0 Actual Collection in Excess of the Estimated Income		
3.0 Savings		
Unappropriated Balance Supplemental Budget No. 02 CY 2024	P	245,000.00
4.0 Realignment		
5.0 Reversion		
- Abandonment of Personal Services Vacant Funded Position (Data Controller) and Declaring Savings		272,240.80
- Declaring Savings of Personal Services Vacant Funded Positions		2,432,952.08
Total PS	P	2,705,192.88
- Declaring Savings of Capital Outlay Continuing Appropriations (Prior Years)		353,844.01
- Abandonment of Capital Outlay Continuing Appropriations (Prior Years) and Declaring Savings		3,921,235.01
Total Capital Outlay	P	4,275,079.02
- Abandonment of Special Program, Projects and Activities Current Year Appropriations and Declaring Savings	P	900,000.00
Total Available Resources	P	8,125,271.90

Certified Correct:

LOCAL FINANCE COMMITTEE:


ERMEL MILO A. PIOLA
Municipal Budget Officer


RESHITTA C. CAVITE
Municipal Treasurer


ARTURO B. PEREZ, JR.
MPDC

MAR P. VILLEGAS
Mun. Accountant

STATEMENT OF SUPPLEMENTAL APPROPRIATION
Tanauan, Leyte
SUPPLEMENTAL BUDGET NO. 03
CY 2024

Implementing Office	Particulars	AMP REF. CODE	OBJECT OF EXPENDITURES	ACCT. CODE	TOTAL
PERSONAL SERVICES					
All Offices	Salary Increase for Mun. Officials, Department Heads and Rank & File Employees (October to December 2024)				
	Salaries	1000, 3000, 8000 & 9000-3	Salaries	5-01-01-010	2,765,848.00
	Year-end Bonus		Year-end Bonus	5-01-02-140	922,023.00
	Retirement and Life Insurance Premiums		Retirement and Life Insurance Premiums	5-01-03-010	331,901.76
	Philhealth Contributions		Philhealth Contributions	5-01-03-030	69,146.20
					4,088,918.96
MO, SB, MPDC, MTO, MACCO, M ASSO, MSWDO, MAO, MHG, MARKET, MENRO & MORRMO	Wage Increase for Casual Employees (October to December 2024)	1000, 3000, 8000 & 9000-3			
	Wages Oct. to Dec. 2024		Wages	5-01-01-020	503,766.00
	Year-end Bonus		Year-end Bonus	5-01-02-140	167,922.00
	Retirement and Life Insurance Premiums		Retirement and Life Insurance Premiums	5-01-03-010	60,451.92
	Philhealth Contributions	Philhealth Contributions	5-01-03-030	12,594.15	
					744,734.07
MO - GAO	Senior Citizen Welfare Program	3000-02-005-001-009			
	Honorarium of OSCA Head	3000-02-005-001-009-006	Honoraria	5-01-02-100	14,043.00
MSWD	Salaries and Other Personnel Benefits of newly created items: Occupational Therapist II and Speech Therapist II (October - December 2024)	3000-02-005-001-006-009-001	Salaries	5-01-01-010	221,541.00
			PERA	5-01-02-010	12,000.00
			Cash Gift	5-01-02-150	10,000.00
			Year-end Bonus	5-01-02-140	73,847.00
			Retirement and Life Insurance Premiums	5-01-03-010	26,584.92
			Philhealth Contributions	5-01-03-030	5,538.53
			Pag-IBIG Contributions	5-01-03-020	1,200.00
			Employees Compensation Insurance Premiums	5-01-03-040	600.00
			TOTAL		351,311.45
(Pls. see attached Schedule I)					
TOTAL Personal Services					5,199,007.48
MAINTENANCE AND OTHER OPERATING EXPENSES					
Mayor's Office	Fuel, Oil and Lubricants	1000-000-3-1-01-001-002	Fuel, Oil and Lubricants Expense	5-02-03-080	500,000.00
Mayor's Office	Electricity Expense	1000-000-3-1-01-001-003	Electricity Expense	5-02-04-020	641,651.80
Mayor's Office	Traveling Expense	1000-000-3-1-01-001	Traveling Expense	5-02-01-010	150,000.00
GSO	Other Supplies Expense	1000-01-018 1000-01-034	Other Supplies Expense	5-02-03-930	500,863.59
(Pls. see attached Schedule II)					
TOTAL M.O.O.E.					1,792,515.39

Implementing Office	Particulars	ANP REF. CODE	OBJECT OF EXPENDITURES	ACCT. CODE	TOTAL
CAPITAL OUTLAY					
GSO	Purchase of Airconditioning Unit	1000-01-035	Furniture and Fixtures	1-07-07-010	100,000.00
TOTAL Capital Outlay					100,000.00
Special Program, Projects and Activities					
Mayor's Office	Provision for the Proposed New Items/Positions: Personal Services Salaries, Contributions and Other Benefits	1000-01-007	Personal Services	5-01	1,016,149.03
	Wages of JO on the Tanauan Day Celebration				
	Computerization and Information System Program	1000-01-013	Other General Services	5-02-12-990	8,800.00
	Public Bldg. & Facilities Maintenance Program	1000-01-019	Other General Services	5-02-12-990	8,800.00
TOTAL SPPA					1,033,749.03
TOTAL OBLIGATION					8,125,271.90
TOTAL AVAILABLE RESOURCES					8,125,271.90
UNAPPROPRIATED BALANCE					-

Prepared by:


ERMEL MILO A. PILOLA
Municipal Budget Officer

Approved by:


HON. MA. GINA E. MERILO
Municipal Mayor

PERSONAL SERVICES

THREE (3) MONTHS SALARY INCREASE - LBC NO. 160 dated Aug. 12, 2024

Municipal Officials, Department Heads and Rank and File Employees

Office/Department	AIP Reference Code	Salary Increase	Year-end Bonus	LRIC	PHILHEALTH	TOTAL
Mayor's Office	1000-00-3-1-01-001	512,778.00	170,926.00	61,533.36	12,819.45	758,056.81
Sangguniang Bayan	1000-01-002	762,747.00	254,249.00	91,529.64	19,068.68	1,127,594.32
MPDC	1000-01-009	119,403.00	39,801.00	14,328.36	2,985.08	176,517.44
MCR	1000-01-012	87,180.00	29,060.00	10,461.60	2,179.50	128,881.10
BUDGET	1000-01-008	82,911.00	27,637.00	9,949.32	2,072.78	122,570.10
ACCOUNTING	1000-01-007	165,063.00	55,021.00	19,807.56	4,126.58	244,018.14
TREASURY	1000-01-005	212,888.00	70,970.00	25,546.56	5,322.20	314,726.76
ASSESSOR	1000-01-006	116,211.00	38,737.00	13,945.32	2,905.28	171,798.60
ENGINEERING	8000-01-010	145,497.00	48,499.00	17,459.64	3,637.43	215,093.07
MISWD	3000-02-005	129,738.00	43,246.00	15,568.56	3,243.45	191,796.01
AGRICULTURE	8000-02-003	145,931.00	48,710.00	17,511.72	3,648.28	215,801.00
HEALTH OFFICE	3000-01-011	77,757.00	25,919.00	9,330.84	1,943.93	114,950.77
MARKET	8000-02-006	74,361.00	24,787.00	8,923.32	1,859.03	109,930.35
SLAUGHTERHOUSE	8000-02-004	14,910.00	4,970.00	1,789.20	372.75	22,041.95
CEMETERY	8000-02-005	30,258.00	10,086.00	3,630.96	756.45	44,731.41
MDRRMO	9000-03	66,126.00	22,042.00	7,935.12	1,653.15	97,756.27
MENRO	3000-02-004	22,089.00	7,363.00	2,650.68	552.23	32,654.91
TOTAL		2,765,848.00	922,023.00	331,901.76	69,146.20	4,088,918.96

CASUAL EMPLOYEES

Office/Department	AIP Reference Code	Salary Increase	Year-end Bonus	LRIC	PHILHEALTH	TOTAL
Mayor's Office	1000-00-3-1-01-001	212,907.00	70,969.00	25,548.84	5,322.68	314,747.52
Sangguniang Bayan	1000-01-002	117,138.00	39,046.00	14,056.56	2,928.45	173,169.01
MPDC	1000-01-009	8,367.00	2,789.00	1,004.04	209.18	12,369.22
ACCOUNTING	1000-01-007	8,367.00	2,789.00	1,004.04	209.18	12,369.22
TREASURY	1000-01-005	32,541.00	10,847.00	3,904.92	813.53	48,106.45
ASSESSOR	1000-01-006	8,367.00	2,789.00	1,004.04	209.18	12,369.22
MISWD	3000-02-005	8,883.00	2,961.00	1,065.96	222.08	13,132.04
AGRICULTURE	8000-02-003	30,687.00	10,229.00	3,682.44	767.18	45,365.62
HEALTH	3000-01-011	30,015.00	10,005.00	3,601.80	750.38	44,372.18
MARKET	8000-02-006	14,880.00	4,960.00	1,785.60	372.00	21,997.60
MDRRMO	9000-03	15,807.00	5,269.00	1,896.84	395.18	23,368.02
MENRO	3000-02-004	15,807.00	5,269.00	1,896.84	395.18	23,368.02
TOTAL		503,766.00	167,922.00	60,451.92	12,594.15	744,734.07

Gender and Development

Senior Citizen Welfare Program

Particulars	AIP Reference Code	Salary Grade	LBC #149 A-4	LBC # 160 A-1	Increase / Month	TOTAL
Three (3) months increase of Honorarium of OSCA Head	3000-02-005-001-009-006	SG-10	19,700.00	24,381.00	4,681.00	14,043.00

Salaries and Other Personnel Benefits of newly created items:**INCLUSIVE LEARNING RESOURCE CENTER (ILRC)**

1 Occupational Therapist II	SG 15-1		182,261.66
Salary (Oct. - Dec. 2024)		115,239.00	
PERA		6,000.00	
CASH GIFT		5,000.00	
YEAR-end Bonus		38,413.00	
LRIC		13,828.68	
Philhealth		2,880.98	
Pag-ibig		600.00	
ECC Contributions		300.00	
2 Speech Therapist II	SG 14-1		169,049.79
Salary (Oct. - Dec. 2024)		106,302.00	
PERA		6,000.00	
CASH GIFT		5,000.00	
YEAR-end Bonus		35,434.00	
LRIC		12,756.24	
Philhealth		2,657.55	
Pag-ibig		600.00	
ECC Contributions		300.00	
TOTAL for Two (2) Newly Created Items/Positions			351,311.45

TOTAL PERSONAL SERVICES**P 5,199,007.48**

Prepared by:

**ERMEL MILO A. PIOLA**
Municipal Budget Officer

Approved by:

**HON. MA. GINA E. MERILO**
Municipal Mayor

MAINTENANCE AND OTHER OPERATING EXPENSES

OFFICE	PARTICULARS	Acct. Code	TOTAL
Mayor's Office	Fuel, Oil and Lubricants	5-02-03-090	500,000.00
Mayor's Office	Electricity Expense	5-02-04-020	641,651.80
Mayor's Office	Traveling Expense	5-02-01-010	150,000.00
GSO	Other Supplies Expense	5-02-03-990	146,721.24
GSO	Christmas Tree Decorations	5-02-03-990	354,142.35
TOTAL M.O.O.E.			1,792,515.39


CAPITAL OUTLAY

OFFICE	PARTICULARS	Acct. Code	TOTAL
GSO	Purchase of Airconditioning Unit	1-07-07-010	100,000.00
TOTAL CAPITAL OUTLAY			100,000.00

Special Program, Projects and Activities

OFFICE	PARTICULARS	Acct. Code	TOTAL
Mayor's Office	Provision for the Proposed New Items/Positions:		
	Personal Services		
	Salaries, Contributions and Other Benefits	5-01	1,016,149.03
	Wages of JO on the Tanauan Day Celebration		
	- Computerization and Information System Program	5-02-12-990	8,800.00
	- Public Bldg. & Facilities Maintenance Program	5-02-12-990	8,800.00
TOTAL Special Program, Projects and Activities			1,033,749.03

Prepared by:


ERMEL MILO A. PILOLA
 Municipal Budget Officer

Approved by:


HON. MA. GINA E. MERILO
 Municipal Mayor



Republic of the Philippines
Province of Leyte
MUNICIPALITY OF TANAUAN

-o0o-

CERTIFICATION OF AVAILABILITY OF FUNDS

THIS IS TO CERTIFY that the amount of **EIGHT MILLION ONE HUNDRED TWENTY-FIVE THOUSAND TWO HUNDRED SEVENTY ONE PESOS AND NINETY CENTAVOS (Php. 8,125,271.90)** derived from the Unappropriated Balance of Supplemental Budget No. 2, Savings on Personal Services, Capital Outlay continuing appropriations of prior years and abandoned specific PPA's of CY 2024 Budget General Fund are available for re-appropriations.

This Certification is issued as cash available for Supplemental Budget No. 3 CY 2024 General Fund of the municipality.

Certified Correct


RESITUTA C. CAVITE
Municipal Treasurer


MAR P. VILLEGAS
Municipal Accountant

Republic of the Philippines
Province of Leyte
MUNICIPALITY OF TANAUAN

CERTIFICATION

WE HEREBY CERTIFY that the following savings from Personal Services of Vacant Funded Positions (Current Appropriation) listed below are available for reversion, to wit:

PERSONAL SERVICES OF VACANT FUNDED POSITIONS CY 2024

Office/Department	Object of Expenditures	Amount of Appropriation	Amount of Obligation	Unobligated	Amount to be Reverted
Abandonment of Personal Services, Vacant Funded Position and declaring Savings					
Mun. Accounting Office:					
- Data Controller	Personal Services	272,240.80	-	272,240.80	272,240.80
Total					272,240.80
Declaring Savings of Personal Services Vacant Funded Positions					
MPDO					
Project Development Assistant	Personal Services	301,548.68	124,225.56	177,323.12	177,323.12
Draftsman I		272,240.80	195,107.20	77,133.60	77,133.60
BUDGET					
Clerk III	Personal Services	272,240.80	233,674.00	38,566.80	38,566.80
ACCOUNTING					
Accounting Clerk I	Personal Services	245,923.52	211,185.60	34,737.92	34,737.92
TREASURY					
Disbursing Officer I	Personal Services	301,548.68	258,717.90	42,830.78	42,830.78
Revenue Collection Clerk II	Personal Services	286,516.98	245,873.15	40,643.83	40,643.83
Revenue Collection Clerk I	Personal Services	258,735.88	203,832.91	54,902.97	54,902.97
Revenue Collection Clerk I	Personal Services	258,735.88	222,133.90	36,601.98	36,601.98
ASSESSOR					
Municipal Assessor	Personal Services	1,242,548.84	972,944.63	269,604.21	269,604.21
Tax Mapping Aide	Personal Services	245,923.52	176,447.68	69,475.84	69,475.84
Administrative Aide VI (Data Controller I)	Personal Services	272,240.80	137,257.00	134,983.80	134,983.80
MSWD					
MSWDO	Personal Services	1,242,548.84	607,472.35	635,076.49	635,076.49
Social Welfare Officer III	Personal Services	662,529.84	567,180.20	95,349.64	95,349.64
Daycare Worker I	Personal Services	272,240.80	233,674.00	38,566.80	38,566.80
AGRICULTURE					
Mun. Agriculturist	Personal Services	1,363,958.25	1,069,071.29	294,886.96	294,886.96
Agricultural Technologist	Personal Services	355,510.03	127,376.13	228,133.90	228,133.90
Agricultural Technologist	Personal Services	347,478.00	297,965.00	49,513.00	49,513.00
MENRO					
Environment Mgt. Specialist	Personal Services	529,849.51	415,229.07	114,620.45	114,620.45
TOTAL					2,432,952.08
TOTAL SAVINGS ON PERSONAL SERVICES					2,705,192.88

CERTIFIED CORRECT:
LOCAL FINANCE COMMITTEE


RESHUTA C. CAVITE
Municipal Treasurer


ERNEL MILO A. PILOLA
Mun. Budget Officer


ARTURO B. PEREZ, JR.
MPDC


MAR P. VILLEGAS
Mun. Accountant

Approved by:


HON. MA. GINA E. MERILO
Municipal Mayor

STATEMENT OF FUNDS AVAILABLE FOR REVERSION

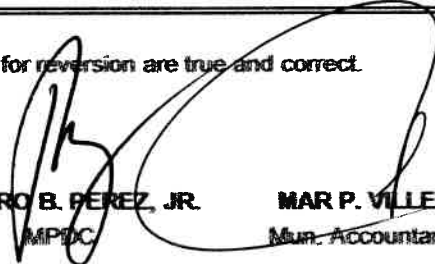
PERSONAL SERVICES OF VACANT FUNDED POSITIONS CY 2024

Office/Department	Object of Expenditures	Amount of Appropriation	Amount of Obligation	Unobligated	Amount to be Reverted
Abandonment of Personal Services, Vacant Funded Position and declaring Savings					
Mun. Accounting Office:					
- Data Controller	Personal Services	272,240.80	-	272,240.80	272,240.80
Total					272,240.80
Declaring Savings of Personal Services Vacant Funded Positions					
MPDO					
Project Development Assistant	Personal Services	301,548.68	124,225.56	177,323.12	177,323.12
Draftsman I		272,240.80	195,107.20	77,133.60	77,133.60
BUDGET					
Clerk III	Personal Services	272,240.80	233,674.00	38,566.80	38,566.80
ACCOUNTING					
Accounting Clerk I	Personal Services	245,923.52	211,185.60	34,737.92	34,737.92
TREASURY					
Dirbursing Officer I	Personal Services	301,548.68	258,717.90	42,830.78	42,830.78
Revenue Collection Clerk II	Personal Services	286,516.98	245,873.15	40,643.83	40,643.83
Revenue Collection Clerk I	Personal Services	258,735.88	203,832.91	54,902.97	54,902.97
Revenue Collection Clerk I	Personal Services	258,735.88	222,133.90	36,601.98	36,601.98
ASSESSOR					
Municipal Assessor	Personal Services	1,242,548.84	972,944.63	269,604.21	269,604.21
Tax Mapping Aide	Personal Services	245,923.52	176,447.68	69,475.84	69,475.84
Administrative Aide VI (Data Controller I)	Personal Services	272,240.80	137,257.00	134,983.80	134,983.80
MSWD					
MSWDO	Personal Services	1,242,548.84	607,472.35	635,076.49	635,076.49
Social Welfare Officer III	Personal Services	662,529.84	567,180.20	95,349.64	95,349.64
Daycare Worker I	Personal Services	272,240.80	233,674.00	38,566.80	38,566.80
AGRICULTURE					
Mun. Agriculturist	Personal Services	1,363,958.25	1,069,071.29	294,886.96	294,886.96
Agricultural Technologist	Personal Services	355,510.03	127,376.13	228,133.90	228,133.90
Agricultural Technologist	Personal Services	347,478.00	297,965.00	49,513.00	49,513.00
MENRO					
Environment Mgt. Specialist	Personal Services	529,849.51	415,229.07	114,620.44	114,620.44
TOTAL					2,432,952.08
TOTAL SAVINGS ON PERSONAL SERVICES					2,705,192.88

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


RESTITUTA C. CAVITE
Municipal Treasurer


ERMEL MILO A. PIOLA
Mun. Budget Officer


ARTURO B. PEREZ, JR.
MPDO


MAR P. VILLEGAS
Mun. Accountant

Republic of the Philippines
Province of Leyte
MUNICIPALITY OF TANAUAN

CERTIFICATION

WE HEREBY CERTIFY that the following Savings from Capital Outlay Continuing Appropriations (Prior Years) listed below are available for reversion, to wit:

CAPITAL OUTLAY - SAVINGS CONTINUING APPROPRIATIONS (Prior Yrs.)

PROGRAMPROJECT/ACTIVITY	APPROPRIATION	Balance of Appropriation as of Dec. 31, 2023	Amount of Obligation	Unobligated Balance as of July 31, 2024	AMOUNT TO BE REVERTED
Mayor's Office					
Procurement of 2 units Office Table	8,000.00	8,000.00	5,503.00	2,497.00	2,497.00
Procurement of 1 unit Projector w/ Wide Screen	60,000.00	60,000.00	59,980.00	20.00	20.00
Procurement of 1 unit Desktop Computer	30,000.00	30,000.00	29,995.00	5.00	5.00
Procurement of 2 units Desktop Computer	50,000.00	110.00		110.00	110.00
Procurement of 2 units Laptop	100,000.00	100,000.00	99,960.00	40.00	40.00
Construction of Carabao Irrigation Ramp.Brgy. Baras	191,389.25	26,742.64		26,742.64	26,742.64
Purchase of Laminating Machine	150,000.00	1,000.00		1,000.00	1,000.00
Purchase of 1 unit LED Wall	1,500,000.00	141,000.00		141,000.00	141,000.00
Purchase of Camera	75,000.00	179.50		179.50	179.50
Installation of 72 units of Solar Lights along National Highway	6,120,000.00	6,120,000.00	6,111,999.59	8,000.41	8,000.41
Rehabilitation of Pasil elem. School School Building	337,836.03	337,836.03	334,280.00	3,556.03	3,556.03
Counterpart for the Construction of National Child Development Center	327,000.00	327,000.00	317,550.10	9,449.90	9,449.90
Repair/Rehabilitation of Mun. Trial Court	572,938.18	572,938.18	550,025.35	22,912.83	22,912.83
Special Program, Projects & Activities					
KALAHI CIDSS NCDDP Program					
- ICT Equipment	130,000.00	29,700.00		29,700.00	29,700.00

	Geotagging of Agricultural Areas					
	- ICT Equipment	41,980.00	12,040.00		12,040.00	12,040.00
	Consultancy Services for the Enhancement of the Comprehensive Land Use Plan					
	- Consultancy Services	850,000.00	1,000.00		1,000.00	1,000.00
	Peace and Order abd Public Safety					
	- Other Machinery & Equipment	125,000.00	125,000.00	124,501.00	499.00	499.00
	MENRO					
	Procurement of 1 unit Office Chair	1,620.00	1,620.00		1,620.00	1,620.00
	Slaughterhouse					
	Procurement of 1 unit 1/2hp. Water Pump	11,000.00	3,500.00		3,500.00	3,500.00
	Procurement of Power Washer	20,000.00	5,000.00		5,000.00	5,000.00
	Engineering					
	ICT Equipment	110,000.00	110,000.00	109,970.00	30.00	30.00
	General Services					
	ICT Equipment	45,000.00	45,000.00	44,980.00	20.00	20.00
	Procurement of Grasscutter	15,000.00	15,000.00	14,500.00	500.00	500.00
	Budget				-	
	ICT Equipment	65,000.00	65,000.00	64,980.00	20.00	20.00
	MTO					
	ICT Equipment	65,000.00	65,000.00	64,980.00	20.00	20.00
	Agriculture					
	ICT Equipment	60,000.00	60,000.00	58,270.00	1,730.00	1,730.00
	Assessor					
	ICT Equipment	206,000.00	7,000.00		7,000.00	7,000.00
	Gender and Development					
	Procurement of Books	200,000.00	2,000.00		2,000.00	2,000.00
	Purchase of Printers	345,000.00	345,000.00	331,990.00	13,010.00	13,010.00
	ICT Equipment	80,000.00	80,000.00	65,090.00	14,910.00	14,910.00

Senior Citizen Program					
IT Eqpt.	70,000.00	70,000.00	69,980.00	20.00	20.00
MSWD					
ICT Equipment	20,000.00	20,000.00	14,890.00	5,110.00	5,110.00
Sangguniang Bayan					
Procurement of Printing Equipment	25,001.00	25,001.00		25,001.00	25,001.00
ICT Equipment	150,000.00	9,850.70		9,850.70	9,850.70
Codification of Ordinances	150,000.00	5,750.00		5,750.00	5,750.00
TOTAL Capital Outlay- SAVINGS Continuing Appropriations (Prior Years)					353,844.01

CERTIFIED CORRECT:

LOCAL FINANCE COMMITTEE


RESISTUTA C. CAVITE
Municipal Treasurer


ERMEL MILO A. PIOLA
Mun. Budget Officer


ARTURO B. PEREZ, JR.
MPDC


MAR P. VILLEGAS
Mun. Accountant

Approved by:


HON. MA. GINA E. MERILO
Municipal Mayor

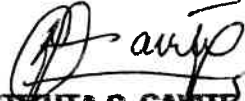
STATEMENT OF FUNDS AVAILABLE FOR REVERSION


CAPITAL OUTLAY - SAVINGS CONTINUING APPROPRIATIONS (Prior Yrs.)

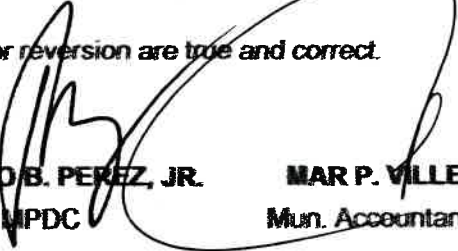
PROGRAM/PROJECT/ACTIVITY	APPROPRIATION	Balance of Appropriation as of Dec. 31, 2023	Amount of Obligation	Unobligated Balance as of July 31, 2024	AMOUNT TO BE REVERTED
Mayor's Office					
Procurement of 2 units Office Table	8,000.00	8,000.00	5,503.00	2,497.00	2,497.00
Procurement of 1 unit Projector w/ Wide Screen	60,000.00	60,000.00	59,980.00	20.00	20.00
Procurement of 1 unit Desktop Computer	30,000.00	30,000.00	29,995.00	5.00	5.00
Procurement of 2 units Desktop Computer	50,000.00	110.00		110.00	110.00
Procurement of 2 units Laptop	100,000.00	100,000.00	99,960.00	40.00	40.00
Construction of Carabao Irrigation Ramp. Brgy. Baras	191,389.25	26,742.64		26,742.64	26,742.64
Purchase of Laminating Machine	150,000.00	1,000.00		1,000.00	1,000.00
Purchase of 1 unit LED Wall	1,500,000.00	141,000.00		141,000.00	141,000.00
Purchase of Camera	75,000.00	179.50		179.50	179.50
Installation of 72 units of Solar Lights along National Highway	6,120,000.00	6,120,000.00	6,111,999.59	8,000.41	8,000.41
Rehabilitation of Pasil elem. School School Building	337,836.03	337,836.03	334,280.00	3,556.03	3,556.03
Counterpart for the Construction of National Child Development Center	327,000.00	327,000.00	317,550.10	9,449.90	9,449.90
Repair/Rehabilitation of Mun. Trial Court	572,938.18	572,938.18	550,025.35	22,912.83	22,912.83
Special Program, Projects & Activities					
KALAHI CIDSS NCDDP Program					
- ICT Equipment	130,000.00	29,700.00		29,700.00	29,700.00
Geotagging of Agricultural Areas					
- ICT Equipment	41,980.00	12,040.00		12,040.00	12,040.00
Enhancement of the Comprehensive Land Use Plan					
- Consultancy Services	850,000.00	1,000.00		1,000.00	1,000.00
Peace and Order and Public Safety					
- Other Machinery & Equipment	125,000.00	125,000.00	124,501.00	499.00	499.00
MENRO					
Procurement of 1 unit Office Chair	1,620.00	1,620.00		1,620.00	1,620.00

Slaughterhouse						
	Procurement of 1 unit 1/2hp. Water Pump	11,000.00	3,500.00		3,500.00	3,500.00
	Procurement of Power Washer	20,000.00	5,000.00		5,000.00	5,000.00
Engineering						
	ICT Equipment	110,000.00	110,000.00	109,970.00	30.00	30.00
General Services						
	ICT Equipment	45,000.00	45,000.00	44,980.00	20.00	20.00
	Procurement of Grasscutter	15,000.00	15,000.00	14,500.00	500.00	500.00
Budget						
	ICT Equipment	65,000.00	65,000.00	64,980.00	20.00	20.00
MTO						
	ICT Equipment	65,000.00	65,000.00	64,980.00	20.00	20.00
Agriculture						
	ICT Equipment	60,000.00	60,000.00	58,270.00	1,730.00	1,730.00
Assessor						
	ICT Equipment	206,000.00	7,000.00		7,000.00	7,000.00
Gender and Development						
	Procurement of Books	200,000.00	2,000.00		2,000.00	2,000.00
	Purchase of Printers	345,000.00	345,000.00	331,990.00	13,010.00	13,010.00
	ICT Equipment	80,000.00	80,000.00	65,090.00	14,910.00	14,910.00
Senio Citizen Program						
	IT Eqpt.	70,000.00	70,000.00	69,980.00	20.00	20.00
MSWD						
	ICT Equipment	20,000.00	20,000.00	14,890.00	5,110.00	5,110.00
Sangguniang Bayan						
	Procurement of Printing Equipment	25,001.00	25,001.00		25,001.00	25,001.00
	ICT Equipment	150,000.00	9,850.70		9,850.70	9,850.70
	Codification of Ordinances	150,000.00	5,750.00		5,750.00	5,750.00
TOTAL Capital Outlay- SAVINGS Continuing Appropriations (Prior Years)						353,844.01

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


RESTYUTA C. CAVITE
Municipal Treasurer


ERMEL MILO A. PIOLA
Mun. Budget Officer


ARTURO B. PEREZ, JR.
MPDC

MAR P. VILLEGAS
Mun. Accountant

Republic of the Philippines
Province of Leyte
MUNICIPALITY OF TANAUAN

CERTIFICATION

WE HEREBY CERTIFY that the following Capital Outlay Continuing Appropriations (Prior Years) listed below are available for reversion, to wit:

CAPITAL OUTLAY - ABANDONED PPA's CONTINUING APPROPRIATIONS (Prior Yrs.)

PROGRAM/PROJECT/ACTIVITY	APPROPRIATION	Balance of Appropriation as of Dec. 31, 2023	Amount of Obligation	Unobligated Balance as of July 31, 2024	AMOUNT TO BE REVERTED
Mayor's Office					
Brgy. Affairs	75,000.00	75,000.00		75,000.00	75,000.00
Lot Acquisition for Access Road (150 sq.m.) Zone 3, Brgy. Sto. Niño	235,235.01	235,235.01		235,235.01	235,235.01
Procurement of 2 Units Computer Table with Printer Rack	25,000.00	25,000.00	-	25,000.00	25,000.00
Procurement of 1 unit Paper Shredder	20,000.00	20,000.00		20,000.00	20,000.00
Procurement of Electrical Const. Tools & Other Accessories	40,000.00	40,000.00		40,000.00	40,000.00
Construction of CHB with Interlink wire school fence, Brgy. Canramos, Tanauan II and TNHS	300,000.00	300,000.00		300,000.00	300,000.00
Acquisition of Furnitures and Fixtures for Isolation Center, Brgy. Cabuynan	300,000.00	300,000.00		300,000.00	300,000.00
Procurement of 4 units Office Table	48,000.00	48,000.00	-	48,000.00	48,000.00
Property Mgt. and Inventory System - Computer Software (Property Custodian Section)	150,000.00	150,000.00		150,000.00	150,000.00
GSO					
Furnitures and Fixtures (Procurement of Office Partition with Tables and Chairs)	500,000.00	500,000.00		500,000.00	500,000.00
Procurement of 2 units UPS	20,000.00	20,000.00		20,000.00	20,000.00
Procurement of 2 unit Transformer	148,000.00	148,000.00		148,000.00	148,000.00

Market					
	Procurement of 1 unit 1.5hp. Water Pump	25,000.00	25,000.00	25,000.00	25,000.00
	Improvement of Central Market: Rehabilitation of Water Supply of Peripheral Stall (right side) & additional 6 faucet at central market	300,000.00	300,000.00	300,000.00	300,000.00
Slaughterhouse					
	Construction of Water Treatment Facility	500,000.00	500,000.00	500,000.00	500,000.00
Sangguniang Bayan					
	Integrated Legislative Info Mgt. System	600,000.00	600,000.00	600,000.00	600,000.00
MACCO					
	Computer Software	550,000.00	550,000.00	550,000.00	550,000.00
	Procurement of 1 unit Office Table	15,000.00	15,000.00	15,000.00	15,000.00
MSWD					
	Procurement of Office Table	30,000.00	30,000.00	30,000.00	30,000.00
	Procurement of Desktop Computer	40,000.00	40,000.00	40,000.00	40,000.00
TOTAL ABANDONED Capital Outlay-Continuing Appropriations (Prior Years)					3,921,235.01

CERTIFIED CORRECT:

LOCAL FINANCE COMMITTEE


RESHITA C. CAVITE
Municipal Treasurer


ERMEL MILO A. PILOLA
Mun. Budget Officer


ARTURO B. PEREZ, JR.
MPDC


MAR P. VILLEGAS
Mun. Accountant

Approved by:


HON. MA. GNA E. MERILO
Municipal Mayor

STATEMENT OF FUNDS AVAILABLE FOR REVERSION


CAPITAL OUTLAY - ABANDONED PPA's CONTINUING APPROPRIATIONS (Prior Yrs.)

PROGRAM/PROJECT/ACTIVITY	APPROPRIATION	Balance of Appropriation as of Dec. 31, 2023	Amount of Obligation	Unobligated Balance as of July 31, 2024	AMOUNT TO BE REVERTED
Mayor's Office					
Acquisition of 1 unit Mootorcycle for Brgy. Affairs	75,000.00	75,000.00		75,000.00	75,000.00
Lot Acquisition for Access Road (150 sq.m.) Zone 3, Brgy. Sto. Nifio	235,235.01	235,235.01		235,235.01	235,235.01
Procurement of 2 Units Computer Table with Printer Rack	25,000.00	25,000.00	-	25,000.00	25,000.00
Procurement of 1 unit Paper Shredder	20,000.00	20,000.00		20,000.00	20,000.00
Procurement of Electrical Const. Tools & Other Accessories	40,000.00	40,000.00		40,000.00	40,000.00
Construction of CHB with Interlink wire school fence, Brgy. Canramos, Tanauan II and TNHS	300,000.00	300,000.00		300,000.00	300,000.00
Acquisition of Furnitures and Fixtures for Isolation Center, Brgy. Cabuynan	300,000.00	300,000.00		300,000.00	300,000.00
Procurement of 4 units Office Table	48,000.00	48,000.00	-	48,000.00	48,000.00
Property Mgt. and Inventory System - Computer Software (Property Custodian Section)	150,000.00	150,000.00		150,000.00	150,000.00
GSO					
Furnitures and Fixtures (Procurement of Office Partition with Tables and Chairs)	500,000.00	500,000.00		500,000.00	500,000.00
Procurement of 2 units UPS	20,000.00	20,000.00		20,000.00	20,000.00
Procurement of 2 unit Transformer	148,000.00	148,000.00		148,000.00	148,000.00
Market					
Procurement of 1 unit 1.5hp. Water Pump	25,000.00	25,000.00		25,000.00	25,000.00
Improvement of Central Market: Rehabilitation of Water Supply of Peripheral Stall (right side) & additional 6 faucet at central market	300,000.00	300,000.00		300,000.00	300,000.00
Slaughterhouse					
Construction of Water Treatment Facility	500,000.00	500,000.00		500,000.00	500,000.00

Sangguniang Bayan						
	Integrated Legislative Info Mgt. System	600,000.00	600,000.00		600,000.00	600,000.00
MACCO						
	Computer Software	550,000.00	550,000.00		550,000.00	550,000.00
	Procurement of 1 unit Office Table	15,000.00	15,000.00		15,000.00	15,000.00
MSWD						
	Procurement of Office Table	30,000.00	30,000.00		30,000.00	30,000.00
	Procurement of Desktop Computer	40,000.00	40,000.00		40,000.00	40,000.00
TOTAL ABANDONED Capital Outlay-Continuing Appropriations (Prior Years)						3,921,235.01

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


RESTITUTO C. CAVITE
Municipal Treasurer


ERMEL MILO A. PIOLA
Mun. Budget Officer


ARTURO B. PEREZ, JR.
MPDC


MAR P. VILLEGAS
Mun. Accountant

Republic of the Philippines
Province of Leyte
MUNICIPALITY OF TANAUAN

CERTIFICATION


WE HEREBY CERTIFY that the following savings from the Mayor's Office Special Program, Projects and Activities (Current Appropriation) listed below are available for reversion. to wit:

SPECIAL, PROGRAM, PROJECTS AND ACTIVITIES

Office/Department	Object of Expenditures	Amount of Appropriation	Amount of Obligation	Unobligated	Amount to be Reverted
SPECIAL, PROGRAM, PROJECTS AND ACTIVITIES					
Mayor's Office					
Socio-Cultural Activities					
Pintados Festival	Othe MOOE	400,000.00	-	400,000.00	400,000.00
Sports Events/Activities					
Skimboarding Competition	Other MOOE	500,000.00	-	500,000.00	500,000.00
TOTAL SPPA's SAVINGS					900,000.00

CERTIFIED CORRECT:


ERMEL MILO A. PIOLA
Mun. Budget Officer


RESTITUTA C. CAVITE
Mun. Treasurer


MAR P. VILLEGAS
Mun. Accountant


ARTURO B. PEREZ, JR.
MPDC

Approved by:


HON. MA. GINA E. MERILO
Municipal Mayor

STATEMENT OF FUNDS AVAILABLE FOR REVERSION

CURRENT APPROPRIATIONS under Special Program, Projects & Activities


PROGRAM/PROJECT/ACTIVITY	Object of Expenditures	Appropriation Annual Budget CY 2024	Amount of Obligation	Unobligated Balance as of July 31, 2024	AMOUNT TO BE REVERTED
SPECIAL PROGRAM, PROJECTS & ACTIVITIES					
Mayor's Office					
Socio-Cultural Activities					
Pintados Festival	Other MOOE	400,000.00	-	400,000.00	400,000.00
Sports Events/Activities					
Skimboarding Competition	Other MOOE	500,000.00	-	500,000.00	500,000.00

TOTAL ABANDONED Special Programs, Projects & Activities - Current Year (CY 2024)

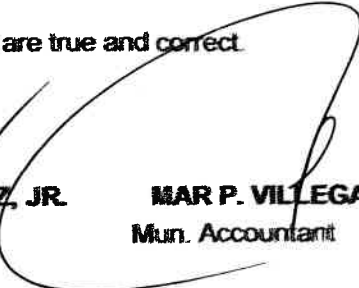
900,000.00

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


RESTITUTO C. CAVITE
 Municipal Treasurer


ERMEL MILO A. PILOLA
 Mun. Budget Officer


ARTURO B. PEREZ, JR.
 MPDC


MAR P. VILLEGAS
 Mun. Accountant

PRINCELET

Republic of the Philippines
Province of Leyte
TANAUAN

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16th SANGGUNIANG BAYAN

31st SPECIAL SESSION

September 26, 2024 – THURSDAY 10:00 A.M.

SB Session Hall, Tanauan Town Hall, Tanauan, Leyte

RESOLUTION NO. 2024-354

A RESOLUTION APPROVING THE ABANDONMENT AND DECLARATION AS SAVINGS FROM THE BUDGETARY ALLOCATION OF THE SPECIFIC PROGRAMS, PROJECTS AND ACTIVITIES, AND REVERTING THEREFORE ALL AMOUNT TO UNAPPROPRIATED BALANCE TO BE MADE AVAILABLE FOR RE-APPROPRIATION FOR SUPPLEMENTAL BUDGET NO. 03, CALENDAR YEAR 2024, UNDER THE FOLLOWING SOURCES: PERSONAL SERVICES (PS) GENERAL CURRENT APPROPRIATION WITH A TOTAL AMOUNT OF TWO HUNDRED SEVENTY-TWO THOUSAND TWO HUNDRED FORTY PESOS AND EIGHTY CENTAVOS (PHP272,240.80).

WHEREAS, presented for consideration by the August Body is the request for approval of the abandonment and declaration as savings from the budgetary allocations of programs, projects and activities under the personal services particularly the allocation for the vacant funded position of Data Controller under the Municipal Accounting Office;

WHEREAS, the Sangguniang Bayan of this municipality, upon a thorough deliberation of the subject-matter, deemed it just and necessary to approve the said request in furtherance of the projects, programs and activities of the municipal government for the welfare of its constituents and the efficient operations of the LGU;

WHEREFORE, acting upon the favorable recommendation by the Committee on Finance and on motion of its Chairperson – Hon. Engr. Mae Jane Angelie M. Morabe-Borais, with the unanimous accord of all Members present, be it:


RESOLVED, AS IT IS HEREBY RESOLVED, APPROVING THE ABANDONMENT AND DECLARATION AS SAVINGS FROM THE BUDGETARY ALLOCATION OF THE SPECIFIC PROGRAMS, PROJECTS AND ACTIVITIES, AND REVERTING THEREFORE ALL AMOUNT TO UNAPPROPRIATED BALANCE TO BE MADE AVAILABLE FOR RE-APPROPRIATION FOR SUPPLEMENTAL BUDGET NO. 03, CALENDAR YEAR 2024, UNDER THE FOLLOWING SOURCES: PERSONAL SERVICES (PS) GENERAL CURRENT APPROPRIATION WITH A TOTAL AMOUNT OF TWO HUNDRED SEVENTY-TWO THOUSAND TWO HUNDRED FORTY PESOS AND EIGHTY CENTAVOS (PHP272,240.80).

APPROVED: 26 SEPTEMBER 2024; TANAUAN, LEYTE.


X_____X



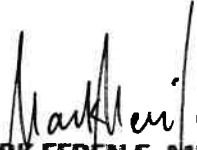
I **HEREBY CERTIFY** to the correctness of the foregoing RESOLUTION approved during the 31st Special Session of the 16th Sangguniang Bayan of this municipality held on the date and at the place above-stated.


ATTY. MIAMORD NATIVIDAD
Local Legislative Officer
OIC Secretary to the Sanggunian

ATTESTED:


HON. ARCHIE LAWRENCE R. KAPUNAN
Municipal Vice-Mayor
Presiding Officer


HON. ENGR. JAN ELMER V. MAGDALAGA
SB MEMBER


HON. MARK EFREN E. MERILO
SB MEMBER

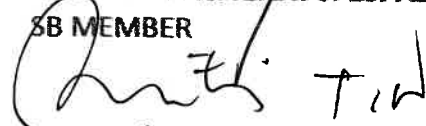

HON. ENGR. MAE JANE ANGELIE M. MORABE-BORAIS
SB MEMBER


HON. PAUL EMMANUEL R. CINCO
SB MEMBER


HON. JOSIE M. CREER
SB MEMBER


HON. ATTY. ISAGANI S. ESPADA
SB MEMBER


HON. CHERRY ANNE T. FIEL
SB MEMBER


HON. QUINTIN T. OCTA, JR., DMD
SB MEMBER


HON. KYLE C. MESIAS
SB MEMBER, SK FED. PRES.

On Official Travel:

Hon. E. Merilo, SB Member/ABC VP

Republic of the Philippines
Province of Leyte
TANAUAN

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16th SANGGUNIANG BAYAN

31st SPECIAL SESSION

September 26, 2024 – THURSDAY 10:00 A.M.
SB Session Hall, Tanauan Town Hall, Tanauan, Leyte

RESOLUTION NO. 2024-355

A RESOLUTION APPROVING THE DECLARATION AS SAVINGS OF THE BALANCES OF THE IMPLEMENTED SPECIFIC PROGRAMS, PROJECT, AND ACTIVITIES (PPAS) AND REVERTING THEREFOR ALL AMOUNT TO UNAPPROPRIATED BALANCE TO BE MADE AVAILABLE FOR RE-APPROPRIATION FOR SUPPLEMENTAL BUDGET NO. 3, CALENDAR YEAR 2024, UNDER THE FOLLOWING SOURCES, TO WIT:

A. PERSONAL SERVICES (PS) GENERAL FUND CURRENT APPROPRIATION WITH A TOTAL AMOUNT OF TWO MILLION FOUR HUNDRED THIRTY-TWO THOUSAND NINE HUNDRED FIFTY-TWO PESOS AND EIGHT CENTAVOS (PHP2,432,952.08);

B. CAPITAL OUTLAY GENERAL FUND CONTINUING APPROPRIATION WITH A TOTAL AMOUNT OF THREE HUNDRED FIFTY-THREE THOUSAND EIGHT HUNDRED FORTY-FOUR PESOS AND ONE CENTAVO (PHP353,844.01).

WHEREAS, presented for consideration by the August Body is the request for approval of the declaration as savings from the budgetary allocations of the balances from certain implemented programs, projects and activities of the municipality;

WHEREAS, the Sangguniang Bayan of this municipality, upon a thorough deliberation of the subject-matter, deemed it just and necessary to approve the said request in furtherance of the projects, programs and activities of the municipal government for the welfare of its constituents and the efficient operations of the LGU;

WHEREFORE, acting upon the favorable recommendation by the Committee on Finance and on motion of its Chairperson – Hon. Engr. Mae Jane Angelie M. Morabe-Borais, with the unanimous accord of all Members present, be it:

RESOLVED, AS IT IS HEREBY RESOLVED, APPROVING THE THE DECLARATION AS SAVINGS OF THE BALANCES OF THE IMPLEMENTED SPECIFIC PROGRAMS, PROJECT, AND ACTIVITIES (PPAS) AND REVERTING THEREFOR ALL AMOUNT TO UNAPPROPRIATED BALANCE TO BE MADE AVAILABLE FOR RE-APPROPRIATION FOR SUPPLEMENTAL BUDGET NO. 3, CALENDAR YEAR 2024, UNDER THE FOLLOWING SOURCES, TO WIT:




A. PERSONAL SERVICES (PS) GENERAL FUND CURRENT APPROPRIATION WITH A TOTAL AMOUNT OF TWO MILLION FOUR HUNDRED THIRTY-TWO THOUSAND NINE HUNDRED FIFTY-TWO PESOS AND EIGHT CENTAVOS (PHP2,432,952.08);

B. CAPITAL OUTLAY GENERAL FUND CONTINUING APPROPRIATION WITH A TOTAL AMOUNT OF THREE HUNDRED FIFTY-THREE THOUSAND EIGHT HUNDRED FORTY-FOUR PESOS AND ONE CENTAVO (PHP353,844.01).


APPROVED: 26 SEPTEMBER 2024; TANAUAN, LEYTE.

X-----X

I HEREBY CERTIFY to the correctness of the foregoing RESOLUTION approved during the 31st Special Session of the 16th Sangguniang Bayan of this municipality held on the date and at the place above-stated.


ATTY. MIAMOR D. NATIVIDAD
Local Legislative Officer
OIC Secretary to the Sanggunian

ATTESTED:


HON. ARCHIE LAWRENCE R. KAPUNAN
Municipal Vice-Mayor
Presiding Officer


HON. ENGR. JAN ELMER V. MAGDALAGA
SB MEMBER


HON. ENGR. MAE JANE ANGELLE M. MORABE-BORAIS
SB MEMBER


HON. JOSIE M. CREER
SB MEMBER



HON. CHERRY ANNE T. FIEL
SB MEMBER


HON. MARK EFREN E. MERILO
SB MEMBER


HON. PAUL EMMANUEL R. CINCO
SB MEMBER


HON. ATTY. ISAGANI S. ESPADA
SB MEMBER


HON. QUINTIN T. OCTA, JR., DMD
SB MEMBER


HON. KYLE C. MESIAS
SB MEMBER / SK FED. PRES.

On Official Travel:

Hon. E. Merilo, SB Member/ABC VP

Republic of the Philippines
Province of Leyte
TANAUAN
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16th SANGGUNIANG BAYAN

31st SPECIAL SESSION
September 26, 2024 – THURSDAY 10:00 A.M.
SB Session Hall, Tanauan Town Hall, Tanauan, Leyte

RESOLUTION NO. 2024-356

A RESOLUTION APPROVING AND ADOPTING THE MUNICIPAL DEVELOPMENT COUNCIL (MDC) RESOLUTION NO. 11, SERIES OF 2024 ENTITLED “A RESOLUTION APPROVING AND ENDORSING TO THE 16TH SANGGUNIANG BAYAN THE ABANDONMENT OF THE SPECIFIC PROGRAMS, PROJECTS, AND ACTIVITIES UNDER THE CAPITAL OUTLAY CONTINUING APPROPRIATION (PRIOR YEARS) AND CURRENT APPROPRIATIONS WITH THE AMOUNT OF THREE MILLION NINE HUNDRED TWENTY- ONE THOUSAND TWO HUNDRED THIRTY-FIVE PESOS AND 01/100 (PHP3,921,235.01) AND NINE HUNDRED THOUSAND PESOS (PHP900,000.00), RESPECTIVELY, AND DECLARATION AS SAVINGS AND REVERTING THE RESPECTIVE AMOUNT TO AN UNAPPROPRIATED BALANCE TO BE MADE AVAILABLE FOR RE-APPROPRIATION FOR PROGRAMS, PROJECTS, AND ACTIVITIES FOR SUPPLEMENTAL BUDGET NO. 03, CALENDAR YEAR 2024.”

WHEREAS, presented for consideration by the August Body is the review and approval of the **Municipal Development Council (MDC) Resolution No. 11 series of 2024;**

WHEREAS, the Sangguniang Bayan of this municipality, upon a thorough deliberation of the subject-matter, deemed it just and necessary to approve and adopt the afore-stated MDC Resolution in furtherance of the projects, programs and activities of the municipal government for the welfare of its constituents and the efficient operations of the LGU;

WHEREAS, the Local Finance Committee is enjoined to ensure that certain Programs, Projects and Activities being abandoned will be funded again under the Supplemental Budget No. 01 CY 2025 particularly the Construction of the CHB with interlink wire School Fence at Tanauan II Central School and TNHS, Brgy. Canramos, Tanauan, Leyte; the procurement of the Integrated Legislative Information Management System and the scanner/photocopier under the Sangguniang Bayan;

WHEREFORE, acting upon the favorable recommendation by the Committee on Finance and on motion of its Chairperson – Hon. Engr. Mae Jane Angelie M. Morabe-Borais, with the unanimous accord of all Members present, be it:



Republic of the Philippines
Province of Leyte
TANAUAN
-o0o-
SANGGUNIANG BAYAN

EXCERPT FROM THE MINUTES OF THE 76th REGULAR SESSION OF THE 16TH SANGGUNIANG BAYAN OF TANAUAN, LEYTE HELD ON JANUARY 15, 2024, AT THE SB SESSION HALL, TANAUAN TOWN HALL, TANAUAN, LEYTE.

PRESENT:

HON. ARCHIE LAWRENCE R. KAPUNAN	Municipal Vice-Mayor/Presiding
HON. JAN ELMER V. MAGDALAGA	Sangguniang Bayan Member
HON. MAE JANE ANGELIE M. MORABE	-do-
HON. MARK EFREN E. MERILO	-do-
HON. PAUL EMMANUEL R. CINCO	-do-
HON. JOSIE M. CREER	-do-
HON. ATTY. ISAGANI S. ESPADA	-do-
HON. JASMIN U. BORJA	-do-
HON. CHERRY ANNE T. FIEL	-do-
HON. MA. MARTINA L. GIMENEZ	-do-/Liga Fed. Pres.
HON. KYLE C. MESIAS	-do-/ SK Fed. Pres.

ABSENT: NONE

ORDINANCE NO. 2024 – 1

AN ORDINANCE CREATING THE POSITION OF INFORMATION TECHNOLOGY OFFICER I, SALARY GRADE 19, AND APPROPRIATING FUNDS THEREFOR.

Author: Hon. Ma. Martina L. Gimenez
Co-author: Hon. Atty. Isagani S. Espada

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

SECTION 1. Title

This ordinance shall be known as the "Ordinance Creating the position of **INFORMATION TECHNOLOGY OFFICER I, SALARY GRADE 19, AND APPROPRIATING FUNDS THEREFOR.**"

SECTION 2. Declaration of Policy

It is the policy of the Municipality of Tanauan, Leyte to harness information and communication technology (ICT) for the efficient and effective delivery of government services to its constituents. In pursuit of this policy, the position of **INFORMATION TECHNOLOGY OFFICER I, SALARY GRADE 19**, shall be created to oversee the municipality's IT infrastructure and initiatives.

SECTION 3. Creation of the Position

There is hereby created the position of **INFORMATION TECHNOLOGY OFFICER I, SALARY GRADE 19**, in accordance with the Compensation and Position Classification System as provided for in Republic Act No. 6758, also known as the "Salary Standardization Law."

SECTION 4. Qualifications

The **INFORMATION TECHNOLOGY OFFICER I, SALARY GRADE 19**, shall have the following qualifications, among others:

- Must be a **graduate of Computer Science or Computer Engineering or any IT related course.**
- Must have at least two (2) years of **experience in computer programming.**

- c. Must have at least eight (8) hours of relevant training.
- d. Must have a Civil Service (Professional) Second Level Eligibility.

SECTION 5. Duties and Responsibilities

The **INFORMATION TECHNOLOGY OFFICER I**, shall have the following duties and responsibilities, among others:

- a. Develop and implement an IT plan and strategy for the municipality.
- b. Manage and maintain the municipality's IT infrastructure and systems.
- c. Ensure the security and integrity of municipal data and information.
- d. Provide technical support to municipal departments and offices.
- e. Oversee the implementation of IT projects and initiatives.
- f. Perform such other functions as may be assigned by the Municipal Mayor.

SECTION 6. Appropriation of Funds

The necessary funds for the implementation of this ordinance, including the salary and benefits of the **INFORMATION TECHNOLOGY OFFICER I**, shall be appropriated in the annual budget of the Municipality of Tanauan, Leyte.

SECTION 7. Effectivity

This ordinance shall take effect upon its approval and publication in accordance with law.

ENACTED : 15 JANUARY 2024.

CERTIFIED TRUE AND CORRECT:


ELEUTERIO T. LARIOS
SB Secretary

ATTESTED:


HON. ARCHIE LAWRENCE R. KAPUNAN
Vice Mayor/Presiding


HON. JAN ELMER V. MAGDALAGA
SB Member


HON. MARK EFREN E. MERILO
SB Member


HON. JOSIE M. CREER
SB Member


HON. JASMIN U. BORJA
SB Member

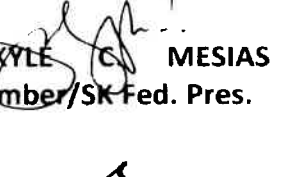

HON. MA. MARTINA LIGIMENEZ
SB Member/Liga Fed. Pres.


HON. MAE JANE ANGELIE M. MORABE
SB Member



HON. PAUL EMMANUEL R. CINCO
SB Member


HON. ATTY. ISAGANI S. ESPADA
SB Member


HON. CHERRY ANNE T. FIEL
SB Member


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

APPROVED BY:


HON. MA. GINA E. MERILO
Municipal Mayor
LGU – Tanauan, Leyte

Date: 01-29-2024

PLANTILLA OF PERSONNEL FY 2024
 LGU: TANAUAN, LEYTE

ITEM		POSITION TITLE	NAME OF INCUMBENT	Annual Budget CY 2024 LBC 149 - 4th Tranche January - Dec. 2024 Rate/Annum		Budget Year LBC 160 - 1st Tranche January - Dec. 2024 Rate/Annum		Increase
OLD	NEW			GRADE STEP	AMOUNT	GRADE STEP	AMOUNT	
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
MAYOR'S OFFICE								
001-97	001-97	Municipal Mayor	Ma. Gina E. Merizo	27-1	1,337,460.00	27-1	1,642,716.00	305,256.00
035-22	035-22	Municipal Administrator I	Atty. Ephrem S. Abando	24-1	918,792.00	24-1	1,129,564.00	210,792.00
002-97	002-97	Private Secretary II	Catherine T. Sabaiza	15-1	373,512.00	15-1	460,956.00	87,444.00
020-99	020-99	Clerk I	Rodel A. Buendia	3-2	150,876.00	3-2	184,608.00	33,732.00
021-99	021-99	Clerk I	Chen Anthony C. Salva	3-2	150,876.00	3-2	184,608.00	33,732.00
022-99	022-99	Clerk I	Roger C. Glory	3-3	152,028.00	3-3	186,012.00	33,984.00
015-97	015-97	Administrative Aide III (Messenger)	Geraldine B. Dandan	2-1	140,952.00	2-1	172,464.00	31,512.00
016-99	016-99	Driver I	Rodele E. Maceda	3-8	157,956.00	3-8	193,260.00	35,304.00
017-99	017-99	Utility Worker	May D. Mariano	1-1	99,450.00	1-1	121,770.00	22,320.00
				1-2	33,429.00	1-2	40,899.00	7,470.00
		Information Technology Section						
	004-24	Information Technology Officer I (Ord. No. 2024-1) (Suppl. Budget No 1)	Vacant	19-1	523,836.00	19-1	646,476.00	122,640.00
005-99	005-99	Information Officer I	Dac Ranz A. Zulueta	11-1	91,800.00	11-1	114,048.00	22,248.00
				11-2	185,528.00	11-2	230,368.00	44,840.00
007-99	007-99	Data Controller I	Vacant	6-1	-	6-1		
		Human Resource Mgt. Section						
032-20	032-20	Human Resource Management Officer III	Raida P. Baranda	18-1	238,296.00	18-1	294,090.00	55,794.00
				18-2	240,864.00	18-2	297,252.00	56,388.00
003-97	003-97	Human Resource Management Officer I	Cesar M. Garcia	11-1	183,600.00	11-1	228,096.00	44,496.00
				11-2	92,764.00	11-2	115,184.00	22,420.00
009-99	009-99	Administrative Aide IV (HRM Aide)	John Carlo A. Perez	4-1	158,976.00	4-1	194,508.00	35,532.00
		Public Employment Service Office						
	010-23	Labor and Employment Officer III (Ordinance No. 2023-09, SB Resolution No. 2024-239) (AB-SPPA)	Vacant	16-1	404,652.00	16-1	499,392.00	94,740.00

ITEM		POSITION	NAME OF INCUMBENT	Annual Budget CY 2024		Budget Year		Increase
OLD	NEW	TITLE		LBC 149 - 4th Tranche		LBC 160 - 1st Tranche		
(1)	(2)	(3)	(4)	Grade	Amount	Grade	Amount	(9)
				Step	(6)	Step	(8)	
	035-24	General Services Public Services Officer III (Ord. No. 2024-11, Res. No. 248 (AB-SPPA)	Vacant	18-1	476,592.00	18-1	588,180.00	111,588.00
006-99	006-99	Administrative Assistant II (Labor General Foreman)	Mark L. Villero	8-1	201,384.00	8-1	246,408.00	45,024.00
034-20	034-20	Heavy Equipment Operator II	Efren A. Zabala	6-1	179,040.00	6-1	219,060.00	40,020.00
012-99	012-99	Administrative Aide IV (Storekeeper I)	Michelle A. Soyosa	4-1	158,976.00	4-1	194,508.00	35,532.00
009-97	009-97	Driver II	Javier B. Lanza	4-3	161,436.00	4-3	197,520.00	36,084.00
010-97	010-97	Electrician I	Rolando Songalia	4-5	163,920.00	4-5	200,568.00	36,648.00
11-97	011-97	Administrative Aide III (Driver I)	Emerito P. Lerios	3-1	149,712.00	3-1	183,180.00	33,468.00
012-97	012-97	Driver I	Glicerio G. Roa, Jr.	3-1 3-2	74,856.00 75,438.00	3-1 3-2	91,590.00 92,304.00	16,734.00 16,866.00
018-99	018-99	Administrative Aide III (Driver I)	Antonio B. Modesto, Jr.	3-1	149,712.00	3-1	183,180.00	33,468.00
019-99	019-99	Driver I	Graciano F. Arzaga, Jr.	3-4	153,204.00	3-4	187,452.00	34,248.00
010-99	010-99	Administrative Aide IV (Repro. Machine Opt. III)	Ralph Rheo R. Tiu	4-1	158,976.00	4-1	194,508.00	35,532.00
013-97	013-97	Administrative Aide III (Carpenter I)	Ranel M. Repasa	3-1	149,712.00	3-1	183,180.00	33,468.00
11-99	011-99	Mechanic I	Vacant	4-1	-	4-1	-	
022-97	022-97	Utility Worker I	Arnel T. Abas	1-1 1-2	99,450.00 33,429.00	1-1 1-2	121,770.00 40,899.00	22,320.00 7,470.00
023-97	023-97	Utility Worker I	Daryl D. Badrina	1-1 1-2	99,450.00 33,429.00	1-1 1-2	121,770.00 40,899.00	22,320.00 7,470.00
024-97	024-97	Utility Worker 1	Jean M. Capilo	1-1 1-2	99,450.00 33,429.00	1-1 1-2	121,770.00 40,899.00	22,320.00 7,470.00
025-97	025-97	Utility Worker I	Pacifico Morot Jr.	1-8	140,556.00	1-8	171,972.00	31,416.00
026-97	026-97	Utility Worker 1	Christian Xavier Cobacha	1-1 1-2	99,450.00 33,429.00	1-1 1-2	121,770.00 40,899.00	22,320.00 7,470.00
027-97	027-97	Utility Worker 1	Christal V. Echaque	1-1 1-2	99,450.00 33,429.00	1-1 1-2	121,770.00 40,899.00	22,320.00 7,470.00
028-97	028-97	Utility Worker I	Rizza A. Buendia	1-1 1-2	66,300.00 66,858.00	1-1 1-2	81,180.00 81,798.00	14,880.00 14,940.00
029-97	029-97	Administrative Aide I (Utility Worker 1)	Bernardo D. Genlla	1-1	132,600.00	1-1	162,360.00	29,760.00

ITEM		POSITION	NAME OF INCUMBENT	Annual Budget CY 2024 LBC 149 - 4th Tranche January - Dec. 2024 Rate/Annum		Budget Year LBC 160 - 1st Tranche January - Dec. 2024 Rate/Annum		Increase (9)
OLD (1)	NEW (2)	TITLE (3)		GRADE STEP (5)	AMOUNT (6)	GRADE STEP (7)	AMOUNT (8)	
SANGGUNIANG BAYAN								
100-97	100-97	Municipal Vice-Mayor	Hon. Archie Lawrence R. Kapunan	25-1	1,047,444.00	25-1	1,206,496.00	239,052.00
101-97	101-97	SB Member	Hon. Jan Elmer V. Magdalaga	24-1	918,792.00	24-1	1,129,584.00	210,792.00
102-97	102-97	SB Member	Hon. Mae Jane Angelie Morabe	24-1	918,792.00	24-1	1,129,584.00	210,792.00
103-97	103-97	SB Member	Hon. Mark Efren E. Merilo	24-1	918,792.00	24-1	1,129,584.00	210,792.00
104-97	104-97	SB Member	Hon. Emmanuel Paul Cinco	24-3	949,044.00	24-3	1,166,760.00	217,716.00
105-97	105-97	SB Member	Hon. Atty. Isagani Espada	24-1	918,792.00	24-1	1,129,584.00	210,792.00
106-97	106-97	SB Member	Hon. Josie M. Creer	24-1	918,792.00	24-1	1,129,584.00	210,792.00
107-97	107-97	SB Member	Hon. Quintin T. Octa	24-1	918,792.00	24-1	1,129,584.00	210,792.00
108-97	108-97	SB Member	Hon. Cherry Anne T. Fiel	24-1	918,792.00	24-1	1,129,584.00	210,792.00
109-97	109-97	SB Member ABC President	Hon. Efren Merilo	24-2	933,792.00	24-1	1,129,584.00	195,792.00
110-97	110-97	SB Member SK Fed. President	Hon. Kyle Mesias	24-2	933,792.00	24-1	1,129,584.00	195,792.00
111-97	111-97	Board Secretary V	Eleuterio T. Lerios	24-3	949,044.00	24-3	1,166,760.00	217,716.00
122-20	122-20	Local Legislative Staff Officer IV	Miamor Natividad	19-1	523,836.00	19-1	646,476.00	122,640.00
113-97	113-97	Librarian I	Vacant	10-1		10-1		
112-99	112-99	Board Secretary I	Dante Cumpio	14-1	345,204.00	14-1	425,208.00	80,004.00
114-99	114-99	Legislative Staff Employee II	Jerry S. Seva	4-2	160,200.00	4-1	194,508.00	34,308.00
115-99	115-99	Local Legislative Staff Employee II (Leg. Staff Employee III)	Jemmalyn C. Barcala	4-1	158,976.00	4-1	194,508.00	35,532.00
116-99	116-99	Legislative Staff Employee II	Rhodetta A. Tondo	4-8	167,724.00	4-8	205,212.00	37,488.00
117-99	117-99	Local Legislative Staff Employee III (Leg. Staff Employee III)	Noel G. Octa	4-1	158,976.00	4-1	194,508.00	35,532.00
118-99	118-99	Local Legislative Staff Employee II (Leg. Staff Employee II)	Juan Ermilo T. Rosal	4-1	158,976.00	4-1	194,508.00	35,532.00

ITEM		POSITION	NAME OF INCUMBENT	Annual Budget CY 2024 LBC 149 - 4th Tranche January - Dec. 2024		Budget Year LBC 160 - 1st Tranche January - Dec. 2024		Increase
OLD	NEW	TITLE		Rate/Annum		Rate/Annum		
(1)	(2)	(3)	(4)	GRADE STEP (5)	AMOUNT (6)	GRADE STEP (7)	AMOUNT (8)	(9)
123-20	123-20	Stenographer I	Gedson B. Redona	4-1 4-2	119,232.00 40,050.00	4-1 4-2	145,881.00 49,002.00	26,649.00 8,952.00
119-99	119-99	Local Legislative Staff Employee I (Leg. Staff Employee II)	Sheila C. Obejas	2-1	140,952.00	2-1	172,464.00	31,512.00
120-99	120-99	Administrative Aide I (Utility Worker I)	Ryan C. Pangatungan	1-1	132,600.00	1-1	162,360.00	29,760.00
121-99	121-99	Administrative Aide I (Utility Worker I)	Policarpio I. Vergara	1-1	132,600.00	1-1	162,360.00	29,760.00
MUN. PLANING AND DEVELOPMENT OFFICE								
501-97	501-97	Municipal Government Department Head I (Mun. Planning & Dev'l. Coordinator)	Arturo Perez, Jr	24-1	918,792.00	24-1	1,129,584.00	210,792.00
506-20	506-20	Planning Officer III	Regilda M. de la Cruz	18-1 18-2	317,728.00 160,576.00	18-1 18-2	392,120.00 198,168.00	74,392.00 37,592.00
502-97	502-97	Project Development Assistant	Vacant	8-1	201,384.00	8-1	246,408.00	45,024.00
503-97	503-97	Draftsman	Climaco E. Primer	6-1	179,040.00	6-1	219,060.00	40,020.00
504-99	504-99	Statistician Aide	Hayaceen V. Mendoza	4-1	158,976.00	4-1	194,508.00	35,532.00
505-99	505-99	Clerk I (Suppl Budget No. 1,	Vacant	3-1	149,712.00	3-1	183,180.00	33,468.00
MUNICIPAL CIVIL REGISTRAR'S OFFICE								
601-97	601-97	Municipal Government Department Head I (Municipal Civil Registrar)	Vincent Francis Salvaña	24-1 24-2	689,094.00 233,448.00	24-1 24-2	847,188.00 287,004.00	158,094.00 53,556.00
602-97	602-97	Clerk II	Virginia T. Parmo	4-8	167,724.00	4-8	205,212.00	37,488.00
603-99	603-99	Clerk I	Virginia L. Magayones	3-3	152,028.00	3-3	186,012.00	33,984.00
604-99	604-99	Administrative Aide II (Bookbinder I)	Pamela B. Naraja	2-1	140,952.00	2-1	172,464.00	31,512.00
605-99	605-99	Administrative Aide II (Bookbinder I)	Ericson P. Aguiro	2-1	140,952.00	2-1	172,464.00	31,512.00
MUNICIPAL BUDGET OFFICE								
201-97	201-97	Municipal Government Department Head I (Municipal Budget Officer)	Ermel Mito A. Piola	24-1	918,792.00	24-1	1,129,584.00	210,792.00

ITEM		POSITION	NAME OF INCUMBENT	Annual Budget CY 2024 LBC 149 - 4th Tranche January - Dec. 2024		Budget Year LBC 160 - 1st Tranche January - Dec. 2024		Increase
OLD	NEW	TITLE		Rate/Annun		Rate/Annun		
(1)	(2)	(3)	(4)	GRADE STEP (5)	AMOUNT (6)	GRADE STEP (7)	AMOUNT (8)	(9)
202-97	202-97	Budgeting Assistant	Charry Joy Royeras	8-1	201,384.00	8-1	246,408.00	45,024.00
203-97	203-97	Clerk III	Geraldine Bacolod	6-1	179,040.00	6-1	219,060.00	40,020.00
205-97	205-97	Bookbinder II	Annie G. Basas	4-1	119,232.00	4-1	145,881.00	26,649.00
				4-2	40,050.00	4-2	49,002.00	8,952.00
206-97	206-97	Clerk I	Vacant	3-1		3-1		-
MUNICIPAL ACCOUNTING OFFICE								
401-97	401-97	Municipal Government Department Head I (Municipal Accountant)	Mar P. Villegas	24-6	83,023.00	24-6	102,069.00	19,046.00
				24-7	928,158.00	24-7	1,140,535.00	212,377.00
402-99	402-99	Management Audit Analyst III	Melinda Songalia	18-8	513,900.00	18-8	634,212.00	120,312.00
403-97	403-97	Bookkeeper I	Bernadine M. Falcon	8-1	100,692.00	8-1	123,204.00	22,512.00
				8-2	101,610.00	8-2	124,320.00	22,710.00
409-99	409-99	Bookkeeper 1 (Brgy.)	Lilbeth Regis	8-8	214,500.00	8-8	262,440.00	47,940.00
404-97	404-97	Accounting Clerk I	Marietta Meniano	4-3	161,436.00	4-3	197,520.00	36,084.00
405-97	405-97	Accounting Clerk I	Alyssa C. Borrel	4-1	158,976.00	4-1	194,508.00	35,532.00
406-97	406-97	Accounting Clerk I	Arjie P. Loreno	4-2	160,200.00	4-2	196,008.00	35,808.00
407-97	407-97	Clerk I	Elizza S. Copino	3-1	149,712.00	3-1	183,180.00	33,468.00
408-97	408-97	Clerk I	Glenda Modesto	3-3	152,028.00	3-3	186,012.00	33,984.00
410-97	410-97	Data Controller I	Vacant	6-1	179,040.00	6-1	219,060.00	40,020.00
411-97	411-97	Clerk I	Vacant	3-1		3-1		-
MUNICIPAL TREASURER'S OFFICE								
301-97	301-97	Municipal Government Department Head I (Municipal Treasurer)	Restituta Cavite	24-6	498,138.00	24-6	612,414.00	114,276.00
				24-7	506,268.00	24-7	622,110.00	115,842.00
302-97	302-97	Administrative Officer I (Cashier I)	Robert T. Prisno	10-1	236,400.00	10-1	292,572.00	56,172.00
303-97	303-97	Disbursing Officer II	Meone C. Naraja, Jr.	8-1	201,384.00	8-1	246,408.00	45,024.00
308-97	308-97	Rev. Collection Clerk III	Charito P. Martija	9-3	219,984.00	9-3	271,092.00	51,108.00
309-99	309-99	Rev. Collection Clerk III	Edward F. Baranda	9-1	216,348.00	9-1	266,628.00	50,280.00
310-97	310-97	Rev. Collection Clerk III	Carmencita Boco	9-3	219,984.00	9-3	271,092.00	51,108.00
315-01	315-01	Rev. Collection Clerk III	Miracelo Vertudes	9-1	108,174.00	9-1	133,314.00	25,140.00
				9-2	109,080.00	9-2	134,424.00	25,344.00

ITEM		POSITION	NAME OF INCUMBENT	Annual Budget CY 2024 LBC 149 - 4th Tranche January - Dec. 2024		Budget Year LBC 160 - 1st Tranche January - Dec. 2024		Increase
OLD	NEW	TITLE		Rate/Annum		Rate/Annum		
(1)	(2)	(3)	(4)	GRADE STEP (5)	AMOUNT (6)	GRADE STEP (7)	AMOUNT (8)	(9)
316-01	316-01	Rev. Collection Clerk III	Ramel Soyosa	9-3	219,984.00	9-3	271,092.00	51,108.00
305-97	305-97	Rev. Collection Clerk III	Ma. Elisea R. Mercado	7-1	189,924.00	7-1	232,380.00	42,456.00
307-97	307-97	Rev. Collection Clerk II	Ma. Clenia U. Pilola	7-1	142,443.00	7-1	174,285.00	31,842.00
				7-2	47,847.00	7-2	58,542.00	10,695.00
312-97	312-97	Rev. Collection Clerk I	Zoilo C. Tolibas	5-1	168,744.00	5-1	206,460.00	37,716.00
311-99	311-99	Rev. Collection Clerk I	Lynnette S. Ignacio	5-1	168,744.00	5-1	206,460.00	37,716.00
314-99	314-99	Data Controller	Vacant	6-1		6-1		
313-97	313-97	Clerk I	Hans Christian C. Ladam	3-1	124,760.00	3-1	152,650.00	27,890.00
				3-2	25,146.00	3-2	30,758.00	5,622.00
312-99	312-99	Clerk I	Heinny Louise Segura	3-3	152,028.00	3-1	183,180.00	31,152.00
315-99	315-99	Bookbinder II	Sherlym Soledad	4-3	161,436.00	4-3	197,520.00	36,084.00
MUN. ASSESSOR'S OFFICE								
801-97	801-97	Municipal Government Department Head I (Municipal Assessor)	Rochel M. Orit	24-1	918,792.00	24-1	1,129,584.00	210,792.00
802-99	802-99	Assessment Clerk II	April Rose O. de Veyra	6-7	187,464.00	6-1	219,060.00	31,596.00
804-97	804-97	Bookbinder I	Marenito P. Tolibas	2-7	147,576.00	2-7	180,564.00	32,988.00
809-99	809-99	Bookbinder I	Julita D. Soyosa	2-3	143,124.00	2-3	175,116.00	31,992.00
803-97	803-97	Clerk I	Vacant	4-1	-	4-1	-	-
806-99	806-99	Tax Mapping Aide	Teodoro Florendo, Jr.	4-1	158,976.00	4-1	194,508.00	35,532.00
807-99	807-99	Tax Mapping Aide	Rafaelita C. Mazo	4-3	161,436.00	4-3	197,520.00	36,084.00
808-99	808-99	Tax Mapping Aide	Arlene C. Berdan	4-1	158,976.00	4-1	194,508.00	35,532.00
805-99	805-99	Data Controller I	Marco Jernsboy E. Arcena	6-1	179,040.00	6-1	219,060.00	40,020.00
MUN. ENGINEERING OFFICE								
701-97	701-97	Municipal Government Department Head I (Municipal Engineer)	Engr. Raul S. Soliva	24-4	80,378.00	24-4	98,817.00	18,439.00
				24-5	898,579.00	24-5	1,104,730.00	206,151.00
706-97	706-97	Engineer II	Engr. Derwin D. Badian	16-3	413,196.00	16-1	499,392.00	86,196.00
702-97	702-97	Engineer I	Engr. Realen Tecson	12-3	303,312.00	12-3	375,324.00	72,012.00
703-97	703-97	Engineering Assistant	Engr. Dennis Ignacio	8-1	100,692.00	8-1	246,408.00	44,106.00
				8-2	101,610.00			

ITEM		POSITION	NAME OF INCUMBENT	Annual Budget CY 2024 LBC 149 - 4th Tranche January - Dec. 2024 Rate/Annum		Budget Year LBC 160 - 1st Tranche January - Dec. 2024 Rate/Annum		Increase
OLD	NEW	TITLE		GRADE STEP	AMOUNT	GRADE STEP	AMOUNT	
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
704-97	704-97	Engineering Aide	Hector Quizol	4-4 4-5	27,112.00 136,600.00	4-4 4-5	33,172.00 167,140.00	6,060.00 30,540.00
705-97	705-97	Clerk I	Kenneth Redoña	3-8	157,956.00	3-1	183,180.00	25,224.00
	707-24	Engineer I (Ord. No. 2024-12, Resolution No. 343) (AB - SPPA)	Vacant	12-1	297,480.00	12-1	368,460.00	70,980.00
MUN. SOCIAL WELFARE DEVELOPMENT OFFICE								
901-97	901-97	Municipal Government Department Head I (Municipal Social Welfare and Development Officer)	Jasmin U. Borja	24-1	918,792.00	24-1	1,129,584.00	210,792.00
907-99	907-99	Social Welfare Officer III	Ruth Josephine Satubon	18-1	476,592.00	18-1	588,180.00	111,588.00
908-99	908-99	Social Welfare Officer I	Vacant	11-1	-	11-1	-	-
903-97	903-97	Social Welfare Assistant	Arleen Cinco	8-3	205,056.00	8-1	246,408.00	41,352.00
904-97	904-97	Day Care Worker II	Zaira B. Angello	8-1 8-2	151,038.00 50,805.00	8-1 8-2	184,806.00 62,160.00	33,768.00 11,355.00
905-97	905-97	Daycare Worker I	Edward Gonzaga	6-1	179,040.00	6-1	219,060.00	40,020.00
906-97	906-97	Utility Worker I	Pedro A. Corales	1-1	132,600.00	1-1	162,360.00	29,760.00
909-99	909-99	Social Welfare Aide	Stephen M. Lopez	4-1	158,976.00	4-1	194,508.00	35,532.00
	910-24	Inclusive Learning Resource Center (ILRC) (Ord. No. 2024-08) (SB # 3) Occupational Therapist III	Vacant	18-1	-	18-1	-	-
	911-24	Occupational Therapist III	Vacant	15-1	-	15-1	460,956.00	460,956.00
	912-24	Speech Therapist II (Ordinance No.	Vacant	14-1	-	14-1	425,208.00	425,208.00
MUNICIPAL AGRICULTURE OFFICE								
1101-97	1101-97	Municipal Government Department Head I (Municipal Agriculturist)	Susana O. Miranda	24-6 24-7	83,023.00 928,158.00	24-1	1,129,584.00	118,403.00
1102-97	1102-97	Cooperative Development Specialist	Glen M. Gil	11-1	275,400.00	11-1	342,144.00	66,744.00
1103-97	1103-97	Agricultural Technologist	Vacant	10-4 10-5	222,178.00 20,367.00	10-1	292,572.00	50,027.00

ITEM		POSITION	NAME OF INCUMBENT	Annual Budget CY 2024 LBC 149 - 4th Tranche January - Dec. 2024 Rate/Annum		Budget Year LBC 160 - 1st Tranche January - Dec. 2024 Rate/Annum		Increase
OLD	NEW	TITLE		GRADE STEP	AMOUNT	GRADE STEP	AMOUNT	
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
1104-97	1104-97	Agricultural Technologist	Claridyl Tebrero Abas	10-3	240,360.00	10-3	297,480.00	57,120.00
1105-97	1105-97	Agricultural Technologist	Roselyn M. Casilan	10-1	236,400.00	10-1	292,572.00	56,172.00
1106-97	1106-97	Agricultural Technologist	Vacant	10-1	-	10-1	-	-
1107-97	1107-97	Agricultural Technologist	Vacant	10-1	-	10-1	-	-
1108-97	1108-97	Agricultural Technologist	Maricel C. Cornejo	10-4	222,178.00	10-4	274,978.00	52,800.00
				10-5	20,367.00	10-5	25,207.00	4,840.00
1109-97	1109-97	Agricultural Technologist	Vacant	10-1	-	10-1	-	-
1110-97	1110-97	Agricultural Technologist	Jimmy Lou M. Tebrero	10-1	197,000.00	10-1	243,810.00	46,810.00
				10-2	39,730.00	10-2	49,170.00	9,440.00
1111-97	1111-97	Agricultural Technologist	Vacant	10-1	-	10-1	-	-
MUNICIPAL HEALTH OFFICE								
1001-97	1001-97	Municipal Government Department Head I (Municipal Health Officer)	Arlene Santo, M.D.	24-8	1,210,656.00	24-8	1,264,536.00	53,880.00
1002-97	1002-97	Dentist II	Karen Mae C. Leones	17-7	550,344.00	17-7	577,308.00	26,964.00
1003-97	1003-97	Nurse II	Mary Jay E. Coronado	16-2	481,056.00	16-1	499,392.00	18,336.00
1004-97	1004-97	Nurse II	Tita Margallo	16-8	512,328.00	16-8	537,432.00	25,104.00
1015-05	1015-05	Medical Technologist I	Andrew Nathaniel Mercado	11-6	256,158.00	11-1	342,144.00	(312.00)
				11-7	86,298.00			
	1016-24	Municipal Pharmacist II (Ord. No. 2024-05, Res. No. 282) (AB - SPPA)	Vacant	12-1	349,980.00	12-1	368,460.00	18,480.00
1011-97	1011-97	Sanitation Inspector II	Rex L. Ronquillo	8-1	118,464.00	8-1	123,204.00	4,740.00
				8-2	119,538.00	8-2	124,320.00	4,782.00
1012-97	1012-97	Sanitation Inspector I	Elmer U. Ripalda	6-6	218,856.00	6-6	227,616.00	8,760.00
1013-97	1013-97	Sanitation Inspector I	Victorino Salubon	6-8	222,240.00	6-8	231,132.00	8,892.00
1005-97	1005-97	Midwife III	Fatima C. Esquivel	13-3	383,388.00	13-3	401,988.00	18,600.00
1006-97	1006-97	Midwife III	Golda May B. Igrobay	13-3	383,388.00	13-3	401,988.00	18,600.00
1007-97	1007-97	Midwife II	Lany Gomez	11-8	348,900.00	11-8	367,044.00	18,144.00

ITEM		POSITION	NAME OF INCUMBENT	Annual Budget CY 2024 LBC 149 - 4th Tranche January - Dec. 2024 Rate/Annum		Budget Year LBC 160 - 1st Tranche January - Dec. 2024 Rate/Annum		Increase
OLD	NEW	TITLE		GRADE	AMOUNT	GRADE	AMOUNT	
(1)	(2)	(3)	(4)	STEP	(6)	STEP	(8)	(9)
1008-97	1008-97	Midwife II	Elvira Lamata	11-8	348,900.00	11-8	367,044.00	18,144.00
1009-97	1009-97	Midwife II	Lupicina Paujana	11-7	345,192.00	11-7	363,336.00	18,144.00
1010-97	1010-97	Midwife II	Bernadette M. Redoña	11-1	324,000.00	11-1	342,144.00	18,144.00
1014-97	1014-97	Dental Aide	Evangelina Go	4-8	197,316.00	4-8	205,212.00	7,896.00
MARKET								
033-20	033-20	Market Supervisor III	Luz M. Maderazo	18-1	238,296.00	18-1	294,090.00	55,794.00
				18-2	240,864.00	18-2	297,252.00	56,388.00
004-99	004-99	Market Supervisor II	Vacant	14-1	-	14-1	-	-
005-97	005-97	Meat Inspector I	Vacant	6-1	-	6-1	-	-
008-99	008-99	Meat Inspector I	Vacant	6-1	-	6-1	-	-
009-99	009-99	Rev. Collection Clerk I	Vacant	5-1	-	5-1	-	-
014-97	014-97	Ticket Checker	Lorna M. Tangpuz	3-1	74,856.00	3-1	91,590.00	16,734.00
				3-2	75,438.00	3-2	92,304.00	16,866.00
018-97	018-97	Utility Worker I	Juanito Caontli Jr.	1-2	133,716.00	1-2	163,596.00	29,880.00
021-97	021-97	Utility Worker I	Rosie Arcena	1-1	66,300.00	1-1	81,180.00	14,880.00
				1-2	66,858.00	1-2	81,798.00	14,940.00
020-97	020-97	Utility Worker I	Renorio Budaño	1-8	140,556.00	1-8	171,972.00	31,416.00
019-97	019-97	Utility Worker I	Marlon Madrigal	1-1	99,450.00	1-1	121,770.00	22,320.00
				1-2	33,429.00	1-2	40,899.00	7,470.00
025-99	025-99	Utility Worker I	Jesusito M. Marchadesch	1-1	99,450.00	1-1	121,770.00	22,320.00
				1-2	33,429.00	1-2	40,899.00	7,470.00
SLAUGHTERHOUSE								
026-99	026-99	Utility Worker I	Jan Nikko P. Salazug	1-1	99,450.00	1-1	121,770.00	22,320.00
				1-2	33,429.00	1-2	40,899.00	7,470.00
027-99	027-99	Administrative Aide I (Utility Worker I)	Albert C. Tolibas	1-1	132,600.00	1-1	162,360.00	29,760.00
CEMETERY								
030-97	030-97	Utility Worker I	Honeyline B. Soyosa	1-1	66,300.00	1-1	81,180.00	14,880.00
				1-2	66,858.00	1-2	81,798.00	14,940.00
031-97	031-97	Utility Worker I	Lordeliza A. Gausin	1-1	88,400.00	1-1	108,240.00	19,840.00
				1-2	44,572.00	1-2	54,532.00	9,960.00
024-99	024-99	Administrative Aide I (Utility Worker I)	Rayle M. Cadion	1-1	132,600.00	1-1	162,360.00	29,760.00
023-99	023-99	Park Attendant	Adamson L. Odullada	2-1	140,952.00	2-1	172,464.00	31,512.00

ITEM		POSITION TITLE	NAME OF INCUMBENT	Annual Budget CY 2024 LBC 149 - 4th Tranche January - Dec. 2024 Rate/Annum		Budget Year LBC 160 - 1st Tranche January - Dec. 2024 Rate/Annum		Increase	
OLD (1)	NEW (2)	(3)	(4)	GRADE STEP (5)	AMOUNT (6)	GRADE STEP (7)	AMOUNT (8)	(9)	
MUN. DISASTER RISK REDUCTION MGT. OFFICE									
1201-20	1201-20	Municipal Government Department Head I (Local Disaster Risk Reduction Management Officer)	Ricardo Alejo N. Mazo	24-1 24-2	689,094.00 233,448.00	24-1 24-2	847,188.00 287,004.00	158,094.00 53,556.00	
2018-83	2018-83	Local Disaster Risk Reduction Management Officer III	Vacant	18-1	-	18-1			
	1202-24	Administrative Assistant III (Computer Operator II) (Ord. No.2024-12, Reso. No. 348) (AB - SPPA)	Vacant	9-1	216,348.00	9-1	266,628.00	50,280.00	
MUN. ENVIRONMENT & NATURAL RESOURCES OFFICE									
1301-20	1301-20	Environmental Management Specialist II	Mark Leo Cinco	15-1 15-2	186,756.00 188,682.00	15-1 15-2	230,478.00 232,860.00	43,722.00 44,178.00	
					53,541,787.00			65,292,088.00	11,750,301.00


Prepared by:


CESAR M. GARCIA
OIC - ARMO

Reviewed by:


ERMEL NILO A. PIOLA
Municipal Budget Officer

Approved by:


HON. MA. GINA E. MERILO
Municipal Mayor

PERSONNEL SCHEDULE FY 2024

LGU: TANAUAN, LEYTE

OFFICE/DEPARTMENT: MAYOR'S OFFICE

ITEM		POSITION TITLE	NAME OF INCUMBENT	Annual Budget CY 2024 LBC 149 - 4th Tranche January - Dec. 2024 Rate/Annum		Budget Year LBC 160 - 1st Tranche January - Dec. 2024 Rate/Annum		Increase
OLD	NEW			GRADE STEP	AMOUNT	GRADE STEP	AMOUNT	
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
001-97	001-97	Municipal Mayor	Ma. Gina E. Merilo	27-1	1,337,460.00	27-1	1,642,716.00	305,256.00
035-22	035-22	Municipal Administrator I	Atty. Ephrem S. Abando	24-1	918,792.00	24-1	1,129,584.00	210,792.00
002-97	002-97	Private Secretary II	Catherine T. Sabalza	15-1	373,512.00	15-1	460,956.00	87,444.00
020-99	020-99	Clerk I	Rodel A. Buendia	3-2	150,876.00	3-2	184,608.00	33,732.00
021-99	021-99	Clerk I	Chen Anthony C. Salva	3-2	150,876.00	3-2	184,608.00	33,732.00
022-99	022-99	Clerk I	Roger C. Glory	3-3	152,028.00	3-3	186,012.00	33,984.00
015-97	015-97	Administrative Aide II (Messenger)	Geraldine B. Dandan	2-1	140,952.00	2-1	172,464.00	31,512.00
016-99	016-99	Driver I	Rodele E. Maceda	3-8	157,956.00	3-8	193,260.00	35,304.00
017-99	017-99	Utility Worker	May D. Mariano	1-1	99,450.00	1-1	121,770.00	22,320.00
				1-2	33,429.00	1-2	40,899.00	7,470.00
		Information Technology Section						
	004-24	Information Technology Officer I (Ord. No. 2024-1) (Suppl. Budget No 1)	Vacant	19-1	523,836.00	19-1	646,476.00	122,640.00
005-99	005-99	Information Officer I	Dac Ranz A. Zulueta	11-1	91,800.00	11-1	114,048.00	22,248.00
				11-2	185,528.00	11-2	230,368.00	44,840.00
007-99	007-99	Data Controller I	Vacant	6-1	-	6-1		
		Human Resource Mgt. Section						
032-20	032-20	Human Resource Management Officer III	Raida P. Baranda	18-1	238,296.00	18-1	294,090.00	55,794.00
				18-2	240,864.00	18-2	297,252.00	56,388.00
003-97	003-97	Human Resource Management Officer I	Cesar M. Garcia	11-1	183,600.00	11-1	228,096.00	44,496.00
				11-2	92,764.00	11-2	115,184.00	22,420.00
009-99	009-99	Administrative Aide IV (HRM Aide)	John Carlo A. Perez	4-1	158,976.00	4-1	194,508.00	35,532.00

Public Employment Service Office								
	010-23	Labor and Employment Officer III (Ordinance No. 2023-08, SB Resolution No. 2024-239) (AB-SPPA)	Vacant	16-1	404,652.00	16-1	499,392.00	94,740.00
	035-44	General Services Public Services Officer III (Ord. No. 2024-11, Res. No. 348 (AB-SPPA))	Vacant	18-1	476,592.00	18-1	588,180.00	111,588.00
006-99	006-99	Administrative Assistant II (Labor General Foreman)	Mark L. Vllero	8-1	201,384.00	8-1	246,408.00	45,024.00
034-20	034-20	Heavy Equipment Operator II	Efren A. Zabala	6-1	179,040.00	6-1	219,060.00	40,020.00
012-99	012-99	Administrative Aide IV (Storekeeper I)	Michelle A. Soyosa	4-1	158,976.00	4-1	194,508.00	35,532.00
009-97	009-97	Driver II	Javier B. Lanza	4-3	161,436.00	4-3	197,520.00	36,084.00
010-97	010-97	Electrician I	Rolando Songalia	4-5	163,920.00	4-5	200,568.00	36,648.00
011-97	011-97	Administrative Aide III (Driver I)	Emerito P. Lenos	3-1	149,712.00	3-1	183,180.00	33,468.00
012-97	012-97	Driver I	Glicerio G. Roa, Jr.	3-1 3-2	74,856.00 75,438.00	3-1 3-2	91,590.00 92,304.00	16,734.00 16,866.00
018-99	018-99	Administrative Aide III (Driver I)	Antonio B. Modesto, Jr.	3-1	149,712.00	3-1	183,180.00	33,468.00
019-99	019-99	Driver I	Graciano F. Arzaga, Jr.	3-4	153,204.00	3-4	187,452.00	34,248.00
010-99	010-99	Administrative Aide IV (Repro. Machine Opt. II)	Ralph Rheo R. Tiu	4-1	158,976.00	4-1	194,508.00	35,532.00
013-97	013-97	Administrative Aide III (Carpenter I)	Ranel M. Repasa	3-1	149,712.00	3-1	183,180.00	33,468.00
011-99	011-99	Mechanic I	Vacant	4-1	-	4-1	-	-
022-97	022-97	Utility Worker I	Amel T. Abas	1-1 1-2	99,450.00 33,429.00	1-1 1-2	121,770.00 40,899.00	22,320.00 7,470.00
023-97	023-97	Utility Worker I	Daryl D. Badrina	1-1 1-2	99,450.00 33,429.00	1-1 1-2	121,770.00 40,899.00	22,320.00 7,470.00
024-97	024-97	Utility Worker 1	Jean M. Capilo	1-1 1-2	99,450.00 33,429.00	1-1 1-2	121,770.00 40,899.00	22,320.00 7,470.00
025-97	025-97	Utility Worker I	Pacifico Morot Jr.	1-8	140,556.00	1-8	171,972.00	31,416.00
026-97	026-97	Utility Worker 1	Christian Xavier Cobacha	1-1 1-2	99,450.00 33,429.00	1-1 1-2	121,770.00 40,899.00	22,320.00 7,470.00

027-97	027-97	Utility Worker 1	Christal V. Echaque	1-1	99,450.00	1-1	121,770.00	22,320.00
				1-2	33,429.00	1-2	40,899.00	7,470.00
028-97	028-97	Utility Worker I	Rizza A. Buendia	1-1	66,300.00	1-1	81,180.00	14,880.00
				1-2	66,858.00	1-2	81,798.00	14,940.00
029-97	029-97	Administrative Aide I (Utility Worker 1)	Bernardo D. Gerilla	1-1	132,600.00	1-1	162,360.00	29,760.00
TOTAL					8,959,314.00		11,008,584.00	2,049,270.00

Prepared by:


HON. MA. GINA E. MERILO
 Municipal Mayor

Reviewed by:


CESAR M. GARCIA
 OIC - HRMO

Approved by:


HON. MA. GINA E. MERILO
 Municipal Mayor

PERSONNEL SCHEDULE FY 2024
 LGU: TANAUAN, LEYTE


OFFICE/DEPARTMENT: **SANGGUNIANG BAYAN**

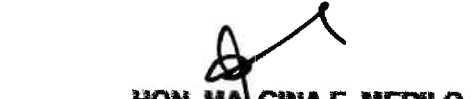
ITEM		POSITION	NAME OF INCUMBENT	Annual Budget CY 2024 LBC 149 - 4th Tranche January - Dec. 2024 Rate/Annum		Budget Year LBC 160 - 1st Tranche January - Dec. 2024 Rate/Annum		Increase
OLD	NEW	TITLE		GRADE	AMOUNT	GRADE	AMOUNT	
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
100-97	100-97	Mun. Vice-Mayor	Hon. Archie Lawrence R. Kapunan	25-1	1,047,444.00	25-1	1,286,496.00	239,052.00
101-97	101-97	SB Member	Hon. Jan Elmer V. Magdalaga	24-1	918,792.00	24-1	1,129,584.00	210,792.00
102-97	102-97	SB Member	Hon. Mae Jane Angelie Morabe	24-1	918,792.00	24-1	1,129,584.00	210,792.00
103-97	103-97	SB Member	Hon. Mark Efren E. Merilo	24-1	918,792.00	24-1	1,129,584.00	210,792.00
104-97	104-97	SB Member	Hon. Emmanuel Paul Cinco	24-3	949,044.00	24-3	1,166,760.00	217,716.00
105-97	105-97	SB Member	Hon. Atty. Isagani Espada	24-1	918,792.00	24-1	1,129,584.00	210,792.00
106-97	106-97	SB Member	Hon. Josie M. Creer	24-1	918,792.00	24-1	1,129,584.00	210,792.00
107-97	107-97	SB Member	Hon. Quintin T. Octa	24-1	918,792.00	24-1	1,129,584.00	210,792.00
108-97	108-97	SB Member	Hon. Cherry Anne T. Fiel	24-1	918,792.00	24-1	1,129,584.00	210,792.00
109-97	109-97	SB Member ABC President	Hon. Efren Merilo	24-2	933,792.00	24-1	1,129,584.00	195,792.00
110-97	110-97	SB Member SK Fed. President	Hon. Kyle Mesias	24-2	933,792.00	24-1	1,129,584.00	195,792.00
111-97	111-97	Board Secretary V	Eleuterio T. Lerios	24-3	949,044.00	24-3	1,166,760.00	217,716.00
122-20	122-20	Local Legislative Staff Officer IV	Miamor Natividad	19-1	523,836.00	19-1	646,476.00	122,640.00
113-97	113-97	Librarian I	Vacant	10-1		10-1		
112-99	112-99	Board Secretary II	Dante Cumpio	14-1	345,204.00	14-1	425,208.00	80,004.00
114-99	114-99	Legislative Staff Employee II	Jerry S. Seva	4-2	160,200.00	4-1	194,508.00	34,308.00

115-99	115-99	Local Legislative Staff Employee II (Leg. Staff Employee II)	Jemmatyn C. Barcala	4-1	158,976.00	4-1	194,508.00	35,532.00
116-99	116-99	Legislative Staff Employee II	Rhodetta A. Tondo	4-8	167,724.00	4-8	205,212.00	37,488.00
117-99	117-99	Local Legislative Staff Employee II (Leg. Staff Employee II)	Noel G. Octa	4-1	158,976.00	4-1	194,508.00	35,532.00
118-99	118-99	Local Legislative Staff Employee II (Leg. Staff Employee II)	Juan Errnilo T. Rosal	4-1	158,976.00	4-1	194,508.00	35,532.00
123-20	123-20	Stenographer I	Gedson B. Redona	4-1 4-2	119,232.00 40,050.00	4-1 4-2	145,881.00 49,002.00	26,649.00 8,952.00
119-99	119-99	Local Legislative Staff Employee I (Leg. Staff Employee II)	Sheila C. Obejas	2-1	140,952.00	2-1	172,464.00	31,512.00
120-99	120-99	Administrative Aide I (Utility Worker I)	Ryan C. Pangatungan	1-1	132,600.00	1-1	162,360.00	29,760.00
121-99	121-99	Administrative Aide I (Utility Worker I)	Policarpio I. Vergara	1-1	132,600.00	1-1	162,360.00	29,760.00
TOTAL				#	13,483,986.00		16,533,267.00	3,049,281.00

Prepared by:

HON. ARCHIE LAWRENCE R. KAPUNAN
 Municipal Vice-Mayor

Reviewed by:

CESAR M. GARCIA
 OIC - HRMO

Approved by:

HON. MA. GINA E. MERILO
 Municipal Mayor

PERSONNEL SCHEDULE FY 2024
 LGU: TANAUAN, LEYTE

OFFICE/DEPARTMENT: **MUNICIPAL CIVIL REGISTRAR**

ITEM		POSITION TITLE	NAME OF INCUMBENT	Annual Budget CY 2024 LBC 149 - 4th Tranche January - Dec. 2024 Rate/Annum		Budget Year LBC 160 - 1st Tranche January - Dec. 2024 Rate/Annum		Increase
OLD (1)	NEW (2)			GRADE STEP (5)	AMOUNT (6)	GRADE STEP (7)	AMOUNT (8)	
601-97	601-97	Municipal Government Department Head I (Municipal Civil Registrar)	Vincent Francis Salvaña	24-1	689,094.00	24-1	847,188.00	158,094.00
				24-2	233,448.00	24-2	287,004.00	53,556.00
602-97	602-97	Clerk II	Virginia T. Parmo	4-8	167,724.00	4-8	205,212.00	37,488.00
603-99	603-99	Clerk I	Virginia L. Magayones	3-3	152,028.00	3-3	186,012.00	33,984.00
604-99	604-99	Administrative Aide II (Bookbinder I)	Pamela B. Naraja	2-1	140,952.00	2-1	172,464.00	31,512.00
605-99	605-99	Administrative Aide II (Bookbinder I)	Ericson P. Aguipo	2-1	140,952.00	2-1	172,464.00	31,512.00
			TOTAL		1,524,198.00		1,870,344.00	346,146.00

Prepared by:


VINCENT FRANCIS A. SALVAÑA
 Municipal Civil Registrar

Reviewed by:


CESAR M. GARCIA
 OIC - HRMO

Approved by:


HON. MA. GINA E. MERILO
 Municipal Mayor

PERSONNEL SCHEDULE FY 2024
 LGU: TANAUAN, LEYTE

OFFICE/DEPARTMENT: **MUN. PLANNING & DEVELOPMENT COORDINATOR**

ITEM		POSITION TITLE	NAME OF INCUMBENT	Annual Budget CY 2024 LBC 149 - 4th Tranche January - Dec. 2024 Rate/Annum		Budget Year LBC 160 - 1st Tranche January - Dec. 2024 Rate/Annum		Increase
OLD (1)	NEW (2)			GRADE STEP (5)	AMOUNT (6)	GRADE STEP (7)	AMOUNT (8)	
501-97	501-97	Municipal Government Department Head I (Mun. Planning & Dev'l. Coordinator)	Arturo Perez, Jr	24-1	918,792.00	24-1	1,129,584.00	210,792.00
506-20	506-20	Planning Officer III	Regilda M. de la Cruz	18-1 18-2	317,728.00 160,576.00	18-1 18-2	392,120.00 198,168.00	74,392.00 37,592.00
502-97	502-97	Project Development Assistant	Vacant	8-1	201,384.00	8-1	246,408.00	45,024.00
503-97	503-97	Draftsman	Climaco E. Primer	6-1	179,040.00	6-1	219,060.00	40,020.00
504-99	504-99	Statistician Aide	Hayacsen V. Mendoza	4-1	158,976.00	4-1	194,508.00	35,532.00
505-99	505-99	Clerk I (Suppl Budget No. 1,)	Vacant	3-1	149,712.00	3-1	183,180.00	33,468.00
TOTAL			#	2,086,208.00	2,563,028.00	476,820.00		


Prepared by:


ARTURO B. PEREZ, JR.
 MPDO

Reviewed by:


CESAR M. GARCIA
 OIC - HRMO

Approved by:


HON. MA. GINA E. MERILO
 Municipal Mayor

PERSONNEL SCHEDULE FY 2024
LGU: TANAUAN, LEYTE

OFFICE/DEPARTMENT: MUNICIPAL BUDGET OFFICE

ITEM		POSITION TITLE	NAME OF INCUMBENT	Annual Budget CY 2024 LBC 149 - 4th Tranche January - Dec. 2024 Rate/Annum		Budget Year LBC 150 - 1st Tranche January - Dec. 2024 Rate/Annum		Increase
OLD (1)	NEW (2)			GRADE STEP (5)	AMOUNT (6)	GRADE STEP (7)	AMOUNT (8)	
201-97	201-97	Municipal Government Department Head I (Municipal Budget Officer)	Emmel Milo A. Pilola	24-1	918,792.00	24-1	1,129,584.00	210,792.00
202-97	202-97	Budgeting Assistant	Charry Joy Royeras	8-1	201,384.00	8-1	246,408.00	45,024.00
203-97	203-97	Clerk III	Geraldine Bacolod	6-1	179,040.00	6-1	219,060.00	40,020.00
205-97	205-97	Bookbinder II	Annie G. Basas	4-1 4-2	119,232.00 40,050.00	4-1 4-2	145,881.00 49,002.00	26,649.00 8,952.00
206-97	206-97	Clerk I	Vacant	3-1		3-1		-
TOTAL					1,458,498.00		1,789,935.00	331,437.00

Prepared by:

Reviewed by:

Approved by:


ERMEL MILO A. PILOLA
 Municipal Budget Officer


CESAR M. GARCIA
 OIC - FIRMO


HON. MA. GINA E. MERILO
 Municipal Mayor

PERSONNEL SCHEDULE FY 2024
 LGU: TANAUAN, LEYTE

OFFICE/DEPARTMENT: **MUNICIPAL ACCOUNTING**

ITEM		POSITION TITLE	NAME OF INCUMBENT	Annual Budget CY 2024 LBC 149 - 4th Tranche January - Dec. 2024 Rate/Annum		Budget Year LBC 160 - 1st Tranche January - Dec. 2024 Rate/Annum		Increase
OLD	NEW			GRADE	AMOUNT	GRADE	AMOUNT	
(1)	(2)			(5)	(6)	(7)	(8)	
401-97	401-97	Municipal Government Department Head I (Municipal Accountant)	Mar P. Villegas	24-6	83,023.00	24-6	102,069.00	19,046.00
				24-7	928,158.00	24-7	1,140,535.00	212,377.00
402-99	402-99	Management Audit Analyst III	Melinda Songalia	18-8	513,900.00	18-8	634,212.00	120,312.00
403-97	403-97	Bookkeeper I	Bernadine M. Palcon	8-1	100,692.00	8-1	123,204.00	22,512.00
				8-2	101,610.00	8-2	124,320.00	22,710.00
409-99	409-99	Bookkeeper 1 (Brgy.)	Lilibeth Regis	8-8	214,500.00	8-8	262,440.00	47,940.00
404-97	404-97	Accounting Clerk I	Marietta Meriano	4-3	161,436.00	4-3	197,520.00	36,084.00
405-97	405-97	Accounting Clerk I	Alyssa C. Borrel	4-1	158,976.00	4-1	194,508.00	35,532.00
406-97	406-97	Accounting Clerk I	Arjie P. Loreno	4-2	160,200.00	4-2	196,008.00	35,808.00
407-97	407-97	Clerk I	Elizza S. Copino	3-1	149,712.00	3-1	183,180.00	33,468.00
408-97	408-97	Clerk I	Glenda Modesto	3-3	152,028.00	3-3	186,012.00	33,984.00
410-97	410-97	Data Controller I	Vacant	6-1	179,040.00	6-1	219,060.00	40,020.00
411-97	411-97	Clerk I	Vacant	3-1		3-1		-
TOTAL					2,903,275.00		3,563,068.00	659,793.00

Prepared by:

MAR P. VILLEGAS
Municipal Accountant

Reviewed by:

CESAR M. GARCIA
OIC - HRMO

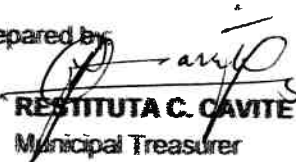
Approved by:


HON. MA. GINA E. MERILO
Municipal Mayor

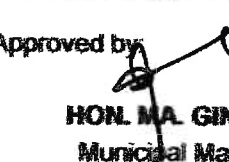
PERSONNEL SCHEDULE FY 2024
 LGU: TANAUAN, LEYTE

OFFICE/DEPARTMENT: **MUNICIPAL TREASURY**

ITEM		POSITION TITLE	NAME OF INCUMBENT	Annual Budget CY 2024		Budget Year		Increase	
OLD	NEW			LBC 149 - 4th Tranche		LBC 160 - 1st Tranche			
				January - Dec. 2024		January - Dec. 2024			
(1)	(2)	(3)	(4)	Rate/Annum	Rate/Annum	Rate/Annum	Rate/Annum	(9)	
				GRADE	AMOUNT	GRADE	AMOUNT		
				STEP	(6)	STEP	(8)		
				(5)		(7)			
301-97	301-97	Municipal Government Department Head I (Municipal Treasurer)	Restituta Cavite	24-6	498,138.00	24-6	612,414.00	114,276.00	
				24-7	506,268.00	24-7	622,110.00	115,842.00	
302-97	302-97	Administrative Officer I (Cashier II)	Robert T. Prisno	10-1	236,400.00	10-1	292,572.00	56,172.00	
303-97	303-97	Disbursing Officer II	Meone C. Naraja, Jr.	8-1	201,384.00	8-1	246,408.00	45,024.00	
308-97	308-97	Rev. Collection Clerk III	Charito P. Martija	9-3	219,984.00	9-3	271,092.00	51,108.00	
309-99	309-99	Rev. Collection Clerk III	Edward F. Baranda	9-1	216,348.00	9-1	266,628.00	50,280.00	
310-97	310-97	Rev. Collection Clerk III	Carmencita Boco	9-3	219,984.00	9-3	271,092.00	51,108.00	
315-01	315-01	Rev. Collection Clerk III	Miracelo Vertudes	9-1	108,174.00	9-1	133,314.00	25,140.00	
				9-2	109,080.00	9-2	134,424.00	25,344.00	
316-01	316-01	Rev. Collection Clerk III	Ramel Soyosa	9-3	219,984.00	9-3	271,092.00	51,108.00	
305-97	305-97	Rev. Collection Clerk II	Ma. Elisea R. Mercado	7-1	189,924.00	7-1	232,380.00	42,456.00	
307-97	307-97	Rev. Collection Clerk II	Ma. Clenia U. Pitola	7-1	142,443.00	7-1	174,285.00	31,842.00	
				7-2	47,847.00	7-2	58,542.00	10,695.00	
312-97	312-97	Rev. Collection Clerk I	Zoilo C. Tolibas	5-1	168,744.00	5-1	206,460.00	37,716.00	
311-99	311-99	Rev. Collection Clerk I	Lynnette S. Ignacio	5-1	168,744.00	5-1	206,460.00	37,716.00	
314-99	314-99	Data Controller	Vacant	6-1		6-1			
313-97	313-97	Clerk I	Hans Christian C. Ladan	3-1	124,760.00	3-1	152,650.00	27,890.00	
				3-2	25,146.00	3-2	30,768.00	5,622.00	
312-99	312-99	Clerk I	Heinny Louise Segura	3-3	152,028.00	3-1	183,180.00	31,152.00	
315-99	315-99	Bookbinder II	Sherilyn Soledad	4-3	161,436.00	4-3	197,520.00	36,084.00	
			TOTAL		3,716,816.00		4,563,391.00	846,575.00	

Prepared by: 
RESTITUTA C. CAVITE
 Municipal Treasurer

Reviewed by: 
CESAR M. GARCIA
 OIC - HRMO

Approved by: 
HON. MA. GINA E. MERILO
 Municipal Mayor

PERSONNEL SCHEDULE FY 2024
LGU: TANAUAN, LEYTE

OFFICE/DEPARTMENT: **MUNICIPAL ASSESSOR**

ITEM		POSITION TITLE	NAME OF INCUMBENT	Annual Budget CY 2024 LBC 149 - 4th Tranche January - Dec. 2024 Rate/Annum		Budget Year LBC 160 - 1st Tranche January - Dec. 2024 Rate/Annum		Increase
OLD (1)	NEW (2)			GRADE STEP (5)	AMOUNT (6)	GRADE STEP (7)	AMOUNT (8)	
801-97	801-97	Municipal Government Department Head I (Municipal Assessor)	Rochel M. Orit	24-1	918,792.00	24-1	1,129,584.00	210,792.00
802-99	802-99	Assessment Clerk II	April Rose O. de Veyra	6-7	187,464.00	6-1	219,060.00	31,596.00
804-97	804-97	Bookbinder I	Marenito P. Tolibas	2-7	147,576.00	2-7	180,564.00	32,988.00
809-99	809-99	Bookbinder I	Jufita D. Soyosa	2-3	143,124.00	2-3	175,116.00	31,992.00
803-97	803-97	Clerk I	Vacant	4-1	-	4-1	-	-
806-99	806-99	Tax Mapping Aide	Teodoro Florendo, Jr.	4-1	158,976.00	4-1	194,508.00	35,532.00
807-99	807-99	Tax Mapping Aide	Rafaelita C. Mazo	4-3	161,436.00	4-3	197,520.00	36,084.00
808-99	808-99	Tax Mapping Aide	Arlene C. Berdan	4-1	158,976.00	4-1	194,508.00	35,532.00
805-99	805-99	Data Controller I	Marco Jemsboy E. Arcena	6-1	179,040.00	6-1	219,060.00	40,020.00
			TOTAL		2,055,384.00		2,509,920.00	454,536.00

Prepared by:

Rochel M. Orit
ENGR. ROCHEL M. ORIT
 Mun. Assessor

Reviewed by:

Cesar M. Garcia
CESAR M. GARCIA
 OIC - HRMO

Approved by:

Hon. Ma. Gina E. Merilo
HON. MA. GINA E. MERILO
 Municipal Mayor

PERSONNEL SCHEDULE FY 2024
 LGU: TANAUAN, LEYTE

OFFICE/DEPARTMENT: **MUNICIPAL ENGINEERING**

ITEM		POSITION TITLE	NAME OF INCUMBENT	Annual Budget CY 2024 LBC 149 - 4th Tranche January - Dec. 2024 Rate/Annum		Budget Year LBC 160 - 1st Tranche January - Dec. 2024 Rate/Annum		Increase
OLD (1)	NEW (2)			GRADE STEP (5)	AMOUNT (6)	GRADE STEP (7)	AMOUNT (8)	
701-97	701-97	Mun. Government Department Head I (Municipal Engineer)	Engr. Raul S. Soliva	24-4	80,378.00	24-4	98,817.00	18,439.00
				24-5	898,579.00	24-5	1,104,730.00	206,151.00
706-97	706-97	Engineer III	Engr. Derwin D. Badion	16-3	413,196.00	16-1	499,392.00	86,196.00
702-97	702-97	Engineer I	Engr. Realen Tecson	12-3	303,312.00	12-3	375,324.00	72,012.00
703-97	703-97	Engineering Assistant	Vacant	8-1	100,692.00	8-1	246,408.00	44,106.00
				8-2	101,610.00			
704-97	704-97	Engineering Aide	Hector Quizol	4-4	27,112.00	4-4	33,172.00	6,060.00
				4-5	136,600.00	4-5	167,140.00	30,540.00
705-97	705-97	Clerk I	Kenneth Redoña	3-8	157,956.00	3-1	183,180.00	25,224.00
	707-24	Engineer I (Ord. No. 2024-12, Resolution No. 348) (AB - SPPA)	Vacant	12-1	297,480.00	12-1	368,460.00	70,980.00
TOTAL					2,516,915.00		3,076,623.00	559,708.00

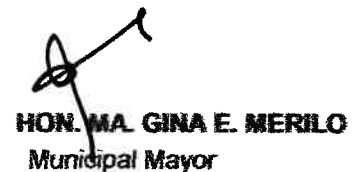
Prepared by:


ENGR. RAUL S. SOLIVA
 Municipal Engineer

Reviewed by:


CESAR M. GARCIA
 OIC - NRMO

Approved by:


HON. MA. GINA E. MERILO
 Municipal Mayor

PERSONNEL SCHEDULE FY 2024
LGU: TANAUAN, LEYTE


OFFICE/DEPARTMENT: MUN. SOCIAL WELFARE DEVELOPMENT OFFICE

ITEM		POSITION TITLE	NAME OF INCUMBENT	Annual Budget CY 2024 LBC 149 - 4th Tranche January - Dec. 2024 Rate/Annum		Budget Year LBC 160 - 1st Tranche January - Dec. 2024 Rate/Annum		Increase
OLD	NEW			GRADE STEP	AMOUNT	GRADE STEP	AMOUNT	
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
901-97	901-97	Municipal Government Department Head I (Municipal Social Welfare and Development Officer)	Jasmin U. Borja	24-1	918,792.00	24-1	1,129,584.00	210,792.00
		Social Welfare Officer III	Ruth Josephine Salubon	18-1	476,592.00	18-1	588,180.00	111,588.00
907-99	907-99	Social Welfare Officer I	Vacant	11-1	-	11-1	-	-
908-99	908-99	Social Welfare Assistant	Arleen Cinco	8-3	205,056.00	8-1	246,408.00	41,352.00
903-97	903-97	Day Care Worker II	Zaira B. Angelio	8-1	151,038.00	8-1	184,806.00	33,768.00
				8-2	50,805.00	8-2	62,160.00	11,355.00
905-97	905-97	Daycare Worker I	Edward Gonzaga	6-1	179,040.00	6-1	219,060.00	40,020.00
906-97	906-97	Utility Worker I	Pedro A. Corales	1-1	132,600.00	1-1	162,360.00	29,760.00
909-99	909-99	Social Welfare Aide	Stephen M. Lopez	4-1	158,976.00	4-1	194,508.00	35,532.00
		Inclusive Learning Resource Center (ILRC) (Ord. No. 2024-08						
	910-24	Occupational Therapist III	Vacant	18-1		18-1		
	911-24	Occupational Therapist II	Vacant	15-1		15-1	460,956.00	460,956.00
	912-24	Speech Therapist II (Ord. No.)	Vacant	14-1		14-1	425,208.00	425,208.00
TOTAL					2,272,899.00		3,673,230.00	1,400,331.00

Prepared by:


JASMIN U. BORJA
 MSWDO

Reviewed by:


CESAR M. GARCIA
 OIC - HRMO

Approved by:


HON. MA. GINA E. MERILO
 Municipal Mayor

PERSONNEL SCHEDULE FY 2024
LGU: TANAUAN, LEYTE

OFFICE/DEPARTMENT: MUNICIPAL AGRICULTURE OFFICE

ITEM		POSITION TITLE	NAME OF INCUMBENT	Annual Budget CY 2024 LBC 149 - 4th Tranche January - Dec. 2024 Rate/Annum		Budget Year LBC 160 - 1st Tranche January - Dec. 2024 Rate/Annum		Increase
OLD	NEW			GRADE	AMOUNT	GRADE	AMOUNT	
(1)	(2)			(5)	(6)	(7)	(8)	
1101-97	1101-97	Mun. Government Department Head I (Municipal Agriculturist)	Susana O. Miranda	24-6 24-7	83,023.00 928,158.00	24-1	1,129,584.00	118,403.00
1102-97	1102-97	Cooperative Development Specialist	Glen M. Gil	11-1	275,400.00	11-1	342,144.00	66,744.00
1103-97	1103-97	Agricultural Technologist	Vacant	10-4 10-5	222,178.00 20,367.00	10-1	292,572.00	50,027.00
1104-97	1104-97	Agricultural Technologist	Claridyl Tebrero Abas	10-3	240,360.00	10-3	297,480.00	57,120.00
1105-97	1105-97	Agricultural Technologist	Roselyn M. Casilan	10-1	236,400.00	10-1	292,572.00	56,172.00
1106-97	1106-97	Agricultural Technologist	Vacant	10-1	-	10-1	-	-
1107-97	1107-97	Agricultural Technologist	Vacant	10-1	-	10-1	-	-
1108-97	1108-97	Agricultural Technologist	Maribel C. Cornejo	10-4 10-5	222,178.00 20,367.00	10-4 10-5	274,978.00 25,207.00	52,800.00 4,840.00
1109-97	1109-97	Agricultural Technologist	Vacant	10-1	-	10-1	-	-
1110-97	1110-97	Agricultural Technologist	Jimmy Lou M. Tebrero	10-1 10-2	197,000.00 39,730.00	10-1 10-2	243,810.00 49,170.00	46,810.00 9,440.00
1111-97	1111-97	Agricultural Technologist	Vacant	10-1	-	10-1	-	-
TOTAL					2,485,161.00		2,947,517.00	462,356.00

Prepared by:


SUSANA MIRANDA
 Municipal Agriculturist

Reviewed by:


CESAR M. GARCIA
 OIC - HRMO

Approved by:


HON. MA. GINA E. MERILO
 Municipal Mayor

PERSONNEL SCHEDULE FY 2024
 LGU: TANAUAN, LEYTE

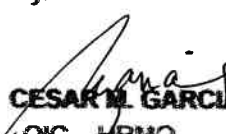
OFFICE/DEPARTMENT: **MUNICIPAL HEALTH OFFICE**

ITEM		POSITION TITLE	NAME OF INCUMBENT	Annual Budget CY 2024		Budget Year		Increase
OLD	NEW			LBC 149 - 4th Tranche	LBC 160 - 1st Tranche	LBC 160 - 1st Tranche	LBC 160 - 1st Tranche	
(1)	(2)	(3)	(4)	Rate/Annum	Rate/Annum	Rate/Annum	Rate/Annum	(9)
				GRADE	AMOUNT	GRADE	AMOUNT	
				STEP	(6)	STEP	(8)	
1001-97	1001-97	Municipal Government Department Head I (Municipal Health Officer)	Arlene Santo, M.D.	24-8	1,210,656.00	24-8	1,264,536.00	53,880.00
1002-97	1002-97	Dentist II	Karen Mae C. Leones	17-7	550,344.00	17-7	577,308.00	26,964.00
1003-97	1003-97	Nurse II	Mary Jay E. Coronado	16-2	481,056.00	16-1	499,392.00	18,336.00
1004-97	1004-97	Nurse II	Tita Margallo	16-8	512,328.00	16-8	537,432.00	25,104.00
1015-05	1015-05	Medical Technologist I	Andrew Nathaniel Mercado	11-6 11-7	256,158.00 86,298.00	11-1	342,144.00	(312.00)
	1016-24	Municipal Pharmacist II (Ord. No. 2024-05, Res. No. 282) (AB - SPPA)	Vacant	12-1	349,980.00	12-1	368,460.00	18,480.00
1011-97	1011-97	Sanitation Inspector II	Rex L. Ronquillo	8-1 8-2	118,464.00 119,538.00	8-1 8-2	123,204.00 124,320.00	4,740.00 4,782.00
1012-97	1012-97	Sanitation Inspector I	Elmer U. Ripalda	6-6	218,856.00	6-6	227,616.00	8,760.00
1013-97	1013-97	Sanitation Inspector I	Victorino Salubon	6-8	222,240.00	6-8	231,132.00	8,892.00
1005-97	1005-97	Midwife III	Fatima C. Esquivel	13-3	383,388.00	13-3	401,988.00	18,600.00
1006-97	1006-97	Midwife III	Golda May B. Igrobay	13-3	383,388.00	13-3	401,988.00	18,600.00
1007-97	1007-97	Midwife II	Lary Gomez	11-8	348,900.00	11-8	367,044.00	18,144.00
1008-97	1008-97	Midwife II	Elvira Lamata	11-8	348,900.00	11-8	367,044.00	18,144.00
1009-97	1009-97	Midwife II	Lupicina Paujana	11-7	345,192.00	11-7	363,336.00	18,144.00
1010-97	1010-97	Midwife II	Bernadette M. Redoña	11-1	324,000.00	11-1	342,144.00	18,144.00
1014-97	1014-97	Dental Aide	Evangelina Go	4-8	197,316.00	4-8	205,212.00	7,896.00
TOTAL					6,457,002.00		6,744,300.00	287,298.00

Prepared by:


ARLENE V. SANTO, M.D.
 Municipal Health Officer

Reviewed by:


CESAR M. GARCIA
 OIC - HRMO

Approved by:


HON. MA. GINA E. MERILO
 Municipal Mayor

PERSONNEL SCHEDULE FY 2024
 LGU: TANAUAN, LEYTE

OFFICE/DEPARTMENT: **MUNICIPAL DISASTER RISK REDUCTION MANAGEMENT OFFICE**

ITEM		POSITION TITLE	NAME OF INCUMBENT	Annual Budget CY 2024		Budget Year		Increase
OLD	NEW			LBC 140 - 4th Tranche		LBC 160 - 1st Tranche		
(1)	(2)			January - Dec. 2024		January - Dec. 2024		
				Rate/Annum		Rate/Annum		(9)
				GRADE	AMOUNT	GRADE	AMOUNT	
				STEP		STEP		
				(5)	(6)	(7)	(8)	(9)
1201-20	1201-20	Municipal Government Department Head I (Local Disaster Risk Reduction Management Officer)	Ricardo Alejo N. Mazo	24-1	689,094.00	24-1	847,188.00	158,094.00
				24-2	233,448.00	24-2	287,004.00	53,556.00
2018-83	2018-83	Local Disaster Risk Reduction Management Officer III	Vacant	18-1	-	18-1		
	1202-24	Administrative Assistant III (Computer Operator III) (Ord. No.2024-12, Reso. No. 348) (AB - SPPA)	Vacant	9-1	216,348.00	9-1	266,628.00	50,280.00
			TOTAL		1,138,890.00		1,400,820.00	261,930.00

Prepared by:

Reviewed by:

Approved by:


RICARDO ALEJO N. MAZO
 MDRRMO


CESAR M. GARCIA
 OIC - HRMO


HON. MA. GINA E. MERILO
 Municipal Mayor

PERSONNEL SCHEDULE FY 2024
LGU: TANAUAN, LEYTE

OFFICE/DEPARTMENT: MUNICIPAL ENVIRONMENT AND NATURAL RESOURCES OFFICE

ITEM		POSITION TITLE	NAME OF INCUMBENT	Annual Budget CY 2024 LBC 149 - 4th Tranche January - Dec. 2024 Rate/Annum		Budget Year LBC 160 - 1st Tranche January - Dec. 2024 Rate/Annum		Increase
OLD (1)	NEW (2)			GRADE STEP (5)	AMOUNT (6)	GRADE STEP (7)	AMOUNT (8)	
1301-20	1301-20 II	Environmental Management Specialist	Mark Leo Cinco	15-1 15-2	186,756.00 188,682.00	15-1	460,956.00	85,518.00
			TOTAL		375,438.00		460,956.00	85,518.00


Prepared by:

Reviewed by:

Approved by:


HON. MA. GINA E. MERILO
 Municipal Mayor


CESAR M. GARCIA
 OIC - MRMO


HON. MA. GINA E. MERILO
 Municipal Mayor

PERSONNEL SCHEDULE FY 2024
 LGU: TANAUAN, LEYTE

OFFICE/DEPARTMENT: MARKET

ITEM		POSITION TITLE	NAME OF INCUMBENT	Annual Budget CY 2024 LBC 149 - 4th Tranche January - Dec. 2024 Rate/Annum		Budget Year LBC 160 - 1st Tranche January - Dec. 2024 Rate/Annum		Increase
OLD (1)	NEW (2)			GRADE STEP (5)	AMOUNT (6)	GRADE STEP (7)	AMOUNT (8)	
033-20	033-20	Market Supervisor III	Luz M. Maderazo	18-1 18-2	238,296.00 240,864.00	18-1 18-2	294,090.00 297,252.00	55,794.00 56,388.00
004-99	004-99	Market Supervisor II	Vacant	14-1	-	14-1		-
005-97	005-97	Meat Inspector I	Vacant	6-1		6-1		-
008-99	008-99	Meat Inspector I	Vacant	6-1		6-1		-
009-99	009-99	Rev. Collection Clerk I	Vacant	5-1		5-1		-
014-97	014-97	Ticket Checker	Lorna M. Tangpuz	3-1 3-2	74,856.00 75,438.00	3-1 3-2	91,590.00 92,304.00	16,734.00 16,866.00
018-97	018-97	Utility Worker I	Juanito Caonti Jr.	1-2	133,716.00	1-2	163,596.00	29,880.00
021-97	021-97	Utility Worker I	Rosie Arcena	1-1 1-2	66,300.00 66,858.00	1-1 1-2	81,180.00 81,798.00	14,880.00 14,940.00
020-97	020-97	Utility Worker I	Renorio Budaño	1-8	140,556.00	1-8	171,972.00	31,416.00
019-97	019-97	Utility Worker I	Marlon Madrigal	1-1 1-2	99,450.00 33,429.00	1-1 1-2	121,770.00 40,899.00	22,320.00 7,470.00
025-99	025-99	Utility Worker I	Jesusito M. Marchadesch	1-1 1-2	99,450.00 33,429.00	1-1 1-2	121,770.00 40,899.00	22,320.00 7,470.00
			TOTAL	1,302,642.00		1,599,120.00		296,478.00

Prepared by:

Reviewed by:

Approved by:


HON. MA. GINA E. MERILO
 Municipal Mayor


CESAR M. GARCIA
 OIC - HRMO


HON. MA. GINA E. MERILO
 Municipal Mayor

PERSONNEL SCHEDULE FY 2024
 LGU: TANAUAN, LEYTE


OFFICE/DEPARTMENT: **SLAUGHTERHOUSE**

ITEM		POSITION TITLE	NAME OF INCUMBENT	Annual Budget CY 2024 LBC 149 - 4th Tranche January - Dec. 2024 Rate/Annum		Budget Year LBC 160 - 1st Tranche January - Dec. 2024 Rate/Annum		Increase
OLD (1)	NEW (2)			GRADE STEP (5)	AMOUNT (6)	GRADE STEP (7)	AMOUNT (8)	
026-99	026-99	Utility Worker I	Jan Nikko P. Salaug	1-1	99,450.00	1-1	121,770.00	22,320.00
				1-2	33,429.00	1-2	40,899.00	7,470.00
027-99	027-99	Administrative Aide I (Utility Worker I)	Albert C. Tolibas	1-1	132,600.00	1-1	162,360.00	29,760.00
			TOTAL		265,479.00		325,029.00	59,550.00

Prepared by:


HON. MA. GINA E. MERILO
 Municipal Mayor

Reviewed by:


CESAR M. GARCIA
 OIC - HRMO

Approved by:


HON. MA. GINA E. MERILO
 Municipal Mayor

PERSONNEL SCHEDULE FY 2024
 LGU: TANAUAN, LEYTE

OFFICE/DEPARTMENT: CEMETERY

ITEM		POSITION TITLE	NAME OF INCUMBENT	Annual Budget CY 2024 LBC 149 - 4th Tranche January - Dec. 2024 Rate/Annum		Budget Year LBC 160 - 1st Tranche January - Dec. 2024 Rate/Annum		Increase
OLD (1)	NEW (2)			GRADE STEP (5)	AMOUNT (6)	GRADE STEP (7)	AMOUNT (8)	
030-97	030-97	Utility Worker I	Honeyline B. Soyosa	1-1 1-2	66,300.00 66,858.00	1-1 1-2	81,180.00 81,798.00	14,880.00 14,940.00
031-97	031-97	Utility Worker I	Lordeliza A. Gausin	1-1 1-2	88,400.00 44,572.00	1-1 1-2	108,240.00 54,532.00	19,840.00 9,960.00
024-99	024-99	Administrative Aide I (Utility Worker I)	Rayle M. Cadion	1-1	132,600.00	1-1	162,360.00	29,760.00
023-99	023-99	Park Attendant	Adamson L. Odullada	2-1	140,952.00	2-1	172,464.00	31,512.00
			TOTAL		539,682.00		660,574.00	120,892.00

Prepared by:

Reviewed by:

Approved by:


HON. MA. GINA E. MERILO
 Municipal Mayor


CESAR M. GARCIA
 OIC - HRMO


HON. MA. GINA E. MERILO
 Municipal Mayor

PERSONNEL SCHEDULE FY 2024
 LGU: TANAUAN, LEYTE

ITEM		POSITION TITLE	NAME OF INCUMBENT	Annual Budget CY 2024 LBC 149 - 4th Tranche January - Dec. 2024 Rate/Annum		Budget Year LBC 160 - 1st Tranche January - Dec. 2024 Rate/Annum		Increase
OLD	NEW			GRADE	AMOUNT	GRADE	AMOUNT	
(1)	(2)			(5)	(6)	(7)	(8)	
Mayor's Office (Casual)								
/		Clerk I	Josephine T. de la Cruz	3-1	149,712.00	3-1	183,180.00	33,468.00
/		Clerk I	Reynan Cadayangan	3-1	149,712.00	3-1	183,180.00	33,468.00
/		Clerk I	Ginny C. Quinos	3-1	149,712.00	3-1	183,180.00	33,468.00
/		Clerk I	Emerson C. Demegillo	3-1	149,712.00	3-1	183,180.00	33,468.00
/		Clerk I	Ronjo Ending	3-1	149,712.00	3-1	183,180.00	33,468.00
/		Clerk I	Fernando Coronado, Jr.	3-1	149,712.00	3-1	183,180.00	33,468.00
/		Clerk I	Grace S. Fiel	3-1	149,712.00	3-1	183,180.00	33,468.00
/		Clerk I	Hospicio Cesar	3-1	149,712.00	3-1	183,180.00	33,468.00
/		Clerk I	Athena D. Asilo	3-1	149,712.00	3-1	183,180.00	33,468.00
/		Clerk I	Perry P. Pumanes	3-1	149,712.00	3-1	183,180.00	33,468.00
/		Clerk I	Crisman Niemes	3-1	149,712.00	3-1	183,180.00	33,468.00
/		Driver I	Ricardo Lauzon	3-1	149,712.00	3-1	183,180.00	33,468.00
/		Driver I	Christopher Tingal	3-1	149,712.00	3-1	183,180.00	33,468.00
/		Clerk I	Antero Mesias Jr.	3-1	149,712.00	3-1	183,180.00	33,468.00
/		Clerk I (Technician)	Arnel Lado	3-1	149,712.00	3-1	183,180.00	33,468.00
/		Administrative Aide I	Melissa Almarines	1-1	132,600.00	1-1	162,360.00	29,760.00
/		Administrative Aide II	Paul Redoña	1-1	132,600.00	1-1	162,360.00	29,760.00
/		Administrative Aide I	Eleuterio P. Dulay	1-1	132,600.00	1-1	162,360.00	29,760.00
/		Clerk I	Louwhe Jane Bengero	3-1	149,712.00	3-1	183,180.00	33,468.00
/		Clerk I	Pedro Duma	3-1	149,712.00	3-1	183,180.00	33,468.00
/		Clerk I	Ahrjean Candila	3-1	149,712.00	3-1	183,180.00	33,468.00
/		Clerk I	Francis Casilan	3-1	149,712.00	3-1	183,180.00	33,468.00
/		Clerk I	Carmilo Ruel Olguera	3-1	149,712.00	3-1	183,180.00	33,468.00

ITEM		POSITION	NAME OF INCUMBENT	Annual Budget CY 2024		Budget Year		Increase
OLD	NEW	TITLE		LBC 149 - 4th Tranche		LBC 160 - 1st Tranche		
(1)	(2)	(3)	(4)	GRADE	AMOUNT	GRADE	AMOUNT	(9)
				STEP	(6)	STEP	(8)	
				(5)		(7)		
	/	Clerk I	Diana Miralles	3-1	149,712.00	3-1	183,180.00	33,468.00
	/	Administrative Aide I	Twinkle Kaye Berdan	1-1	132,600.00	1-1	162,360.00	29,760.00
	/	Administrative Aide I	Marivic Cuayzon	1-1	132,600.00	1-1	162,360.00	29,760.00
Sanggunian Bayan Office								
	/	Clerk I	Renato Ripalda	3-1	149,712.00	3-1	183,180.00	33,468.00
	/	Clerk I	Joey R. Malate	3-1	149,712.00	3-1	183,180.00	33,468.00
	/	Clerk I	Nygelou G. Sabalza	3-1	149,712.00	3-1	183,180.00	33,468.00
	/	Clerk I	Nelson W. Albao	3-1	149,712.00	3-1	183,180.00	33,468.00
	/	Clerk I	Jennifer B. Cayubit	3-1	149,712.00	3-1	183,180.00	33,468.00
	/	Clerk I	Christian Benedict Abella	3-1	149,712.00	3-1	183,180.00	33,468.00
	/	Clerk I	Sheena Jansen Doguiles	3-1	149,712.00	3-1	183,180.00	33,468.00
	/	Clerk I	Elizabeth Fiel	3-1	149,712.00	3-1	183,180.00	33,468.00
	/	Clerk I	Maria Corazon Mendiola	3-1	149,712.00	3-1	183,180.00	33,468.00
	/	Clerk I	Gladys Ocena	3-1	149,712.00	3-1	183,180.00	33,468.00
	/	Clerk I	Jandale Rupert Quiero	3-1	149,712.00	3-1	183,180.00	33,468.00
	/	Clerk I	Chezzei Ripalda	3-1	149,712.00	3-1	183,180.00	33,468.00
	/	Clerk I	Bonifacio Songalia Jr.	3-1	149,712.00	3-1	183,180.00	33,468.00
	/	Clerk I	Ellen Mabansag	3-1	149,712.00	3-1	183,180.00	33,468.00
Municipal Planning and Development Office								
	/	Clerk I	Jerome Fabre	3-1	149,712.00	3-1	183,180.00	33,468.00
Municipal Treasurer's Office								
	/	Clerk I	Ruby Luz Songalia	3-1	149,712.00	3-1	183,180.00	33,468.00
	/	Clerk I	Carlo Segura	3-1	149,712.00	3-1	183,180.00	33,468.00
	/	Clerk I	Chona A. Simborio	3-1	149,712.00	3-1	183,180.00	33,468.00
	/	Administrative Aide I	Edwin Tolibas	1-1	132,600.00	1-1	162,360.00	29,760.00
Municipal Accounting Office								
	/	Clerk I	Janish P. Villegas	3-1	149,712.00	3-1	183,180.00	33,468.00
Municipal Assesor's Office								
	/	Administrative Aide III (Clerk I)	Paul Emmanuelle Sacro	3-1	149,712.00	3-1	183,180.00	33,468.00


ITEM		POSITION	NAME OF INCUMBENT	Annual Budget CY 2024		Budget Year		Increase
OLD	NEW	TITLE		LBC 149 - 4th Tranche		LBC 160 - 1st Tranche		
(1)	(2)	(3)	(4)	Grade	Amount	Grade	Amount	(9)
				Step	(6)	Step	(8)	
Municipal Social Welfare And Development Office								
/		Clerk II	Andres Redoña	4-1	158,976.00	4-1	194,508.00	35,532.00
Municipal Agriculture Office								
/		Clerk I	Mary Cris Ripalda	3-1	149,712.00	3-1	183,180.00	33,468.00
/		Administrative Aide I	Joel L. Abasola	1-1	132,600.00	1-1	162,360.00	29,760.00
/		Administrative Aide I	Micheal Salvaña	1-1	132,600.00	1-1	162,360.00	29,760.00
	/	Administrative Aide I	Rommel de San Miguel	1-1	132,600.00	1-1	162,360.00	29,760.00
Mun. Environment and Natural Resources Office								
/		Administrative Aide I	Alejandro Maca	1-1	132,600.00	1-1	162,360.00	29,760.00
/		Driver I	Jeffrey Salazar	3-1	149,712.00	3-1	183,180.00	33,468.00
Market								
/		Administrative Aide I	Felmer Pica	1-1	132,600.00	1-1	162,360.00	29,760.00
/		Administrative Aide I	Manuel Mercado	1-1	132,600.00	1-1	162,360.00	29,760.00
Mun. Disaster Risk Reduction Management Office								
/		Clerk I	Noel Gobenciong	3-1	149,712.00	3-1	183,180.00	33,468.00
/		Administrative Aide I	Jerry Garcia	1-1	132,600.00	1-1	162,360.00	29,760.00
Municipal Health Office								
/		Midwife I	Ethel V. Alvarez	6-1	179,040.00	6-1	219,060.00	40,020.00
/		Midwife I	Jennifer B. Artoque	6-1	179,040.00	6-1	219,060.00	40,020.00
/		Midwife I	Darlene O. Pardales	6-1	179,040.00	6-1	219,060.00	40,020.00
					9,007,224.00	11,022,288.00		2,015,064.00


Prepared by:

Reviewed by:

Approved by:


CESAR M. GARCIA
 OIC - HRMO


ERMEL MILO A. PIOLA
 Municipal Budget Officer


HON. MA. GINA E. MERILO
 Municipal Mayor

PERSONNEL SCHEDULE FY 2024


LGU: TANAUAN, LEYTE

OFFICE/DEPARTMENT: **MAYOR'S OFFICE (Casual)**

ITEM		POSITION TITLE	NAME OF INCUMBENT	Annual Budget CY 2024		Budget Year		Increase
				LBC 149 - 4 th Tranche January - Dec. 2024 Rate/Annum		LBC 160 - 1 st Tranche January - Dec. 2024 Rate/Annum		
OLD	NEW			GRADE STEP	AMOUNT	GRADE STEP	AMOUNT	
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
/		Clerk I	Josephine T. de la Cruz	3-1	149,712.00	3-1	183,180.00	33,468.00
/		Clerk I	Reynan Cadayangan	3-1	149,712.00	3-1	183,180.00	33,468.00
/		Clerk I	Ginny C. Quinos	3-1	149,712.00	3-1	183,180.00	33,468.00
/		Clerk I	Emerson C. Demegillo	3-1	149,712.00	3-1	183,180.00	33,468.00
/		Clerk I	Ronjo Ending	3-1	149,712.00	3-1	183,180.00	33,468.00
/		Clerk I	Fernando Coronado, Jr.	3-1	149,712.00	3-1	183,180.00	33,468.00
/		Clerk I	Grace S. Fiel	3-1	149,712.00	3-1	183,180.00	33,468.00
/		Clerk I	Hospicio Cesar	3-1	149,712.00	3-1	183,180.00	33,468.00
/		Clerk I	Athena D. Asilo	3-1	149,712.00	3-1	183,180.00	33,468.00
/		Clerk I	Perry P. Pumanes	3-1	149,712.00	3-1	183,180.00	33,468.00
/		Clerk I	Crisman Niemes	3-1	149,712.00	3-1	183,180.00	33,468.00
/		Driver I	Ricardo Lauzon	3-1	149,712.00	3-1	183,180.00	33,468.00
/		Driver I	Christopher Tingal	3-1	149,712.00	3-1	183,180.00	33,468.00
/		Clerk I	Antero Mesias Jr.	3-1	149,712.00	3-1	183,180.00	33,468.00
/		Clerk I (Technician)	Arnel Lado	3-1	149,712.00	3-1	183,180.00	33,468.00
/		Administrative Aide I	Melissa Almanines	1-1	132,600.00	1-1	162,360.00	29,760.00
/		Administrative Aide I	Paul Redoña	1-1	132,600.00	1-1	162,360.00	29,760.00
/		Administrative Aide I	Eleuterio P. Dulay	1-1	132,600.00	1-1	162,360.00	29,760.00
/		Clerk I	Louwhe Jane Bengero	3-1	149,712.00	3-1	183,180.00	33,468.00
/		Clerk I	Pedro Duma	3-1	149,712.00	3-1	183,180.00	33,468.00
/		Clerk I	Ahrjean Candila	3-1	149,712.00	3-1	183,180.00	33,468.00
/		Clerk I	Francis Casilan	3-1	149,712.00	3-1	183,180.00	33,468.00
/		Clerk I	Carmilo Ruel Olguera	3-1	149,712.00	3-1	183,180.00	33,468.00

/	Clerk I	Diana Miralles	3-1	149,712.00	3-1	183,180.00	33,468.00
/	Administrative Aide I	Twinkle Kaye Berdan	1-1	132,600.00	1-1	162,360.00	29,760.00
/	Administrative Aide I	Marivic Cuayzon	1-1	132,600.00	1-1	162,360.00	29,760.00
(Ord. No. 2024-10, Res. No. 348 AB-SPPA)							
		TOTAL		3,806,952.00		4,658,580.00	851,628.00

Prepared by:


HON. MA. GINA E. MERILO
Municipal Mayor

Reviewed by:


CESAR M. GARCIA
OIC HRMO

Approved by:


HON. MA. GINA E. MERILO
Municipal Mayor

PERSONNEL SCHEDULE FY 2024

LGU: TANAUAN, LEYTE

OFFICE/DEPARTMENT: **SANGGUNIANG BAYAN OFFICE (Casual)**

ITEM		POSITION TITLE (3)	NAME OF INCUMBENT (4)	Annual Budget CY 2024 LBC 149 - 4th Tranche January - Dec. 2024 Rate/Annum		Budget Year LBC 160 - 1st Tranche January - Dec. 2024 Rate/Annum		Increase/ Decrease (9)
OLD	NEW			GRAD/STEP	AMOUNT	GRAD/STEP	AMOUNT	
(1)	(2)			(5)	(6)	(7)	(8)	
/		Clerk I	Renato Ripalda	3-1	149,712.00	3-1	183,180.00	33,468.00
/		Clerk I	Joey R. Malate	3-1	149,712.00	3-1	183,180.00	33,468.00
/		Clerk I	Nygelou G. Sabalza	3-1	149,712.00	3-1	183,180.00	33,468.00
/		Clerk I	Nelson W. Albao	3-1	149,712.00	3-1	183,180.00	33,468.00
/		Clerk I	Jennifer B. Cayubit	3-1	149,712.00	3-1	183,180.00	33,468.00
/		Clerk I	Christian Benedict Abella	3-1	149,712.00	3-1	183,180.00	33,468.00
/		Clerk I	Sheena Jansen Doguiles	3-1	149,712.00	3-1	183,180.00	33,468.00
/		Clerk I	Elizabeth Fiel	3-1	149,712.00	3-1	183,180.00	33,468.00
/		Clerk I	Maria Corazon Mendiola	3-1	149,712.00	3-1	183,180.00	33,468.00
/		Clerk I	Gladys Ocena	3-1	149,712.00	3-1	183,180.00	33,468.00
/		Clerk I	Jandale Rupert Quiero	3-1	149,712.00	3-1	183,180.00	33,468.00
/		Clerk I	Chezzel Ripalda	3-1	149,712.00	3-1	183,180.00	33,468.00
/		Clerk I	Bonifacio Songalia Jr.	3-1	149,712.00	3-1	183,180.00	33,468.00
/		Administrative Aide III (Clerk I)	Ellen Mabansag	3-1	149,712.00	3-1	183,180.00	33,468.00
		(Ord. No. 2024-10, Res. No. 248 AB-SPPA)						
		TOTAL			2,095,968.00		2,564,520.00	468,552.00

Prepared by:

Reviewed by:

Approved by:

HON. ARCHIE LAWRENCE KAPUNAN
Mun. Vice-Mayor

CESAR M. GARCIA
OIC - HRMO

HON. MA. GINA E. MERILO
Municipal Mayor

PERSONNEL SCHEDULE FY 2024
 LGU: TANAUAN, LEYTE

OFFICE/DEPARTMENT: **Municipal Planning and Development Office**

ITEM		POSITION TITLE	NAME OF INCUMBENT	Annual Budget CY 2024 LBC 149 - 4th Tranche January - Dec. 2024 Rate/Annum		Budget Year LBC 160 - 1st Tranche January - Dec. 2024 Rate/Annum		Increase/ Decrease
OLD	NEW			GRAD STEP	AMOUNT	GRAD STEP	AMOUNT	
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
/		Clerk I	Jerome Fabre	3-1	149,712.00	3-1	183,180.00	33,468.00
		TOTAL			149,712.00		183,180.00	33,468.00

Prepared by:


ARTURO B. PEREZ, JR.
 MPDC

Reviewed by:


CESAR M. GARCIA
 OIC - LRMO

Approved by:



HON. MA. GINA E. MERILO
 Municipal Mayor

PERSONNEL SCHEDULE FY 2024
 LGU: TANAUAN, LEYTE

OFFICE/DEPARTMENT: **Municipal Accounting Office**

ITEM		POSITION TITLE (3)	NAME OF INCUMBENT (4)	Annual Budget CY 2024 LBC 149 - 4th Tranche January - Dec. 2024 Rate/Annum		Budget Year LBC 160 - 1st Tranche January - Dec. 2024 Rate/Annum		Increase/ Decrease (9)
OLD	NEW			GRADE STEP (5)	AMOUNT (6)	GRADE STEP (7)	AMOUNT (8)	
(1)	(2)							
	/	Clerk I <small>((Ord. No. 2024-10, Res. No. 342AB-SPPA))</small>	Jarish P. Villegas	3-1	149,712.00	3-1	183,180.00	33,468.00
		TOTAL			149,712.00		183,180.00	33,468.00


Prepared by:


MAR P. VILLEGAS
 Municipal Accountant

Reviewed by:


CESAR M. GARCIA
 OIC - HRMO

Approved by:



HON. MA. GINA E. MERILO
 Municipal Mayor

PERSONNEL SCHEDULE FY 2024
 LGU: TANAUAN, LEYTE

OFFICE/DEPARTMENT: **Municipal Treasurer's Office (Casual)**

ITEM		POSITION TITLE	NAME OF INCUMBENT	Annual Budget CY 2024 LBC 149 - 4th Tranche January - Dec. 2024 Rate/Annum		Budget Year LBC 160 - 1st Tranche January - Dec. 2024 Rate/Annum		Increase/ Decrease	
OLD	NEW			GRADE STEP	AMOUNT	GRADE STEP	AMOUNT		
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	
/		Clerk I	Ruby Luz Songalia	3-1	149,712.00	3-1	183,180.00	33,468.00	
/		Clerk I	Carlo Segura	3-1	149,712.00	3-1	183,180.00	33,468.00	
/		Clerk I	Chona A. Simborio	3-1	149,712.00	3-1	183,180.00	33,468.00	
/		Administrative Aide I <small>(Ord. No. 2024-10, Res. No. 247 AB-SPPA)</small>	Edwin Tolibas	1-1	132,600.00	1-1	162,360.00	29,760.00	
					581,736.00			711,900.00	130,164.00

Prepared by:


RESTITUTA A. CAVITE
 Municipal Treasurer

Reviewed by:


CESAR M. GARCIA
 OIC - HRMO

Approved by:


HON. MA. GNA E. MERILO
 Municipal Mayor

PERSONNEL SCHEDULE FY 2024
 LGU: TANAUAN, LEYTE

OFFICE/DEPARTMENT: **Municipal Assessor's Office (Casual)**

ITEM		POSITION TITLE	NAME OF INCUMBENT	Annual Budget CY 2024 LBC 149 - 4th Tranche January - Dec. 2024 Rate/Annum		Budget Year LBC 160 - 1st Tranche January - Dec. 2024 Rate/Annum		Increase/ Decrease
OLD	NEW			GRADE STEP	AMOUNT	GRADE STEP	AMOUNT	
(1)	(2)			(3)	(4)	(5)	(6)	
/		Administrative Aide III (Clerk I)	Paul Emmanuelle Sacro	3-1	149,712.00	3-1	183,180.00	33,468.00
					149,712.00		183,180.00	33,468.00

Prepared by:

Reviewed by:

Approved by:


ENGR. ROCHEL M. ORIT
 Mun. Assessor


CESAR M. GARCIA
 OIC - HRMO


HON. MA. GINA E. MERILO
 Municipal Mayor

PERSONNEL SCHEDULE FY 2024
 LGU: TANAUAN, LEYTE

OFFICE/DEPARTMENT: **Municipal Social Welfare and Development Office**

ITEM		POSITION TITLE	NAME OF INCUMBENT	Annual Budget CY 2024 LBC 149 - 4th Tranche January - Dec. 2024 Rate/Annum		Budget Year LBC 160 - 1st Tranche January - Dec. 2024 Rate/Annum		Increase/ Decrease
OLD	NEW			GRADE STEP	AMOUNT	GRADE STEP	AMOUNT	
(1)	(2)			(3)	(4)	(5)	(6)	
/		Clerk II	Andres Redoña	4-1	158,976.00	4-1	194,508.00	35,532.00
					158,976.00		194,508.00	35,532.00

Prepared by:


JASMIN U. BORJA
 MSWDO

Reviewed by:


CESAR M. GARCIA
 OIC - HRMO

Approved by:


HON. MA. GNA E. MERILO
 Municipal Mayor

PERSONNEL SCHEDULE FY 2024
 LGU: TANAUAN, LEYTE

OFFICE/DEPARTMENT: **MUNICIPAL AGRICULTURE'S OFFICE (Casual)**

ITEM		POSITION TITLE	NAME OF INCUMBENT	Annual Budget CY 2024 LBC 149 - 4th Tranche January - Dec. 2024 Rate/Annum		Budget Year LBC 160 - 1st Tranche January - Dec. 2024 Rate/Annum		Increase/ Decrease
OLD	NEW			GRADE STEP	AMOUNT	GRADE STEP	AMOUNT	
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
/		Clerk I	Mary Cris Ripalda	3-1	149,712.00	3-1	183,180.00	33,468.00
/		Administrative Aide I	Joel L. Abasola	1-1	132,600.00	1-1	162,360.00	29,760.00
/		Administrative Aide I	Micheal Salvafia	1-1	132,600.00	1-1	162,360.00	29,760.00
/		Administrative Aide I	Rommel de San Miguel	1-1	132,600.00	1-1	162,360.00	29,760.00
		(Ord. No. 2024-10, Res. No. 248 AB-SPPA)						
					547,512.00		670,260.00	122,748.00

Prepared by:

Reviewed by:

Approved by:


SUSANA O. MIRANDA
 Municipal Agriculturist


CESAR M. GARCIA
 OIC - HRMO


HON. MA. GINA E. MERILO
 Municipal Mayor

PERSONNEL SCHEDULE FY 2024
 LGU: TANAUAN, LEYTE


OFFICE/DEPARTMENT: **Mun. Health Office**

ITEM		POSITION TITLE	NAME OF INCUMBENT	Annual Budget CY 2024 LBC 149 - 4th Tranche January - Dec. 2024 Rate/Annum		Budget Year LBC 160 - 1st Tranche January - Dec. 2024 Rate/Annum		Increase/ Decrease
OLD	NEW			GRADE STEP	AMOUNT	GRADE STEP	AMOUNT	
(1)	(2)			(3)	(4)	(5)	(6)	
/		Midwife I	Ethel V. Alvarez	6-1	179,040.00	6-1	219,060.00	40,020.00
/		Midwife I	Jennifer B. Artogue	6-1	179,040.00	6-1	219,060.00	40,020.00
/		Midwife I	Darlene O. Pardales	6-1	179,040.00	6-1	219,060.00	40,020.00
					537,120.00		657,180.00	120,060.00


Prepared by:

Reviewed by:

Approved by:


DR. ARLENE V. SANTO
 Municipal Health Officer


CESAR M. GARCIA
 OIC - HRMO


HON. MA. GINA E. MERILO
 Municipal Mayor

PERSONNEL SCHEDULE FY 2024
 LGU: TANAUAN, LEYTE

OFFICE/DEPARTMENT: MENRO (Casual)

ITEM		POSITION TITLE	NAME OF INCUMBENT	Annual Budget CY 2024 LBC 149 - 4th Tranche January - Dec. 2024 Rate/Annum		Budget Year LBC 160 - 1st Tranche January - Dec. 2024 Rate/Annum		Increase/ Decrease
OLD	NEW			GRADE STEP	AMOUNT	GRADE STEP	AMOUNT	
(1)	(2)			(3)	(4)	(5)	(6)	
/		Administrative Aide I	Alejandro Maca	1-1	132,600.00	1-1	162,360.00	29,760.00
/		Driver I	Jeffrey Salazar	3-1	149,712.00	3-1	183,180.00	33,468.00
					282,312.00		345,540.00	63,228.00

Prepared by:


HON. MA. GINA E. MERILO
 Municipal Mayor

Reviewed by:


CESAR M. GARCIA
 OIC - HRMO

Approved by:


HON. MA. GINA E. MERILO
 Municipal Mayor

PERSONNEL SCHEDULE FY 2024
 LGU: TANAUAN, LEYTE

OFFICE/DEPARTMENT: **MDRRMO(Casual)**

ITEM		POSITION TITLE	NAME OF INCUMBENT	Annual Budget CY 2024 LBC 149 - 4th Tranche January - Dec. 2024 Rate/Annum		Budget Year LBC 160 - 1st Tranche January - Dec. 2024 Rate/Annum		Increase/ Decrease
OLD	NEW			GRADE STEP	AMOUNT	GRADE STEP	AMOUNT	
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
/		Clerk I	Noel Gobenciong	3-1	149,712.00	3-1	183,180.00	33,468.00
/		Administrative Aide I	Jerry Garcia	1-1	132,600.00	1-1	162,360.00	29,760.00
		TOTAL			282,312.00		345,540.00	63,228.00

Prepared by:


RICARDO ALEJO N. MAZO
 MDRRMO

Reviewed by:


CESAR M. GARCIA
 OIC - MDRRMO

Approved by:


HON. MA. GINA E. MERILO
 Municipal Mayor

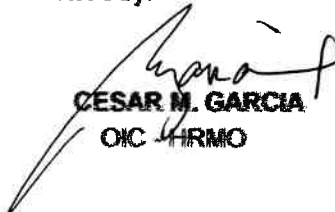
PERSONNEL SCHEDULE FY 2024
 LGU: TANAUAN, LEYTE

OFFICE/DEPARTMENT: MARKET

ITEM		POSITION TITLE	NAME OF INCUMBENT	Annual Budget CY 2024 LBC 149 - 4th Tranche January - Dec. 2024 Rate/Annum		Budget Year LBC 160 - 1st Tranche January - Dec. 2024 Rate/Annum		Increase/ Decrease
OLD	NEW			GRADE STEP	AMOUNT	GRADE STEP	AMOUNT	
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
/		Administrative Aide I	Felmer Pica	1-1	132,600.00	1-1	162,360.00	29,760.00
/		Administrative Aide I	Manuel Mercado	1-1	132,600.00	1-1	162,360.00	29,760.00
					265,200.00		324,720.00	59,520.00

Prepared by:

HON. MA. GINA E. MERILO
 Municipal Mayor

Reviewed by:

CESAR M. GARCIA
 OIC - HRMO

Approved by:

HON. MA. GINA E. MERILO
 Municipal Mayor

Republic of the Philippines
Province of Leyte
TANAUAN
-o0o-
16TH SANGGUNIANG BAYAN

60TH REGULAR SESSION
September 11, 2023 - MONDAY- 9:00 A.M.
58 Session Hall, Tanauan Town Hall, Tanauan, Leyte

ORDINANCE NO. 2023 - 09 

AN ORDINANCE CREATING THE MUNICIPAL PUBLIC EMPLOYMENT SERVICE OFFICE (MPESO) OF THE LOCAL GOVERNMENT UNIT OF TANAUAN, LEYTE, PROVIDING ITS DUTIES AND RESPONSIBILITIES AND FUNCTIONS AND APPROPRIATING THE NECESSARY FUNDING REQUIREMENT FOR ITS OPERATION

SPONSOR: HON. ATTY. ISAGANI S. ESPADA

WHEREAS, unemployment and underemployment continue to be a perennial problem of the Municipality of Tanauan Leyte attributed to many factors such as (1) inability of our economy to generate jobs (2) labor and market imperfections, and (3) lack of information about supply and demand among others.

WHEREAS, the Municipal Government of Tanauan, Leyte has endeavored to strengthen its employment programs towards the upliftment of human resources and is committed to realize the same.

WHEREAS, Republic Act 8759, was enacted to institutionalize and expand employment opportunities and service through the establishment, operation and maintenance of the Public Employment Service Office (PESO) in every province, key cities and other strategic areas throughout the country.

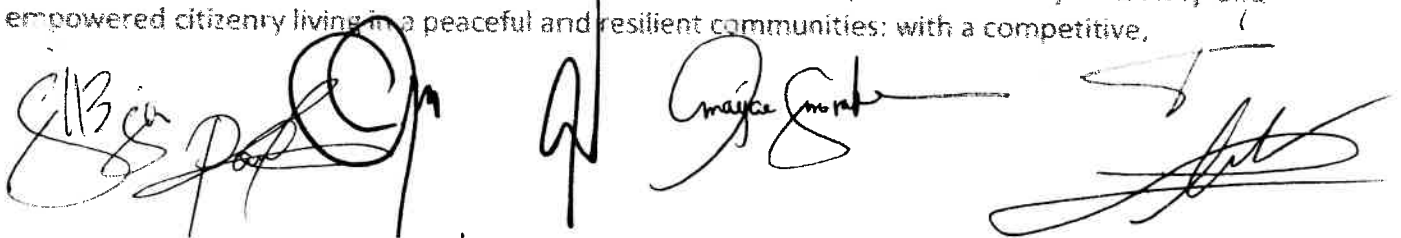
NOW, THEREFORE, BE IT ORDAINED by the Sangguniang Bayan of Tanauan, Leyte, in session assembled, that:

**ARTICLE I
TITLE AND SCOPE**

SECTION 1. TITLE – This ordinance shall be known as “Municipal Public Employment Service Office – (MPESO)” of the Municipal Government of Tanauan, Leyte.

SECTION 2. SCOPE – This ordinance shall apply within the territorial jurisdiction of the Municipality of Tanauan, Leyte.

SECTION 3. DECLARATION OF POLICY – It is hereby the policy of the Municipal Government of Tanauan, Leyte to establish, provide an ideal and habitable place where human dignity is at its best. For this reason, the municipal government has envisioned as a premier tourism destination, education hub and an investment haven in the province of Leyte inhabited by a healthy and empowered citizenry living in a peaceful and resilient communities; with a competitive,



diversified, dynamic and inclusive economy; a disaster-proof, quality and adequate social support and infrastructure system; and an ecologically balanced, sustainable and aesthetic environment; under an effective and efficient participatory and people oriented leadership with a strong political will.

Following the roadmap of development, the national government have crafted, the municipal government addresses among others the areas of employment, education, health, infrastructure, trade and industry, environment, peace and order, and preservation of its cultural heritage vis-a-vis effective public governance.

The Municipal Government advocates for the attainment of optimized human resources where human dignity is foremost; hence, this ordinance is enacted to harness at its best the human resources of the of the Municipality of Tanauan to alleviate and or eradicate poverty in the Municipality, by providing all qualified Tanauanons to a job/work that is suited to everybody's capabilities and self-worth.

Through the Municipal Public Employment Service Office (MPESO) the Municipal Government shall ensure the prompt, timely and efficient delivery of employment services and provision of information relative to employment opportunities.

ARTICLE II THE MUNICIPAL PUBLIC EMPLOYMENT SERVICE OFFICE

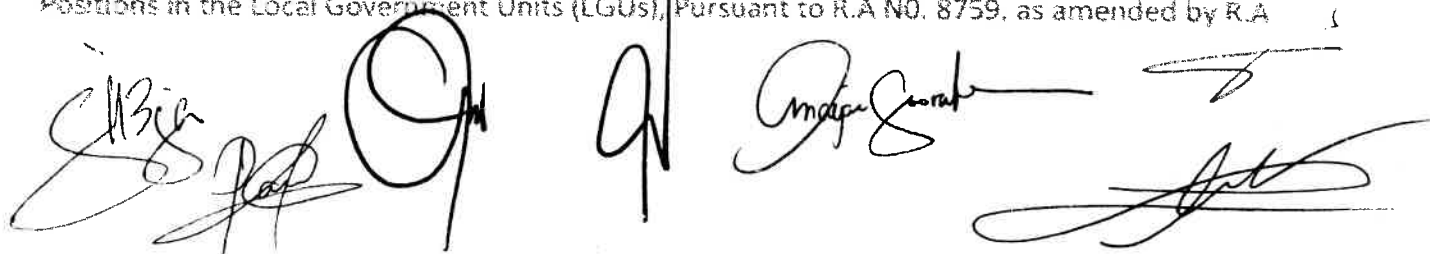
SECTION 1. CREATION OF THE MUNICIPAL PUBLIC EMPLOYMENT SERVICES OFFICE

There is hereby created the Municipal Public Employment Service Office (MPESO) which shall be place under the control and supervision of the Municipal Mayor and shall be linked with the Department of Labor and Employment (DOLE) for coordination and technical supervision to harmonize with the national employment service network.

SECTION 2. GOALS AND OBJECTIVES – The Goal and Objectives of the Municipal Employment Service Office (MPESO) of the Municipality of Tanauan are the following:

- Career Guidance and Employment Coaching – coordinate with the schools and guidance councilors in the conduct of the program for high school or senior high school graduating student;
- Provide a venue where Tanauan in particular, could explore simultaneously various employment options;
- Provide a venue where people could explore simultaneously various employment options and actually seek assistance they prefer;
- Serve as referral and information center for the various services and programs of DOLE and other government agencies present in the area;
- Provide clients with adequate information on employment and labor market situation in the area; and
- Network with other PESOs within the region on employment for job exchange purposes.

SECTION 3. ORGANIZATION STRUCTURE OF MPESO – In accordance to CSC-MC NO. 20, Series of 2019 known as – “Qualification standards for the Public Employment Service Office (PESO) Positions in the Local Government Units (LGUs), Pursuant to R.A NO. 8759, as amended by R.A

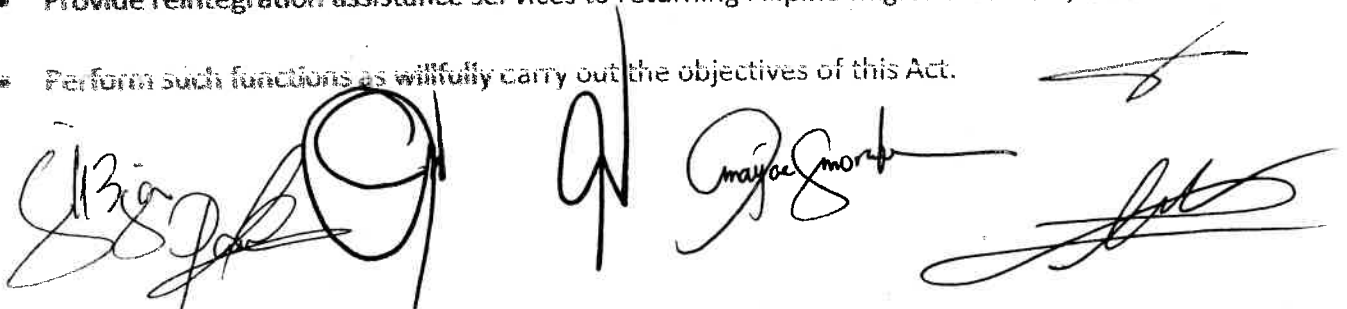


NO. 10691; There is hereby created plantilla position in the Municipal Public Employment Services Office (MPESO) as follows:

1. Labor and Employment Officer – III – SG 16

SECTION 4. Duties and Function of the MPESO Manager – the following shall be the duties and functions of the MPESO Manager, to wit:

- Recommend to the Municipal Mayor the appointment of the members of the MPESO Staff;
- Coordinate closely with DOLE, TESDA, DTI, CHED, DepEd and establish linkage with other labor and employment agencies, local, national and international in the attainment of the MPESO goals and objectives.
- In-charge on the supervision of the following units:
 - Labor MARKET Information section
 - Referral Placement and Working Permit Section
 - Livelihood and Manpower Development Training Section
 - Employment and Project Specialist Section
 - Scholarship Development and Career Guidance section
- Encourage employers to submit to the PESO on a regular basis a list of job vacancies in their respective establishments in order to facilitate the exchange of labor market information between job seekers and employers by providing employment information services to job seekers, both for local and overseas employment, and recruitment assistance to employers;
- Develop and administer testing and evaluation instruments for effective job selection, training and counselling;
- Provide persons with entrepreneurship qualities access to the various livelihood and self-employment programs offered by both government and nongovernmental organizations at the provincial/city/municipal/barangay levels by undertaking referrals for such programs;
- Undertake employability enhancement trainings/seminars for job seekers, as well as those who would like to change career or enhance their employability;
- Provide employment or occupational counselling, career guidance, mass motivation and values development activities;
- Conduct pre-employment counselling and orientation to prospective local and, most especially, overseas workers;
- Provide reintegration assistance services to returning Filipino migrant workers; and
- Perform such functions as willfully carry out the objectives of this Act.



SECTION 5. Other Services of the PESO. - In addition to the functions enumerated in the preceding section, every PESO shall also undertake the following programs and activities:

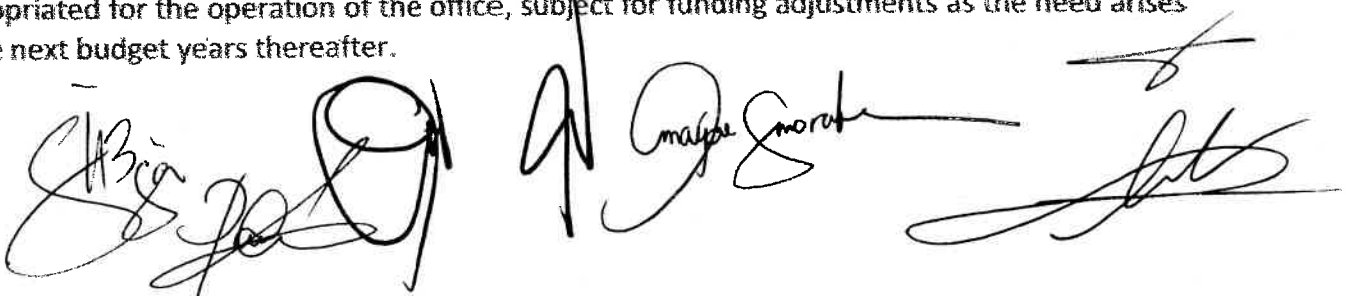
- **Jobs Fairs** - These shall be conducted periodically all over the country to bring together in one venue job seekers and employers for immediate matching;
- **Livelihood and Self-Employment Bazaars** - These will give clients information on the wide array of livelihood programs they choose to avail of, particularly in the rural areas;
- **Special Credit Assistance for Placed Overseas Workers** - This type of assistance will enable poor but qualified applicants to avail of opportunities for overseas employment;
- **Special Program for Employment of Students and Out-of-School Youth (SPESOS)** - This program shall endeavor to provide employment to deserving students and out-of-school youth coming from poor families during summer and/or Christmas vacations as provided for under Republic Act No. 7323 and its implementing rules, to enable them to pursue their education;
- **Work Appreciation Program (WAP)** - This program aims to develop the values of work appreciation and ethics by exposing the young to actual work situations;
- **Workers Hiring for Infrastructure Projects (WHIP)** - This program is in pursuance of Republic Act No. 6685 which requires construction companies, including the Department of Public Works and Highways and contractors for government-funded infrastructure projects, to hire thirty percent (30%) of skilled and fifty percent (50%) of unskilled labor requirements from the areas where the project is constructed/located; and
- **Other programs/activities** developed by DOLE to enhance provision of employment assistance to PESO clients, particularly for special groups of disadvantaged workers such as persons with disabilities (PWDs) and displaced workers.

SECTION 6. STAFF PATTERN – The MPESO shall implement the herein attached approved staffing Pattern in accordance with the rules and regulations promulgated by the Civil Service Commission (CSC) prioritizing thereon the hiring/retention of the existing personnel of the Municipal Public Employment Service Office, which under the existing plantilla position of the Municipal Government, is only a section under the office of the Mayor.

MUNICIPAL PUBLIC EMPLOYMENT SERVICE OFFICE
Labor and Employment Officer III
(PESO MANAGER)
Labor and Employment Assistant
PESO Staff

**ARTICLE III
FUNDING REQUIREMENT**

SECTION 1. BUDGET REQUIREMENT – The initial amount of 700,000.00 pesos is hereby appropriated for the operation of the office, subject for funding adjustments as the need arises in the next budget years thereafter.



**ARTICLE IV
FINAL PROVISION**

SECTION 1. REPEALING CLAUSE — Local Ordinance, Resolution, Orders, Rules and Regulations and other issuance of the Municipality of Tanauan that are inconsistent with this ordinance are hereby repealed, amended and modified accordingly.


SECTION 2. SEPARABILITY CLAUSE — If for any reasons, any section of this ordinance or any portion hereof, or the application of such section or provision, or portion hereof to any person, group or circumstance is declared invalid or unconstitutional the remainder shall be in full force and effect.

SECTION 3. EFFECTIVITY CLAUSE — This Ordinance shall take effect immediately after posting in atleast (3) conspicuous places within the Municipality of Tanauan for three (3) consecutive weeks, pursuant to R.A 7160, otherwise known as the Local Government Code of 1991.

ENACTED: 11 SEPTEMBER 2023; TANAUAN, LEYTE.

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I HEREBY CERTIFY to the correctness of the foregoing ORDINANCE enacted during the 60th Regular Session of the 16th Sangguniang Bayan of this municipality held on the date and at the place above-stated.


ATTY. MIAMOR D. NATIVIDAD
Acting Secretary to the Sanggunian


ATTESTED:


HON. ARCHIE LAWRENCE R. KAPUNAN
Municipal Vice-Mayor/Presiding Officer


HON. ENGR. JAN ELMER V. MAGDALAGA
SB MEMBER


HON. ENGR. MAE JANE ANGELIE M. MORABE
SB MEMBER



HON. MARK EFREN E. MERILO
SB MEMBER



HON. PAUL EMMANUEL R. CINCO
SB MEMBER



HON. ATTY. ISAGANI S. ESPADA
SB MEMBER



HON. JASMIN U. BORJA
SB MEMBER




HON. JOSIE M. CREER
SB MEMBER


HON. MA. MARTINA L. GIMENEZ
SB MEMBER/ ABC PRES.


HON. CHERRY ANNE T. FIEL
SB MEMBER


HON. GIL MARK L. FIEL
SB MEMBER/ SK FED. PRES

APPROVED:


HON. MA. GINA E. MERILO
MUNICIPAL MAYOR

DATE: September 25, 2023



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SANGGUNIANG BAYAN

EXCERPT FROM THE MINUTES OF THE 99th REGULAR SESSION OF THE 16TH SANGGUNIANG BAYAN OF TANAUAN, LEYTE, HELD ON JULY 01, 2024, AT THE SB SESSION HALL, TANAUAN TOWN HALL, TANAUAN, LEYTE.

PRESENT:

HON. ARCHIE LAWRENCE R. KAPUNAN	Municipal Vice-Mayor/Presiding
HON. JAN ELMER V. MAGDALAGA	Sangguniang Bayan Member
HON. MAE JANE ANGELIE M. MORABE- BORAIS	-do-
HON. PAUL EMMANUEL R. CINCO	-do-
HON. JOSIE M. CREER	-do-
HON. ATTY. ISAGANI S. ESPADA	-do-
HON. JASMIN U. BORJA	-do-
HON. CHERRY ANNE T. FIEL	-do-
HON. EFREN C. MERILO	-do-/Liga Fed. Pres.
HON. KYLE C. MESIAS	-do-/ SK Fed. Pres.

ABSENT :

HON. MARK EFREN E. MERILO (on leave)	Sangguniang Bayan Member
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RESOLUTION NO. 2024 – 239

Sponsored by : Hon. Mae Jane Angelie M. Morabe - Borais

A RESOLUTION AUTHORIZING THE MUNICIPAL MAYOR – HON. MA. GINA E. MERILO, TO IMPLEMENT THE PROPOSED BUDGET FOR LABOR AND EMPLOYMENT OFFICE III OF THE MUNICIPAL PUBLIC EMPLOYMENT SERVICE OFFICE UNDER THE ANNUAL BUDGET 2024, FOR SPECIAL PROGRAMS.

WHEREAS, presented for consideration at the August Body, the letter – request of the Municipal Mayor, for Legislative authority, to implement the proposed budget for Labor and Employment Office III of the Municipal Public Employment Service Office under the Annual Budget 2024, for Special Programs;

WHEREAS, acting on the recommendation of the Committee on Finance and the same recommendation duly adopted by the August Body, to authorize the Municipal Mayor to implement the proposed budget for Labor and Employment Office III of the Municipal Public Employment Service Office under the Annual Budget 2024, for Special Programs;

“WHEREAS, the salaries and wages from July- December 2024 for the Municipal Public Employment Services Office Labor and Employment Officer III with Salary Grade 16-1, are as follows:

Salary	-	202,326.00
PERA	-	12,000.00
Cash Gift	-	5,000.00
Year-end Bonus	-	33,721.00
LRIC	-	600.00
HDMF	-	5,058.15
ECC	-	600.00

TOTAL		283,584.27
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WHEREFORE, premises considered, the 16th Sangguniang Bayan of Tanauan, Leyte finding the same to be just and necessary and upon motion of – **Hon. Mae Jane Angelie M. Morabe - Borais**, with the unanimous accord of all the members present, be it:

RESOLVED, AS IT IS HEREBY RESOLVED TO AUTHORIZE AS IT IS HEREBY AUTHORIZED, THE MUNICIPAL MAYOR – HON. MA. GINA E. MERILO, TO IMPLEMENT THE PROPOSED BUDGET FOR LABOR AND EMPLOYMENT OFFICE III OF THE MUNICIPAL PUBLIC EMPLOYMENT SERVICE OFFICE UNDER THE ANNUAL BUDGET 2024, FOR SPECIAL PROGRAMS;

UNANIMOUSLY APPROVED : JULY 01, 2024.

CERTIFIED TRUE AND CORRECT:

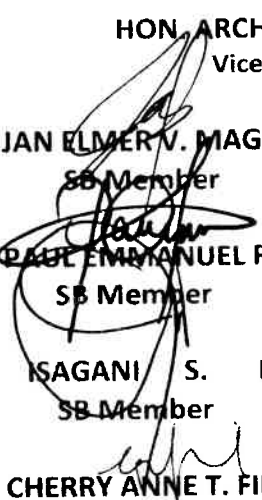

ELEUTERIO T. LERIOS
SB Secretary

ATTESTED:


HON. ARCHIE LAWRENCE R. KAPUNAN
Vice Mayor/Presiding

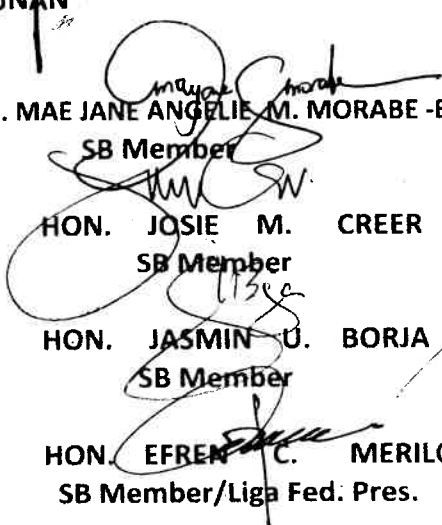

HON. JAN ELMER V. MAGDALAGA
SB Member


HON. RAUL EMDMANUEL R. CINCO
SB Member

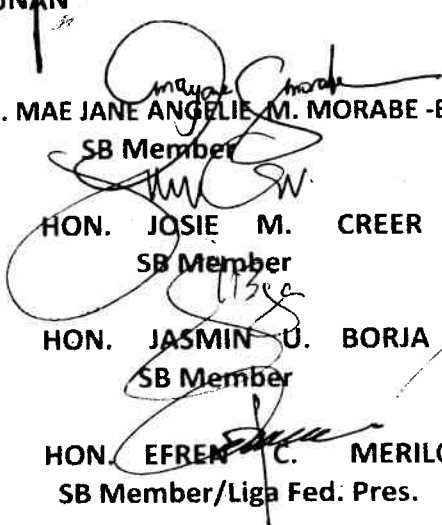

HON. ISAGANI S. ESPADA
SB Member


HON. CHERRY ANNE T. FIEL
SB Member


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


HON. JOSIE M. CREER
SB Member


HON. JASMIN U. BORJA
SB Member


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


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

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Province of Leyte
TANAUAN

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SANGGUNIANG BAYAN

EXCERPT FROM THE MINUTES OF THE 107th REGULAR SESSION OF THE 16TH SANGGUNIANG BAYAN OF TANAUAN, LEYTE, HELD ON AUGUST 27, 2024, AT THE SB SESSION HALL, TANAUAN TOWN HALL, TANAUAN, LEYTE.

PRESENT :

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

ABSENT :

HON. ARCHIE LAWRENCE R. KAPUNAN (on leave)	Municipal Vice-Mayor
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ORDINANCE NO. 2024 – 11

AN ORDINANCE CREATING THE MUNICIPAL PUBLIC SERVICES OFFICER III, WITH SALARY GRADE 18, IN THE GENERAL SERVICES SECTION OF THE MUNICIPALITY OF TANAUAN, LEYTE, DEFINING ITS QUALIFICATION, DUTIES AND FUNCTION AND APPROPRIATING FUNDS THEREFORE.

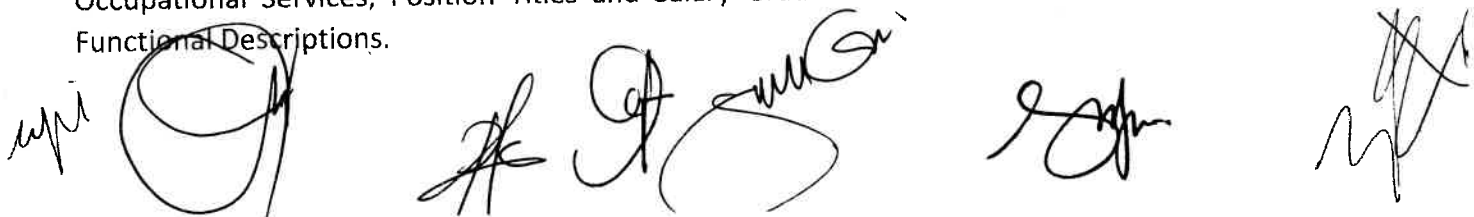
Sponsored by : Hon. Josie M. Creer
Co – sponsor : Hon. Cherry Anne T. Fiel

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

SECTION 1. Short Title. An ordinance creating the position of Public Services Officer III with Salary Grade 18 in the Municipal General Services Section.

SECTION II. BASIS. Section 490 of Republic Act 7160, otherwise known as "The Local Government Code of 1991," to provide technical assistance and support to the Local Chief Executive in carrying out measures to ensure the delivery of basic services and provision of adequate facilities and develop plans and strategies which requires general services and upon the approval thereof by the Local Chief Executive; implement the same, particularly those which have to do with general services supportive of the people's welfare.

SECTION III. CREATION OF THE POSITION. The Public Services Officer III with Salary Grade 18 in the General Services Section of the Municipality of Tanauan, Leyte is hereby created in conformity with the qualification standards set by the Civil Service Commission and its index of Occupational Services, Position Titles and Salary Grade for Local Government Units and its Functional Descriptions.

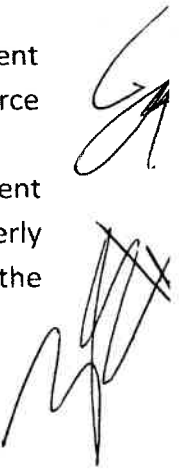


SECTION IV. QUALIFICATIONS:

- A. A holder of a Bachelor's Degree relevant to the job.
- B. Must have at least 2 years of relevant experience.
- C. With 8 hours of relevant Training.
- D. Possesses a Good Moral Character.
- E. Bonafide resident of the Municipality of Tanauan, Leyte.
- F. Civil Service Second Level Eligibility (Professional).

SECTION V. DUTIES AND FUNCTIONS:

- (1) The General Services Unit formulate measures for the consideration of the Sanggunian and provide technical assistance and support to the mayor, as the case may be, in carrying out measures to ensure the delivery of basic services and provision of adequate facilities pursuant to Section 17 of the Local Government Code and which require general services expertise and technical support services;
- (2) Develop plans and strategies and upon approval thereof by the mayor, as the case may be, implement the same, particularly those which have to do with general services supportive of the welfare of the inhabitants which the mayor is empowered to implement and which the Sanggunian is empowered to provide for under this Code;
- (3) In addition to the foregoing duties and functions, the general services officer shall:
 - (i) Take custody of and be accountable for all properties, real or personal, owned by the local government unit and those granted to it in the form of donation, reparation, assistance and counterpart of joint projects;
 - (ii) With the approval of the mayor, as the case may be, assign building or land space to local officials or other public officials, who by law, are entitled to such space;
 - (iii) Recommend to the mayor, as the case may be, the reasonable rental rates for local government properties, whether real or personal, which will be leased to public or private entities by the local government;
 - (iv) Recommend to the mayor, as the case may be, reasonable rental rates of private properties which may be leased for the official use of the local government unit;
 - (v) Maintain and supervise janitorial, security, landscaping and other related services in all local government public buildings and other real property, whether owned or leased by the local government unit;
 - (vi) Collate and disseminate information regarding prices, shipping and other costs of supplies and other items commonly used by the local government unit;
 - (vii) Perform archival and record management with respect to records of offices and departments of the local government unit; and
 - (viii) Perform all other functions pertaining to supply and property management heretofore performed by the local government treasurer; and enforce policies on records creation, maintenance, and disposal;
- (4) Be in the frontline of general services related activities, such as the possible or imminent destruction or damage to records, supplies, properties, and structures and the orderly and sanitary clearing up of waste materials or debris, particularly during and in the aftermath of man-made and natural disasters and calamities;



- (5) Recommend to the Sanggunian and advise the mayor, as the case may be, on all other matters relative to general services; and
- (6) Exercise such other powers and perform such other duties and functions as may be prescribed by law or ordinance.

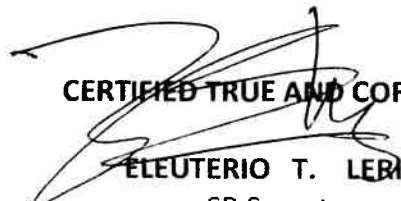
SECTION VI. FUNDING. The Funding for the salaries and benefits of the Public Services Officer III shall be appropriated in the Annual Budget of the Municipality of Tanauan, Leyte.

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


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


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


ENACTED : 27 AUGUST 2024

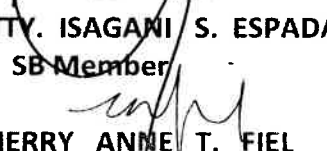

CERTIFIED TRUE AND CORRECT:
ELEUTERIO T. LEBIOS
SB Secretary


ATTESTED:



HON. JAN ELMER V. MAGDALAGA
Acting Vice Mayor/Presiding

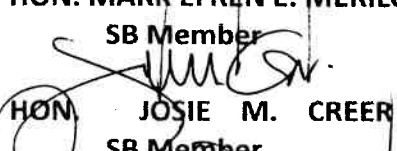

HON. MAE JANE ANGELIE M. MORABE - BORAIS
SB Member



HON. PAUL EMMANUEL R. CINCO
SB Member



HON. ATTY. ISAGANI S. ESPADA
SB Member


HON. CHERRY ANNE T. FIEL
SB Member


HON. MARK EFREN E. MERILO
SB Member



HON. JOSIE M. CREER
SB Member


HON. QUINTIN T. OCTA, JR.
SB Member


HON. EFREN C. MERILO
SB Member/Liga President


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

APPROVED:


HON. MA. GINA E. MERILO
Municipal Mayor
Date: 9/5/24

Republic of the Philippines
Province of Leyte
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SANGGUNIANG BAYAN

EXCERPT FROM THE MINUTES OF THE 100th REGULAR SESSION OF THE 16TH SANGGUNIANG BAYAN OF TANAUAN, LEYTE, HELD ON JULY 08, 2024, AT THE SB SESSION HALL, TANAUAN TOWN HALL, TANAUAN, LEYTE.

PRESENT:

HON. ARCHIE LAWRENCE R. KAPUNAN	Municipal Vice-Mayor/Presiding
HON. MARK EFREN E. MERILO	Sangguniang Bayan Member
HON. PAUL EMMANUEL R. CINCO	-do-
HON. JOSIE M. CREER	-do-
HON. ATTY. ISAGANI S. ESPADA	-do-
HON. JASMIN U. BORJA	-do-
HON. CHERRY ANNE T. FIEL	-do-
HON. EFREN C. MERILO	-do-/Liga Fed. Pres.
HON. KYLE C. MESIAS	-do-/ SK Fed. Pres.

ABSENT :

HON. JAN ELMER V. MAGDALAGA	Sangguniang Bayan Member
HON. MAE JANE ANGELIE M. MORABE- BORAS	-do-

ORDINANCE NO. 2024 – 08

AN ORDINANCE INSTITUTIONALIZING INCLUSIVE EDUCATION AND ESTABLISHING AN INCLUSIVE LEARNING RESOURCE CENTER OF ALL LEARNERS WITH DISABILITIES IN THE MUNICIPALITY OF TANAUAN, LEYTE AND PROVIDING FUNDS THEREFOR."

Sponsored by : Hon. Paul Emmanuel R. Cinco

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

WHEREAS, the 1987 Constitution mandates the state that quality and inclusive education must be available to all sectors in our country;

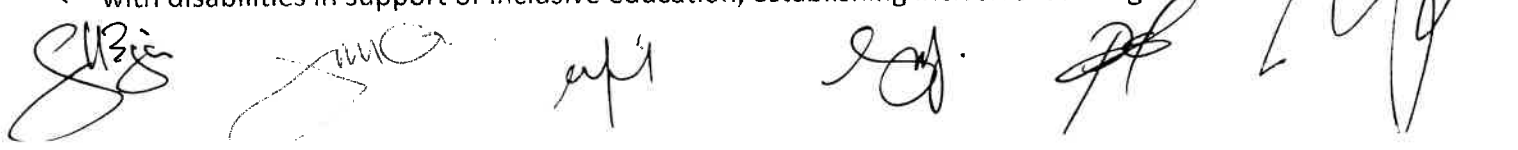
WHEREAS, RA 7160 provides the Sangguniang Bayan shall enact and approve ordinances that may open opportunities to marginalized sectors of our society;

WHEREAS, in 2023, Tanauan, Leyte has been chosen by USAID and the Resources for the Blind (RBI) to be the pilot areas in staging "GABAY" implementation for 18 months;

WHEREAS, it is but appropriate that the Municipal Government open opportunities, and adapt strategies that may be of help to the learners with the mandates stated in the United Nations Convention on the Rights of Persons with Disabilities, the Philippine Constitution, RA 7277 or the Magna Carta for Persons with Disabilities of 1992 and in the realization of the agenda of the administration to encourage each Tanauananon to strive to be enrolled in school;

WHEREAS, the Municipal School Board shall ensure the continuity of the program by including Gabay program as one of its interventions for learners with disabilities in the Municipal Government of Tanauan, Leyte.

WHEREAS, RA 11650 provides an act instituting a policy of inclusion and services for learners with disabilities in support of inclusive education, establishing inclusive learning resource center of



learners with disabilities in all school districts, municipalities and cities, providing for standards, appropriating funds therefor, and for other purposes.

WHEREAS, The Local Government Unit of Tanauan, Leyte shall serve as a guardian for children, in accordance with the doctrine of *parens patriae*.

Section 1. Title: This ordinance shall be known as An Ordinance Institutionalizing Inclusive Education and Establishing an Inclusive Learning Resource Center of Learners with Disabilities in the Municipality of Tanauan, Leyte and providing funds therefor.

Section 2. Declaration of Policy:

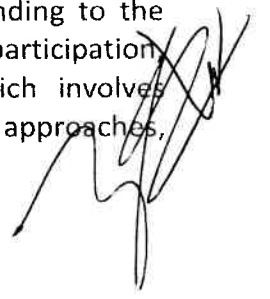
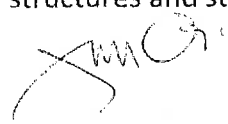

1. It is the policy of the Municipality to ensure that accessible and affordable inclusive education shall be available to all Tanauananon.
2. The Municipality of Tanauan, Leyte recognize the right of Persons with Disabilities to education. With a view to realizing this rights without discrimination and based on equal opportunity, the municipality shall ensure an inclusive education system at all levels and lifelong learning directed to:
 - a. The full development of human potential and sense of dignity and self-worth, and the strengthening of respect for human rights, fundamental freedoms and human diversity;
 - b. The development by Persons with Disabilities of their personality, talents and creativity, as well as their mental and physical abilities, to their fullest potential;
 - c. Enabling Persons with Disabilities to participate effectively in a free society.
3. The Municipal Government of Tanauan, Leyte shall enable Persons with Disabilities to learn life and social development skills to facilitate their full and equal participation as members of the community. To this end, the Municipal Government of Tanauan, Leyte shall take appropriate measures, including:
 - a. Facilitating the learning of Braille, alternative script, augmentative and alternative modes, means, and formats of communication and orientation and mobility skills, and facilitating peer support and mentoring;
 - b. Facilitating the learning of sign language and the promotion of the linguistic identity of the deaf community;
 - c. Ensuring that the education of persons, and in particular children with disabilities are delivered in the most appropriate languages and modes and means of communication for the individual, and in environments which maximize academic and social development.

Section 3. Definition of Terms: For this ordinance the following terms shall mean:

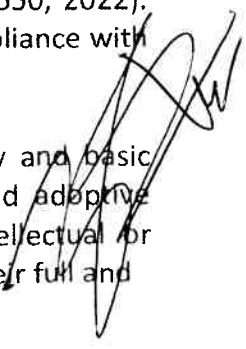
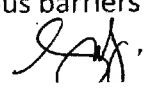
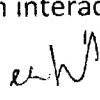
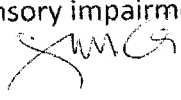
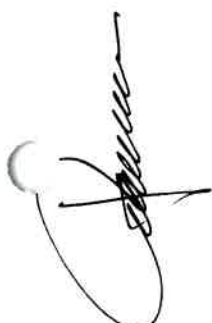
1. **GABAY project (Guide)** - Is a project funded by the United States Agency for International Development (USAID) and implemented in partnership with the Philippine Department of Education and Resources for the Blind, Inc. (RBI) that ensures Filipino children who are blind, deaf or deafblind receive language and literacy support and resources beginning at an early age.

GABAY aims for Strengthening Inclusive Education for Blind, Deaf and Deafblind Children including those learners with intellectual disability, autism or autism spectrum disorder, learning disability, attention deficit hyperactivity disorder (ADHD) and other disabilities.

2. **Inclusive Education (IE)** – refers to the process of addressing and responding to the diversity of needs of all learners by moving towards the end goal of full participation, presence and achievement in learning cultures and communities, which involves accommodation, modification, adaptation, and individualization in content, approaches, structures and strategies.

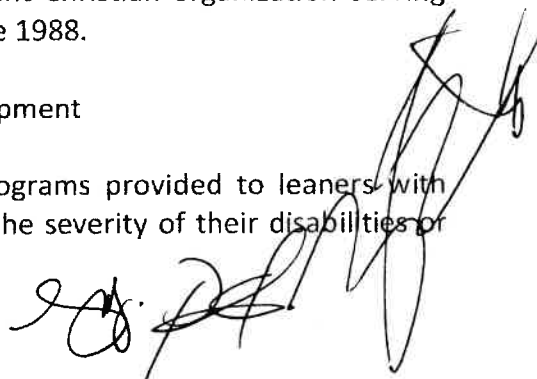


3. **Inclusive Learning Resource Center (ILRC)** - refers to a physical or virtual center that provides support to teaching and learning, using appropriate, accessible, disability, linguistically, culturally, and gender-sensitive instructional learning materials, tools, devices, gadgets, and equipment to facilitate and enhance learning, and assessment tools and instruments to evaluate developmental domains and specific areas of concern to determine appropriate services from medical, health, and allied professionals for care, rehabilitation, and development of learners with disabilities.
4. **ILRC Personnel** – refers to all personnel who are considered qualified by the Department of Education to administer special needs services. These include, but not limited to guidance counselors, all persons who are qualified to teach sign language or Braille, para-teachers, learning support aides and other persons as may be qualified by the DepEd to teach learners with disabilities in the ILRC, a resource room, or inside or outside a classroom (Sec. 4(g) RA 11650, 2022). These also include special needs education teachers, licensed social workers, and other allied professionals with the knowledge, skills, and specialized training in interacting and dealing with LWDs (Sec. 10 RA 11650, 2022). Below are the specific definitions of the following:
 - a. **Special Needs Education Teacher** – refers to an individual who teaches academic and life skills to basic education learners who have a range of disabilities and learning difficulties using various strategies targeting the learners' holistic development.
 - b. **Para-teachers** – refers to those who have taken the licensure examination for teachers but were unable to qualify, and have been issued by the Board of Professional Teachers a special permit indicating their area of assignment and their completion of training programs on special education, or inclusive education to teach learners with disabilities in accordance with RA 9293 and RA 7836, otherwise known as the "Philippine Teachers Professionalization Act of 1994" (Sec. 6 IIR of RA 11650, 2023).
 - c. **Learning Support Aides** – refers to qualified persons who work together in collaboration with special needs education teachers and para-teachers defined in this Act and contribute to the provision of services that promote achievement and progression of learners with disabilities. They may include those persons with experience in caring for learners with disabilities, graduates of a caregiving course under the Technical Education and Skills Development Authority (TESDA) or its accredited schools or training centers, and graduates of senior high school with caregiving as his/her specialized subject (Sec. 6 IIR of RA 11650, 2023).
5. **Individual Education Plan (IEP)** – refers to the systematic, purposive, and development educational programming of curricular and instructional properties and contents designed to meet the educational requirements of a learner with disabilities and ensure mastery of learning of skills and behaviors.
6. **Instructional Materials for Learners with Disabilities** – refers to textbooks in Braille, large-type, audio, digital or Filipino sign language (FSL) materials for the deaf, augmentative and alternative instructional materials for learners with development disabilities, or any other medium or apparatus that convey information to learners with disabilities or otherwise contributes to the learning process (Sec. 4(i) RA 11650, 2022). Sign language materials for the deaf shall be in Filipino Sign Language in compliance with RA 11106 (IRR, RA 11650, 2022).
7. **Learners with Disabilities (LWDs)** – refers to learners in the general early and basic education system who require additional support and related services and adaptive pedagogic method due to their long or short-term physical, mental, intellectual or sensory impairments which in interaction with various barriers may hinder their full and


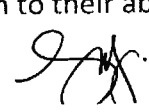
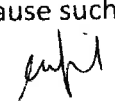
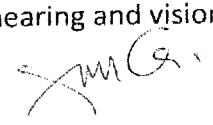


effective participation in society on an equal basis with others to develop them to their maximum capability (Sec. 4(j) RA 11650, 2022).

8. **Multidisciplinary Team** – refers to a group of health and allied health professionals who, through their specialized assessment, shall provide for the overall health and well-being of learners with disabilities (Sec. 4(l) RA 11650, 2022).
9. **Related Services** – refers to provisions which include, but not limited to, linguistic solutions for deaf learners' concerns, speech-language pathology and audiology services, interpreting services, intervenor services, psychological services, physical and occupational therapy, recreation, social services, school health services, oriental and mobility services, medical services, and transportation services, as may be required to assist a learner with disability to fully enjoy the rights and benefits from education services (Sec. 4(p) RA 11650, 2022).
10. **Special Needs Education** – refers to the customized instructional program or service designed to meet the diverse needs of an individual with disability, which may necessitate supplementary aids and services and teaching strategies in the classroom or non-academic settings. They include instructions on physical and vocational education, social skills development, and basic survival needs, and providing reasonable accommodations, modifications, adaptations, and individualization, as needed. It includes learners with disabilities in the general education system to enable them to realize their full potential and prepare them as independent functioning members of society. The term "Special Needs Education" shall replace the term "Special Education SPED)" (Sec. 4(r) RA 11650, 2022).
11. **EGRA-HI** - Early Grades Reading Assessment for the Hearing Impaired given to those enrolled in kindergarten to grade 3.
12. **FSL** – Filipino Sign Language is a unique language with its own grammar, syntax and morphology. It is the official sign language of the Deaf community in the Philippines. It is rooted in Filipino culture and is a visual language all its own.
13. **IRs** – Intermediate Results of Gabay project include i) increased enrolment of learners with disabilities, ii) improved reading performance of these learners, and iii) improved attention of the local government units to these learners.
14. **MDVI** – Multiple Disabilities and Visual Impairment are those children who are blind or low vision with other disabilities like cerebral palsy, intellectual disability, speech impairment, autism, and others.
15. **PDAO** – Persons with Disabilities Affairs Office is under the Municipal Social Welfare and Development Office of the Local Government Office which has the main function of formulating and implementing policies, plans and programs for the promotion of the welfare of the PWDs in coordination with concerned national and local government agencies;
16. **RBI** – Resources for the Blind, Inc. is a non-government Christian organization serving blind and low vision people all over the Philippines since 1988.
17. **USAID** – United States Agency for International Development
18. **Alternative Educational Programs** – refers to the programs provided to learners with disabilities who are not able to attend school due to the severity of their disabilities or other circumstances, or both.



19. **Child Find System (CFS)** – refers to the system of identification, location, and evaluation of all learners with disabilities not more than twenty-four (24) of age who are not receiving basic education services for purposes of facilitating their inclusion into the general basic education system. It likewise covers learners with disabilities below five (5) years old who are not receiving early education services and programs under Republic Act No. 10410 (sec. 4(c) RA 11650, 2022).
20. **Children with Sensorial Disabilities (CSDs)** – they are children who are blind or having low vision, the deaf or hard-of-hearing and the deafblind. These children may also have intellectual disabilities, physical disabilities including cerebral palsy, autism, behavioral challenges (i.e. self-injurious behaviors, attention deficit hyperactivity disorder (ADHD), and complex health challenges. These children face restriction of participation that are affected by i) different levels of support received (i.e. health care, skilled professionals, community, social network), ii) barriers in the environment (i.e. access to reading and writing materials, travel safety, adapted seating), and iii) severity of the vision and hearing impairment and other conditions (i.e. health, functional limitations, pain) that one experiences.
21. **Autism Spectrum Disorder** – is a neurodevelopment disorder with still unknown causes. It affects the child’s verbal and non-verbal communication and social interaction. Other characteristics often associated are repetitive activities and stereotyped movements, resistance to change in routines, uncoordinated motor movements, and unusual responses to sensory experiences that affect the child’s ability to function appropriately in social situations.
22. **Deafness and Hard of Hearing** – hardship in hearing and deafness are impairments in hearing where the functions or structure in auditory system (outer, middle, and inner ear) primarily affects the child’s ability to develop speech, language, and social skills. It can be caused by genetics, material infection, complications at birth, or acquired through injuries (e.g., trauma to the ear/head, extreme exposure to loud sounds) and other diseases. Hearing impairment covers a spectrum of severity:
- Mild** – hears some speech sounds but soft sounds are hard to hear.
 - Moderate** – may hear almost no speech when another person is talking at a normal level.
 - Severe** – hears no speech when a person is talking at a normal level and may only hear some loud sounds.
 - Profound** – does not hear any speech and only very loud sounds, more commonly known as **deafness**.
23. **Visual impairment and Blindness** – visual impairment, including blindness, is any kind of vision loss or an impairment in vision that even with correction adversely affects the child’s education performance. Children with visual impairment show a wide range of visual abilities.
- Children with Low Vision** – use vision as their primary source of learning but supplement information with tactile and auditory inputs.
 - Children with Functional Blindness** – have so little vision that their primary source for learning are through tactile and auditory inputs. However, they may use limited vision to supplement information received from other sense to assist other tasks.
 - Children with Total Blindness** – receive no information through sense of vision and use tactile and auditory inputs for learning.
24. **Deafblind** – children are considered to be deafblind when the combination of their hearing and vision loss cause such severe disruption to their ability to communicate,



develop and learn, that they require significant and unique adaptations in the education programs.

25. **Attention-Deficit/Hyperactivity Disorder** – a disorder marked by a continuous pattern of behaviors that show either inattention and/or hyperactivity/impulsivity of a child which interferes with his/her functioning and developing. It can be diagnosed when prolonged observation of six (6) or more characteristics, either inattention, hyperactivity and impulsivity or combined characteristics of both continuously observed in a child over six (6) months in varying environments.
26. **Cerebral Palsy** – a group of permanent movement disorders that appear early in childhood. It is caused by an impairment or damage in the brain that affects their cognition if condition is severe, affecting mobility development in muscle tone, movement and posture and difficulties with communication skills in areas such as speech, gesture, and facial expressions, receptive and expressive language.
27. **Orthopedic and Mobility** – is an impairment caused by congenital anomalies that adversely affect the child's educational performance and can be divided into three main categories: (1) neuromotor impairments, (2) degenerative diseases, (3) musculoskeletal disorder.
28. **Down Syndrome** – a birth condition wherein a child is born with an extra chromosome. This is also referred to as "Trisomy 21" in medical terms. The extra chromosome changed the child's body and brain development.
29. **Speech and Language Impairment** – language disorders can either be receptive or expressive. Receptivedisorders refers to difficulties understanding or processing language. Expressive disorders include difficulty putting words together, limited vocabulary, or inability to use language in socially appropriate way. Speech disorders include articulation, resonance disorders.
30. **Support Services** – refers to services provided to learners with disabilities by the ILRCs, schools, other facilities, group of medical and allied medical professionals or by the community in general that facilitate, aid, and support the early and basic education of learners with disabilities in the potential toward self-sufficiency and become fully participative members of society. These include related services as defined herein Sec. 4(t) RA 11650, 2022).
31. **Support Service Areas** – are defined as follows (Enclosure 2 of DepEd Order 45, s. 2021 as amended by DepEd Order 15, s. 2022):
 - a. **Assessment Service Area** – refers to where the gathering of information about the learner using a variety of techniques and strategies that shall be done by trained SPED teachers or psychometrician.
 - b. **Physical Therapy Service Area** – refers to where learners with disability receive medical rehabilitation by a licensed Physical Therapist through their physical movement, reduce or manage pain, restore function and prevent further disability.
 - c. **Occupational and Behavioral Therapy Service Area** – refers to where learners with disability receive services by an Occupational Therapist through therapeutic use of everyday activities to become an independent individual as possible.
 - d. **Speech and Language Therapy Service Area** – refers to where the learners with disabilities receive from a Speech Therapist rehabilitative and rehabilitative programs to improve communicative efficiency of individuals with communication problems of organic and non-organic etiology.

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- e. **Bridging Service Area** – refers to where learners with disabilities are being prepared by SPED teachers for which they are being provided with direct instruction in the core curriculum to a supported full inclusion program.
 - f. **Library/Instructional Materials Service Area** – refers to the repository electronic copies of learning resources where the learners can download to their respective devices or read the materials using the devices, or computers or reproduce different accessible formats of learning resources based on their needs.
 - g. **Daily Living Skills Service Area** – refers to where learners with disabilities are trained and practice the different daily activities.
 - h. **Management Service Area** – refers to where the meeting of stakeholders, partners, medical and allied medical specialists and other sectors supporting the learners with disabilities shall happen.
 - i. **Skill Development Area** – refers to where the learners with disability are trained to gain skills on arts and craft, cookery, bread and pastry and ICT to prepare them for the world of work.
 - j. **Water/Hydrotherapy Area** – refers to where learners with specific disability would reduce anxiety and stress relaxing muscles reducing pain, stimulating circulation and reducing spasticity which would lead to concentration in learning and improve health conditions.
32. **Transition Program** – refers to a coordinated set of courses and activities for learners with disabilities that is: (1) designated within an outcome-oriented process, which promotes movement from school to post-school activities that include post-secondary education, vocational training, integrated employment, support employment, continuing and adult education, adult services, independent living, or community participation; and (2) based upon the individual learner's needs, taking into account the learner's preferences and interest; and includes instruction, related services, and community experiences (RA 11650, 2022).

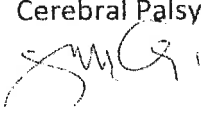
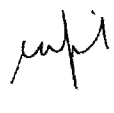
Section 4. "GABAY" is hereby adapted as the prime intervention in nurturing learners with disabilities in general, kindergarten up to grades 1-3 in particular, for the municipality recognizing the importance of foundational years in the early learning stage of learners with disabilities.

Section 5. Each service area of the ILRC shall be provided with the necessary and appropriate facilities, specialized equipment, assistive technology devices and learning materials for learners with disabilities.

Section 6. Any Learner with Disability described in the following as classified in the Learner's Information System (A & B specified in Enclosure to DepEd Order No. 023, s. 2022) shall be admitted in the ILRC and other schools in the municipality:

A. For learners with diagnosis from licensed medical specialists

1. Visual Impairment
2. Hearing Impairment
3. Learning Disability
4. Intellectual Disability
5. Autism Spectrum Disorder
6. Emotional-Behavioral Disorder
7. Orthopedic/Physical Handicap
8. Speech/Language Disorder
9. Cerebral Palsy







10. Special Health Problem/Chronic Disease
11. Multiple Disabilities.

B. Learners without Medical Diagnosis but with manifestations of disabilities based on International Classification of Functioning (ICF) of the World Health Organization (WHO)

1. Difficulty in Seeing
2. Difficulty in Hearing
3. Difficulty in Basic Learning and Applying Knowledge
4. Difficulty in Remembering, Concentrating, Paying Attention and Understanding
5. Difficulty in Applying Adaptive Skills
6. Difficulty in Disability Interpersonal Behavior
7. Difficulty in Mobility (Walking, Climbing, and Grasping)
8. Difficulty in Communicating

C. Learners with Disabilities identified by the Multidisciplinary Team

D. Learners having Person with Disabilities Identification Card issued to any bonafide Filipino With permanent disabilities due to any one or more of the following types of disabilities: deaf/hard of hearing, intellectual, learning, mental, orthopedic, physical, psychosocial, speech and language impairment, visual, people with cancer, and people with rare disease (NCDA Administrative Order No. 001 Series of 2021).

Section 7. The ILRC management and staff shall orient the LGU in the municipality and barangays it serves on the diverse needs and potentials of learners with disabilities.

Section 8. The LGUs shall formulate ordinances that will strengthen the implementation of the Child Find System and on the allocation of funding assistance to support the disadvantaged learners with disabilities in their education (e.g. travel allowance, provision of assistive devices like wheelchairs, magnifying glasses, hearing aids, etc.).

Section 9. In order to ensure continuing and sustained implementation, the Inclusive Learning Resource Center (ILRC) Board of Managers is hereby created.

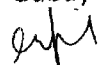
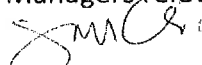
Section 10. Composition of the ILRC Board of Managers.

ILRC Board of Managers shall be composed of the following:

1. The Municipal Mayor as Chairman of the Board
 2. Chairperson of the Committee on Education as Vice Chairperson
- Members:
- a. Chairperson of the Committee on Health
 - b. Chairperson of the Committee on Social Services
 - c. DepEd – District Supervisors
 - d. Municipal PDAO
 - e. Representative of PWDs
 - f. Representative of Parents Group of PWDs/ LWDs
 - g. Other related sectors to be appointed by the Municipal Mayor

Section 11. ILRC Board of Managers will have the following functions:

1. To lead in the monitoring of the year-long implementation of Gabay interventions.
2. To formulate policies for the assurance of continuity and gathering community support for effective, and lasting impact to learners with disabilities.
3. To accept and conduct fundraising drives to support learners with disabilities under Gabay program.
4. To ensure the soundness and usefulness of the equipment donated by RBI and USAID and assure replacement of such if needed.
5. Other relevant activities that may be assigned and agreed upon by the ILRC board of Managers relevant to Gabay interventions that will benefit learners with disabilities.



SECTION 12. Therapy Service. The Local Government Unit of Tanauan, Leyte shall employ qualified personnel to implement, manage and oversee the operation of the ILRC and attend to the needs of children with special needs.

- | | |
|-------------------------------|-----------------|
| a. Occupational Therapist II | Salary Grade 15 |
| b. Occupational Therapist III | Salary Grade 18 |
| c. Speech Therapist II | Salary Grade 14 |

SECTION 13. Referral System. The following referral system shall be adapted by the Local Government Unit of Tanauan, Leyte through the Municipal Health Office in coordination with the Barangay Health Workers of this municipality, to wit:

- a. **Parents/Guardians.** If the parents/guardians suspect that their child or ward between the age of 3 to 5 years old is suffering from any development delays or show the signs of disabilities require special needs, shall report to the Barangay Health Worker concerned and request for the conduct of initial assessment of the said child/ward.
- b. **Barangay Health Worker.** There shall be in every barangay a trained health worker to handle cases of children suspected of having disabilities requires special needs. The said Barangay Health Workers shall be duty-bound to identify – locate and evaluate every child in their suspected barangay who are having a disability requires special needs. Upon initial assessment of the Barangay Health Worker that the said child may be specify for a disability requires special needs, the Barangay Health Worker shall require the parent/guardian to sign a Letter of Agreement referring his/her child/ward for evaluation at the Municipal Health Office or with any appropriate diagnostic center for the suspected disability.
- c. **The Municipal Health Officer.** Upon request of the parent/guardian through the Barangay Health Worker for the conduct of the assessment of the child suspected of a disability requiring a special need, the Municipal Health Officer or her authorized representative shall conduct the assessment of the child and if recessing, endorse the said child to accredited and or appropriate specialist or diagnostic center. In either care, the Municipal Health Officer or the specialist shall issue a certification of his/her diagnostic conforming that the child has the disability and specifying through the particular special needs of the child.

Section 14. Disability Awareness and Support Programs. The Municipal Government of Tanauan, Leyte shall undertake continuing awareness and support advocacy programs that would protect the well-being of children with disabilities and special needs; motivate the full participation and involvement of their families in their rehabilitation activities; and that would promote measures to discover and maximize the development of their skills and potentials to prepare them to become useful and productive adults.

With this in view, the Month April of each year shall be designated as Autism Awareness and Support Advocacy Month dedicated for children with autism and special needs of the Municipality of Tanauan Leyte.

Section 15. LGU Assistance for Medical Diagnosis. The Local Government Unit shall directly pay for the services of the diagnostic center accredited by the Local Government Unit by virtue of the Memorandum of Agreement. However, there must be a referral coming from the Rural Health Unit through the Municipal Social Welfare Development Office requesting the diagnostic center to conduct assessment. If the child belongs to an indigent family, the referral should be accompanied by an indorsement from the Municipal Social Welfare Development Office that expenses related thereto shall be paid for by the Local Government Unit supported with the certificate of indigency. Those referrals from the Rural Health Unit without the certificate of indigency shall likewise be recognized by the accredited diagnostic center but expenses related thereto should be borne by the parents/guardian of the child.



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The said Financial Assistance shall be availed of provided the following requirements, among others, are complied with:

- a. Must be a bona fide resident of Tanauan, Leyte.
- b. 18 years old and below.
- c. Certification of Indigency by the MSWO.
- d. With Assessment Request for the MHO
- e. Price Quotation for the accredited Specialist or Diagnostic Center.
- f. Medical Certificate; and
- g. Such other documents that may be deemed necessary including may not limit to: Valid IDs and Certificate of Live Birth of the Child.

Section 16. Appropriation: For the implementation of this Ordinance a budgetary allocation shall be appropriated annually under the General Fund to finance Gabay program-related expenses and shall be included in the annual appropriations of the Municipal School Board.

Section 17. Repealing Clause. All resolutions, ordinances, orders, rules and regulations inconsistent with the provisions of this ordinance shall hereby repealed or modified.

Section 18. Effectivity. This Act shall take effect upon approval.

ENACTED : 08 JULY 2024

ATTESTED:

HON. ARCHIE LAWRENCE R. KAPUNAN
Vice Mayor/Presiding

HON. MARK EFREN E. MERILO
SB Member

HON. JOSIE M. CREER
SB Member

HON. JASMIN U. BORJA
SB Member

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

CERTIFIED TRUE AND CORRECT:
ELEUTERIO T. LERIOS
SB Secretary

HON. PAUL EMMANUEL R. CINCO
SB Member

HON. ATTY. ISAGANI S. ESPADA
SB Member

HON. CHERRY ANNE T. FIEL
SB Member

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

APPROVED BY:

HON. MA. GINA E. MERILO
Municipal Mayor
LGU – Tanauan, Leyte

Date: 07-18-24

Project

Republic of the Philippines
Province of Leyte
TANAUAN
-o0o-
SANGGUNIANG BAYAN

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

PRESENT:

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

ABSENT :

HON. EFREN C. MERILO (on leave)	-do-/Liga Fed. Pres
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ORDINANCE NO. 2024 – 17

AN ORDINANCE CREATING THE POSITIONS OF OCCUPATIONAL THERAPIST II, SG 15; OCCUPATIONAL THERAPIST III, SG 18; AND SPEECH THERAPIST II, SG 14 IN THE MUNICIPAL GOVERNMENT OF TANAUAN, LEYTE AND PROVIDING FUNDS THEREFOR.

Sponsored by: Hon. Paul Emmanuel R. Cinco
Co-sponsored by: Hon. Jan Elmer V. Magdalaga
Hon. Cherry Anne T. Fiel
Hon. Atty. Isagani S. Espada

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

SECTION 1. TITLE – An Ordinance creating the positions of Occupational Therapist II, SG 15; Occupational Therapist III, SG 18; and Speech Therapist II, SG 14 in the Municipal Government of Tanauan, Leyte and providing funds therefor.

SECTION 2. CREATION OF OCCUPATIONAL THERAPIST II, OCCUPATIONAL THERAPIST III AND SPEECH THERAPIST II – The Occupational Therapist II position with the Salary Grade SG 15, the Occupational Therapist III position with the Salary Grade SG 18 and the Speech Therapist II with the Salary Grade SG 14 shall be assigned at the Inclusive Learning Resource Center (ILRC) of Tanauan, Leyte.

SECTION 3. QUALIFICATIONS:

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[Handwritten signatures and initials]

[Handwritten signatures and initials]

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[Handwritten signatures and initials]

1. OCCUPATIONAL THERAPIST II

- a. Education: Bachelor's degree in Occupational Therapy
- b. Experience: 1 year of relevant experience
- c. Training: 4 hours of relevant training
- d. Eligibility: RA 1080 (Occupational Therapist)

2. OCCUPATIONAL THERAPIST III


- a. Education: Bachelor's degree in Occupational Therapy
- b. Experience: 2 years of relevant experience
- c. Training: 8 hours of relevant training
- d. Eligibility: RA 1080 (Occupational Therapist)

3. SPEECH THERAPIST II

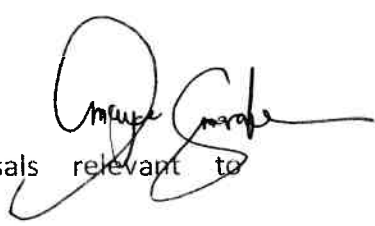


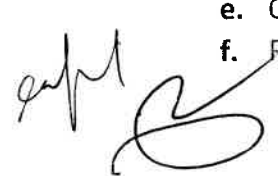
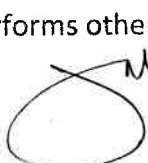
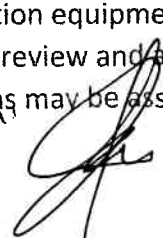
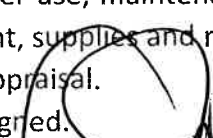
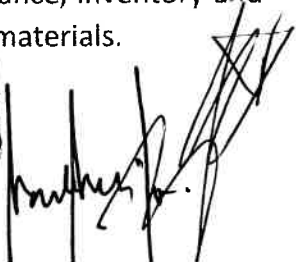
- a. Education: Bachelor's degree relevant to the Job
- b. Experience: 1 year of relevant experience
- c. Training: 4 hours of relevant training
- d. Eligibility: Career Service Professional (Second Level Eligibility)

SECTION 4. DUTIES AND FUNCTIONS:

1. OCCUPATIONAL THERAPIST II

- 
- a. Develops plans, programs and project proposals relevant to Occupational Therapy.
 - b. Monitors the implementation of the Occupational Therapy training programs.
 - c. Trains and instructs patients and family members on home exercise programs and use of rehabilitation materials.
 - d. Monitors and recommends the proper use, maintenance, inventory and upgrading of rehabilitation equipment, supplies and materials.
 - e. Conducts performance review and appraisal.
 - f. Performs other duties as may be assigned.

2. OCCUPATIONAL THERAPIST III

- 
- 
- 
- 
- 
- 
- 
- 
- a. Develops plans, programs and project proposals relevant to Occupational Therapy.
 - b. Monitors the implementation of the Occupational Therapy training programs.
 - c. Trains and instructs patients and family members on home exercise programs and use of rehabilitation materials.
 - d. Monitors and recommends the proper use, maintenance, inventory and upgrading of rehabilitation equipment, supplies and materials.
 - e. Conducts performance review and appraisal.
 - f. Performs other duties as may be assigned.

3. SPEECH THERAPIST II



- a. Verifies and feedbacks conditions of referred patients through examining their abilities, limitations, and potentials for rehabilitation.
- b. Administers prescribed speech therapy to patients with the use of physical agents and therapeutic exercises.
- c. Trains patients and their families in the use and care of rehabilitation materials.
- d. Participates in socialization and speech therapy activities for patients.
- e. Monitors and recommends the proper use, maintenance, inventory and upgrading of rehabilitation equipment, supplies, and materials.
- f. Prepares plans, programs, and project proposals relevant to the rehabilitation therapy.
- g. Performs other related functions as may be assigned.

SECTION 5. Municipal Ordinance No. 2024 – 08, Section 12, states that, “ The Local Government Unit of Tanauan, Leyte, shall employ qualified personnel to implement, manage and oversee the operation of the ILRC and attend to the needs of the Children with special needs, “ (a) Occupational Therapist II – SG 15; (b) Occupational Therapist III – SG 18; (c) Speech Therapist II – SG 14.

SECTION 6. that qualified personnel mentioned under Municipal Ordinance No. 2024 – 08, Section 12, is funded under Supplemental Budget No. 03, from October to December 2024.

SECTION 7. SALARIES AND OTHER PRIVILEGES – All employees that fall under this ordinance shall receive their salaries equivalent to Salary Grade SG 15 for Occupational Therapist II, Salary Grade SG 18 for Occupational Therapist III, and Salary Grade SG 14 for Speech Therapist II and other privileges like CNA, Mid-year bonus, Year-end bonus, and other privileges due to each qualified employee.

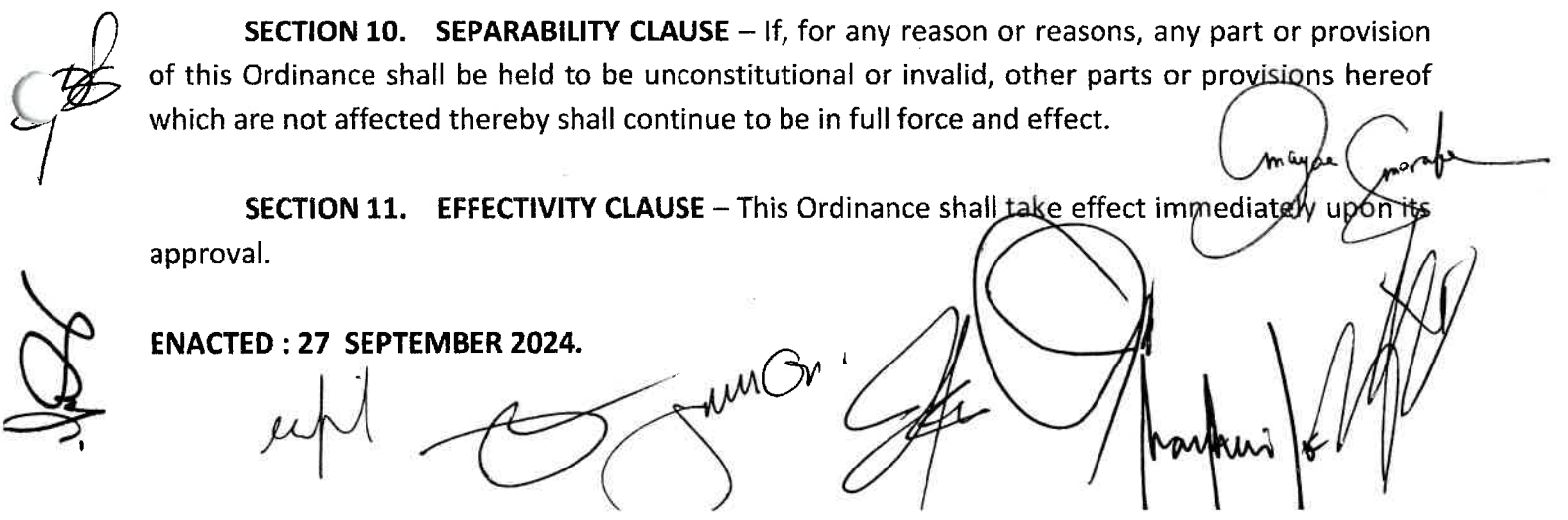
SECTION 8. APPROPRIATION – The Funding for the salaries and benefits of the Occupational Therapist II Position, Occupational Therapist III Position, and Speech Therapist II Position shall be appropriated in the Annual Budget of the Municipality of Tanauan, Leyte.

SECTION 9. REPEALING CLAUSE – All municipal ordinances, implementing rules and regulations, and executive orders, or parts thereof, which are inconsistent with the provisions of this Ordinance are hereby repealed and/or modified accordingly.

SECTION 10. SEPARABILITY CLAUSE – If, for any reason or reasons, any part or provision of this Ordinance shall be held to be unconstitutional or invalid, other parts or provisions hereof which are not affected thereby shall continue to be in full force and effect.

SECTION 11. EFFECTIVITY CLAUSE – This Ordinance shall take effect immediately upon its approval.

ENACTED : 27 SEPTEMBER 2024.




CERTIFIED TRUE AND CORRECT :

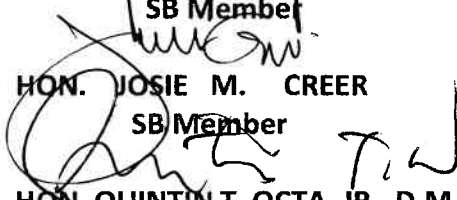
ELEUTERIO T. LERIOS
SB Secretary

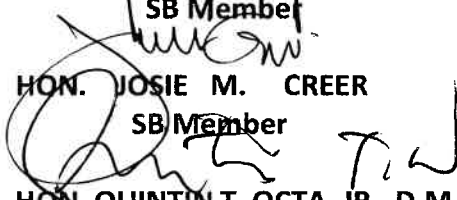
ATTESTED:


HON. ARCHIE LAWRENCE R. KAPUNAN
Vice Mayor/Presiding


HON. JAN ELMER V. MAGDALAGA
SB Member


HON. MARK EFREN E. MERILO
SB Member


HON. JOSIE M. CREER
SB Member


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


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



HON. PAUL EMMANUEL R. CINCO
SB Member


HON. ATTY. ISAGAN S. ESPADA
SB Member


HON. CHERRY ANNE T. FIEL
SB Member


HON. KYLE S. MESIAS
SB Member/SR Fed. Pres.

APPROVED:


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

Republic of the Philippines

Province of Leyte

TANAUAN

-000-

SANGGUNIANG BAYAN

EXCERPT FROM THE MINUTES OF THE 107th REGULAR SESSION OF THE 16TH SANGGUNIANG BAYAN OF TANAUAN, LEYTE, HELD ON AUGUST 27, 2024, AT THE SB SESSION HALL, TANAUAN TOWN HALL, TANAUAN, LEYTE.

PRESENT :

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

ABSENT :

HON. ARCHIE LAWRENCE R. KAPUNAN (on leave)	Municipal Vice-Mayor
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ORDINANCE NO. 2024 – 12

AN ORDINANCE CREATING ADMINISTRATIVE ASSISTANT III (COMPUTER OPERATOR II), SG 9; AND ENGINEER I, SG 12, AND PROVIDING FUNDS THEREFOR.

Sponsored by : Hon. Paul Emmanuel R. Cinco

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

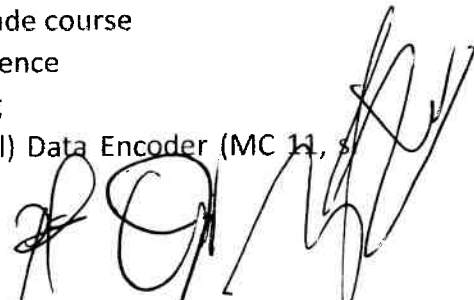
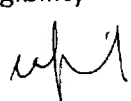
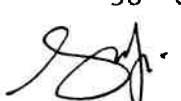
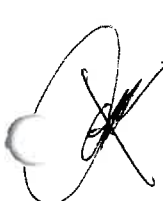
SECTION 1. TITLE – An Ordinance creating Administrative Assistant III (Computer Operator II), SG 9; and Engineer I, SG 12, and providing funds therefor.

SECTION 2. CREATION OF ADMINISTRATIVE ASSISTANT III (COMPUTER OPERATOR II) AND ENGINEER I – The Administrative Assistant III (Computer Operator II) position with the Salary Grade SG 9 and to be assigned at the MDRRMO Office. The Engineer I position with the Salary Grade SG 12 and to be assigned at the Municipal Engineering Office.

SECTION 3. QUALIFICATIONS:

1. ADMINISTRATIVE ASSISTANT III (COMPUTER OPERATOR II)

- Education: Completion of two (2) years studies in College or High School Graduate with relevant vocation/trade course
- Experience: One (1) year of relevant experience
- Training: Four (4) hours of relevant training
- Eligibility: Career Service (Sub-professional) Data Encoder (MC 11, s. 96 – Cat. I) First Level Eligibility



2. ENGINEER I

- a. Education: Preferably Electrical Engineering Graduate
- b. Experience: NONE REQUIRED
- c. Training: NONE REQUIRED
- d. Eligibility: R.A. 1080 on Electrical Engineering

SECTION 4. DUTIES AND FUNCTIONS:

1. ADMINISTRATIVE ASSISTANT III (COMPUTER OPERATOR II)

- a. Assists and orients clients in the use of the computers.
- b. Monitors the use of computers and ensures that time limits are strictly followed.
- c. Clear equipment at end of operation run.
- d. Record information such as computer operating time, problems that occurred and action taken for the submission.

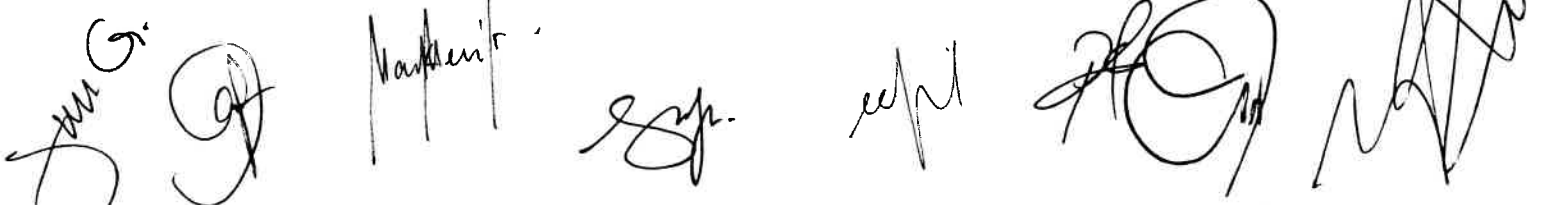
2. ENGINEER I

- a. Designing, implementing, maintaining and improving electrical products and systems.
- b. Using engineering software and equipment for computer-aided design and other complex technical tasks.
- c. Establishing and enforcing construction, manufacturing and installation standards.
- d. Performing feasibility studies for industrial, domestic and commercial technical developments.
- e. Overseeing maintenance, inspection and system upgrade programmes.
- f. Calculating project costs and delivery timelines.
- g. Providing quality assurance for ongoing projects.
- h. Collaborating with clients and other professionals.
- i. Writing reports, giving presentations and meeting with clients and management.

SECTION 5. SALARIES AND OTHER PRIVILEGES – All employees that fall under this ordinance shall receive their salaries equivalent to Salary Grade SG 9 for Administrative Assistant III (Computer Operator II) and Salary Grade SG 12 for Engineer I and other privileges like CNA, Mid-year bonus, Year-end bonus, and other privileges due to each qualified employee.

SECTION 6. APPROPRIATION – The Funding for the salaries and benefits of the Administrative Assistant III (Computer Operator II) Position and Engineer I Position shall be appropriated in the Annual Budget of the Municipality of Tanauan, Leyte.

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



Handwritten signatures of various officials, including the Mayor and Council members, are present at the bottom of the page.

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

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

ENACTED : 27 AUGUST 2024

CERTIFIED TRUE AND CORRECT:


ELEUTERIO T. LERIOS
SB Secretary

ATTESTED:


HON. JAN ELMER V. MAGDALAGA
Acting Vice Mayor/Presiding


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

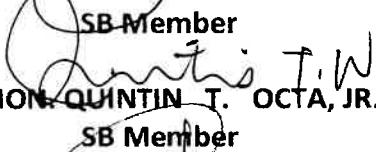

HON. PAUL EMMANUEL R. CINCO
SB Member


HON. ATTY. ISAGANI S. ESPADA
SB Member


HON. CHERRY ANNE T. FIEL
SB Member


HON. MARK EFREN E. MERILO
SB Member


HON. JOSIE M. CREER
SB Member


HON. QUINTIN T. OCTA, JR.
SB Member


HON. EFREN C. MERILO
SB Member/Liga President


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

APPROVED:


HON. MA. GINA E. MERILO
Municipal Mayor

Date: 9/15/24

mid: met
8/27/24

Republic of the Philippines
Province of Leyte
TANAUAN
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SANGGUNIANG BAYAN

EXCERPT FROM THE MINUTES OF THE 104th REGULAR SESSION OF THE 16th SANGGUNIANG BAYAN OF TANAUAN, LEYTE, HELD ON AUGUST 05, 2024, AT THE SB SESSION HALL, TANAUAN TOWN HALL, TANAUAN, LEYTE.

PRESENT :

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

ABSENT :

HON. MAE JANE ANGELIE M. MORABE- BORAI (official Travel)	Sangguniang Bayan Member
HON. JASMIN U. BORJA (Resigned)	-do-

RESOLUTION NO. 2024 – 284

Sponsored by : Hon. Atty. Isagani S. Espada

A RESOLUTION AUTHORIZING THE MUNICIPAL MAYOR – HON. MA. GINA E. MERILO, TO IMPLEMENT THE PROPOSED BUDGET FOR PHARMACIST II, SALARY GRADE 12 (SG12), OF THE RURAL HEALTH OFFICE, UNDER THE ANNUAL BUDGET 2024, FOR SPECIAL PROGRAMS.

WHEREAS, presented for consideration at the August Body, the letter request of the Municipal Mayor for Legislative authority to implement the proposed budget for Pharmacist II, Salary Grade 12 (**SG12**), of the Rural Health Office, under the Annual Budget 2024, for Special Programs;

WHEREAS, acting on the recommendation of the Committee on Finance and the same recommendation duly adopted by the August Body, to authorize the Municipal Mayor to implement the proposed budget for Pharmacist II, Salary Grade 12 (SG12), of the Rural Health Office, under the Annual Budget 2024, for Special Programs;

WHEREFORE, premises considered, the 16th Sangguniang Bayan of Tanauan, Leyte finding the same to be just and necessary and upon motion of – **Hon. Atty. Isagani S. Espada**, with the unanimous accord of all the members present, be it:

RESOLVED, AS IT IS HEREBY RESOLVED TO IMPLEMENT THE PROPOSED BUDGET FOR PHARMACIST II, SALARY GRADE 12 (SG12), OF THE RURAL HEALTH OFFICE, UNDER THE ANNUAL BUDGET 2024, FOR SPECIAL PROGRAMS.

UNANIMOUSLY APPROVED: AUGUST 05, 2024.

ATTESTED:

HON. ARCHIE LAWRENCE R. KAPUNAN
Vice Mayor/Presiding

HON. JAN ELMER V. MAGDALAGA
SB Member

HON. PAUL EMMANUEL R. CINCO
SB Member

HON. ISAGANI S. ESPADA
SB Member

HON. EFREN C. MERILO
SB Member/ABC Fed. Pres.

CERTIFIED TRUE AND CORRECT:

ELEUTERIO T. LERIOS
SB Secretary

HON. MARK EFREN E. MERILO
SB Member

HON. JOSIE M. CREER
SB Member

HON. CHERRY ANNE T. FIEL
SB Member

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

Republic of the Philippines
Province of Leyte
TANAUAN
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SANGGUNIANG BAYAN

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

PRESENT:

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

ABSENT :

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

ORDINANCE NO. 2024 – 05

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

AUTHOR : HON. JASMIN U. BORJA

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

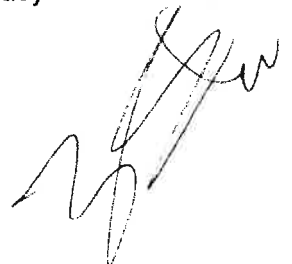
SECTION 1. TITLE. This Ordinance shall be known as an “Ordinance Creating the Position of Municipal Pharmacist II, in the Municipal Health Office (MHO) of Tanauan, Leyte.”.

SECTION 2. BASIS. Section 447 (1)(viii) of RA 7160 otherwise known as the Local Government Code of 1991 provides that the Sangguniang Bayan may determine the positions and the salaries, wages, allowances and other emoluments and benefits of officials and employees paid wholly or mainly from municipal funds and provide for expenditures necessary for the proper conduct of programs, projects, services and activities of the municipal government. Likewise, the FAMED Program under the Municipal Ordinance of Tanauan, Leyte provides the need for an MHO-Designated Person to perform and implement the program.

SECTION 3. CREATION OF THE POSITION. A full -time job and a permanent position of one (1) Municipal Pharmacist II, in the Municipality of Tanauan, Leyte under the Municipal Health Office with **Salary Grade 12** is hereby created subject to the existing Civil Service regulations and Local Budget Circulars.”

SECTION 4. QUALIFICATIONS

- A. **EDUCATION.** Must possess a Bachelor/ College degree in Pharmacy
- B. **EXPERIENCE.** With at least one-year related work experience
- C. **ELIGIBILITY.** With valid professional license



- D. **CITIZENSHIP AND RESIDENCY.** Must be a Filipino citizen and a registered voter of Tanauan, Leyte
- E. **Must be proficient with Microsoft Applications**
- F. **Must be of Good Moral Character**

SECTION 5. DUTIES AND RESPONSIBILITIES. The Municipal Pharmacist II, shall have the following duties, functions and responsibilities, to wit:

- A. Management of Pharmacy facilities and premises;
- B. Management of medicines and medical supplies; ;
- C. Dispensing of medicines and patient counselling;
- D. Provide public health and pharmacy service such as, but not limited to patient profiling and drug therapy review; and
- E. Provide other administrative and general services

SECTION 6. IN CASE OF VACANCY. In case of permanent vacancy, the Appointing Authority may appoint a new Pharmacist following the qualifications enumerated in Section 4 hereof and should perform the duties and functions stated in this Ordinance. While seeking a new pharmacist, the Appointing Authority may designate a person with related knowledge and training on pharmacy related works so as not to hamper the delivery of basic services under the Pharmacist Office."

SECTION 7. APPROPRIATION. The budget allocation for the "salaries and other benefits" considering that what is to be created is a plantilla position shall be appropriated under the municipality's general appropriation or Supplement appropriation thereafter.

SECTION 8. EFFECTIVITY. This Ordinance shall take effect upon approval hereof.

ENACTED : 15 APRIL 2024.

CERTIFIED TRUE AND CORRECT:


ELEUTERIO T. LERIOS
SB Secretary

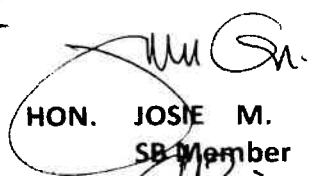
ATTESTED


HON. ARCHIE LAWRENCE R. KAPUNAN
Vice Mayor/Presiding


HON. MAEYANE ANGELIE M. MORABE-BORAIS
SB Member


HON. ATTY. ISAGANI S. ESPADA
SB Member


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


HON. JOSIE M. CREER
SB Member


HON. JASMIN U. BORJA
SB Member


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

APPROVED:


HON. MA. GINA E. MERILO
Municipal Mayor

Date: APRIL 16, 2024

Republic of the Philippines
Province of Leyte
TANAUAN
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SANGGUNIANG BAYAN

EXCERPT FROM THE MINUTES OF THE 103rd REGULAR SESSION OF THE 16TH SANGGUNIANG BAYAN OF TANAUAN, LEYTE, HELD ON JULY 29, 2024, AT THE SB SESSION HALL, TANAUAN TOWN HALL, TANAUAN, LEYTE.

PRESENT:

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

ABSENT :

HON. PAUL EMMANUEL R. CINCO (on leave)	Sangguniang Bayan Member
HON. JASMIN U. BORJA (official travel)	-do-

ORDINANCE NO. 2024 – 10

AN ORDINANCE CREATING THE POSITION OF EIGHT (8) (CLERK I) CASUAL AND FOUR (4) ADMINISTRATIVE AIDES (CASUAL) WITH SALARY GRADE SG 3 AND SG1, RESPECTIVELY AND PROVIDING FUNDS THEREFORE.

*Sponsored by : Hon. Atty. Isagani S. Espada
Co -sponsor : Hon. Mae Jane Angelie M. Morabe - Borais*

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

Section 1. TITLE. An Ordinance Creating Eight (8) Clerk I Positions (Casual) and Four (4) Administrative Aide I (Casual) with Salary Grade SG 3 And SG 1, respectively, and Providing Funds Therefor.

SECTION II. CREATION OF CLERK I. The Clerk I position (CASUAL) with salary grade SG 3 for the following offices, is hereby created:

- Six (6) Clerk I (CASUAL) position to be assigned at the Mayor's Office.
- One (1) Clerk I (CASUAL) position to be assigned at the Accounting Office
- One (1) Clerk I (CASUAL) position to be assigned at the Sangguniang Bayan

SECTION III. CREATION OF ADMINISTRATIVE AIDE I. The Administrative Aide I (CASUAL) position with Salary Grade SG 1, for the following offices, is hereby created:

- Two (2) Administrative Aide I (CASUAL) position to be assigned at the Mayor's Office
- One (1) Administrative Aide I (CASUAL) position to be assigned at the Treasurer's Office
- One (1) Administrative Aide I (CASUAL) position to be assigned at the Municipal Agriculture Office

SECTION IV. DUTIES AND FUNCTIONS:

A. Clerk I Position (CASUAL)

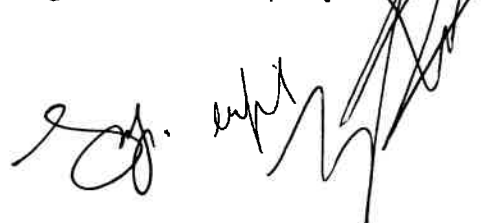
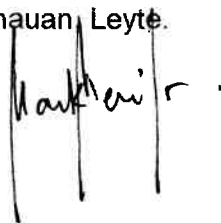
- a. Assigned at the Mayor's Office
 1. To assist walk-in clients;
 2. Receiving incoming documents for Mayor's signature and for filing; and
 3. Disseminate communication letters/notices to the different offices of the LGU, and to the different offices of the Province of Leyte and National Agencies.
- b. Assigned at the Accounting Office
 1. Update inventory stock ledger cards and semi expandable property ledger cards;
 2. Generate alpha list of due to BIR every end of the month; and
 3. Checking and comparing the bill of materials and cost estimate of every Municipal project to price data given by DPWH.
- c. Assigned at the Sangguniang Bayan Office
 1. To process all documents in relation to the VMLP, seminars & other official travel of the Municipal Vice-Mayor;
 2. To receive, record, transmit all incoming & outgoing communication to and from the office of the Vice-Mayor; and
 3. To perform such other functions upon the instruction of the Vice-Mayor or authorized personnel, pertaining to the office of the Mayor.

B. Administrative Aide I Position (CASUAL)

- a. Assigned at the Mayor's Office
 1. Work as close-in assistant of the Municipal Mayor;
 2. Clean, polish office tables, chairs, desk and all other furniture's in the Mayor's Office;
 3. Brief the Local Chief Executive of her activities of the day; and
 4. Assist the Local Chief Executive during meetings at the Mayor's Office.
- b. Assigned at the Municipal Agriculture Office
 1. Care of sick animals, treat minor ailments, and administer medications, vaccinations;
 2. Examine animals to the defect illness, injury, or disease and to check physical characteristic of the animals; and
 3. Assist walk-in clients in the office.
- c. Assigned at the Municipal Treasurer's Office
 1. Issue form 51, 52, 53, 57 to Barangays;
 2. Issue form 51, to Tanauan Sports Arena's Recreation Center;
 3. Collecting of Hogs & Cattles credentials; and
 4. Collect Amusement Tax, etc. (TSARC).

SECTION V. SALARIES AND OTHER PRIVILEGES. All employees that fall under this ordinance shall receive their salaries equivalent to Salary Grade SG 3 for Clerk I and SG 1 for Administrative Aide I and other privileges like CNA, Mid-year bonus, Year-end bonus, and other privileges due to each qualified employee.

SECTION VI. APPROPRIATION. The Funding for the salaries and benefits of the Clerk I and Administrative Aide I Positions shall be appropriated in the Annual Budget of the Municipality of Tanauan, Leyte.



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

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

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

ENACTED : 29 JULY 2024

CERTIFIED TRUE AND CORRECT:


ELEUTERIO T. LERIOS
SB Secretary

ATTESTED:


HON. ARCHIE LAWRENCE R. KAPUNAN
Vice Mayor/Presiding


HON. JAN ELMER V. MAGDALAGA
B Member


HON. MARK EFREN E. MERILO
SB Member


HON. ISAGANI S. ESPADA
SB Member


HON. EFREN C. MERILO
SB Member/SK Fed. Pres.



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


HON. JOSIE M. CREER
SB Member


HON. CHERRY ANNE T. FIEL
SB Member


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

APPROVED BY:


HON. MA. GINA E. MERILO
Municipal Mayor
LGU – Tanauan, Leyte

Date: 8-6-2024

Republic of the Philippines
Province of Leyte
TANAUAN
-oOo-
SANGGUNIANG BAYAN

EXCERPT FROM THE MINUTES OF THE 110th REGULAR SESSION OF THE 16TH SANGGUNIANG BAYAN OF TANAUAN, LEYTE, HELD ON SEPTEMBER 16, 2024, AT THE SB SESSION HALL, TANAUAN TOWN HALL, TANAUAN, LEYTE.

PRESENT :

HON. JAN ELMER V. MAGDALAGA	Acting V-Mayor/Presiding chair
HON. MAE JANE ANGELIE M. MORABE- BORAIS	Sangguniang Bayan Member
HON. PAUL EMMANUEL R. CINCO	-do-
HON. ATTY. ISAGANI S. ESPADA	-do-
HON. QUINTIN T. OCTA, JR., D.M.D.	-do-
HON. CHERRY ANNE T. FIEL	-do-
HON. EFREN C. MERILO	-do-/Liga Fed. Pres.

ABSENT :

HON. ARCHIE LAWRENCE R. KAPUNAN (on leave)	Municipal Vice - Mayor
HON. MARK EFREN E. MERILO (on leave)	Sangguniang Bayan Member
HON. JOSIE M. CREER (official travel)	-do-
HON. KYLE C. MESIAS (on leave)	-do-/ SK Fed. Pres.

RESOLUTION NO. 2024 – 348

Sponsored by : Hon. Mae Jane Angelie M. Morabe - Borais

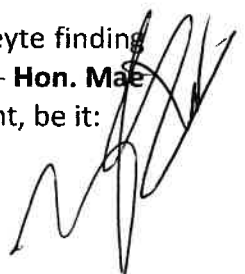
A RESOLUTION AUTHORIZING THE MUNICIPAL MAYOR – HON. MA. GINA E. MERILO, TO IMPLEMENT THE PROPOSED BUDGET ALLOCATED FOR NEWLY CREATED POSITION UNDER SPECIAL PROGRAMS IN THE ANNUAL BUDGET FOR THE CALENDAR YEAR 2024, TO WIT.

- a. 6 - Clerk 1 (Casual) with Salary Grade 3 – Mayor’s Officer
- b. 1 – Clerk 1 (Casual) with Salary Grade 3- Accounting Office
- c. 1 – Clerk 1 (Casual) with Salary Grade 3 – Sangguniang Bayan
- d. 2 – Administrative Aide 1 (Casual) with Salary Grade 1 – Mayor’ Office
- e. Administrative Aide 1 (Casual) with Salary Grade 1 - Treasurer’s Office
- f. 1-Administrative Aide 1 (Casual) with Salary Grade 1- Municipal Agriculture Office
- g. 1- Administrative Assistant with Salary Grade 9 – MDRRO
- h. 1 -Municipal Public Service Officer III with salary Grade 18 – Mayor’s Office (GSO);
- i. 1 – Electrical Engineer 1 with Salary Grad 12- Engineering office.

WHEREAS, presented for consideration at the August Body the letter – request for a legislative authority of the Municipal Mayor to implement the proposed budget allocated for herein newly created position under Special Programs in the Annual Budget for the Calendar Year 2024;

WHEREAS, acting on the recommendation of the Committee on Finance and the same recommendation duly adopted by the August Body to authorize the Municipal Mayor to implement the proposed budget allocated for herein newly created position under Special Programs in the Annual Budget for the Calendar Year 2024;

WHEREFORE, premises considered, the 16th Sangguniang Bayan of Tanauan, Leyte finding the same to be just and necessary and upon motion of the Committee chair on Finance - **Hon. Mae Jane Angelie M. Morabe - Borais**, with the unanimous accord of all the members present, be it:



RESOLVED, AS IT IS HEREBY RESOLVED TO AUTHORIZE AS IT IS HEREBY AUTHORIZED, THE MUNICIPAL MAYOR – HON. MA. GINA E. MERILO, TO IMPLEMENT THE PROPOSED BUDGET ALLOCATED FOR NEWLY CREATED POSITION UNDER SPECIAL PROGRAMS IN THE ANNUAL BUDGET FOR THE CALENDAR YEAR 2024, TO WIT.

- a. 6 - Clerk 1 (Casual) with Salary Grade 3 – Mayor’s Officer
- b. 1 – Clerk 1 (Casual) with Salary Grade 3- Accounting Office
- c. 1 – Clerk 1 (Casual) with Salary Grade 3 – Sangguniang Bayan
- d. 2 – Administrative Aide 1 (Casual) with Salary Grade 1 – Mayor’ Office
- e. Administrative Aide 1 (Casual) with Salary Grade 1 - Treasurer’s Office
- f. 1-Administrative Aide 1 (Casual) with Salary Grade 1- Municipal Agriculture Office
- g. 1- Administrative Assistant with Salary Grade 9 – MDRRO
- h. 1 -Municipal Public Service Officer III with salary Grade 18 – Mayor’s Office (GSO);
- i. 1 – Electrical Engineer 1 with Salary Grad 12- Engineering office.

UNANIMOUSLY APPROVED : 16 SEPTEMBER 2024.

CERTIFIED TRUE AND CORRECT:

ELEUTERIO T. LERIOS
SB Secretary

ATTESTED:

HON. JAN ELMER V. MAGDALAGA
Acting Vice Mayor/Presiding

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

HON. ATTY. ISAGANI S. ESPADA
SB Member

HON. CHERRY ANNE T. FIEL
SB Member

HON. PAUL EMMANUEL R. CINCO
SB Member

HON. QUÍNTIN T. OCTA, JR.
SB Member

HON. EFREN C. MERILO
SB Member/ Liga President

Republic of the Philippines
Province of Leyte
TANAUAN
-o0o-
16th SANGGUNIANG BAYAN

31st SPECIAL SESSION
September 26, 2024 – THURSDAY 10:00 A.M.
SB Session Hall, Tanauan Town Hall, Tanauan, Leyte

RESOLUTION NO. 2024-357

A RESOLUTION APPROVING AND ADOPTING THE MUNICIPAL DEVELOPMENT COUNCIL (MDC) RESOLUTION NO. 12, SERIES OF 2024 ENTITLED "A RESOLUTION APPROVING THE SUPPLEMENTAL INVESTMENT PROGRAM (SIP NO. 03) FOR CALENDAR YEAR 2024 WITH BUDGETARY REQUIREMENTS AMOUNTING TO EIGHT MILLION ONE HUNDRED TWENTY-FIVE THOUSAND TWO HUNDRED SEVENTY-ONE AND 90/100 (PHP8,125,271.90) AND ENDORSING THE SAME TO THE 16TH SANGGUNIANG BAYAN FOR ADOPTION."

WHEREAS, presented for consideration by the August Body is the review and approval of the **Municipal Development Council (MDC) Resolution No. 12 series of 2024;**

WHEREAS, the Sangguniang Bayan of this municipality, upon a thorough deliberation of the subject-matter, deemed it just and necessary to approve and adopt the afore-stated **MDC Resolution** in furtherance of the projects, programs and activities of the municipal government for the welfare of its constituents and the efficient operations of the LGU;

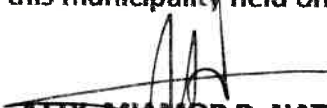
WHEREFORE, acting upon the favorable recommendation by the Committee on Finance and on motion of its Chairperson – **Hon. Engr. Mae Jane Angelie M. Morabe-Borais**, with the unanimous accord of all Members present, be it:

RESOLVED, AS IT IS HEREBY RESOLVED, APPROVING AND ADOPTING THE MUNICIPAL DEVELOPMENT COUNCIL (MDC) RESOLUTION NO. 12 SERIES OF 2024.


APPROVED: 26 SEPTEMBER 2024; TANAUAN, LEYTE.

X_____X

I HEREBY CERTIFY to the correctness of the foregoing RESOLUTION approved during the 31st Special Session of the 16th Sangguniang Bayan of this municipality held on the date and at the place above-stated.



ATTY. MIAMOR D. NATIVIDAD
Local Legislative Officer
OIC Secretary to the Sanggunian

ATTESTED:


HON. ARCHIE LAWRENCE R. KAPUNAN
Municipal Vice-Mayor
Presiding Officer


HON. ENGR. IAN ELMER V. MAGDALAGA
SB MEMBER


HON. ENGR. MAE JANE ANGELIE M. MORABE-BORAIS
SB MEMBER

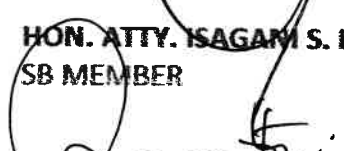

HON. JOSIE M. CREER
SB MEMBER

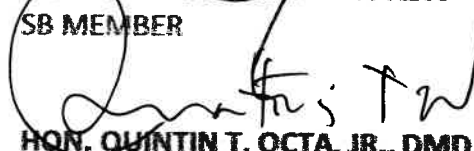

HON. CHERRY ANNE T. FIEL
SB MEMBER


HON. KYLE C. MESIAS
SB MEMBER, SK FED. PRES.


HON. MARK EFREN E. MERILO
SB MEMBER


HON. PAUL EMMANUEL R. CINCO
SB MEMBER


HON. ATTY. ISAGANI S. ESPADA
SB MEMBER


HON. QUINTIN T. OCTA, JR., DMD
SB MEMBER

On Official Travel:

Hon. E. Merilo, SB Member/ABC VP

Pildocet

Republic of the Philippines
Province of Leyte
TANAUAN
-oOo-
16th SANGGUNIANG BAYAN

31st SPECIAL SESSION
September 26, 2024 – THURSDAY 10:00 A.M.
SB Session Hall, Tanauan Town Hall, Tanauan, Leyte

RESOLUTION NO. 2024-358

A RESOLUTION APPROVING AND ADOPTING THE MUNICIPAL DEVELOPMENT COUNCIL (MDC) RESOLUTION NO. 13, SERIES OF 2024 ENTITLED "A RESOLUTION APPROVING AND ENDORSING TO THE 16TH SANGGUNIANG BAYAN THE PROPOSED SUPPLEMENTAL BUDGET NO. 03, CALENDAR YEAR 2024 WITH THE TOTAL OBLIGATION OF EIGHT MILLION ONE HUNDRED TWENTY-FIVE THOUSAND TWO HUNDRED SEVENTY-ONE PESOS AND 90/100 (PHP8,125,271.90), AS PRESENTED, SUBJECT TO THE ABANDONMENT AND DECLARATION AS SAVINGS FROM THE BUDGETARY APPROPRIATIONS OF THE SPECIFIC PROGRAMS, PROJECTS, AND ACTIVITIES UNDER CAPITAL OUTLAY CONTINUING APPROPRIATIONS GENERAL FUND WITH A TOTAL AMOUNT OF THREE MILLION NINE HUNDRED TWENTY-ONE THOUSAND TWO HUNDRED THIRTY-FIVE PESOS AND 01/100 (PHP3,921,235.01) INCLUDING PPAs UNDER THE PPAs CURRENT YEAR APPROPRIATIONS WITH A TOTAL AMOUNT OF NINE HUNDRED THOUSAND PESOS (PHP900,000.00), AND REVERTING, THEREFORE THE RESPECTIVE AMOUNT TO AN UNAPPROPRIATED BALANCE TO BE MADE AVAILABLE FOR RE-APPROPRIATION FOR SUPPLEMENTAL BUDGET NO. 03, CALENDAR YEAR 2024.

WHEREAS, presented for consideration by the August Body is the review and approval of the **Municipal Development Council (MDC) Resolution No. 13 series of 2024;**

WHEREAS, the Sangguniang Bayan of this municipality, upon a thorough deliberation of the subject-matter, deemed it just and necessary to approve and adopt the afore-stated MDC Resolution in furtherance of the projects, programs and activities of the municipal government for the welfare of its constituents and the efficient operations of the LGU;

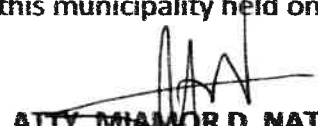
WHEREFORE, acting upon the favorable recommendation by the Committee on Finance and on motion of its Chairperson – **Hon. Engr. Mae Jane Angelie M. Morabe-Borais**, with the unanimous accord of all Members present, be it:

RESOLVED, AS IT IS HEREBY RESOLVED, APPROVING AND ADOPTING THE MUNICIPAL DEVELOPMENT COUNCIL (MDC) RESOLUTION NO. 13 SERIES OF 2024.

APPROVED: 26 SEPTEMBER 2024; TANAUAN, LEYTE.

X-----X

I HEREBY CERTIFY to the correctness of the foregoing RESOLUTION approved during the 31st Special Session of the 16th Sangguniang Bayan of this municipality held on the date and at the place above-stated.


ATTY. MIAMOR D. NATIVIDAD
Local Legislative Officer
OIC Secretary to the Sanggunian

10/27/24

Republic of the Philippines
Province of Leyte
TANAUAN
-o0o-

SANGGUNIANG BAYAN

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

PRESENT:

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

ABSENT :

HON. EFREN C. MERILO (on leave)	-do-/Liga Fed. Pres.
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ORDINANCE NO. 2024 – 15

AN ORDINANCE CREATING THE POSITIONS OF THE LOCAL ASSESSMENT OPERATIONS OFFICER I, SG 11; TOURISM OPERATIONS OFFICER I, SG 11; AND ADMINISTRATIVE OFFICER III, SG 14 IN THE MUNICIPAL GOVERNMENT OF TANAUAN, LEYTE AND PROVIDING FUNDS THEREFOR.

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

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

SECTION 1. TITLE – An Ordinance creating the positions of the Local Assessment Operations Officer I, SG 11; Tourism Operations Officer I, SG 11; and Administrative Officer III, SG 14 in the Municipal Government of Tanauan, Leyte and providing funds therefor.

SECTION 2. CREATION OF THE LOCAL ASSESSMENT OPERATIONS OFFICER I, TOURISM OPERATIONS OFFICER I, AND ADMINISTRATIVE OFFICER III – The Local Assessment Operations Officer I position with the Salary Grade SG 11 shall be assigned at the Municipal Assessor’s Office. The Tourism Operations Officer I position with the Salary Grade SG 11 shall be assigned at the Municipal Tourism’s Office. The Administrative Officer III position with the Salary Grade SG 14 shall be assigned at the Municipal Accounting Office.

SECTION 3. QUALIFICATIONS:

1. LOCAL ASSESSMENT OPERATIONS OFFICER I

A collection of handwritten signatures in black ink, corresponding to the members listed in the 'PRESENT' section. The signatures are arranged in a row below the text of Section 3.

- a. Education: Bachelor's degree in Bachelor of Science in Real Estate Management
- b. Experience: NONE REQUIRED
- c. Training: NONE REQUIRED
- d. Eligibility: RA 1080 (Real Estate Appraiser)

2. TOURISM OPERATIONS OFFICER I

- a. Education: Bachelor's degree in Tourism, Business, Law, Economics, Marketing, Public Administration or other related fields
- b. Experience: NONE REQUIRED
- c. Training: NONE REQUIRED
- d. Eligibility: Career Service (Professional) Second Level Eligibility

3. ADMINISTRATIVE OFFICER III

- a. Education: Bachelor's degree
- b. Experience: 2 years of relevant experience
- c. Training: 8 hours of relevant training
- d. Eligibility: Career Service (Professional) Second Level Eligibility

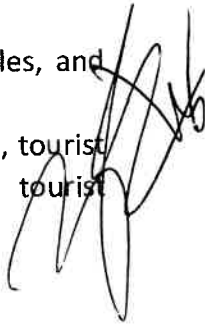
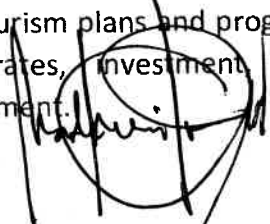
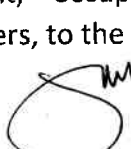
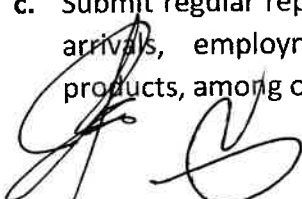
SECTION 4. DUTIES AND FUNCTIONS:

1. LOCAL ASSESSMENT OPERATIONS OFFICER I

- a. Assists in the provision of technical assistance and consultative services relative to real property classification, property valuation, appraisal techniques, and assessment of real properties.
- b. Analyze local government assessment reports in the Municipality for trends monitoring and remedial actions.
- c. Monitor and evaluate the real property assessment operations of the Local Government Unit of Tanauan, Leyte.
- d. Conduct of field inspection or performance evaluation in local assessment offices.
- e. Assists in the establishment of sub-market/market values of real properties within the region.
- f. Perform research related functions on real property valuation and assessment as inputs to policy reforms.
- g. Perform such other functions as may be assigned from time to time.

2. TOURISM OPERATIONS OFFICER I

- a. Prepare, implement, coordinate, monitor and update local tourism development plans.
- b. Ensure the proper enforcement of tourism standards, laws, rules, and regulations.
- c. Submit regular reports on status of tourism plans and programs, tourist arrivals, employment, occupancy rates, investment, and tourist products, among others, to the Department.



- d. Coordinate with the Department and its attached agencies and corporations in regard to the development and promotion of tourism in their locality. The Department of Tourism may issue appropriate guidelines to prescribe other relevant qualifications that will guide the LGU in the selection and placement of tourism personnel in their locality.
- e. Formulate and recommend protection and preservation of tourist destinations, and in carrying tour activities to ensure the delivery of basic services and provision of adequate facilities related to tourism.
- f. Conduct tourism campaigns and information drive for the promotion of tourist destinations in the city, municipality or province as tourist destination.
- g. Identify and develop potential areas as tourist destination, and evaluate its possible economic, environmental, and social impacts to the local government units.
- h. Promote people participation in development planning within the local government unit concerned.



3. ADMINISTRATIVE OFFICER III

- a. Prepare and maintain Payroll Records.
- b. Prepare Monthly Remittance for premiums and loans.
- c. Coordinate with concerned offices, such as GSIS, PhilHealth, Pag-IBIG, BIR, and other agencies/entities on the implementation of policies and guidelines relevant to personnel.
- d. Performs other tasks directed by the supervisor.

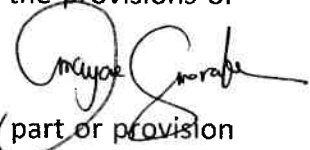
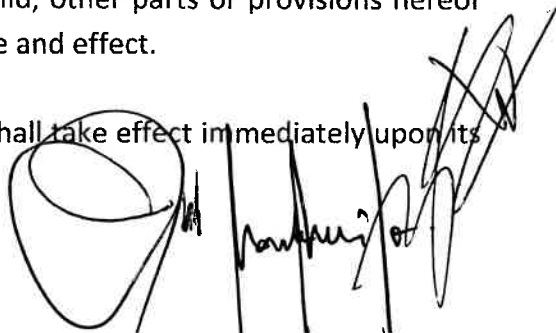
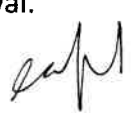
SECTION 5. SALARIES AND OTHER PRIVILEGES – All employees that fall under this ordinance shall receive their salaries equivalent to Salary Grade SG 11 for Local Assessment Operations Officer I, Salary Grade SG 11, for Tourism Operations Officer I and Salary Grade SG 14 for Administrative Officer III and other privileges like CNA, Mid-year bonus, Year-end bonus, and other privileges due to each qualified employee.

SECTION 6. APPROPRIATION – The Funding for the salaries and benefits of the Local Assessment Operations Officer I Position, Tourism Operations Officer I Position and Administrative Officer III Position shall be appropriated in the Annual Budget of the Municipality of Tanauan, Leyte.

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

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

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



ENACTED : 27 SEPTEMBER 2024.

CERTIFIED TRUE AND CORRECT :


ELEUTERIO T. LARIOS
SB Secretary

ATTESTED:


HON. ARCHIE LAWRENCE R. KAPUNAN
Vice Mayor/Presiding


HON. JAN ELMER V. MAGDALAGA
SB Member


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


HON. MARK ERREN E. MERILO
SB Member


HON. PAUL EMMANUEL R. CINCO
SB Member


HON. JOSIE M. CREER
SB Member


HON. ATTY. ISAGANI S. ESPADA
SB Member


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


HON. CHERRY ANNE T. FIEL
SB Member


HON. KYLE C. MESIAS
SB Member / SKed. Pres.

APPROVED:


HON. MA. GINA E. MERILO
Municipal Mayor

Date: 10/08/2024

Republic of the Philippines
Province of Leyte
TANAUAN
-o0o-
SANGGUNIANG BAYAN

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

PRESENT:

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

ABSENT :

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

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

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

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

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

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

SECTION 3. QUALIFICATIONS:

1. ENGINEER I

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

2. YOUTH DEVELOPMENT OFFICER I

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

3. AGRICULTURIST II

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

SECTION 4. DUTIES AND FUNCTIONS:

1. ENGINEER I

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

The left margin contains several handwritten signatures and initials, including a large stylized 'A', a signature that appears to be 'Rafael', and another signature that looks like 'Santi'. At the bottom of the page, there are multiple handwritten signatures and initials, including one that clearly reads 'Emilio Surobe' and others that are less legible.

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

2. YOUTH DEVELOPMENT OFFICER I

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

3. AGRUCULTURIST II

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



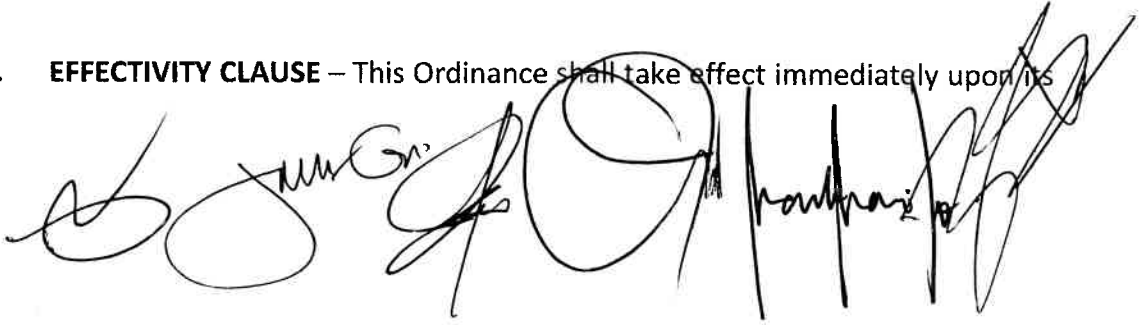

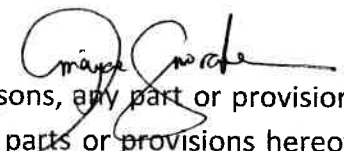
SECTION 5. SALARIES AND OTHER PRIVILEGES – All employees that fall under this ordinance shall receive their salaries equivalent to Salary Grade SG 12 for Engineer I, Salary Grade SG 10 for Youth Development Officer I, and Salary Grade SG 15 for Agriculturist II and other privileges like CNA, Mid-year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

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

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

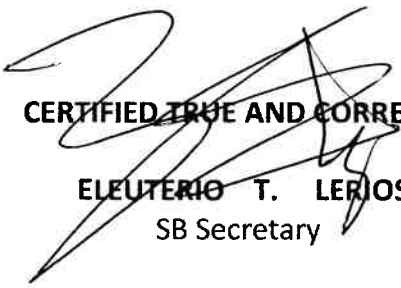
SECTION 8. SEPARABILITY CLAUSE – If, for any reason or reasons, any part or provision of this Ordinance shall be held to be unconstitutional or invalid, other parts or provisions hereof which are not affected thereby shall continue to be in full force and effect.

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



ENACTED : 27 SEPTEMBER 2024.

CERTIFIED TRUE AND CORRECT:


ELEUTERIO T. LERIOS
SB Secretary

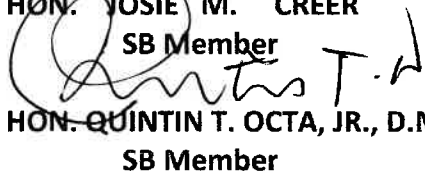
ATTESTED:


HON. ARCHIE LAWRENCE R. KAPUNAN
Vice Mayor/Presiding


HON. JAN ELMER V. MAGDALAGA
SB Member


HON. MARK EFREN E. MERILO
SB Member


HON. JOSIE M. CREER
SB Member


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


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


HON. PAUL EMMANUEL R. CINCO
SB Member


HON. ATTY. ISAGANI S. ESPADA
SB Member


HON. CHERRY ANNE T. FIEL
SB Member


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

APPROVED:


HON. MA. GINA E. MERILO
Municipal Mayor

Date: 10/08/2024

Republic of the Philippines
Province of Leyte
Tanauan
oOo

10 NOV 2020

SANGGUNIANG BAYAN

EXCERPT FROM THE MINUTES OF THE 33RD VIRTUAL/HYBRID SPECIAL SESSION OF THE 15TH SANGGUNIANG BAYAN OF TANAUAN, LEYTE HELD ON SEPTEMBER 04, 2020, AT THE SB SESSION HALL, TANAUAN TOWN HALL, TANAUAN, LEYTE.

PRESENT:

HON. RONALD E. FLORES, M.D.	Municipal Vice – Mayor / Presiding
HON. QUINTIN T. OCTA, JR., D.M.	Sangguniang Bayan Member
HON. ARCHIE LAWRENCE R. KAPUNAN	-do-
HON. MARK GIFFREN E. MERILO	-do-
HON. BIANITO M. FIEL, JR.	-do-
HON. JOVENCIO K. BADANA	-do-
HON. LAURO A. VILLERO	-do-
HON. JOSE C. ANGULO, JR.	-do-
HON. PAUL EMMANUEL R. CINCO	-do-
HON. MA. MARTINA L. GIMENEZ	SB Member/Liga Fed. Pres.
HON. GIL MARK L. FIEL	SB Member / SK Fed. Pres.

ABSENT:

NONE

ORDINANCE NO. 2020-21

AN ORDINANCE CREATING THE OFFICE OF PERSONS WITH DISABILITY AFFAIRS IN THE MUNICIPALITY OF TANAUAN, LEYTE AND PROVIDING FUNDS THEREFOR, AND FOR OTHER PURPOSES.

Author : Hon. Paul Emmanuel R. Cinco

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

WHEREAS, the Philippine Constitution (Section 13 Art. XIII) expressly provides that the State shall establish a special agency for disabled persons for their rehabilitation, self-development and self-reliance, and their integration into the mainstream of society.

WHEREAS, R.A. No. 7277 section 2a provides that disabled persons are part of the of Philippine Society, thus the State shall give full support to the improvement of the total well – being of disabled Persons and their integration into the mainstream of Society. Toward this end, the State shall adopt policies ensuring the rehabilitation, self-development and sel-reliance of disabled persons;

WHEREAS, as provided within Section 1b of R.A. No. 10070, Local Government Units shall Organize and Establish the Persons with Disability Affairs Office;

NOW THEREFORE, pursuant to the above cited laws, the Sanguniang Bayan of the Municipality of Tanauan, Leyte, in a Special Session assembled and on motion of, **Hon. Quintin T. Octa, Jr.**, with the unanimous accord of the members present, hereby ordains that:

[Handwritten signatures and notes]
Reviewed in accordance with the provisions of RA 10070 - 10-28

SECTION 1. TITLE. This Ordinance shall be known and cited as, "An Ordinance Creating the Office of Persons with Disability Affairs in the Municipality of Tanauan, Leyte and Providing Funds therefor, and for other Purposes."

SECTION 2. Declaration of Policy. This municipality shall adopt policies that ensure the rehabilitation, self-development and self-reliance of disabled persons pursuant to Republic Act No. 10070 an Act Establishing an Institutional Mechanism to ensure the Implementation of Programs and Services for Persons with Disabilities in every Province, City and Municipality, Amending Section 40 of Republic Act No. 7277, otherwise known as the Magna Carta for Disabled Persons. This municipality shall likewise give full support to the improvement of the total well-being of disabled persons and their integration into the mainstream of society.

SECTION 3. Definition of Terms. For purposes of this Ordinance, these terms shall be used to mean as follows:

PERSONS WITH DISABILITY/IES (PWDs) – shall refer to those suffering from restriction of different abilities, as a result of mental, physical and sensory disorder and/or any other handicap/conditions which include but not limited to the following:

- **Visual Disability** – one who has impairment of visual functioning even after treatment and/or standard refractive correction, and has visual acuity in the better eye of less than (6/18 for low vision and 3/60 for blind), or a visual field of less than 10 degrees from the point fixation. A certain level of visual impairment is defined as legal blindness. One is legally blind when your best corrected central visual acuity in your better eye is 6/60 or worse, or your side vision is 20 degrees or less in the better eye.

- **Visually Impaired** – one who has the ability to perceive light, to count fingers at a distance of three (3) meters in daylight, and with limitation to perform certain visual tasks such as reading, writing and mobility.

- **Hearing Disability** – one who has moderate or worse hearing impairment in the better ear, that is, the permanent unaided hearing threshold level of the better ear of 41 or 31 decibels or greater in age under 15 years old.

- **Hearing Impaired** – one who has inability to hear clearly and tell the difference between certain sounds and words (or can hear a little without hearing aid) and or the complete, partial loss of the ability to hear from one or both ears; with 26 decibels or greater hearing threshold, averaged at frequencies 0.5, 1.0, 2.0, and 4.0 kilohertz.

- **Speech Impaired** – one who has speech difficulty ranging from inability to speak to ability to speak but not sufficiently clear.

- **Orthopedically Handicapped** – one who has a physical disability due to bones, joints, tendons and muscles defects such as post polio, fracture.

- **Mentally Challenged** – one who has mental retardation, a person who has significantly sub-averaged intellectual functioning resulting in or associated with concurrent adaptive behavior, in coping with any demand of daily life manifested through their sensory motor, communication, self-help, socialization, academic and vocational skills.

- **Attention Deficit Hyperactive Disorder** – one who has a condition in the brain that makes it difficult to control their behavior.

- **Persons with Autism** – one who has a lifelong developmental disability which typically appears during the first three years of life resulting from a neurobiological disorder that affects the functioning of the brain and interferes with the normal development in the areas of reasoning, social interaction and communication skills.



- **Learning Disability** – one who exhibits disorders in perception, listening, reading, writing, spelling and arithmetic and/or any disorder in one or more of the basic psychological or physiological processes (perception, comprehension, thinking, etc.) involved in understanding or in using unspoken or written language.
- **Mental Disability** – one who has disability resulting from organic brain syndrome (i.e. mental retardation, acquired lesions of central nervous system, or dementia) and or mental illness (psychotic or nonpsychotic disorder).
- **Psychosocial Disability** – one who acquired behavioral, cognitive, emotional or social impairment that limits one or more activities necessary for the effective interpersonal transactions and other civilizing processes or activities for daily living such as but not limited to deviancy or anti-social behavior.
- **Emotionally Disturbed Person** – one who displays a significant behavior or psychological pattern that deviates from an arbitrary and relative social norm such as aggressive and acting out behavior or withdrawn behavior.
- **Other Handicap** – one who has circumstances that may give rise to disadvantages, such as problems with cleft palate, harelip, etc.
- **Multi-Disability** – one who has two or more disabilities such as those with mental retardation and blindness.
- **Chronic Illness** – words to describe a group of health conditions that lasts a long time. it may get slowly worse over time or may become permanent or it may lead to death. It may cause permanent change to the body and it will certainly affect the person's quality of life. Illnesses certified by the appropriate medical institutions or authorities as chronic such as diabetes, may fall within the criteria for a person to be categorized as a person with disability.
- **Congenital Diseases** – diseases existing at and usually before birth which may have a hereditary or nonhereditary cause.

For purposes of this Ordinance, a CERTIFICATION issued by a Physician shall be required certifying that a person falls within the category of PWDs as having any of the impairment or disability provided herein.

In addition, PWDs who are also Senior Citizens can have two Identification Cards – Senior Citizen's ID Card and PWD ID Card; however, they shall invoke their rights to avail the benefits, privileges and incentives provided by law, using only one of the IDs at the time of availment.

SECTION 4. Composition of the Tanauan, Leyte Municipal Council for the Welfare of Persons with Disabilities - The Municipal Council for the Welfare of Persons with Disabilities shall be composed of the following:

- | | | |
|-------------|---|---|
| Chairman | - | Mayor |
| Co-Chairman | - | Chairman, SB Committee on Social Welfare |
| Members | - | ABC President Representative |
| | - | accredited NGO |
| | - | Head, Municipal Engineering Office |
| | - | Head, Municipal Social Welfare and Development Office |
| | - | Head, Municipal Health Office |
| | - | President, Federation of Municipal PWDs |
| | - | DILG- MLGOO |
| | - | Head, Public Employment Services Office |
| | - | PDAO OFFICER/FOCAL PERSONS |

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SECTION 5. Powers and Functions of the Council – The Municipal Council for the Welfare of Persons with Disabilities shall have the following powers and functions:

(a) Disabled persons are part of Philippine society, thus the municipality shall give full support to the improvement of the total well-being of disabled persons and their integration into the mainstream of society. Toward this end, this Municipality shall adopt policies ensuring the rehabilitation, self-development and self-reliance of disabled persons. It shall develop their skills and potentials to enable them to compete favorably for available opportunities.

(b) Disabled persons have the same rights as other people to take their proper place in society. They should be able to live freely and as independently as possible. This must be the concern of everyone - the family, community and all government and non-government organizations. Disabled persons' rights must never be perceived as welfare services by the Government.

(c) The rehabilitation of the disabled persons shall be the concern of the Government in order to foster their capacity to attain a more meaningful, productive and satisfying life. To reach out to a greater number of disabled persons, the rehabilitation services and benefits shall be expanded beyond the traditional urban-based centers to community based programs, that will ensure full participation of different sectors as supported by national and local government agencies. These rehabilitation programs shall include, but is not limited to, adopting integrated and comprehensive programs to make health facilities and/or services available to them at an affordable cost; and strengthening assistance and support services such as ensuring that qualified PWDs also have access to AICS and other similar grants.

(d) This municipality also recognizes the role of the private sector in promoting the welfare of disabled persons and shall encourage partnership in programs that address their needs and concerns.

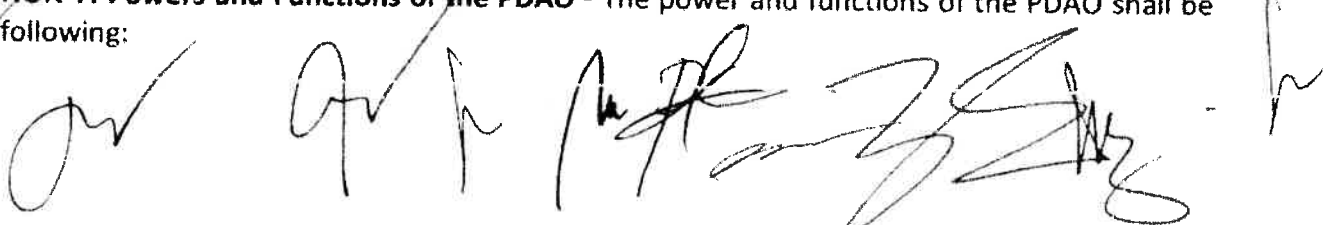
(e) To facilitate integration of disabled persons into the mainstream of society, this municipality shall advocate for and encourage respect for disabled persons. This municipality shall exert all efforts to remove all social, cultural, economic, environmental and attitudinal barriers that are prejudicial to disabled persons.

SECTION 6. The Persons with Disabilities Affairs Office (PDAO) - There shall be established the Persons with Disabilities Affairs Office (PDAO) in the municipality of Tanauan, Leyte and shall be under the Office of the Mayor.

The Persons with Disabilities Affairs Office (PDAO) shall ensure that the role of PWDs vis-à-vis LGU operations is upheld which shall include, but not limited to, coordinate, set-up and maintain linkages with instrumentalities of the local, provincial, regional and national government such as the Department of Social welfare and Development. – Regional Field Office and the National Council for the Welfare of Disabled Persons (NCWDP) for the delivery of health care services, facilities, professional counseling services, volunteer training and community self-help projects.

It shall be the responsibility of the Barangay Councils, through their respective Barangay Health Workers (BHWs), to assist the PDAO in making a comprehensive listing and profile of all Person with Disabilities (PWDs) in their respective barangays, including its regular updating.

SECTION 7. Powers and Functions of the PDAO - The power and functions of the PDAO shall be the following:

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1. Implement the provision of Magna Carta for Disabled Persons RA 7277, RA 9442, RA 10070, Batas Pambansa BLg. 344 and other relevant laws at local level;
2. Establish data gathering center for statistics of PWDs, training and job opportunities and serve as information center of the municipality.
3. Establish a resource center for independent living of PWDs in their respective community.
4. Establish production and livelihood sheltered workshop for PWDs including group homes and training center that will accommodate severely handicapped people.
5. Gather and compile relevant data on PWDs in the municipality;
6. Assist PWDs to have access to voting precincts local and national elections.
7. Ensure that policies, plans and programs for the promotion of the welfare of PWDs are funded by both the National and Local Government;
8. Represent PWD in meetings of the Local Development Councils and other special bodies.
9. Deputized NGOs, POs for monitoring implementation of Magna carta and B.P.344.
10. Submits reports to the Office of the Mayor on the implementation of programs and services relative to the promotion of the welfare of the disabled persons in the municipality.
11. Recommend and enjoin the participation of Non-Government Organization (NGOs) and People's Organization (POs) in implementation of all disability related laws and policies;
12. Disseminate information including, but not limited to, programs and activities for PWDs, statistics on PWDs, including children with disability, and training and employment opportunities for PWDs;
13. Monitor fund raising activities being conducted for the benefit of PWDs; and seek donations in cash or in kind from local or foreign donors to implement an approved work plan for PWDs, in accordance with existing laws and regulations;
14. Perform such other functions as may be necessary for the promotion and protection of the welfare of the PWDs.

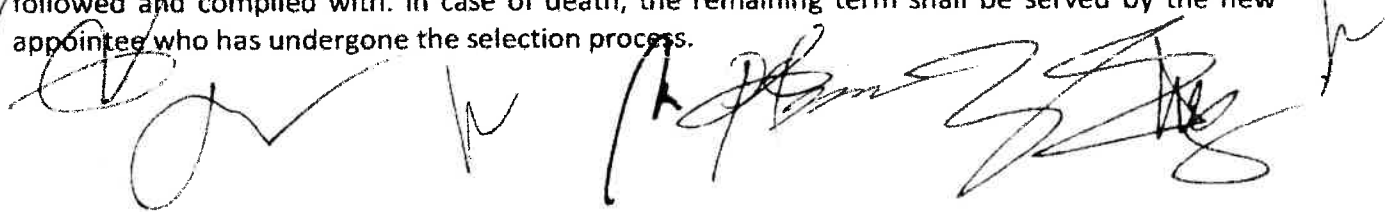
SECTION 8. The PDAO Officer - The PDAO shall be headed by a PDAO Officer to be designated by the Mayor and shall have its office at the MSWDO.

a. Qualifications. A PWD Affairs Officer shall be designated by the Local Chief Executive, with the following qualifications:

1. A Filipino citizen and resident of this municipality for at least one (1) year;
2. A registered voter of this municipality;
3. Able to read and write;
4. Must be a PWD as certified by a physician and a bonafide member of a duly accredited PWD organization with a track record of at least three (3) years; and
5. Must be physically fit to perform the functions of the office such that notwithstanding the disability or impairment, the same shall not hinder him/her to carry out the duties and responsibilities of a PDAO Officer.

The nominees for the Head of PDAO shall be chosen or recommended in a general assembly by and among the organizations of PWDs in the municipality. The list of nominees shall be submitted to the Sangguniang Bayan, which shall choose the three (3) nominees to be forwarded to the Office of the Local Chief Executive.

b. Term of Office. The Head of PDAO shall serve for three (3) years, which is equivalent to one (1) term. A re-appointment for another term may be allowed, PROVIDED that he/she shall not exceed a maximum of two (2) terms; PROVIDED FURTHER that the usual selection process is followed and complied with. In case of death, the remaining term shall be served by the new appointee who has undergone the selection process.





ISAGANI C. COSTINIANO
Kagawad



JOHN PAUL C. CINCO
Kagawad



VALENTINO U. NOMIO
Kagawad



ROEL B. HANOPAY
Kagawad



RODEL S. CAINDOY
Kagawad

ROLANDO A. ORONOS
Kagawad



ELENA C. FULIGA
Kagawad



REXON T. SABIO
SK Chairman

c. **Salary.** The monthly remuneration for the PDAO Officer shall be in the amount equivalent to Salary Grade 10 which shall be included in the annual budget.

d. **Staff.** The Local Chief Executive shall designate a staff from the existing workforce who shall serve as a clerk/utility for the said office.

SECTION 9. PDAO Funding. As mandated under Section 4 of RA 10070, the LGU shall ensure that the necessary fund from any available local revenues is allocated for the implementation of PDAO activities for the benefit of PWDs in this municipality. For the succeeding years of implementation, PDAO funding shall be included in the LGUs Annual Plans and Budget.

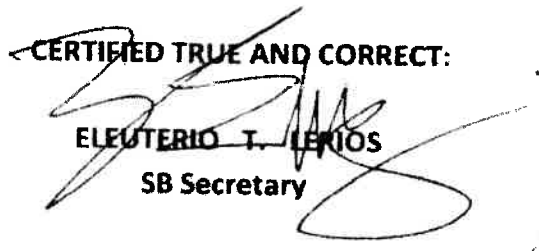
SECTION 10. Separability Clause. If for any reasons, any part or provisions of this Ordinance shall be held unconstitutional or invalid, other parts or provisions hereof which are not affected thereby shall continue to be in full force and effect.

SECTION 11. Repealing Clause. All other previous local enactments, resolutions, memoranda, circulars, and other issuances inconsistent with this Ordinance are hereby repealed or modified accordingly.

SECTION 12. Effectivity Clause. This ordinance shall take effect upon approval hereof.

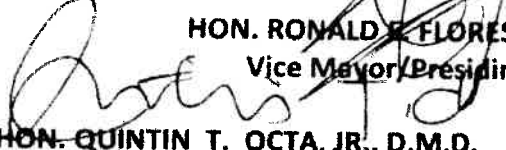
ENACTED: 04 SEPTEMBER 2020.

CERTIFIED TRUE AND CORRECT:


ELEUTERIO T. LENIOS
SB Secretary

ATTESTED:


HON. RONALD E. FLORES, M.D.
Vice Mayor/Presiding


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



HON. MARK GIFFREN E. MERILO
SB Member



HON. JOVENCIO K. BADANA
SB Member


HON. JOSE C. ANGULO, JR.
SB Member


HON. MA. MARTINA L. GIMENEZ
SB Member/ Liga/President


HON. ARCHIE LAWRENCE R. KAPUNAN
SB Member


HON. BIANITO M. FIEL, JR.
SB Member


HON. LAURO A. VILLERO
SB Member


HON. PAUL EMMANUEL R. CINCO
SB Member


HON. GIL MARK L. FIEL
SB Member/ SK Fed. President

Approved by :


HON. PELAGIO R. TECSON, JR.
Municipal Mayor

Date: 09 NOV 2020



Republic of the Philippines
Province of Leyte
MUNICIPALITY OF TANAUAN

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MUNICIPAL DEVELOPMENT COUNCIL

**MINUTES OF THE MEETING OF THE MUNICIPAL DEVELOPMENT COUNCIL (MDC) HELD ON
SEPTEMBER 4, 2024 AT THE MUNICIPAL LOBBY, PRESIDENCIA BUILDING, TANAUAN, LEYTE**

IN ATTENDANCE:

- | | | |
|----|---|-------------------|
| 1 | Hon. Ma. Gina E. Merilo
Municipal Mayor | - MDC Chairperson |
| 2 | Hon. Carlito O. Olimberio
Punong Barangay of Arado | - Member |
| 3 | Hon. Glen Carlo M. Tiolo
Punong Barangay of Atipolo | - Member |
| 4 | Hon. Jimmy M. Verona
Punong Barangay of Balud | - Member |
| 5 | Hon. Seriolio C. Tolibas
Punong Barangay of Bangon | - Member |
| 6 | Hon. Nilda C. Redoña
Punong Barangay of Baras | - Member |
| 7 | Hon. Wilma B. Perez
Punong Barangay of Binolo | - Member |
| 8 | Hon. Ernesto G. Basas, Jr.
Punong Barangay of Binongto-an | - Member |
| 9 | Hon. Efren C. Merilo
Punong Barangay of Bislig | - Member |
| 10 | Hon. Reynaldo D. Musca
Punong Barangay of Buntay | - Member |
| 11 | Hon. Ludivina V. Ladan
Punong Barangay of Cabuynan
Represented by Barangay Secretary Asuncion Ocaña | - Member |
| 12 | Hon. Romeo S. de la Cruz
Punong Barangay of Cahumayhumayan | - Member |
| 13 | Hon. Jessie C. Molon
Punong Barangay of Canbalisara | - Member |
| 14 | Honorable Fred C. Nirza
Punong Barangay of Canramos | - Member |
| 15 | Hon. Gerry Cauntic
Punong Barangay of Cogon | - Member |
| 16 | Hon. Floro B. Juanitez, Jr.
Punong Barangay of Guindag-an | - Member |
| 17 | Hon. Arturo D. Tolibas, Jr.
Punong Barangay of Hilagpad | - Member |
| 18 | Hon. Argie S. Cinco
Punong Barangay of Lapay | - Member |
| 19 | Hon. Feliciano C. Cinco
Punong Barangay of Linao | - Member |
| 20 | Hon. Zosimo M. Payuyao
Punong Barangay of Magay | - Member |
| 21 | Hon. Ruel R. Tondo
Punong Barangay of Malaguicay | - Member |
| 22 | Hon. Rommel T. Costiniano
Punong Barangay of Picas | - Member |
| 23 | Hon. Ariel A. Palabio
Punong Barangay of Salvador | - Member |
| 24 | Hon. Melchor C. Gamez
Punong Barangay of San Victor | - Member |
| 25 | Hon. Romulo C. Vertudes
Punong Barangay of Solano | - Member |
| 26 | Hon. Dominico G. Tobilla
Punong Barangay of Sta. Cruz | - Member |
| 27 | Hon. Nicolas V. Arcena
Punong Barangay of Sta. Elena | - Member |
| 28 | Hon. Alex C. Miralles
Punong Barangay of Sto. Niño | - Member |
| 29 | Hon. Rodgie Buendia
Punong Barangay of Talolora | - Member |

- | | | |
|----|---|----------|
| 30 | Hon. Ernie L. Lazarte
Punong Barangay of Tugop | - Member |
| 31 | Mr. Nelson W. Albao
President, Canramos United Marginalized Vendors Association | - Member |
| 32 | Mr. Salvador M. Bibar
President, Cabuynan Swine Raisers Farmers Association | - Member |
| 33 | Ms Grace F. Mendiola
President, Canramos Potters Association | - Member |
| 34 | Mr. Rodrigo S. Sicoy
President, KATALWASAN Irrigators Association, Inc.
Represented by Mr. Edgardo Cadion
Auditor, KATALWASAN Irrigators Association, Inc. | - Member |
| 35 | Mr. Jose Murillo
President, Solano Integrated Farmers Association | - Member |
| 36 | Mr. Gerardo M. Resma
President, Casbangan Farmers Association | - Member |
| 37 | Mr. Darwin P. Lazarte
President, SPARK Brotherhood
Represented by Mr. Vrinth Lazarte
Member, SPARK Brotherhood | - Member |
| 38 | Mr. Jose L. de Veyra
President, Mohon Integrated Small Farmers Association | - Member |
| 39 | Ms. Meriam B. Suyom
President, Brgy. Talolora Farmers Association | - Member |
| 40 | Ms. Lolita Badana
President, San Isidro Vegetable Growers Association | - Member |
| 41 | Mr. Cipriano Luna
President, Sto. Niño Aquatic Integrated Fisherfolk Association | - Member |
| 42 | Mr. Ariel M. Lerios
President, Cogon Small Farmers Association | - Member |
| 43 | Mr. Joel M. Yepes
President, Linao Integrated Farmers Association | - Member |

MDC MEMBERS ABSENT/NOT REPRESENTED:

1. Hon. Ferdinand Martin G. Romualdez, Representative of the 1st District of Leyte
2. Hon. Franciso D. Villamor, Jr., Punong Barangay of Ada
3. Hon. Rodrigo L. Almaden, Punong Barangay of Amanluran
4. Hon. Gervacio F. Boco, Punong Barangay of Bantagan
5. Hon. Herlindo P. Cornejo, Punong Barangay of Cabalagnan
6. Hon. Raquel G. Gadil, Punong Barangay of Cabarasan Guti
7. Hon. Reynan O. Leona, Punong Barangay of Cabunga-an
8. Hon. Julian S. Modesto III, Punong Barangay of Calogcog
9. Hon. Rosario A. Abanis, Punong Barangay of Calsadahay
10. Hon. Rossarie Ann E. Flores, Punong Barangay of Camire
11. Hon. Emma M. Tolibas, Punong Barangay of Catigbi-an
12. Hon. Florentino M. Panzo, Punong Barangay of Catmon
13. Hon. Leonel C. Badana, Punong Barangay of Guingauan
14. Hon. Anthony T. Tuano, Punong Barngay of Kiling
15. Hon. Rolando P. Palo, Punong Barangay of Licod
16. Hon. Joel P. Logronio, Punong Barangay of Limbuan Dacu
17. Hon. Constanca C. Salarda, Punong Barangay of Limbuan Guti
18. Hon. Honeylyn C. Basibas, Punong Barangay of Maghulod
19. Hon. Irene P. Maceda, Punong Barangay of Maribi
20. Hon. RJ Frank M. Soliva, Punong Barangay of Mohon
21. Hon. Jeffrey B. Dandan, Punong Barangay of Pago
22. Hon. Josephine B. Angelio, Punong Barangay of Pasil
23. Hon. Marites B. Salvaña, Punong Barangay of Sacme
24. Hon. Jay Arcena, Punong Barangay of San Isidro
25. Hon. Ma. Martina L. Gimenez, Punong Barangay of San Miguel
26. Hon. Erwin T. Morabe, Punong Barangay of San Roque
27. Ms. Delia V. Vertudes, President, Sta. Elena Women's Association
28. Ms. Judith P. Tizon, President, Atipolo Small Coconut Farmers Association
29. Mr. Melvin D. Flores, President, Tanauan Public Market Stall Owners Association
30. Ms. Editha T. Aguipo, President, Atipolo Swine Raisers Association
31. Ms. Rowena A. Gloria, President, Amanluran Diversity Farmers Association
32. Ms. Virginia R. Estrella, President, Sacme Primetown Farmers Association
33. Ms. Emerenciana D. Lerios, President, Cabuynan Integrated Fisherfolks Association
34. Mr. Efren Repolidon, President, Tanauan Motorcab Drivers and Operations Association
35. Mr. Rolando P. Vinegas, President, Camire Farmers Association
36. Ms. Zenaida A. Encina, President, Agricultural Association in Tanauan for Progress
37. Mr. Efren P. Tolibas, President, Tanauan-Tolosa Swine Raisers Association
38. Ms. Evangeline Peregrino, President, Limbuan Dacu Banana Planters Association

39. Mr. Felicito Montaña, President, Lapay-Tugop Farmers Association

OTHERS PRESENT:

1	Mr. Ermel Milo A. Pilola	Municipal Budget Officer
2	Mr. Arturo B. Perez, Jr., EnP	MPDC/MDC Secretary
3	Mr. Vincent Francis A. Salvaña	Municipal Civil Registrar
4	Mr. Mar P. Villegas	Municipal Accountant
5	Engr. Raul S. Tolibas	Municipal Engineer
6	Ms. Cheezel A. Ripalda	SB Staff
7	Mr. Jerome S. Fabre	MPDO Staff
8	Ms. Hayaceen V. Mendoza	MPDO Staff
9	Ms. Rizza A. Buendia	MPDO Staff
10	Ms. Alice R. Señora	MPDO Staff

I. PRELIMINARY MATTERS

A. Opening Prayer, Singing of the Philippine National Anthem and Tanauan Hymn

- The activity started with an opening prayer followed by the Singing of the Philippine National Anthem and Tanauan Hymn through an audio-visual presentation.

B. Introduction

- EnP. Arturo B. Perez, Jr., MDC Secretary acknowledged the members of the Council present, the MDC Chairperson Hon. Ma. Gina E. Merilo, the Punong Barangays, the Presidents and representatives of various Civil Society Organizations (CSOs), the Municipal Budget Officer, Mr. Ermel Milo A. Pilola, the Municipal Civil Registrar Officer, Mr. Vincent Francis Salvaña and everyone present in the meeting.

C. Report on Attendance

- The Secretariat reported that in attendance, there were twenty-nine (29) Punong Barangays out of fifty-four (54) Punong Barangays and thirteen (13) out of twenty-six (26) Leaders of Civil Society Organizations (CSOs) as Members of the Council present. There was a sufficient number of Members of the Council present to constitute a quorum.



D. Declaration of Quorum

- Based on the attendance and roll call conducted, a quorum was declared by the MDC Chairperson, Hon. Mayor Ma. Gina E. Merilo, presiding.

D. Call to Order

- There was a quorum, and the Municipal Development Council (MDC) meeting was called to order at 2:20 in the afternoon by the Honorable Presiding Officer Mayor Ma. Gina E. Merilo.

F. Welcome Message/Presentation of Agenda

- MDC Secretary, Mr. Perez gave the floor to the MDC Chairperson, Hon. Ma. Gina E. Merilo for her opening statement;
- MDC Chairperson Hon. Ma. Gina E. Merilo greeted everyone in the meeting. She acknowledged the present members of the council, the Punong Barangays, leaders and representatives of different Civil Society Organizations (CSOs), and the MPDC EnP. Arturo B. Perez, Jr., the Municipal Budget Officer, Mr. Ermel Milo A. Pilola, the Municipal Civil Registrar Officer, Mr. Vincent Francis A. Salvaña and all other visitors. She expressed her appreciation to the Punong Barangays as well as to the Civil Society Organizations (CSOs) for their continuous support and for regularly attending the MDC meetings;

- She mentioned that the Department of Human Settlements and Urban Development (DHSUD) had a courtesy call to her office earlier. Important matters were discussed including President Ferdinand “Bong-Bong” Marcos, Jr.’s flagship housing project: Pambansang Pabahay para sa Pilipino (4PH) Program through the support of the Pag-IBIG agency, which will commence soon in the municipality and will be situated at Barangay Malaguicay, Tanauan, Leyte with a multi-storey building and this housing project is intended for the low-income earners of Tanauan as an active Pag-IBIG member and also to the government employees. This aims to address the need for decent and affordable housing units in the area and the project will start its implementation within the year;



- Also, she shared with the Council that Senator Robin Padilla had recently downloaded an amount of Three Million Pesos (P3,000,000.00) to the municipality as a return of favor to the Municipal Mayor for extending her support and assistance to the Senator during his campaign from the previous election period. She will therefore take the initiative to use the said amount to provide medical and funeral assistance to those individuals in need which can receive a maximum of Ten Thousand Pesos (P10,000.00) to help with their medical and funeral expenses;

- Moreover, as the LGU Tanauan started already its budgeting for the next year 2025, she cited some of her aligned priority projects for the municipality that will be included such as the additional installation of solar streetlights to other barangays (Phase 4) as a continuation of Phase 1,2 and 3. Next, is the renovation of the Public Market of Tanauan as well as the construction of the Transport Terminal located at the back area of the Public Market. She added that the Mang Inasal and Jollibee food chain will lease the second-floor space of the Market (Agora). Hopefully, more investors will come to do business in our municipality;



- Then, another proposed project is the improvement of the Municipality Town Hall of Tanauan, Leyte wherein she highlighted the installation of centralized air conditioning to provide even air cooling distributed in the entire building and will require solar panels to generate electricity and reduce electric bills;
- Another project she mentioned was the Renovation of the Tanauan Gymnasium funded in the amount of 50 Million Pesos with the help of House Speaker Ferdinand G. Romualdez. The LGU Tanauan with the assistance and collaboration with the Department of Public Works and Highways (DPWH) Regional Office will ensure the successful and effective implementation of the said project;
- Further, she gladly announced that the Municipality of Tanauan, Leyte is now qualified for a 1st class municipality and was included in Leyte’s Top 10 Richest Cities and Municipalities by Locally Sourced Revenue and its Qualification for a Cityhood Status FY 2023;
- MDC Secretary, Mr. Perez thanked the MDC Chair and with permission, he then proceeded and outlined the agenda of the meeting.

II. Meeting Proper:

PRESENTATION

- EnP. Arturo B. Perez, Jr., MDC Secretary stated the proposals and matters for discussions as follows:
 1. Abandonment of the programs/projects/activities under General Fund Continuing Appropriation
 2. Proposed Supplemental Annual Investment Program No.03 for CY 2024
 3. Statement of funding sources for the Proposed Supplemental Budget No.03 for CY 2024
 4. Proposed Supplemental Budget No.03 for CY 2024
 5. Other Matters

AGENDA DISCUSSION:

Specific programs, projects, and activities (PPAs) for abandonment under capital outlay continuing appropriations (prior years).

NAME OF PPAs	Office In-Charge	AMOUNT APPROPRIATED	SOURCE OF FUND	UNOBLIGATED BALANCE AS OF JULY 31, 2024	AMOUNT TO BE REVERTED
MAYOR'S OFFICE					
Acquisition of 1 unit Motorcycle of Brgy. Affairs Services	MO	₱ 75,000.00	S/B #1, 2023	₱ 75,000.00	₱ 75,000.00
Lot acquisition for access road (150 sq.m.), Zone 6, Brgy. Sta. Nifo	MO	₱ 235,235.01	S/B #7, 2020	₱ 235,235.01	₱ 235,235.01
Procurement of 2-unit Computer Table w/ Printer Rack	MO	₱ 25,000.00	S/B #1, 2022	₱ 25,000.00	₱ 25,000.00
Procurement of 1-unit Paper Shredder	MO	₱ 20,000.00	S/B #1, 2022	₱ 20,000.00	₱ 20,000.00
Procurement of Electrical Construction Tools and Other Accessories	MO-GSO	₱ 40,000.00	S/B #1, 2019	₱ 40,000.00	₱ 40,000.00
Construction of CHB with Interlink Wire School Fence, Tanauan II & TNHS, Brgy. Canramos	MEO	₱ 300,000.00	S/B #1, 2021	₱ 300,000.00	₱ 300,000.00
Acquisition of Furnitures and Fixtures, Isolation Center, Brgy. Cubaynan	MEO	₱ 300,000.00	S/B #1, 2021	₱ 300,000.00	₱ 300,000.00
Procurement of 4-unit Office Tables	MO	₱ 48,000.00	S/B #3, 2022	₱ 48,000.00	₱ 48,000.00
Property Management and Inventory System-Computer Software	MO-Property Custodian	₱ 150,000.00	S/B #1, 2021	₱ 150,000.00	₱ 150,000.00
GSO					
Procurement of Office Partition w/ Tables and Chairs	MO	₱ 500,000.00	S/B #1, 2022	₱ 500,000.00	₱ 500,000.00
Procurement of 2-unit UPS	MO-GSO	₱ 20,000.00	S/B #1, 2022	₱ 20,000.00	₱ 20,000.00
Procurement of 2-unit Transformer for RHU	MO-GSO	₱ 148,000.00	S/B #1, 2022	₱ 148,000.00	₱ 148,000.00
MARKET					
Procurement of 1 unit 1.5HP- Water Pump	PUBLIC MARKET	₱ 25,000.00	A/B 2022	₱ 25,000.00	₱ 25,000.00
Improvement of Central Market: Rehab of water supply of Peripheral Stall (right side) & additional 6 Faucet at C/Market	PUBLIC MARKET	₱ 300,000.00	A/B 2020	₱ 300,000.00	₱ 300,000.00
SLAUGHTERHOUSE					
Construction of Water Treatment Facility	MEO	₱ 500,000.00	S/B #1, 2021	₱ 500,000.00	₱ 500,000.00
SANGGUNIANG BAYAN					
Integrated Legislative Info Mgt System	SB	₱ 600,000.00	S/B #1, 2021	₱ 600,000.00	₱ 600,000.00
ACCOUNTING					
JEV Barangay Recording System (Computer Software)	MACCO	₱ 550,000.00	S/B #3, 2022	₱ 550,000.00	₱ 550,000.00
Procurement of 1-unit Office Table	MACCO	₱ 15,000.00	S/B #1, 2022	₱ 15,000.00	₱ 15,000.00
MSWDO					
Procurement of Office Tables	MSWDO	₱ 30,000.00	A/B CY 2022	₱ 30,000.00	₱ 30,000.00
Procurement of 1-unit Desktop Computer	MSWDO	₱ 40,000.00	A/B CY 2022	₱ 40,000.00	₱ 40,000.00
TOTAL				₱ 3,921,235.01	₱ 3,921,235.01

SPECIFIC PROGRAMS/PROJECTS/ACTIVITIES (PPAs) FOR ABANDONMENT UNDER SPECIAL PROGRAMS/PROJECTS/ACTIVITIES (SPPAs) CURRENT YEAR APPROPRIATIONS

NAME OF PPAs	Office In-Charge	AMOUNT APPROPRIATED	SOURCE OF FUND	UNOBLIGATED BALANCE AS OF JULY 31, 2024	AMOUNT TO BE REVERTED
PINTADOS FESTIVAL	MO	₱ 400,000.00	S/B # 1, 2024	₱ 400,000.00	₱ 400,000.00
Skimboarding Competition	MO	₱ 500,000.00	A/B 2024	₱ 500,000.00	₱ 500,000.00
TOTAL				₱ 900,000.00	₱ 900,000.00



- After the presentation of Mr. Perez, the MDC Chairperson, Hon. Ma. Gina E. Merilo asked for any motion from the council for the approval of the abandonment of the specific programs, projects, and activities with corresponding budgetary appropriation under the general fund from the prior years and current appropriations;
- Thus, on motion of the President of Mohon Integrated Small Farmers Association, Mr. Jose L. de Veyra, and duly seconded by the Punong Barangay of Guindag-an, Hon. Floro B. Juanitez, Jr.;

- A resolution approving and endorsing to the 16th Sangguniang Bayan the abandonment of the specific programs, projects, and activities under the Capital Outlay continuing appropriations (prior years) and current appropriations with the total amount of P3,921,235.01 and P900,000.00, respectively, and requesting for the declaration as savings and reverting the respective amount to unappropriated balance to be made available for reappropriation for programs/projects for Supplemental Budget No. 03, Calendar Year 2024
- With no objections, the resolution was carried and approved.
- Subsequently, Mr. Perez then proceeded to discuss the next agenda of the meeting the Supplemental Investment Program (SIP) No.03 CY 2024 which he classified into four sectors namely; (1) General Public Services Sector, (2) Economic Services Sector, (3) Social Services Sector, and (4) Other Services Sector, as presented:

SUPPLEMENTAL INVESTMENT PROGRAM (SIP) NO.03 CY 2024

GENERAL PUBLIC SERVICES SECTOR

PROPOSED SUPPLEMENTAL INVESTMENT PROGRAM (SIP) NO. 03 FOR CALENDAR YEAR 2024

By Program/Project/Activity

LGU-TANAUAN, LEYTE

As of September 4, 2024

AIP REFERENCE CODE	PROGRAMS/PROJECTS/ACTIVITIES DESCRIPTION	Implementing Office/ Agency	Schedule of Implementation		EXPECTED OUTPUTS	FUNDING SOURCE	AMOUNT (P)			
			Start Date	Completion Date			Personnel Services (PS)	MOOE	Capital Outlay (CO)	TOTAL 8+9+10
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)
1000	GENERAL PUBLIC SERVICES SECTOR									
1000-000-3-1-01-001	EXECUTIVE GOVERNANCE PROGRAM	MC	Oct 2024	Dec 2024	Increased salary for Mun. Offices, Department Heads and Park & File Employees	GF-SIB No. 03	P 1,037,780.01	P 150,000.00		P 1,187,780.01
1000-000-3-1-01-001-002	Fuel, Oil and Lubricants for all Municipal Vehicles	MC	Oct 2024	Dec 2024	Municipal vehicles properly maintained and serviceable	GF-SIB No. 03		P 500,000.00		P 500,000.00
1000-000-3-1-01-001-003	Electricity Expense	MC	Oct 2024	Dec 2024	Supply of power maintained	GF-SIB No. 03		P 641,651.80		P 641,651.80
1000-01-019	General Services Program	MC-GSC	Oct 2024	Dec 2024	Facilities and Supply Management Services	GF-SIB No. 03		P 146,721.24		P 146,721.24
1000-01-034	Christmas Tree Decorations	MC-GSC	Oct 2024	Dec 2024	Public Place beautification for Christmas Holiday season enhanced	GF-SIB No. 03		P 354,142.35		P 354,142.35
1000-01-035	Purchase of Airconditioning Unit	MC-GSC	Oct 2024	Dec 2024	Airconditioning Unit purchased	GF-SIB No. 03			P 100,000.00	P 100,000.00
1000-01-007	Provision for the Proposed New Items/Positions for creation	MC	Oct 2024	Dec 2024	New Positions created and funded	GF-SIB No. 03 (SPPA)	P 1,016,149.03			P 1,016,149.03
1000-01-013	Computerization and Information System Services Program	MC	Oct 2024		Payment for services rendered secured	GF-SIB No. 03 (SPPA)		P 8,800.00		P 8,800.00
1000-01-019	Public Buildings, Utilities and Facilities Repair and Maintenance Program	MC	Oct 2024		Payment for services rendered secured	GF-SIB No. 03 (SPPA)		P 8,800.00		P 8,800.00
1000-01-002	LEGISLATIVE SERVICES PROGRAM	VICE-MAYOR and SB	Oct 2024	Dec 2024	Increased salary for Mun. Offices, Department Heads and Park & File Employees	GF-SIB No. 03	P 1,300,763.33			P 1,300,763.33
1000-01-005	TREASURY OPERATIONS PROGRAM	MTC	Oct 2024	Dec 2024	Increased salary for Department Head, Park & File Employees	GF-SIB No. 03	P 362,833.21			P 362,833.21
1000-01-006	APPRAISAL AND ASSESSMENT PROGRAM	MASCO	Oct 2024	Dec 2024	Increased salary for Department Head, Park & File Employees	GF-SIB No. 03	P 184,167.82			P 184,167.82
1000-01-007	FINANCIAL ACCOUNTING AND REPORTING PROGRAM	MAGCO	Oct 2024	Dec 2024	Increased salary for Department Head, Park & File Employees	GF-SIB No. 03	P 256,387.36			P 256,387.36
1000-01-008	BUDGET MANAGEMENT PROGRAM	MBO	Oct 2024	Dec 2024	Increased salary for Department Head, Park & File Employees	GF-SIB No. 03	P 122,570.10			P 122,570.10
1000-01-009	PLANNING and DEVELOPMENT COORDINATION SERVICES PROGRAM	MPCO	Oct 2024	Dec 2024	Increased salary for Department Head, Park & File Employees	GF-SIB No. 03	P 188,886.66			P 188,886.66
1000-01-012	CIVIL REGISTRY PROGRAM	MCR	Oct 2024	Dec 2024	Increased salary for Department Head, Park & File Employees	GF-SIB No. 03	P 128,881.10			P 128,881.10
	TOTAL						P 4,598,428.62	P 1,810,116.39	P 100,000.00	P 6,508,544.01

SOCIAL SERVICES SECTOR

SUPPLEMENTAL INVESTMENT PROGRAM (SIP) NO. 03 FOR CALENDAR YEAR 2024

By Program/Project/Activity

LGU-TANAUAN, LEYTE

As of September 4, 2024

AIP REFERENCE CODE	PROGRAMS/PROJECTS/ACTIVITIES DESCRIPTION	Implementing Office/ Agency	Schedule of Implementation		EXPECTED OUTPUTS	FUNDING SOURCE	AMOUNT			
			Start Date	Completion Date			Personnel Services (PS)	MOOE	Capital Outlay (CO)	TOTAL 8+9+10
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)
3000	SOCIAL SERVICES SECTOR									
3000-01-011	HEALTH SERVICES PROGRAM	MHD	Oct 2024	Dec 2024	Increased salary for Department Head, Rank & File	GF-SIB No. 03	P 159,322.95			P 159,322.95
3000-02-005	SOCIAL WELFARE and DEVELOPMENT PROGRAM	MSWDO	Oct 2024	Dec 2024	Increased salary for Department Head, Rank & File	GF-SIB No. 03	P 204,928.05			P 204,928.05
3000-02-005-001	Senior Citizens Welfare Program	MSWDO	Jan 2024	Dec 2024	Elderly use the services					
3000-02-005-001-001	*Honorarium of OSCA Head	MSWDO-OSCA	Oct 2024	Dec 2024	Increased honorarium for OSCA President	GF-SIB No. 03	P 14,043.00			P 14,043.00
3000-02-005-001-005-009	Establishing an Inclusive Learning Resource Center (ILRC) of Learners with Disabilities	MSWDO	Oct 2024	Dec 2024						
3000-02-005-001-005-009-001	*Salaries and Other Personnel Benefits for Newly Created Items	MD	Oct 2024	Dec 2024	Occupational Therapist II and Speech Therapist II	GF-SIB No. 03	P 351,311.45			P 351,311.45
3000-01-001-004	PUBLIC EMPLOYMENT FACILITATION AND REFERRAL SERVICES PROGRAM	PESD	Oct 2024	Dec 2024	Increased Salary for Rank & File	GF-SIB No. 03	P 35,014.33			P 35,014.33
3000-02-004	ENVIRONMENT and NATURAL RESOURCES PROGRAM	MENRO	Jan 2024	Dec 2024	Increased salary for Department Head, Rank & File	GF-SIB No. 03	P 56,022.93			P 56,022.93
	TOTAL						P 820,642.68	P -	P -	P 820,642.68

ECONOMIC SERVICES SECTOR

SUPPLEMENTAL INVESTMENT PROGRAM (SIP) No. 03 FOR CALENDAR YEAR 2024

By Program/Project/Activity

LGU-TANAUAN, LEYTE

As of September 4, 2024

AIP REFERENCE CODE	PROGRAMS/PROJECTS/ACTIVITIES DESCRIPTION	Implementing Office/ Agency	Schedule of Implementation		EXPECTED OUTPUTS	FUNDING SOURCE	AMOUNT			
			Start Date	Completion Date			Personnel Services	MOOE	Capital Outlay (CO)	TOTAL
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)
8000	ECONOMIC SERVICES SECTOR									
8000-01-010	Engineering and Infrastructure Management Program	MEC	Oct 2024	Dec 2024	Increased salary for Department Head, Rank & File Employees	GF-SIB No. 03	P 215,093.07			P 215,093.07
8000-02-003	Agricultural Program	MEC	Oct 2024	Dec 2024	Increased salary for Department Head, Rank & File Employees	GF-SIB No. 03	P 261,166.62			P 261,166.62
8000-02-004	Slaughterhouse Program	MO-Slaughterhouse In-Charge	Oct 2024	Dec 2024	Increased salary for Rank & File Employees	GF-SIB No. 03	P 22,041.95			P 22,041.95
8000-02-005	Cemetery Services Program	MO-BSDMEC	Oct 2024	Dec 2024	Increased salary for Rank & File Employees	GF-SIB No. 03	P 44,731.41			P 44,731.41
8000-02-006	Market Program	MARKET OFFICE	Oct 2024	Dec 2024	Increased salary for Rank & File Employees	GF-SIB No. 03	P 131,927.95			P 131,927.95
	TOTAL						P 674,961.00	P -	P -	P 674,961.00

OTHER SERVICES SECTOR

SUPPLEMENTAL INVESTMENT PROGRAM (SIP) No. 03 FOR CALENDAR YEAR 2024

By Program/Project/Activity

LGU-TANAUAN, LEYTE

As of September 4, 2024

AIP REFERENCE CODE	PROGRAMS/PROJECTS/ACTIVITIES DESCRIPTION	Implementing Office/ Agency	Schedule of Implementation		EXPECTED OUTPUTS	FUNDING SOURCE	AMOUNT			
			Start Date	Completion Date			Personnel Services (PS)	MOOE	Capital Outlay (CO)	TOTAL 8+9+10
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)
9000	OTHER SERVICES									
9000-03	Disaster Risk Reduction and Management Program	MDRRMO	Oct 2024	Dec 2024	Increased salary for Department Head, Rank & File Employees	GF-SIB No. 03	P 121,124.29			P 121,124.29
	TOTAL						P 121,124.29	P -	P -	P 121,124.29

SUPPLEMENTAL INVESTMENT PROGRAM (SIP) No. 03

Calendar Year 2024
LGU-TANAUAN, LEYTE

FUNDING REQUIREMENT SUMMARY

Category	Personal Services	Maintenance & Other Operating Expenses	Capital Outlay	Others	TOTAL	Percentage
Personal Services	₱ 4,598,428.62	₱ 820,642.60	₱ 674,961.00	₱ 121,124.29	₱ 6,215,156.51	76.49
Maintenance & Other Operating Expenses	₱ 1,792,515.39				₱ 1,792,515.39	22.06
- Special Programs, Projects, Activities (SPPAs)	₱ 17,600.00				₱ 17,600.00	0.22
Capital Outlay	₱ 100,000.00				₱ 100,000.00	1.23
TOTAL	₱ 6,508,544.01	₱ 820,642.60	₱ 674,961.00	₱ 121,124.29	₱ 8,125,271.90	100.00

Summary By Sector, By Item

Sector	Personal Services	Maintenance & Other Operating Expenses	Capital Outlay	Others	TOTAL	Percentage
General Public	₱ 4,598,428.62	₱ 1,810,115.39	₱ 100,000.00		₱ 6,508,544.01	80.10
Social	₱ 820,642.60				₱ 820,642.60	10.10
Economic	₱ 674,961.00				₱ 674,961.00	8.31
Others Services	₱ 121,124.29				₱ 121,124.29	1.49
TOTAL	₱ 6,215,156.51	₱ 1,810,115.39	₱ 100,000.00	₱ 121,124.29	₱ 8,125,271.90	100.00

- MDC Chair, Hon. Merilo asked the council if they have queries and concerns;

- Punong Barangay of San Victor, Hon. Melchor C. Gamez requested the Municipal Mayor about the budget for the incentive of their Barangay Bookkeeper amounting to P7,500.00 if the charging can be transferred to LGU Tanauan instead to the barangays. He further stated that if granted, the said amount would greatly assist the barangays in serving as an additional source of funding for their other expenses in their respective barangays.



- The Municipal Mayor referred the question to the Municipal Accountant;

- Mr. Mar P. Villegas, Municipal Accountant explained that unfortunately it was not included in the preparation of the budgeting of the LGU Tanauan. He further explained that they have to get a Barangay Bookkeeper to assist their barangay transactions in the preparation of their financial reports. Previously, it was actually under the direct supervision of the Municipal Accountant, but then it was discontinued for the reason that the barangays were no longer paying the salary of the Accountant. He suggested that the incentive of the Barangay Bookkeeper might still be charged to the Barangays. Anyway, this is only given once a year and it is a small counterpart of the barangays;



- The president of Mohon Integrated Small Farmers Association, Mr. Jose L. de Veyra asked the Municipal Mayor, Hon. Ma. Gina E. Merilo if when their organization will be able to avail a project particularly, for goat farming.



- In response, Mayor Merilo replied that they must submit their project proposal and resolution so that it will be included in the next Supplemental Budget of the municipality;

- Since there were no additional questions and discussion from the council about the Supplemental Investment Program No. 03 presented, the MDC Chair asked for a motion from the council for the resolution;



- Thus, on motion of Punong Barangay of Sto.Niño, Hon. Alex L. Miralles, and unanimously seconded by the rest of the members of the council present;

- **A resolution approving the Supplemental Investment Program No.03 for the current year 2024, with budgetary requirements amounting to Eight Million One Hundred Twenty-Five Thousand Two Hundred Seventy-One Pesos (PHP8,125,271.90) and endorsing the same to the 16th Sangguniang Bayan for appropriate action.**

- After a proper endorsement and motion for approval, the resolution is carried out and approved with no objection;

- After this, the Municipal Budget Officer, Mr. Ermel Milo A. Pilola was introduced to the council by the MDC Secretary, EnP. Arturo B. Perez, Jr. to discuss and present in detail the Proposed Supplemental Budget No.03 for Calendar Year 2024 having the amount of **Eight Million One Hundred Twenty-Five Thousand Two Hundred Seventy-One Pesos and 90/100 (P8,125,271.90)**. Mr. Pilola greeted everyone in the meeting and proceeded to his presentation;

- Primarily he presented the Statement of Funding Sources for Supplemental Budget No. 03 and this was followed with the details of the Supplemental Budget No. 03, CY 2024.

Statement of Funding Sources CY 2024

Particulars (1)	Account CLASSIFICATION (2)	AMOUNT (3)
1.0 New Revenue Sources		
Tax Revenue		
Loan Proceeds (Borrowings)		
2.0 Actual Collection in Excess of the Estimated Income		
3.0 Savings		
Unappropriated Balance Supplemental Budget No. 02 CY 2024		P 245,000.00
4.0 Realignment		
5.0 Reversion		
- Abandonment of Personal Services Vacant Funded Positions and Declaring Savings		2,705,192.88
- Declaring Savings of Capital Outlay Continuing Appropriations (Prior Years)		353,844.01
- Abandonment of Capital Outlay Continuing Appropriations (Prior Years)		3,921,235.01
- Abandonment of Special Program, Projects and Activities Current Year Appropriations		900,000.00
Total Available Resources		P 8,125,271.90

- It was reflected in his presentation that the total obligation for the programs, projects, and activities in Supplemental Budget No. 03 is a total of **Eight Million One Hundred Twenty-Five Thousand Two Hundred Seventy-One Pesos and 90/100 (P8,125,271.90)** while the total available resources stated is **Eight Million One Hundred Twenty-Five Thousand Two Hundred Seventy-One Pesos and 90/100 (P8,125,271.90)**, incurring zero an unappropriated balance;

- After the presentation of Mr. Pilola, Budget Officer, it was clarified that the supplemental budget is intended more for the increase of salaries for the municipal Officials and Employees effective October 2024;



- Since no further discussion and queries from the council, the MDC Chairperson, Hon. Ma. Gina E. Merilo asked for the adoption and endorsement to the 16th Sangguniang Bayan of the municipality for favorable action of the Supplemental Budget No.03 CY 2024;

- Thus, on motion of the Punong Barangay of Talolora, Hon. Rodgie A. Buendia, and duly seconded by the Punong Barangay of Buntay, Hon. Reynaldo D. Musca;

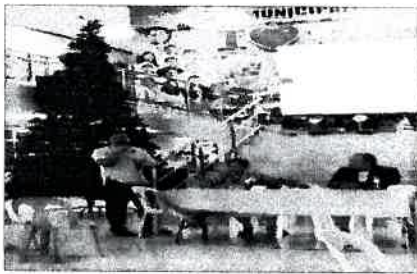
- **A resolution endorsing and recommending approval to the 16th Sangguniang Bayan the Proposed Supplemental Budget No.03, Calendar Year 2024 with a total obligation of Eight Million One Hundred Twenty-Five Thousand Two Hundred Seventy-One Pesos and 90/100 (PHP8,125,271.90), as presented, subject to the abandonment and declaration as savings from the budgetary appropriations on the specific program/projects/activities (PPAs) under Capital Outlay continuing appropriations General Fund with a total amount of Three Million Nine Hundred Twenty-One Thousand Two Hundred Thirty-Five Pesos and 01/100 (PHP3,921,235.01) including PPAs under the special PPAs current year appropriations with a total amount of Nine Hundred Thousand Pesos (P900,000.00), and reverting therefore the respective amount to unappropriated balance to be made available for re-appropriation for Supplemental Budget No.03, Calendar Year 2024.**



OTHER MATTERS:

- The Municipal Civil Registrar Officer, Mr. Vincent Francis A. Salvaña had an announcement about the upcoming release of the PSA livebirth on September 12, 2024, at the Tanauan Gymnasium. He advised those Punong Barangays who do not have yet the list of the barangay beneficiaries to proceed to the Municipal Civil Registrar's Office to get their list. He added that each beneficiary must bring and present any valid ID or authorization letter on the day of release;
- The Municipal Planning and Development Coordinator, Mr. Arturo B. Perez, Jr. reminded those Barangays who have not yet submitted their Barangay Development Plan (BDP) to comply with it the soonest possible time. Also, to process their unutilized and unliquidated barangay support fund to be able to be qualified for the next support fund amounting to P150,000.00 for each barangay;
- The President of Mohon Integrated Small Farmers Association, Mr. Jose L. de Veyra raised his concern with regards to the distribution of the palay seeds. Some of the members of their association did not receive the palay seeds. He requested the Office of the Municipal Agriculturist to inform the other beneficiaries and maybe the President of the association of every palay distribution;
- The Municipal Agriculturist, Ms. Susana O. Miranda replied that it will be noted;
- They will be sending out a letter to the Barangay Officials and also to the Presidents of the Association for every palay seed distribution so that no one will miss out;

- Punong Barangay of Buntay, Hon. Reynaldo C. Musca suggested that the municipality's Hall have an escalator;
- The Municipal Engineer, Engr. Raul S. Soliva answered it would be noted but, clarified where the structure will be installed;
- In response, Hon. Punong Barangay Musca put out the idea of installing it in the Presidencia Lobby;
- The President of Sto. Niño Aquatic Integrated Fisherfolk Association, Mr. Cipriano Luna asked the Municipal Agriculturist, Ms. Susana O. Miranda what would happen to the list of the fisherfolk beneficiaries they submitted to their office;
- Ms. Miranda answered that it will be sent out to the Tingog Partylist for assistance but still subject to the guidelines;
- The Municipal Agricultural Office will only provide the lists of the farmers and fisherfolks registered in their system and it will be forwarded to the concerned agency, but their office cannot control the final listing;
- She added that those who had previously been eligible for financial assistance from other agencies would no longer be given priority or be included in the next financial aid program;
- Lastly, Municipal Budget Officer, Mr. Ermel Milo A. Pilola reminded the Punong Barangays that they could start their budget preparation since they already have their National Tax Allotment (NTA) for next year and they can directly coordinate at the Budget Office.



V. Adjournment

- The MDC Chairperson, Hon. Ma. Gina E. Merilo, thanked everyone for their presence and participation;
- There being no other matters to be discussed, the meeting was adjourned at 3:30 in the afternoon.



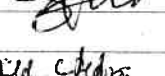
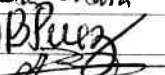


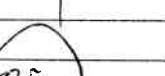
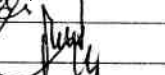
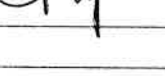

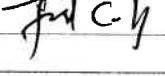

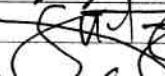
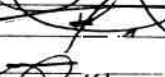
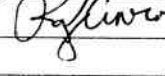
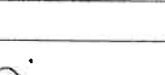
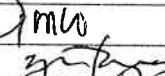
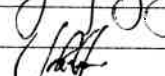
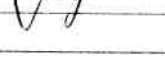
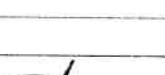





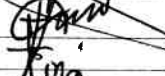


CERTIFIED TRUE AND CORRECT:

EnP. ARTURO B. PEREZ, JR.
MPDC/MDC Secretary

APPROVED:

HON. MA. GINA E. MERILO
Municipal Mayor/MDC Chairperson

MUNICIPAL DEVELOPMENT COUNCIL (MDC) MEETING
MUNICIPAL LOBBY, TANAUAN, LEYTE
SEPTEMBER 04, 2024
ATTENDANCE



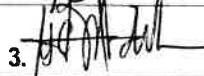
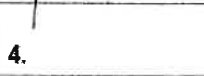
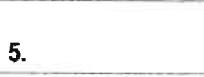






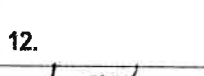
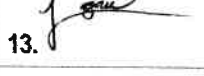



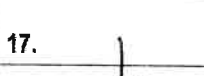


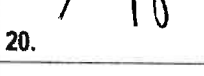

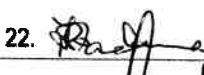




BARANGAY	NAME	POSITION	SIGNATURE
1. Ada	FRANCISCO D. VILLAMOR JR.	Punong Barangay	1.
2. Amanluran	RODRIGO L. ALMADEN	Punong Barangay	2.
3. Arado	CARLITO O. OLIMBERIO	Punong Barangay	3. 
4. Atipolo	GLEN CARLO M. TIOLO	Punong Barangay	4. 
5. Balud	JIMMY M. VERONA	Punong Barangay	5. 
6. Bangon	SERIOLO C. TOLIBAS	Punong Barangay	6. 
7. Bantagan	GERVACIO F. BOCO	Punong Barangay	7.
8. Baras	NILDA C. REDONA	Punong Barangay	8. 
9. Binolo	WILMA B. PEREZ	Punong Barangay	9. 
10. Binongto-an	ERNESTO G. BASAS JR.	Punong Barangay	10. 
11. Bislig	EFREN C. MERILO	Punong Barangay	11. 
12. Buntay	REYNALDO D. MUSCA	Punong Barangay	12. 
13. Cabalagnan	HERLINDO P. CORNEJO	Punong Barangay	13.
14. Cabarasan Guti	RAQUEL G. GADIL	Punong Barangay	14.
15. Cabunga-an	REYNAN O. LEONA	Punong Barangay	15.
16. Cabuynan	LUDIVINA V. LADAN / ARUNCION OZUNA SECRETARY	Punong Barangay	16. 
17. Cahumayhumayan	ROMEO S. DE LA CRUZ	Punong Barangay	17. 
18. Calogcog	JULIAN S. MODESTO III	Punong Barangay	18. 
19. Calsadahay	ROSARIO A. ABANIS	Punong Barangay	19.
20. Camire	ROSSARIE ANN E. FLORES	Punong Barangay	20.
21. Canbalisara	JESSIE C. MOLON	Punong Barangay	21. 
22. Canramos	FRED C. NIRZA	Punong Barangay	22. 
23. Catigbi-an	EMMA M. TOLIBAS	Punong Barangay	23. 
24. Catmon	FLORENTINO M. PANZO	Punong Barangay	24.
25. Cogon	GERRY G. CAUNTIC	Punong Barangay	25. 
26. Guindag-an	FLORO B. JUANITEZ, JR.	Punong Barangay	26. 
27. Guingauan	LEONEL C. BADANA	Punong Barangay	27. 
28. Hilagpad	ARTURO D. TOLIBAS JR.	Punong Barangay	28. 
29. Kiling	ANTHONY T. TUANO	Punong Barangay	29.
30. Lapay	ARGIE S. CINCO	Punong Barangay	30. 
31. Licod	ROLANDO P. PALO	Punong Barangay	31.
32. Limbuan Dacu	JOEL P. LOGRONIO	Punong Barangay	32.
33. Limbuan Guti	CONSTANCIA C. SALARDA	Punong Barangay	33.
34. Linao	FELICIANA C. CINCO	Punong Barangay	34. 
35. Magay	ZOSIMO M. PAYUYAO	Punong Barangay	35. 
36. Maghulod	HONEYLYN C. BASIBAS	Punong Barangay	36. 
37. Malaguicay	RUEL R. TONDO	Punong Barangay	37. 
38. Maribi	IRENE P. MACEDA	Punong Barangay	38.
39. Mohon	RJ FRANK M. SOLIVA	Punong Barangay	39.
40. Pago	JEFFREY B. DANDAN	Punong Barangay	40.
41. Pasil	JOSEPHINE B. ANGELIO	Punong Barangay	41.
42. Picas	ROMMEL T. COSTINIANO	Punong Barangay	42. 
43. Sacme	MARITES B. SALVANA	Punong Barangay	43.
44. Salvador	ARIEL A. PALABIO	Punong Barangay	44. 
45. San Isidro	JAY C. ARCENA	Punong Barangay	45.
46. San Miguel	MA. MARTINA L. GIMENEZ	Punong Barangay	46.
47. San Roque	ERWIN T. MORABE	Punong Barangay	47.
48. San Victor	MELCHOR C. GAMEZ	Punong Barangay	48. 
49. Solano	ROMULO C. VERTUDES	Punong Barangay	49.
50. Sta. Cruz	DOMINICO G. TOBILLA	Punong Barangay	50. 
51. Sta. Elena	NICOLAS V. ARCENA	Punong Barangay	51.
52. Sto. Niño	ALEX L. MIRALLES	Punong Barangay	52.
53. Talolora	RODGIE A. BUENDIA	Punong Barangay	53.
54. Tugop	ERNIE L. LAZARTE	Punong Barangay	54.

MUNICIPAL DEVELOPMENT COUNCIL (MDC) MEETING

SEPTEMBER 04, 2024

Municipal Lobby, Tanauan, Leyte

ATTENDANCE

	NGOs/POs/COs	NAME	POSITION/ DESIGNATION	SIGNATURE
1.	CANRAMOS UNITED MARGINALIZED VENDORS ASSO.	Mr. Nelson W. Albao Brgy. Canramos, Tanauan	President	1. 
2.	CABUYNAN SWINE RAISERS FARMER'S ASSOCIATION	Mr. Salvador M. Bibar Brgy. Cabuyan, Tanauan	President	2. 
3.	CANRAMOS POTTERS ASSOCIATION	Ms. Grace F. Mendiola Brgy. Canramos, Tanauan	President	3. 
4.	STA. ELENA WOMEN'S ASSOCIATION	Ms. Delia V. Vertudes Brgy. Sta. Elena, Tanauan	President	4. 
5.	ATIPOLO SMALL COCONUT FARMERS ASSOCIATION	Ms. Judith P. Tizon Brgy. Atipolo, Tanauan	President	5. 
6.	KATALWASAN IRRIGATORS ASSOCIATION INC.	Mr. Rodrigo Sicoy ^{EDUARDO R. CADION} Brgy. Calsadahay, Tanauan	Auditor President	6. 
7.	SOLANO INTEGRATED FARMERS ASSOCIATION	Mr. Jose Murillo Brgy. Solano, Tanauan	President	7. 
8.	TANAUAN PUBLIC MARKET STALL OWNERS' ASSOCIATION	Mr. Melvin D. Flores Brgy. San Roque, Tanauan	President	8. 
9.	ATIPOLO SWINE RAISERS ASSOCIATION	Ms. Editha T. Aguipto Brgy. Atipolo, Tanauan	President	9. 
10.	CASBANGAN FARMERS ASSOCIATION	Mr. Gerardo M. Resma Brgy. Calsadahay, Tanauan	President	10. 
11.	AMANLURAN DIVERSITY FARMERS ASSOCIATION	Ms. Rowena A. Gloria Brgy. Amanluran, Tanauan	President	11. 
12.	SACME PRIMETOWN FARMERS ASSOCIATION	Ms. Virginia R. Estrella Brgy. Sacme, Tanauan	President	12. 
13.	SPARK BROTHERHOOD	Mr. Darwin P. Lazarte ^{FRANCIS P. LAZARTE} Brgy. Tugop, Tanauan	REPRESENTATIVE President	13. 
14.	CABUYNAN INTEGRATED FISHERFOLKS ASSOCIATION	Ms. Emerenciana D. Leros Brgy. Cabuyan, Tanauan	President	14. 
15.	TANAUAN MOTORCAB DRIVERS & OPRATORS ASSOCIATION	Mr. Efren Repolidon Brgy. Cabuyan, Tanauan	President	15. 
16.	CAMIRE FARMERS ASSOCIATION	Mr. Rolando P. Vinegas Brgy. Camire, Tanauan	President	16. 
17.	AGRICULTURAL ASSOCIATION IN TANAUAN FOR PROGRESS	Ms. Zenaida A. Encina Brgy. Camire, Tanauan	President	17. 
18.	MOHON INTEGRATED SMALL FARMERS ASSOCIATION	Mr. Jose L. De Veyra Brgy. Mohon, Tanauan	President	18. 
19.	BRGY. TALOLORA FARMERS ASSOCIATION	Ms. Meriam B. Suyom Brgy. Talolora, Tanauan	President	19. 
20.	TANAUAN - TOLOSA LIVESTOCK RAISERS ASSOCIATION	Mr. Efren P. Tolibas Brgy. San Isidro, Tanauan	President	20. 
21.	LIMBUHAN DACU BANANA PLANTERS' ASSOCIATION	Ms. Evangeline Peregrino Brgy. Limbuhon Dacu, Tanauan	President	21. 
22.	SAN ISIDRO VEGETABLES GROWERS' ASSOCIATION	Ms. Lolita Badana Brgy. San Isidro, Tanauan	President	22. 
23.	STO NIÑO AQUATIC INTEGRATED FISHERSFOLK ASSOCIATION	Mr. Cipriano Luna Brgy. Sto Niño, Tanauan	President	23. 
24.	LAPAY - TUGOP FARMERS ASSOCIATION	Mr. Felicito Montañon Brgy. Lapay, Tanauan	President	24. 
25.	COGON SMALL FARMERS ASSOCIATION	Mr. Ariel M. Leros Brgy. Cogon, Tanauan	President	25. 
26.	LINAO INTEGRATED FARMERS ASSOCIATION	Mr. Joel M. Yepes Brgy. Linao, Tanauan	President	26. 



Republic of the Philippines
Province of Leyte
MUNICIPALITY OF TANAUAN

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MUNICIPAL DEVELOPMENT COUNCIL

EXCERPTS FROM THE MINUTES OF THE MEETING OF THE MUNICIPAL DEVELOPMENT COUNCIL (MDC) HELD ON SEPTEMBER 4, 2024 AT THE MUNICIPAL LOBBY, PRESIDENCIA BUILDING, TANAUAN, LEYTE.

IN ATTENDANCE:

- | | | |
|----|---|-------------------|
| 1 | Hon. Ma. Gina E. Merilo
Municipal Mayor | - MDC Chairperson |
| 2 | Hon. Carlito O. Olimberio
Punong Barangay of Arado | - Member |
| 3 | Hon. Glen Carlo M. Tiolo
Punong Barangay of Atipolo | - Member |
| 4 | Hon. Jimmy M. Verona
Punong Barangay of Balud | - Member |
| 5 | Hon. Serio C. Tolibas
Punong Barangay of Bangon | - Member |
| 6 | Hon. Nilda C. Redoña
Punong Barangay of Baras | - Member |
| 7 | Hon. Wilma B. Perez
Punong Barangay of Binolo | - Member |
| 8 | Hon. Ernesto G. Basas, Jr.
Punong Barangay of Binongto-an | - Member |
| 9 | Hon. Efren C. Merilo
Punong Barangay of Bislig | - Member |
| 10 | Hon. Reynaldo D. Musca
Punong Barangay of Buntay | - Member |
| 11 | Hon. Ludivina V. Ladan
Punong Barangay of Cabuynan
Represented by Barangay Secretary Asuncion Ocaña | - Member |
| 12 | Hon. Romeo S. de la Cruz
Punong Barangay of Cahumayhumayan | - Member |
| 13 | Hon. Jessie C. Molon
Punong Barangay of Canbalisara | - Member |
| 14 | Honorable Fred C. Nirza
Punong Barangay of Canramos | - Member |
| 15 | Hon. Gerry Cauntic
Punong Barangay of Cogon | - Member |
| 16 | Hon. Floro B. Juanitez, Jr.
Punong Barangay of Guindag-an | - Member |
| 17 | Hon. Arturo D. Tolibas, Jr.
Punong Barangay of Hilagpad | - Member |
| 18 | Hon. Argie S. Cinco
Punong Barangay of Lapay | - Member |
| 19 | Hon. Feliciana C. Cinco
Punong Barangay of Linao | - Member |
| 20 | Hon. Zosimo M. Payuyao
Punong Barangay of Magay | - Member |
| 21 | Hon. Ruel R. Tondo
Punong Barangay of Malaguicay | - Member |
| 22 | Hon. Rommel T. Costiniano
Punong Barangay of Picas | - Member |
| 23 | Hon. Ariel A. Palabio
Punong Barangay of Salvador | - Member |
| 24 | Hon. Melchor C. Gamez
Punong Barangay of San Victor | - Member |
| 25 | Hon. Romulo C. Vertudes
Punong Barangay of Solano | - Member |
| 26 | Hon. Dominico G. Tobilla
Punong Barangay of Sta. Cruz | - Member |
| 27 | Hon. Nicolas V. Arcena
Punong Barangay of Sta. Elena | - Member |
| 28 | Hon. Alex C. Miralles
Punong Barangay of Sto. Niño | - Member |
| 29 | Hon. Rodgie Buendia
Punong Barangay of Talolora | - Member |

- | | | |
|----|---|----------|
| 30 | Hon. Ernie L. Lazarte
Punong Barangay of Tugop | - Member |
| 31 | Mr. Nelson W. Albao
President, Canramos United Marginalized Vendors Association | - Member |
| 32 | Mr. Salvador M. Bibar
President, Cabuynan Swine Raisers Farmers Association | - Member |
| 33 | Ms Grace F. Mendiola
President, Canramos Potters Association | - Member |
| 34 | Mr. Rodrigo S. Sicoy
President, KATALWASAN Irrigators Association, Inc.
Represented by Mr. Edgardo Cadion
Auditor, KATALWASAN Irrigators Association, Inc. | - Member |
| 35 | Mr. Jose Murillo
President, Solano Integrated Farmers Association | - Member |
| 36 | Mr. Gerardo M. Resma
President, Casbangan Farmers Association | - Member |
| 37 | Mr. Darwin P. Lazarte
President, SPARK Brotherhood
Represented by Mr. Vrinth Lazarte
Member, SPARK Brotherhood | - Member |
| 38 | Mr. Jose L. de Veyra
President, Mohon Integrated Small Farmers Association | - Member |
| 39 | Ms. Meriam B. Suyom
President, Brgy. Talolora Farmers Association | - Member |
| 40 | Ms. Lolita Badana
President, San Isidro Vegetable Growers Association | - Member |
| 41 | Mr. Cipriano Luna
President, Sto. Niño Aquatic Integrated Fisherfolk Association | - Member |
| 42 | Mr. Ariel M. Leros
President, Cogon Small Farmers Association | - Member |
| 43 | Mr. Joel M. Yepes
President, Linao Integrated Farmers Association | - Member |

MDC MEMBERS ABSENT/NOT REPRESENTED:

1. Hon. Ferdinand Martin G. Romualdez, Representative of the 1st District of Leyte
2. Hon. Franciso D. Villamor, Jr., Punong Barangay of Ada
3. Hon. Rodrigo L. Almaden, Punong Barangay of Amanluran
4. Hon. Gervacio F. Boco, Punong Barangay of Bantagan
5. Hon. Herlindo P. Cornejo, Punong Barangay of Cabalagnan
6. Hon. Raquel G. Gadil, Punong Barangay of Cabarasan Guti
7. Hon. Reynan O. Leona, Punong Barangay of Cabunga-an
8. Hon. Julian S. Modesto III, Punong Barangay of Calogcog
9. Hon. Rosario A. Abanis, Punong Barangay of Calsadahay
10. Hon. Rossarie Ann E. Flores, Punong Barangay of Camire
11. Hon. Emma M. Tolibas, Punong Barangay of Catigbi-an
12. Hon. Florentino M. Panzo, Punong Barangay of Catmon
13. Hon. Leonel C. Badana, Punong Barangay of Guingauan
14. Hon. Anthony T. Tuano, Punong Barngay of Kiling
15. Hon. Rolando P. Palo, Punong Barangay of Licod
16. Hon. Joel P. Logronio, Punong Barangay of Limbuan Dacu
17. Hon. Constanca C. Salarda, Punong Barangay of Limbuan Guti
18. Hon. Honeylyn C. Basibas, Punong Barangay of Maghulod
19. Hon. Irene P. Maceda, Punong Barangay of Maribi
20. Hon. RJ Frank M. Soliva, Punong Barangay of Mohon
21. Hon. Jeffrey B. Dandan, Punong Barangay of Pago
22. Hon. Josephine B. Angelio, Punong Barangay of Pasil
23. Hon. Marites B. Salvaña, Punong Barangay of Sacme
24. Hon. Jay Arcena, Punong Barangay of San Isidro
25. Hon. Ma. Martina L. Gimenez, Punong Barangay of San Miguel
26. Hon. Erwin T. Morabe, Punong Barangay of San Roque
27. Ms. Delia V. Vertudes, President, Sta. Elena Women's Association
28. Ms. Judith P. Tizon, President, Atipolo Small Coconut Farmers Association
29. Mr. Melvin D. Flores, President, Tanauan Public Market Stall Owners Association
30. Ms. Editha T. Aguipo, President, Atipolo Swine Raisers Association
31. Ms. Rowena A. Gloria, President, Amanluran Diversity Farmers Association
32. Ms. Virginia R. Estrella, President, Sacme Primetown Farmers Association
33. Ms. Emerenciana D. Leros, President, Cabuynan Integrated Fisherfolks Association
34. Mr. Efren Repolidon, President, Tanauan Motorcab Drivers and Operations Association
35. Mr. Rolando P. Vinegas, President, Camire Farmers Association
36. Ms. Zenaida A. Encina, President, Agricultural Association in Tanauan for Progress
37. Mr. Efren P. Tolibas, President, Tanauan-Tolosa Swine Raisers Association
38. Ms. Evangeline Peregrino, President, Limbuan Dacu Banana Planters Association
39. Mr. Felicito Montaño, President, Lapay-Tugop Farmers Association

OTHERS PRESENT:

1	Mr. Ermel Milo A. Pilola	Municipal Budget Officer
2	Mr. Arturo B. Perez, Jr., EnP	MPDC/MDC Secretary
3	Mr. Vincent Francis A. Salvaña	Municipal Civil Registrar
4	Mr. Mar P. Villegas	Municipal Accountant
5	Engr. Raul S. Tolibas	Municipal Engineer
6	Ms. Cheezel A. Ripalda	SB Staff
7	Mr. Jerome S. Fabre	MPDO Staff
8	Ms. Hayaceen V. Mendoza	MPDO Staff
9	Ms. Rizza A. Buendia	MPDO Staff
10	Ms. Alice R. Señora	MPDO Staff

RESOLUTION NO. 11, series of 2024

A RESOLUTION APPROVING AND ENDORSING TO THE 16th SANGGUNIANG BAYAN THE ABANDONMENT OF THE SPECIFIC PROGRAMS, PROJECTS, AND ACTIVITIES UNDER THE CAPITAL OUTLAY CONTINUING APPROPRIATIONS (PRIOR YEARS) AND CURRENT YEAR APPROPRIATIONS WITH THE TOTAL AMOUNT OF ₱3,921,235.01 AND ₱900,000.00, RESPECTIVELY, AND REQUESTING FOR THE DECLARATION AS SAVINGS AND REVERTING THE RESPECTIVE AMOUNT TO AN UNAPPROPRIATED BALANCE TO BE MADE AVAILABLE FOR REAPPROPRIATION FOR PROGRAMS/PROJECTS FOR SUPPLEMENTAL BUDGET NO. 03, CALENDAR YEAR 2024.

WHEREAS, the Municipal Development Council was apprised of the status of the implementation of the programs, projects, and activities under the following sources of funds:

- a. Capital Outlay General Fund Continuing Appropriations (prior years);
- c. Special Programs, Projects, and Activities General Fund Current Year Appropriations;

WHEREAS, after the programs, projects, and activities with corresponding funds remained unutilized and those that will not be implemented anymore for valid reasons have been presented, the Members of the Council decided that these specific programs, projects, and activities be abandoned and funds thereof be utilized for other development projects according to the priority needs of the municipality;

WHEREAS, the identified programs, projects, and activities for abandonment according to the sources of funds were the following:

- a. Specific Programs, Projects, and Activities under Capital Outlay General Fund Continuing Appropriations with a total amount of **THREE MILLION NINE HUNDRED TWENTY-ONE THOUSAND TWO HUNDRED THIRTY-FIVE PESOS AND 01/100 (₱3,921,235.01)**:

NAME OF PPAs	Office In-Charge	AMOUNT APPROPRIATED	SOURCE OF FUND	UNOBLIGATED BALANCE AS OF JULY 31, 2024	AMOUNT TO BE REVERTED
MAYOR'S OFFICE					
Acquisition of 1 unit Motorcycle of Brgy. Affairs Services	MO	₱ 75,000.00	S/B #1, 2023	₱ 75,000.00	₱ 75,000.00
Lot acquisition for access road (150 sq.m.), Zone 6, Brgy. Sto. Niño	MO	₱ 235,235.01	S/B #7, 2020	₱ 235,235.01	₱ 235,235.01
Procurement of 2-unit Computer Table w/ Printer Rack	MO	₱ 25,000.00	S/B #1, 2022	₱ 25,000.00	₱ 25,000.00
Procurement of 1-unit Paper Shredder	MO	₱ 20,000.00	S/B #1, 2022	₱ 20,000.00	₱ 20,000.00
Procurement of Electrical Construction Tools and Other Accessories	MO-GSO	₱ 40,000.00	S/B #1, 2019	₱ 40,000.00	₱ 40,000.00
Construction of CHB with Interlink Wire School Fence, Tanauan II & TNHS, Brgy. Canramos	MEO	₱ 300,000.00	S/B #1, 2021	₱ 300,000.00	₱ 300,000.00
Acquisition of Furniture and Fixtures, Isolation Center, Brgy. Cabuynan	MEO	₱ 300,000.00	S/B #1, 2021	₱ 300,000.00	₱ 300,000.00
Procurement of 4- unit Office Tables	MO	₱ 48,000.00	S/B #3, 2022	₱ 48,000.00	₱ 48,000.00

Property Management and Inventory System-Computer Software	MO	₱ 150,000.00	S/B #1, 2021	₱ 150,000.00	₱ 150,000.00
GSO					
Procurement of Office Partition w/ Tables and Chairs	MO	₱ 500,000.00	S/B #.1, 2022	₱ 500,000.00	₱ 500,000.00
Procurement of 2-unit UPS	MO-GSO	₱ 20,000.00	S/B #.1, 2022	₱ 20,000.00	₱ 20,000.00
Procurement of a 2-unit Transformer for RHU	MO-GSO	₱ 148,000.00	S/B #.1, 2022	₱ 148,000.00	₱ 148,000.00
MARKET					
Procurement of 1 unit 1.5HP- Water Pump	PUBLIC MARKET	₱ 25,000.00	A/B 2022	₱ 25,000.00	₱ 25,000.00
Improvement of Central Market: Rehab of the water supply of Peripheral Stall (right side) & additional 6 Faucet at C/Market	PUBLIC MARKET	₱ 300,000.00	A/B 2020	₱ 300,000.00	₱ 300,000.00
SLAUGHTERHOUSE					
Construction of Water Treatment Facility	MEO	₱ 500,000.00	S/B #1, 2021	₱ 500,000.00	₱ 500,000.00
SANGGUNIANG BAYAN					
Integrated Legislative Info Mgt System	SB	₱ 600,000.00	S/B #1, 2021	₱ 600,000.00	₱ 600,000.00
ACCOUNTING					
JEV Barangay Recording System (Computer Software)	MACCO	₱ 550,000.00	S/B #3, 2022	₱ 550,000.00	₱ 550,000.00
Procurement of 1-unit Office Table	MACCO	₱ 15,000.00	S/B #1, 2022	₱ 15,000.00	₱ 15,000.00
MSWDO					
Procurement of Office Tables	MSWDO	₱ 30,000.00	A/B CY 2022	₱ 30,000.00	₱ 30,000.00
Procurement of 1-unit Desktop Computer	MSWDO	₱ 40,000.00	A/B CY 2022	₱ 40,000.00	₱ 40,000.00
TOTAL				₱ 3,921,235.01	₱ 3,921,235.01

b. Specific Programs, Projects, and Activities under Current Appropriations with a total amount of **NINE HUNDRED THOUSAND PESOS (₱900,000.00)**:

PINTADOS FESTIVAL	MO	₱ 400,000.00	S/B # 1, 2024	₱ 400,000.00	₱ 400,000.00
Skimboarding Competition	MO	₱ 500,000.00	A/B 2024	₱ 500,000.00	₱ 500,000.00
TOTAL				₱ 900,000.00	₱ 900,000.00

NOW, WHEREFORE, premises considered, on motion of Mr. Jose L. de Veyra, President of Mohon Integrated Small Farmers Association (MISFA), duly seconded by Hon Floro B. Juanitez, Jr., Punong Barangay of Guindag-an, be it;

RESOLVED, as it is hereby resolved, approving and endorsing to the 16th Sangguniang Bayan the abandonment of the specific programs, projects, and activities under the Capital Outlay continuing appropriations (prior years) and current appropriations with the amount of **THREE MILLION NINE HUNDRED TWENTY-ONE THOUSAND TWO HUNDRED THIRTY-FIVE PESOS AND 01/100 (₱3,921,235.01)** and **NINE HUNDRED THOUSAND PESOS (₱900,000.00)**, respectively, and requesting for the declaration as savings and reverting the respective amount to an unappropriated balance to be made available for reappropriation for programs, projects, and activities for Supplemental Budget No. 03, Calendar Year 2024.

APPROVED: SEPTEMBER 4, 2024

CERTIFIED TRUE AND CORRECT:

ARTURO B. PEREZ, JR., EnP
MPDC/MDC Secretary

ATTESTED:


Hon. MA. GINA E. MERILO
Municipal Mayor/MDC Chairperson



Republic of the Philippines
Province of Leyte
MUNICIPALITY OF TANAUAN

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MUNICIPAL DEVELOPMENT COUNCIL

**EXCERPTS FROM THE MINUTES OF THE MEETING OF THE MUNICIPAL DEVELOPMENT COUNCIL (MDC)
HELD ON JUNE SEPTEMBER 4, 2024 AT THE MUNICIPAL LOBBY, PRESIDENCIA BUILDING, TANAUAN,
LEYTE.**

IN ATTENDANCE:

- | | | |
|----|---|-------------------|
| 1 | Hon. Ma. Gina E. Merilo
Municipal Mayor | - MDC Chairperson |
| 2 | Hon. Carlito O. Olimberio
Punong Barangay of Arado | - Member |
| 3 | Hon. Glen Carlo M. Tiolo
Punong Barangay of Atipolo | - Member |
| 4 | Hon. Jimmy M. Verona
Punong Barangay of Balud | - Member |
| 5 | Hon. Serio C. Tolibas
Punong Barangay of Bangon | - Member |
| 6 | Hon. Nilda C. Redoña
Punong Barangay of Baras | - Member |
| 7 | Hon. Wilma B. Perez
Punong Barangay of Binolo | - Member |
| 8 | Hon. Ernesto G. Basas, Jr.
Punong Barangay of Binongto-an | - Member |
| 9 | Hon. Efren C. Merilo
Punong Barangay of Bislig | - Member |
| 10 | Hon. Reynaldo D. Musca
Punong Barangay of Buntay | - Member |
| 11 | Hon. Ludivina V. Ladan
Punong Barangay of Cabuynan
Represented by Barangay Secretary Asuncion Ocaña | - Member |
| 12 | Hon. Romeo S. de la Cruz
Punong Barangay of Cahumayhumayan | - Member |
| 13 | Hon. Jessie C. Molon
Punong Barangay of Canbalisara | - Member |
| 14 | Honorable Fred C. Nirza
Punong Barangay of Canramos | - Member |
| 15 | Hon. Gerry Cauntic
Punong Barangay of Cogon | - Member |
| 16 | Hon. Floro B. Juanitez, Jr.
Punong Barangay of Guindag-an | - Member |
| 17 | Hon. Arturo D. Tolibas, Jr.
Punong Barangay of Hilagpad | - Member |
| 18 | Hon. Argie S. Cinco
Punong Barangay of Lapay | - Member |
| 19 | Hon. Feliciano C. Cinco
Punong Barangay of Linao | - Member |
| 20 | Hon. Zosimo M. Payuyao
Punong Barangay of Magay | - Member |
| 21 | Hon. Ruel R. Tondo
Punong Barangay of Malaguicay | - Member |
| 22 | Hon. Rommel T. Costiniano
Punong Barangay of Picas | - Member |
| 23 | Hon. Ariel A. Palabio
Punong Barangay of Salvador | - Member |
| 24 | Hon. Melchor C. Gamez
Punong Barangay of San Victor | - Member |
| 25 | Hon. Romulo C. Vertudes
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| 26 | Hon. Dominico G. Tobilla
Punong Barangay of Sta. Cruz | - Member |
| 27 | Hon. Nicolas V. Arcena
Punong Barangay of Sta. Elena | - Member |
| 28 | Hon. Alex C. Miralles
Punong Barangay of Sto. Niño | - Member |
| 29 | Hon. Rodgie Buendia
Punong Barangay of Talolora | - Member |

- | | | |
|----|---|----------|
| 30 | Hon. Ernie L. Lazarte
Punong Barangay of Tugop | - Member |
| 31 | Mr. Nelson W. Albao
President, Canramos United Marginalized Vendors Association | - Member |
| 32 | Mr. Salvador M. Bibar
President, Cabuynan Swine Raisers Farmers Association | - Member |
| 33 | Ms Grace F. Mendiola
President, Canramos Potters Association | - Member |
| 34 | Mr. Rodrigo S. Sicoy
President, KATALWASAN Irrigators Association, Inc.
Represented by Mr. Edgardo Cadion
Auditor, KATALWASAN Irrigators Association, Inc. | - Member |
| 35 | Mr. Jose Murillo
President, Solano Integrated Farmers Association | - Member |
| 36 | Mr. Gerardo M. Resma
President, Casbangan Farmers Association | - Member |
| 37 | Mr. Darwin P. Lazarte
President, SPARK Brotherhood
Represented by Mr. Vrinth Lazarte
Member, SPARK Brotherhood | - Member |
| 38 | Mr. Jose L. de Veyra
President, Mohon Integrated Small Farmers Association | - Member |
| 39 | Ms. Meriam B. Suyom
President, Drgy. Talolora Farmers Association | - Member |
| 40 | Ms. Lolita Badana
President, San Isidro Vegetable Growers Association | - Member |
| 41 | Mr. Cipriano Luna
President, Sto. Niño Aquatic Integrated Fisherfolk Association | - Member |
| 42 | Mr. Ariel M. Leros
President, Cogon Small Farmers Association | - Member |
| 43 | Mr. Joeli M. Yepes
President, Linao Integrated Farmers Association | - Member |

MDC MEMBERS ABSENT/NOT REPRESENTED:

1. Hon. Ferdinand Martin G. Romualdez, Representative of the 1st District of Leyte
2. Hon. Franciso D. Villamor, Jr., Punong Barangay of Ada
3. Hon. Rodrigo L. Almaden, Punong Barangay of Amanluran
4. Hon. Gervacio F. Boco, Punong Barangay of Bantagan
5. Hon. Herlindo P. Cornejo, Punong Barangay of Cabalagnan
6. Hon. Raquel G. Gadil, Punong Barangay of Cabarasan Guti
7. Hon. Reynan O. Leona, Punong Barangay of Cabunga-an
8. Hon. Julian S. Modesto III, Punong Barangay of Calogcog
9. Hon. Rosario A. Abanis, Punong Barangay of Calsadahay
10. Hon. Rossarie Ann E. Flores, Punong Barangay of Camire
11. Hon. Emma M. Tolibas, Punong Barangay of Catigbi-an
12. Hon. Florentino M. Panzo, Punong Barangay of Catmon
13. Hon. Leonel C. Badana, Punong Barangay of Guingauan
14. Hon. Anthony T. Tuano, Punong Barngay of Kiling
15. Hon. Rolando P. Palo, Punong Barangay of Licod
16. Hon. Joel P. Logronio, Punong Barangay of Limbuan Dacu
17. Hon. Constanca C. Salarda, Punong Barangay of Limbuan Guti
18. Hon. Honeylyn C. Basibas, Punong Barangay of Maghulod
19. Hon. Irene P. Maceda, Punong Barangay of Maribi
20. Hon. RJ Frank M. Soliva, Punong Barangay of Mohon
21. Hon. Jeffrey B. Dandan, Punong Barangay of Pago
22. Hon. Josephine B. Angelio, Punong Barangay of Pasil
23. Hon. Marites B. Salvafia, Punong Barangay of Sacme
24. Hon. Jay Arcena, Punong Barangay of San Isidro
25. Hon. Ma. Martina L. Gimenez, Punong Barangay of San Miguel
26. Hon. Erwin T. Morabe, Punong Barangay of San Roque
27. Ms. Delia V. Vertudes, President, Sta. Elena Women's Association
28. Ms. Judith P. Tizon, President, Atipolo Small Coconut Farmers Association
29. Mr. Melvin D. Flores, President, Tanauan Public Market Stall Owners Association
30. Ms. Editha T. Aguipo, President, Atipolo Swine Raisers Association
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34. Mr. Efen Repolidon, President, Tanauan Motorcab Drivers and Operations Association
35. Mr. Rolando P. Vinegas, President, Camire Farmers Association
36. Ms. Zenaida A. Encina, President, Agricultural Association in Tanauan for Progress
37. Mr. Efen P. Tolibas, President, Tanauan-Tolosa Swine Raisers Association
38. Ms. Evangelina Peregrino, President, Limbuan Dacu Banana Planters Association
39. Mr. Felicito Montaño, President, Lapay-Tugop Farmers Association

OTHERS PRESENT:

1	Mr. Ermel Milo A. Pilola	Municipal Budget Officer
2	Mr. Arturo B. Perez, Jr., EnP	MPDC/MDC Secretary
3	Mr. Vincent Francis A. Salvaña	Municipal Civil Registrar
4	Mr. Mar P. Villegas	Municipal Accountant
5	Engr. Raul S. Tolibas	Municipal Engineer
6	Ms. Cheezel A. Ripalda	SB Staff
7	Mr. Jerome S. Fabre	MPDO Staff
8	Ms. Hayaceen V. Mendoza	MPDO Staff
9	Ms. Rizza A. Buendia	MPDO Staff
10	Ms. Alice R. Señora	MPDO Staff

RESOLUTION NO. 12, series of 2024

A RESOLUTION APPROVING THE SUPPLEMENTAL INVESTMENT PROGRAM (SIP) NO. 03 FOR CALENDAR YEAR 2024 WITH BUDGETARY REQUIREMENT AMOUNTING TO EIGHT MILLION ONE HUNDRED TWENTY-FIVE THOUSAND TWO HUNDRED SEVENTY-ONE PESOS AND 90/100 (P8,125,271.90), AND ENDORSING THE SAME TO THE 16TH SANGGUNIANG BAYAN FOR ADOPTION.

WHEREAS, the proposed programs, projects, and activities (PPAs) for supplemental to the approved Annual Investment Program (AIP) of CY 2024 were presented to the Council for its deliberation and approval;


WHEREAS, the proposed programs, projects, and activities presented were either not included in the approved Annual Investment Program of CY 2024 or were in the list of PPAs in the AIP but are short of the indicated budget or different from the indicated funding source;

WHEREAS, after careful perusal from the presentation item for item per sector and deliberation, the Council determined that the PPAs presented are within the set of priorities and objectives of the Council, hence, must be supplemented to the approved Annual Investment Program (AIP) of 2024;

NOW, WHEREFORE, premises considered, on motion of Hon. Alex C. Miralles, Punong Barangay of Sto. Niño and unanimously seconded, be it;

RESOLVED, as it is hereby resolved, approving the Supplemental Investment Program (SIP No. 03) for Calendar Year 2024 with budgetary requirement amounting to **EIGHT MILLION ONE HUNDRED TWENTY-FIVE THOUSAND TWO HUNDRED SEVENTY-ONE PESOS AND 90/100 (P8,125,271.90)**, and endorsing the same to the 16th Sangguniang Bayan for adoption.

I HEREBY CERTIFY the correctness of the foregoing resolution.

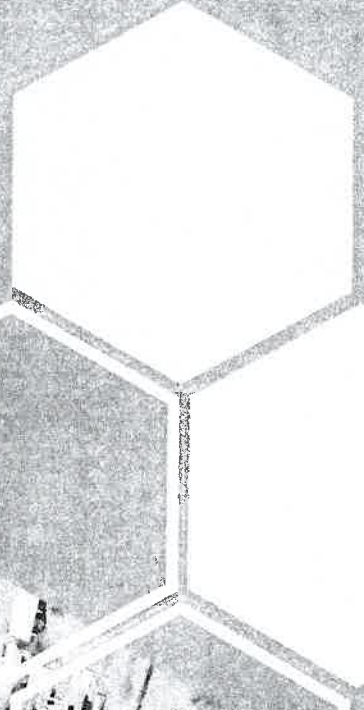
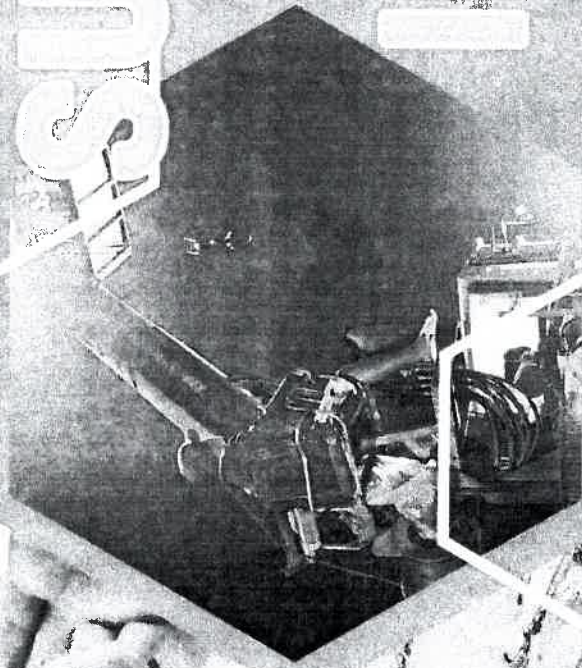
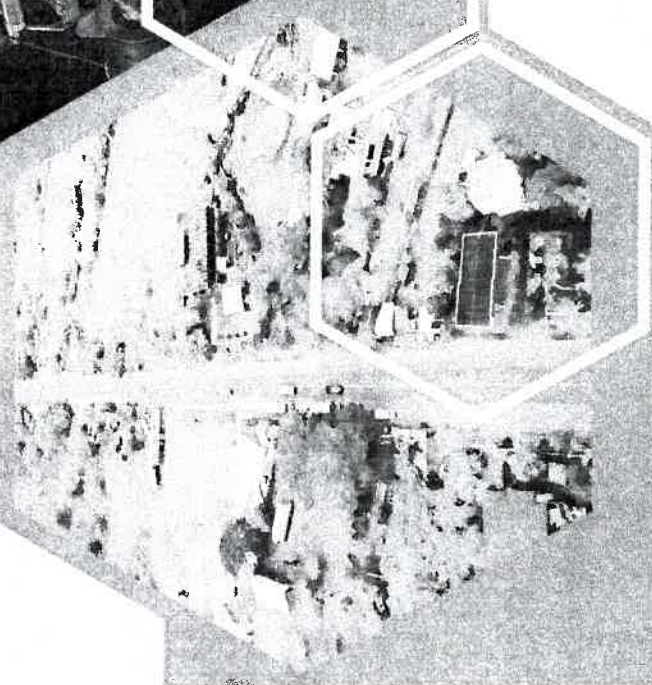
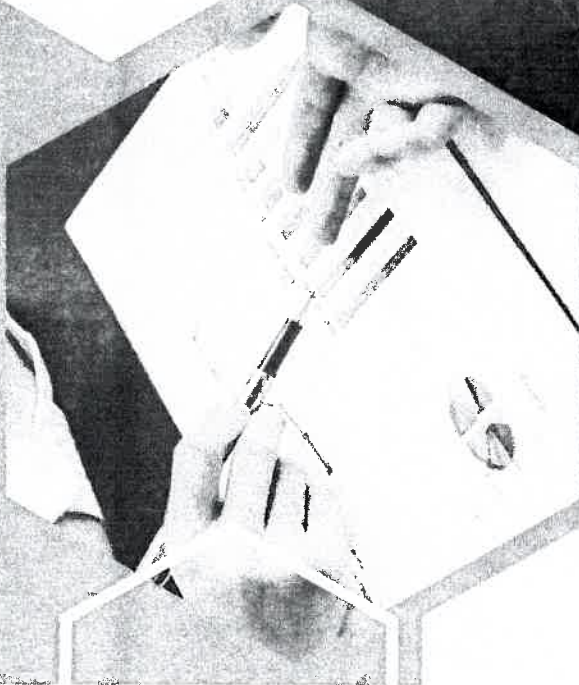

EnP ARTURO B. PEREZ, JR.
MPDO/MDC Secretary

ATTESTED:


Hon. MA. GINA E. MERILO
Municipal Mayor/MDC Chairperson



SUPPLEMENTAL ANNUAL INVESTMENT PROGRAM NO. 03 CY 2024



SUPPLEMENTAL INVESTMENT PROGRAM (SIP) No. 03

Calendar Year 2024

LGU-TANAUAN, LEYTE

FUNDING REQUIREMENT SUMMARY

	GENERAL FUND	SPECIAL FUND	LOCAL GOVERNMENT SERVICE FUND	TOTAL		
Personal Services	₱ 4,598,428.62	₱ 820,642.60	₱ 674,961.00	₱ 121,124.29	₱ 6,215,156.51	76.49
Maintenance & Other Operating Expenses	₱ 1,792,515.39				₱ 1,792,515.39	22.06
- Special Programs, Projects, Activities (SPPAs)	₱ 17,600.00				₱ 17,600.00	0.22
Capital Outlay	₱ 100,000.00				₱ 100,000.00	1.23
TOTAL	₱ 6,508,544.01	₱ 820,642.60	₱ 674,961.00	₱ 121,124.29	₱ 8,125,271.90	100.00

	GENERAL FUND	SPECIAL FUND	LOCAL GOVERNMENT SERVICE FUND	TOTAL		
General Public	₱ 4,598,428.62		1,810,115.39	₱ 100,000.00	6,508,544.01	80.10
Social	₱ 820,642.60				820,642.60	10.10
Economic	₱ 674,961.00				674,961.00	8.31
Others Services	₱ 121,124.29				121,124.29	1.49
TOTAL	₱ 6,215,156.51		₱ 1,810,115.39	₱ 100,000.00	₱ 8,125,271.90	100.00

Summary By Sector, By Item

PROPOSED SUPPLEMENTAL INVESTMENT PROGRAM (SIP) NO. 03 FOR CALENDAR YEAR 2024

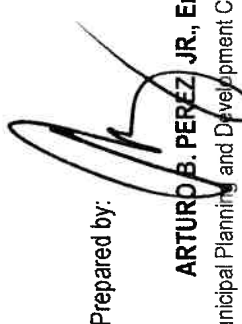
By Program/Project/Activity

LGU-TANAUAN, LEYTE

As of September 4, 2024

AIP REFERENCE CODE	PROGRAMS/PROJECTS/ACTIVITIES DESCRIPTION	Implementing Office/ Agency	Schedule of Implementation		EXPECTED OUTPUTS	FUNDING SOURCE	AMOUNT (P)					AMOUNT OF CLIMATE CHANGE Expenditure (in thousand pesos)		CC Typology Code
			Start Date	Completion Date			Personnel Services (PS)	MOOE	Capital Outlay (CO)	TOTAL 8+9+10	Climate Change Adaptation	Climate Change Mitigation		
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	(14)	
1000	GENERAL PUBLIC SERVICES SECTOR													
1000-000-3-1-01-001	EXECUTIVE GOVERNANCE PROGRAM	MO	Oct 2024	Dec 2024	Increased salary for Mun. Officials, Department Heads and Rank & File Employees	GF-SIB No. 03	P 1,037,790.01	P 150,000.00		P 1,187,790.01				
1000-000-3-1-01-001-002	Fuel, Oil and Lubricants for all Municipal Vehicles	MO	Oct 2024	Dec 2024	Municipal vehicles properly maintained and serviceable	GF-SIB No. 03		P 500,000.00		P 500,000.00				
1000-000-3-1-01-001-003	Electricity Expense	MO	Oct 2024	Dec 2024	Supply of power maintained	GF-SIB No. 03		P 641,651.80		P 641,651.80				
1000-01-018	General Services Program	MO-GSO	Oct 2024	Dec 2024	Facilities and Supply Management Services	GF-SIB No. 03		P 146,721.24		P 146,721.24				
1000-01-034	Christmas Tree Decorations	MO-GSO	Oct 2024	Dec 2024	Public Plaza beautification for Christmas Holiday season enhanced	GF-SIB No. 03		P 354,142.35		P 354,142.35				
1000-01-035	Purchase of Airconditioning Unit	MO-GSO	Oct 2024	Dec 2024	Airconditioning Unit purchased	GF-SIB No. 03			P 100,000.00	P 100,000.00				
1000-01-007	Provision for the Proposed New Items/Positions for creation	MO	Oct 2024	Dec 2024	New Positions created and funded	GF-SIB No. 03 (SPPA)	P 1,016,149.03			P 1,016,149.03				
1000-01-013	Computerization and Information System Services Program	MO	Oct 2024		Payment for services rendered settled	GF-SIB No. 03 (SPPA)		P 8,800.00		P 8,800.00				
1000-01-019	Public Buildings, Utilities and Facilities Repair and Maintenance Program	MO	Oct 2024		Payment for services rendered settled	GF-SIB No. 03 (SPPA)		P 8,800.00		P 8,800.00				
1000-01-002	LEGISLATIVE SERVICES PROGRAM	VICE-MAYOR and SB	Oct 2024	Dec 2024	Increased salary for Mun. Officials, Department Heads and Rank & File Employees	GF-SIB No. 03	P 1,300,763.33			P 1,300,763.33				
1000-01-005	TREASURY OPERATIONS PROGRAM	MTO	Oct 2024	Dec 2024	Increased salary for Department Head, Rank & File Employees	GF-SIB No. 03	P 362,833.21			P 362,833.21				
1000-01-006	APPRAISAL AND ASSESSMENT PROGRAM	MASSO	Oct 2024	Dec 2024	Increased salary for Department Head, Rank & File Employees	GF-SIB No. 03	P 184,167.82			P 184,167.82				

AIP REFERENCE CODE	PROGRAMS/PROJECTS/ACTIVITIES DESCRIPTION	Implementing Office/ Agency	Schedule of Implementation		EXPECTED OUTPUTS	FUNDING SOURCE	AMOUNT (P)				AMOUNT OF CLIMATE CHANGE Expenditure (in thousand pesos)			CC Typology Code
			Start Date	Completion Date			Personnel Services (PS)	MOOE	Capital Outlay (CO)	TOTAL 8+9+10	Climate Change Adaptation	Climate Change Mitigation		
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	(14)	
1000-01-007	FINANCIAL ACCOUNTING AND REPORTING PROGRAM	MACCO	Oct 2024	Dec. 2024	Increased salary for Department Head, Rank & File Employees	GF-SIB No. 03	256,387.36			256,387.36				
1000-01-008	BUDGET MANAGEMENT PROGRAM	MBO	Oct 2024	Dec. 2024	Increased salary for Department Head, Rank & File Employees	GF-SIB No. 03	122,570.10			122,570.10				
1000-01-009	PLANNING and DEVELOPMENT COORDINATION SERVICES PROGRAM	MPDO	Oct 2024	Dec. 2024	Increased salary for Department Head, Rank & File Employees	GF-SIB No. 03	188,886.66			188,886.66				
1000-01-012	CIVIL REGISTRY PROGRAM	MCR	Oct 2024	Dec. 2024	Increased salary for Department Head, Rank & File Employees	GF-SIB No. 03	128,881.10			128,881.10				
	TOTAL						4,598,428.62	1,810,115.39	100,000.00	6,508,544.01				

Prepared by:

ARTURO B. PEREZ JR., EnP
Municipal Planning and Development Coordinator/
MDC Secretary

Date: _____

Attested by:


HON. MA. GINA E. MERILO
Municipal Mayor/MDC Chairperson

Date: _____

SUPPLEMENTAL INVESTMENT PROGRAM (SIP) NO. 03 FOR CALENDAR YEAR 2024

By Program/Project/Activity

LGU-TANAUAN, LEYTE

As of September 4, 2024

AIP REFERENCE CODE	PROGRAMS/PROJECTS/ACTIVITIES DESCRIPTION	Implementing Office/ Agency	Schedule of Implementation		EXPECTED OUTPUTS	FUNDING SOURCE	AMOUNT			AMOUNT OF CLIMATE CHANGE Expenditure (in thousand pesos)		CC Typology Code	
			Start Date	Completion Date			Personnel Services (PS)	MOOE	Capital Outlay (CO)	TOTAL 8+9+10	Climate Change Adaptation		Climate Change Mitigation
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	(14)
3000	SOCIAL SERVICES SECTOR												
3000-01-011	HEALTH SERVICES PROGRAM	MHO	Oct 2024	Dec 2024	Increased salary for Department Head, Rank & File Employees	GF-SIB No. 03	₱ 159,322.95			₱ 159,322.95			
3000-02-005	SOCIAL WELFARE and DEVELOPMENT PROGRAM	MSWDO	Oct 2024	Dec 2024	Increased salary for Department Head, Rank & File Employees	GF-SIB No. 03	₱ 204,928.05			₱ 204,928.05			
3000-02-005-001-009	Senior Citizens Welfare Program	MSWDO	Jan. 2024	Dec. 2024	Elderly welfare services								
3000-02-005-001-009-005	*-Honorary of OSCA Head	MSWDO-OSCA	Oct 2024	Dec 2024	Increased honorarium for OSCA President	GF-SIB No. 03	₱ 14,043.00			₱ 14,043.00			
3000-02-005-001-006-009	Establishing an Inclusive Learning Resource Center (ILRC) of Learners with Disabilities	MSWDO	Oct 2024	Dec 2024									
3000-02-005-001-006-009-001	-Salaries and Other Personnel Benefits for Newly Created Items	MO	Oct 2024	Dec 2024	Occupational Therapist II and Speech Therapist II funded and implemented	GF-SIB No. 03	₱ 351,311.45			₱ 351,311.45			
3000-01-001-004	PUBLIC EMPLOYMENT FACILITATION AND REFERRAL SERVICES PROGRAM	PESO	Oct 2024	Dec 2024	Increased Salary for Rank & File Employees	GF-SIB No. 03 (SPPA)	₱ 35,014.33			₱ 35,014.33			
3000-02-004	ENVIRONMENT and NATURAL RESOURCES PROGRAM	MENRO	Jan 2024	Dec 2024	Increased salary for Department Head, Rank & File Employees	GF-SIB No. 03	₱ 56,022.93			₱ 56,022.93			
	TOTAL						₱ 820,642.60	₱ -	₱ -	₱ 820,642.60			

Prepared by:

Attested by:

ARTURO B. PEREZ, JR., EnP

ERMEL MILO A. PIOLA

MA. GINA E. MERILO

Municipal Planning and Development Coordinator/MDC Secretary

Municipal Budget Officer

Municipal Mayor/MDC Chairperson

Date: _____

Date: _____

Date: _____

SUPPLEMENTAL INVESTMENT PROGRAM (SIP) No. 03 FOR CALENDAR YEAR 2024

By Program/Project/Activity

LGU-TANAUAN, LEYTE

As of September 4, 2024

AIP REFERENCE CODE	PROGRAMS/PROJECTS/ACTIVITIES DESCRIPTION	Implementing Office/ Agency	Schedule of Implementation		EXPECTED OUTPUTS	FUNDING SOURCE	AMOUNT				AMOUNT OF CLIMATE CHANGE Expenditure (in thousand pesos)		CC Typology Code
			Start Date	Completion Date			Personnel Services	MOOE	Capital Outlay (CO)	TOTAL	Climate Change Adaptation	Climate Change Mitigation	
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	(14)
8000	ECONOMIC SERVICES SECTOR												
8000-01-010	Engineering and Infrastructure Management Program	MEO	Oct. 2024	Dec. 2024	Increased salary for Department Head, Rank & File Employees	GF-SIB No. 03	P 215,093.07			P 215,093.07			
8000-02-003	Agricultural Program	MAO	Oct. 2024	Dec. 2024	Increased salary for Department Head, Rank & File Employees	GF-SIB No. 03	P 261,166.62			P 261,166.62			
8000-02-004	Slaughterhouse Program	MO-Slaughterhouse In-Charge	Oct. 2024	Dec. 2024	Increased salary for Rank & File Employees	GF-SIB No. 03	P 22,041.95			P 22,041.95			
8000-02-005	Cemetery Services Program	MO-GSO/MEO	Oct. 2024	Dec. 2024	Increased salary for Rank & File Employees	GF-SIB No. 03	P 44,731.41			P 44,731.41			
8000-02-006	Market Program	MARKET OFFICE	Oct. 2024	Dec. 2024	Increased salary for Rank & File Employees	GF-SIB No. 03	P 131,927.95			P 131,927.95			
	TOTAL						P 674,961.00	P -	P -	P 674,961.00	P -	P 674,961.00	

Prepared by:

ARTURO B. PEREZ, JR., EnP

Municipal Planning and Development Coordinator
MDV Secretary


Date: _____

Attested by:


ERMEL MILO A. PILOLA

Municipal Budget Officer

Date: _____


MA. GNA E. MERILO

Municipal Mayor/MDC Chairperson

Date: _____

SUPPLEMENTAL INVESTMENT PROGRAM (SIP) No. 03 FOR CALENDAR YEAR 2024

By Program/Project/Activity

LGU-TANAUAN, LEYTE

As of September 4, 2024

AIP REFERENCE CODE	PROGRAMS/PROJECTS/ACTIVITIES DESCRIPTION	Implementing Office/ Agency	Schedule of Implementation		EXPECTED OUTPUTS	FUNDING SOURCE	AMOUNT					AMOUNT OF CLIMATE CHANGE Expenditure (in thousand pesos)		CC Typology Code
			Start Date	Completion Date			Personnel Services (PS)	MOOE	Capital Outlay (CO)	TOTAL 8+9+10	Climate Change Adaptation	Climate Change Mitigation		
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	(14)	
9000	OTHER SERVICES													
9000-03	Disaster Risk Reduction and Management Program	MDRRMO	Oct 2024	Dec 2024	Increased salary for Department Head, Rank & File Employees 03		₱ 121,124.29			₱ 121,124.29				
	TOTAL						₱ 121,124.29	₱ -		₱ 121,124.29				

Prepared by:

ARTURO B. PEREZ, JR., EnP

Municipal Planning and Development Coordinator
MDC Secretary

Date: _____

Attested by:

ERMEL MILO A. PILOLA

Municipal Budget Officer

Date: _____

MA. GINA E. MERILO

Municipal Mayor/MDC Chairperson

Date: _____



Republic of the Philippines
Province of Leyte
MUNICIPALITY OF TANAUAN

-000-

MUNICIPAL DEVELOPMENT COUNCIL

EXCERPTS FROM THE MINUTES OF THE MEETING OF THE MUNICIPAL DEVELOPMENT COUNCIL (MDC) HELD ON SEPTEMBER 4, 2024 AT THE MUNICIPAL LOBBY, PRESIDENCIA BUILDING, TANAUAN, LEYTE.

IN ATTENDANCE:

- | | | |
|----|---|-------------------|
| 1 | Hon. Ma. Gina E. Merilo
Municipal Mayor | - MDC Chairperson |
| 2 | Hon. Carlito O. Olimberio
Punong Barangay of Arado | - Member |
| 3 | Hon. Glen Carlo M. Tiolo
Punong Barangay of Atipolo | - Member |
| 4 | Hon. Jimmy M. Verona
Punong Barangay of Balud | - Member |
| 5 | Hon. Seriole C. Tolibas
Punong Barangay of Bangon | - Member |
| 6 | Hon. Nilda C. Redoña
Punong Barangay of Baras | - Member |
| 7 | Hon. Wilma B. Perez
Punong Barangay of Binolo | - Member |
| 8 | Hon. Ernesto G. Basas, Jr.
Punong Barangay of Binongto-an | - Member |
| 9 | Hon. Efren C. Merilo
Punong Barangay of Bislig | - Member |
| 10 | Hon. Reynaldo D. Musca
Punong Barangay of Buntay | - Member |
| 11 | Hon. Ludivina V. Ladan
Punong Barangay of Cabuynan
Represented by Barangay Secretary Asuncion Ocaña | - Member |
| 12 | Hon. Romeo S. de la Cruz
Punong Barangay of Cahumayhumayan | - Member |
| 13 | Hon. Jessie C. Molon
Punong Barangay of Canbalisara | - Member |
| 14 | Honorable Fred C. Nirza
Punong Barangay of Canramos | - Member |
| 15 | Hon. Gerry Cauntic
Punong Barangay of Cogon | - Member |
| 16 | Hon. Floro B. Juanitez, Jr.
Punong Barangay of Guindag-an | - Member |
| 17 | Hon. Arturo D. Tolibas, Jr.
Punong Barangay of Hilagpad | - Member |
| 18 | Hon. Argie S. Cinco
Punong Barangay of Lapay | - Member |
| 19 | Hon. Feliciano C. Cinco
Punong Barangay of Linao | - Member |
| 20 | Hon. Zosimo M. Payuyao
Punong Barangay of Magay | - Member |
| 21 | Hon. Ruel R. Tondo
Punong Barangay of Malaguicay | - Member |
| 22 | Hon. Rommel T. Costiniano
Punong Barangay of Picas | - Member |
| 23 | Hon. Ariel A. Palabio
Punong Barangay of Salvador | - Member |
| 24 | Hon. Melchor C. Gamez
Punong Barangay of San Victor | - Member |
| 25 | Hon. Romulo C. Vertudes
Punong Barangay of Solano | - Member |
| 26 | Hon. Dominico G. Tobilla
Punong Barangay of Sta. Cruz | - Member |
| 27 | Hon. Nicolas V. Arcena
Punong Barangay of Sta. Elena | - Member |
| 28 | Hon. Alex C. Miralles
Punong Barangay of Sto. Niño | - Member |
| 29 | Hon. Rodgie Buendia
Punong Barangay of Talolora | - Member |

- | | | |
|----|---|----------|
| 30 | Hon. Ernie L. Lazarte
Punong Barangay of Tugop | - Member |
| 31 | Mr. Nelson W. Albao
President, Canramos United Marginalized Vendors Association | - Member |
| 32 | Mr. Salvador M. Bibar
President, Cabuynan Swine Raisers Farmers Association | - Member |
| 33 | Ms Grace F. Mendiola
President, Canramos Potters Association | - Member |
| 34 | Mr. Rodrigo S. Sicoy
President, KATALWASAN Irrigators Association, Inc.
Represented by Mr. Edgardo Cadion
Auditor, KATALWASAN Irrigators Association, Inc. | - Member |
| 35 | Mr. Jose Murillo
President, Solano Integrated Farmers Association | - Member |
| 36 | Mr. Gerardo M. Resma
President, Casbangan Farmers Association | - Member |
| 37 | Mr. Darwin P. Lazarte
President, SPARK Brotherhood
Represented by Mr. Vrinth Lazarte
Member, SPARK Brotherhood | - Member |
| 38 | Mr. Jose L. de Veyra
President, Mohon Integrated Small Farmers Association | - Member |
| 39 | Ms. Meriam B. Suyom
President, Brgy. Talolora Farmers Association | - Member |
| 40 | Ms. Lolita Badana
President, San Isidro Vegetable Growers Association | - Member |
| 41 | Mr. Cipriano Luna
President, Sto. Niño Aquatic Integrated Fisherfolk Association | - Member |
| 42 | Mr. Ariel M. Leros
President, Cogon Small Farmers Association | - Member |
| 43 | Mr. Joel M. Yepes
President, Linao Integrated Farmers Association | - Member |

MDC MEMBERS ABSENT/NOT REPRESENTED:

1. Hon. Ferdinand Martin G. Romualdez, Representative of the 1st District of Leyte
2. Hon. Franciso D. Villamor, Jr., Punong Barangay of Ada
3. Hon. Rodrigo L. Almaden, Punong Barangay of Amanluran
4. Hon. Gervacio F. Boco, Punong Barangay of Bantagan
5. Hon. Herlindo P. Cornejo, Punong Barangay of Cabalagnan
6. Hon. Raquel G. Gadil, Punong Barangay of Cabarasan Guti
7. Hon. Reynan O. Leona, Punong Barangay of Cabunga-an
8. Hon. Julian S. Modesto III, Punong Barangay of Calogcog
9. Hon. Rosario A. Abanis, Punong Barangay of Calsadahay
10. Hon. Rossarie Ann E. Flores, Punong Barangay of Camire
11. Hon. Emma M. Tolibas, Punong Barangay of Catigbi-an
12. Hon. Florentino M. Panzo, Punong Barangay of Catmon
13. Hon. Leonel C. Badana, Punong Barangay of Guingauan
14. Hon. Anthony T. Tuano, Punong Barngay of Kiling
15. Hon. Rolando P. Palo, Punong Barangay of Licod
16. Hon. Joel P. Logronio, Punong Barangay of Limbuan Dacu
17. Hon. Constanca C. Salarida, Punong Barangay of Limbuan Guti
18. Hon. Honeylyn C. Basibas, Punong Barangay of Maghulod
19. Hon. Irene P. Maceda, Punong Barangay of Maribi
20. Hon. RJ Frank M. Soliva, Punong Barangay of Mohon
21. Hon. Jeffrey B. Dandan, Punong Barangay of Pago
22. Hon. Josephine B. Angelio, Punong Barangay of Pasil
23. Hon. Marites B. Salvaña, Punong Barangay of Sacme
24. Hon. Jay Arcena, Punong Barangay of San Isidro
25. Hon. Ma. Martina L. Gimenez, Punong Barangay of San Miguel
26. Hon. Erwin T. Morabe, Punong Barangay of San Roque
27. Ms. Delia V. Vertudes, President, Sta. Elena Women's Association
28. Ms. Judith P. Tizon, President, Atipolo Small Coconut Farmers Association
29. Mr. Melvin D. Flores, President, Tanauan Public Market Stall Owners Association
30. Ms. Editha T. Aguipto, President, Atipolo Swine Raisers Association
31. Ms. Rowena A. Gloria, President, Amanluran Diversity Farmers Association
32. Ms. Virginia R. Estrella, President, Sacme Primetown Farmers Association
33. Ms. Emerenciana D. Leros, President, Cabuynan Integrated Fisherfolks Association
34. Mr. Efren Repolidon, President, Tanauan Motorcab Drivers and Operations Association
35. Mr. Rolando P. Vinegas, President, Camire Farmers Association
36. Ms. Zenaida A. Encina, President, Agricultural Association in Tanauan for Progress
37. Mr. Efren P. Tolibas, President, Tanauan-Tolosa Swine Raisers Association
38. Ms. Evangeline Peregrino, President, Limbuan Dacu Banana Planters Association
39. Mr. Felicito Montaña, President, Lapay-Tugop Farmers Association

OTHERS PRESENT:

1	Mr. Ermel Milo A. Pilola	Municipal Budget Officer
2	Mr. Arturo B. Perez, Jr., EnP	MPDC/MDC Secretary
3	Mr. Vincent Francis A. Salvaña	Municipal Civil Registrar
4	Mr. Mar P. Villegas	Municipal Accountant
5	Engr. Raul S. Tolibas	Municipal Engineer
6	Ms. Cheezel A. Ripalda	SB Staff
7	Mr. Jerome S. Fabre	MPDO Staff
8	Ms. Hayaceen V. Mendoza	MPDO Staff
9	Ms. Rizza A. Buendia	MPDO Staff
10	Ms. Alice R. Señora	MPDO Staff

RESOLUTION NO. 13, series of 2024

A RESOLUTION ENDORSING AND RECOMMENDING APPROVAL TO THE 16TH SANGGUNIANG BAYAN OF THE PROPOSED SUPPLEMENTAL BUDGET NO. 03, CALENDAR YEAR 2024 WITH A TOTAL OBLIGATION OF EIGHT MILLION ONE HUNDRED TWENTY-FIVE THOUSAND TWO HUNDRED SEVENTY-ONE PESOS AND 90/100 (₱8,125,271.90), AS PRESENTED, SUBJECT TO THE ABANDONMENT AND DECLARATION AS SAVINGS FROM THE BUDGETARY APPROPRIATIONS OF THE SPECIFIC PROGRAMS, PROJECTS, AND ACTIVITIES (PPAs) UNDER CAPITAL OUTLAY CONTINUING APPROPRIATIONS GENERAL FUND WITH A TOTAL AMOUNT OF THREE MILLION NINE HUNDRED TWENTY-ONE THOUSAND TWO HUNDRED THIRTY-FIVE PESOS AND 01/100 (₱3,921,235.01) INCLUDING PPAs UNDER THE SPECIAL PPAs CURRENT YEAR APPROPRIATIONS WITH A TOTAL AMOUNT OF NINE HUNDRED THOUSAND PESOS (₱900,000.00), AND REVERTING THEREFORE THE RESPECTIVE AMOUNT TO AN UNAPPROPRIATED BALANCE TO BE MADE AVAILABLE FOR RE-APPROPRIATION FOR SUPPLEMENTAL BUDGET NO. 03, CALENDAR YEAR 2024.

WHEREAS, the Council was apprised of the available resources for Supplemental Budget No. 03 for CY 2024 for EIGHT MILLION ONE HUNDRED TWENTY-FIVE THOUSAND TWO HUNDRED SEVENTY-ONE PESOS AND 90/100 (₱8,125,271.90);

WHEREAS, the required budgetary allocation for the programs, projects, and activities under the Supplemental Investment Program (SIP) No. 03 has a total of EIGHT MILLION ONE HUNDRED TWENTY-FIVE THOUSAND TWO HUNDRED SEVENTY-ONE PESOS AND 90/100 (₱8,125,271.90);

WHEREAS, the proposed Supplemental Budget No. 03 was presented item for item with a total obligation amounting to EIGHT MILLION ONE HUNDRED TWENTY-FIVE THOUSAND TWO HUNDRED SEVENTY-ONE PESOS AND 90/100 (₱8,125,271.90);

WHEREAS, after thorough deliberation, the Members of the Municipal Development Council (MDC) considered the proposed Supplemental Budget No. 03 for CY 2024 deemed necessary and in order;

NOW, WHEREFORE, premises considered on motion of Hon. Rodgie A. Buendia, Punong Barangay of Talolora, and duly seconded by Hon. Reynaldo D. Musca, Punong Barangay of Buntay, be it;

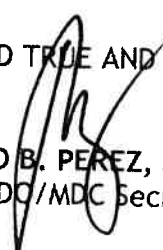
RESOLVED, as it is hereby resolved, endorsing and recommending approval to the 16th Sangguniang Bayan the proposed Supplemental Budget No. 03, Calendar Year 2024 with the total obligation of EIGHT MILLION ONE HUNDRED TWENTY-FIVE THOUSAND TWO HUNDRED SEVENTY-ONE PESOS AND 90/100 (₱8,125,271.90), as presented, subject to the abandonment and declaration as savings from the budgetary appropriations of the specific

programs, projects, and activities under Capital Outlay continuing appropriations General Fund with a total amount THREE MILLION NINE HUNDRED TWENTY-ONE THOUSAND TWO HUNDRED THIRTY-FIVE PESOS AND 01/100 (₱3,921,235.01) including PPAs under the Special PPAs current year appropriations with a total amount of NINE HUNDRED THOUSAND PESOS (₱900,000.00), and reverting, therefore the respective amount to an unappropriated balance to be made available for re-appropriation for Supplemental Budget No. 03, Calendar Year 2024.

RESOLVED FURTHER, that copies of this resolution be furnished to the Sangguniang Bayan for their information and appropriate action.

APPROVED: SEPTEMBER 4, 2024

CERTIFIED TRUE AND CORRECT:


ARTURO B. PEREZ, JR., EnP
MPDC/MDC Secretary

ATTESTED:


Hon. MA. GINA E. MERILO
MDC Chairperson/Municipal Mayor