

Item No.: 06

Date: 11 2024 DEC

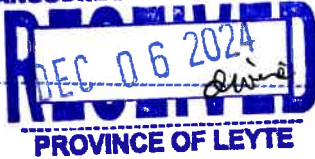


Republic of the Philippines
PROVINCE OF LEYTE
Provincial Capitol
Tacloban City

Province of Leyte
Legal Office
Released: [Signature]
Time: 9:54
Date: 12.5.24

SANGGUNIANG PANLALAWIGAN

-oOo-



PROVINCIAL LEGAL OFFICE

2nd INDORSEMENT

November 15, 2024

Respectfully returned to the Sangguniang Panlalawigan of Leyte, through the SP Secretary, the attached Ordinance No. 24-22 of the Sangguniang Bayan of Burauen, Leyte.

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

- Ordinance No. 24-22 entitled: **“An Ordinance creating 3 mandatory plantilla positions, and 1 municipal office etc.”**

REVIEW/RECOMMENDATION/LEGAL OPINION:

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

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

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

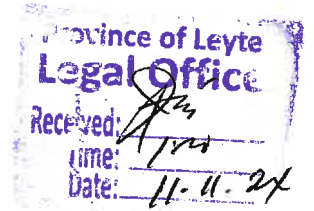
¹(viii) Determine the positions and salaries, wages, allowances and other emoluments and benefits of officials and employees paid wholly or mainly from municipal funds and provide for expenditures necessary for the proper conduct of programs, projects, services, and activities of the municipal government;

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

Republic of the Philippines
PROVINCE OF LEYTE
Palo, Leyte

OFFICE OF THE SANGGUNIANG PANLALAWIGAN

1ST INDORSEMENT
11 November 2024



The Provincial Legal Office is respectfully requested to review and submit recommendations on the herein enclosed **Municipal Ordinance No. 24-22**, of the **Municipality of Burauen, Leyte**, entitled: An Ordinance creating three (3) mandatory plantilla positions and one (1) municipal office in the Municipal Government of Burauen, Leyte, and appropriating funds thereof.


ANDRE S. SANICO
Provl. Govf. Asst. Dept. Head



Republic of the Philippines
PROVINCE OF LEYTE
MUNICIPALITY OF BURAUEN



SANGGUNIANG PANLALAWIGAN

OFFICE OF THE SANGGUNIANG BAYAN



November 6, 2024

THE HONORABLE MEMBERS
Sangguniang Panlalawigan
Province of Leyte

ATTENTION: FLORINDA JILL S. UYVICO
Secretary to the Sanggunian
Province of Leyte
Palo, Leyte

Ladies/Gentlemen:

We transmit herewith 15 copies of **Municipal Ordinance No. 24-22**, Series of 2024 of the Sangguniang Bayan of Burauen, Leyte, entitled **“An Ordinance Creating Three (3) Mandatory Plantilla Positions and One (1) Municipal Office, in the Municipal Government of Burauen, Leyte and Appropriating Funds Thereof”**, for review and approval of the body.

Thank you and please acknowledge receipt hereof.

Respectfully yours,


CHARITY C. BARBOSA
Board Secretary II

Office of the Sangguniang Bayan, Executive & Legislative Building,
La Purisima St., District 7, Burauen, Leyte.

BURAUEN
NATURALLY COOL



Republic of the Philippines
 Province of Leyte
 Municipality of Burauen



OFFICE OF THE SANGGUNIANG BAYAN

**MUNICIPAL ORDINANCE NO. 24-22
 SERIES OF 2024**

AN ORDINANCE CREATING THREE (3) MANDATORY PLANTILLA POSITIONS AND ONE (1) MUNICIPAL OFFICE, IN THE MUNICIPAL GOVERNMENT OF BURAUEN, LEYTE AND APPROPRIATING FUNDS THEREOF

AUTHOR: HON. FE S. RENOMERON
Chairman, Committee on Personnel Matters

WHEREAS, Section 5 of the Civil Service Memorandum Circular 12 Series of 2022 states that, "LGUs shall create mandatory positions. It may create optional positions, provided that all mandatory positions shall have been created, and in accordance with the limitations provided under the law and these Guidelines. It is understood that the creation of positions shall have the corresponding budget, approved by the sanggunian, to be considered valid. The creation of mandatory positions shall likewise comply with the 45%-55% budgetary limitations for personnel services."

WHEREAS, it is imperative that the Local Government Unit of Burauen sets priority on the creation of these mandatory positions, for the agency to be allowed to open other positions (Optional Positions), needed to satisfy the required workforce of each department.

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

SECTION 1 – The following Mandatory Plantilla Positions and the Office of the Municipal Agricultural and Biosystems Engineer of the Local Government Unit of Burauen are hereby created and appropriating the necessary funds thereof, to wit:

POSITION TITLE	OFFICE/DEPARTMENT	SALARY GRADE
Municipal Government Department Head I (Agricultural and Biosystems Engineer)	Office of the Municipal Agricultural and Biosystems Engineer	24
Municipal Internal Audit Service Officer (Internal Auditor III)	Office of the Municipal Mayor	18
Municipal Persons with Disability Affairs Officer (Disability Affairs Officer I)	Office of the Municipal Social Welfare and Development	11

SECTION 2 – The powers and functions of the said positions and office shall be in accordance with the guidelines and standards set forth by the Civil Service Commission (CSC).

SECTION 3 – Repealing Clause. All ordinances, resolutions, executive orders and all other issuances inconsistent herewith are deemed to be repealed or modified accordingly.

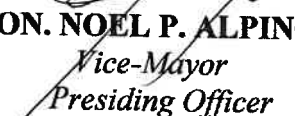
SECTION 4 – Effectivity. This ordinance shall take effect upon its approval.

CARRIED UNANIMOUSLY, this 30th day of September 2024, in regular session assembled.

I HEREBY CERTIFY to the correctness of the foregoing ordinance.

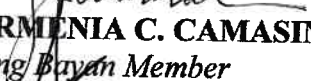
CHARITY C. BARBOSA
Board Secretary II
Acting Secretary to the Sanggunian

ATTESTED:


HON. NOEL P. ALPINO
Vice-Mayor
Presiding Officer


HON. VINCENT G. ENERLAN
Sangguniang Bayan Member


HON. CIPRIANO R. RELATORRES, JR.
Sangguniang Bayan Member


HON. HERMENIA C. CAMASIN
Sangguniang Bayan Member


(absent)
HON. BRYAN R. CINCO
Sangguniang Bayan Member


HON. DEXTER R. SENO
Sangguniang Bayan Member


HON. ROBERT G. DEL PILAR
Sangguniang Bayan Member


HON. EVAFE A. CORAL
Sangguniang Bayan Member


HON. OSCAR A. CAGARA
Sangguniang Bayan Member


HON. FE S. RENOMERON
LnB President/ Ex-Officio SB Member

(absent)
HON. JUSTINE MERP G. ANDRADE
SK Federation President/ Ex-Officio Member

APPROVED:


HON. JUANITO E. RENOMERON
Mayor



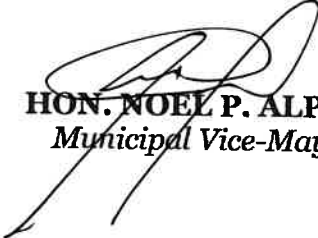
OFFICE OF THE SANGGUNIANG BAYAN

CERTIFICATE OF POSTING

TO WHOM IT MAY CONCERN:

THIS IS TO CERTIFY that **Municipal Ordinance No. 24-22**, Series of 2024 of the Sangguniang Bayan of Burauen, Leyte, entitled, “**An Ordinance Creating Three (3) Mandatory Plantilla Positions and One (1) Municipal Office, in the Municipal Government of Burauen, Leyte and Appropriating Funds Thereof**”, was enacted on September 30, 2024, approved on even date, and has been posted in two (2) conspicuous and publicly accessible places of the municipality from *October 2 to October 22, 2024*, in compliance with Section 59, paragraph (b) of Republic Act No. 7160, otherwise known as the “Local Government Code of 1991”.

Burauen, Leyte, October 28, 2024.


HON. NOEL P. ALPINO
Municipal Vice-Mayor