

Item No.: 10

Date: 21 2025 JAN

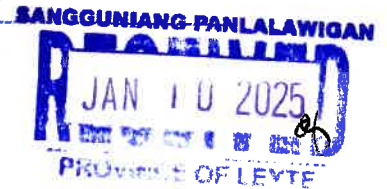


Republic of the Philippines
PROVINCE OF LEYTE
Provincial Capitol
Tacloban City

-oOo-

PROVINCIAL LEGAL OFFICE

2nd INDORSEMENT
December 26, 2024



Respectfully returned to the Sangguniang Panlalawigan of Leyte, through the SP Secretary, the attached Ordinance No. 2024-15 of the Sangguniang Bayan of Julita, Leyte.

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

- Ordinance No. 2024-15 entitled: “An Ordinance creating the position of Administrative Aide III (Utility Worker II) with a Salary Grade 3, 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(a)(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.

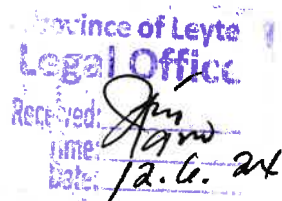

ATTY. JOSE RAYMUND A. ACOL
Asst. Provincial Legal Officer

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
04 December 2024

The Provincial Legal Office is respectfully requested to review and submit recommendations on the herein enclosed **Municipal Ordinance No. 2024-15** of the **Municipality of Julita, Leyte**, entitled: **An Ordinance creating the position of Administrative Aide III (Utility Worker II) with a Salary Grade 3 (Item No. 01/35-D) at the Municipal Social Welfare and Development Office of the Municipality of Julita, Leyte and appropriating the funds needed thereof.**


FLORINDA JILL S. UYVICO
Secretary to the Sanggunian



OFFICE OF THE SANGGUNIANG BAYAN

EXCERPT FROM THE MINUTES OF THE REGULAR SESSION OF THE SANGGUNIANG BAYAN OF JULITA, LEYTE HELD AT THE **MUNICIPAL SESSION HALL OF JULITA, LEYTE ON OCTOBER 07, 2024.**

PRESENT:

HON. GERMAN J. MACASO	<i>Presiding Officer/Municipal Vice Mayor</i>
HON. ALIANA MARIE R. TUBI	<i>Sangguniang Bayan Member</i>
HON. RIA S. DUMDUMA	<i>Sangguniang Bayan Member</i>
HON. MARK JOY E. MACASO	<i>Sangguniang Bayan Membe</i>
HON. JUDE ANDREI M. ROMUALDEZ	<i>Sangguniang Bayan Member</i>
HON. ROSILA L. ADVINCULA	<i>Sangguniang Bayan Member</i>
ENGR. NOLIE C. CAÑA	<i>Pres. Ng Liga Ng Mga Barangay</i> <i>Ex- Officio Member</i>

ABSENT:

HON. GERALDINE S. DAYA	<i>SB Member/On-Leave</i>
HON. IRVIN R. DY	<i>SB Member/On-Leave</i>
HON. ALLAN T. NOVALES	<i>SB Member/On-Leave</i>
HON. JOSE MIGUEL A. TINAYA	<i>Pres. Ng Pambayang Pederasyon Ng</i> <i>Mga Sangguniang Kabataan/</i> <i>Ex-Officio Member/On-Leave</i>

NOW WHEREFORE, on motion of the **Honorable Mark Joy E. Macaso**, duly seconded by the **Honorable Aliana Marie R. Tubi** be it;

RESOLVED AS IT IS HEREBY RESOLVED, to **ENACT** the herein **ORDINANCE**:

MUNICIPAL ORDINANCE NO. 2024-15

AN ORDINANCE CREATING THE POSITION OF ADMINISTRATIVE AIDE III (UTILITY WORKER II) WITH A SALARY GRADE 3 (ITEM NO. 01/35-D) AT THE MUNICIPAL SOCIAL WELFARE AND DEVELOPMENT OFFICE OF THE MUNICIPALITY OF JULITA, LEYTE AND APPROPRIATING THE FUNDS NEEDED THEREOF.

NOW THEREFORE, be it ordained by the Sangguniang Bayan of Julita, Leyte in session assembled that:

Section 1. Title

This shall be known as an Ordinance Creating the Position of Administrative Aide III (Utility Worker II) with a Salary Grade 3 (Item No. 01/35-D) at the Municipal Social Welfare and Development Office of the Municipality of Julita, Leyte and Appropriating the Funds Needed Thereof.

-over-

Aliana Marie R. Tubi
ALIANA MARIE R. TUBI
SB Member

GERALDINE S. DAYA
SB Member

IRVIN R. DY
SB Member

ALLAN T. NOVALES
SB Member

Ria S. Dumduma
RIA S. DUMDUMA
SB Member

Mark Joy E. Macaso
MARK JOY E. MACASO
SB Member

Jude Andrei M. Romualdez
JUDE ANDREI M. ROMUALDEZ
SB Member


Rosila L. Advincula
ROSILA L. ADVINCULA
SB Member

Engr. Nolie C. Caña
ENGR. NOLIE C. CAÑA
Pres. Ng Liga Ng
Mga Barangay/
Ex-Officio Member

JOSE MIGUEL A. TINAYA
Pres. Ng Pambayang
Pederasyon Ng Mga
Sangguniang Kabataan/
Ex-Officio Member

Francis R. Avelino
FRANCIS R. AVELINO
SB Secretary


GERMAN J. MACASO
Municipal Vice Mayor



ALIANA MARIE R. TUBI
 SB Member


GERALDINE S. DAYA
 SB Member


IRVIN R. DY
 SB Member


ALLAN T. NOVALES
 SB Member


RIA S. DUMDUMA
 SB Member



MARK JOY E. MACASO
 SB Member



JUDE ANDREI M. ROMUALDEZ
 SB Member


ROSILA L. ADVINCULA
 SB Member


ENGR. NOLIE C. CAÑA
 Pres. Ng Liga Ng
 Mga Barangay/
 Ex-Officio Member

JOSE MIGUEL A. TINAYA
 Pres. Ng Pambayang
 Pederasyon Ng Mga
 Sangguniang Kabataan/
 Ex-Officio Member


FRANCIS R. AVELINO
 SB Secretary


GERMAN J. MACASO
 Municipal Vice Mayor

Section 2. New Plantilla Position.

The following new position is created under the Municipal Social Welfare and Development Office of the Municipality of Julita, Leyte.

One (1) Administrative Aide III (Utility Worker II)–SG 3 (Item No.01/35-D).

Section 3. Qualification Standard

- . *Education : Must be able to read and write*
- . *Training : None required*
- . *Experience: None required*
- . *Eligibility : None required*

Section 4. Qualifications, Power and Duties/Responsibilities

The qualifications, powers, duties and responsibilities of the herein enumerated position shall be based on the provisions of the Local Government Code of 1991 and Civil Service Commission (CSC) and other relevant laws.

Section 5. Appointments

The appointment on who will be occupying the herein mentioned position shall be within the prescribed qualifications standards and guidelines set by the Civil Service Commission (CSC) and other relevant laws.

Section 6. Funding Support.

The newly-created position is made part and integral element of the Plantilla of the Local Government Unit of Julita, Leyte and shall be automatically funded from the Personal Services component of the budget of the municipality

Section 7. Repealing Clause.

All previous ordinances and issuances inconsistent with this Ordinance are deemed amended or repealed.

Section 8. Effectivity.

This Ordinance shall take effect after the final review of the members of the Sangguniang Panlalawigan of Leyte and the requirement of posting is complied with.

Passed and enacted by the Sangguniang Bayan in session assembled on **October 07, 2024**, Municipality of Julita, Province of Leyte, Philippines.

I HEREBY CERTIFY to the correctness and adoption of the foregoing Ordinance.


FRANCIS RAAGAS-AVELINO
 Sangguniang Bayan Secretary

ATTESTED:


GERMAN J. MACASO
 Honorable Presiding Officer/Municipal Vice Mayor

CONCURRED:


HON. ALIANA MARIE R. TUBI
SB Member

HON. GERALDINE S. DAYA
SB Member (On-Leave)

HON. IRVIN R. DY
SB Member (On-Leave)

HON. ALLAN T. NOVALES
SB Member (On-Leave)


HON. RIA S. DUMDUMA
SB Member


HON. MARK JOY E. MACASO
SB Member


HON. JUDE ANDREI M. ROMUALDEZ
SB Member


HON. ROSILA L. ADVINCULA
SB Member


ENGR. NOLIE C. CAÑA
*Pres. Ng Liga Ng Mga
Barangay
Ex-Officio Member*

HON. JOSE MIGUEL A. TINAYA
*Pres. Ng Pambayang Pederasyon Ng
Mga Sangguniang Kabataan
Ex-Officio Member (On-Leave)*

APPROVED:


ATTY. PERCIVAL S. CAÑA
Municipal Mayor