



Republic of the Philippines
PROVINCE OF LEYTE
Provincial Capitol
Tacloban City

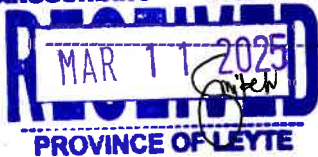
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Item No.: 05
Date: 25 2025 MAR

Province of Leyte
Legal Office

Released: [Signature]
Time: [Signature]
Date: 3-11-25

SANGGUNIANG PANLALAWIGAN



PROVINCIAL LEGAL OFFICE

2nd INDORSEMENT

February 24, 2025

Respectfully returned to the Sangguniang Panlalawigan of Leyte, through the SP Secretary, the attached Ordinance No. 2025-06 of the Sangguniang Bayan of Tanauan, Leyte.

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

- Ordinance No. 2025-06 entitled: **"Animal Control and Welfare Program of the municipality of Tanauan, Leyte, 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)(4)(viii)¹ of the Local Government Code of 1991 (R.A 7160). 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
Provincial Legal Officer

¹(viii) Provide for the impounding of stray animals; regulate the keeping of animals in homes or as part of a business, and the slaughter, sale or disposition of the same; and adopt measures to prevent and penalize cruelty to animals;


Republic of the Philippines
PROVINCE OF LEYTE
Palo, Leyte
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OFFICE OF THE SANGGUNIANG PANLALAWIGAN

1ST INDORSEMENT
13 February 2025

Province of Leyte
Legal Office
for you
2-13-25

The Provincial Legal Office is respectfully requested to review and submit recommendations on the herein enclosed **Ordinance No. 2025-06 of the Municipality of Tanauan, Leyte**, entitled: **An Ordinance establishing an Animal Control and Welfare Program in the Municipality of Tanauan, Leyte.**


FLORINDA JILL S. UYVICO
Secretary to the Sanggunian

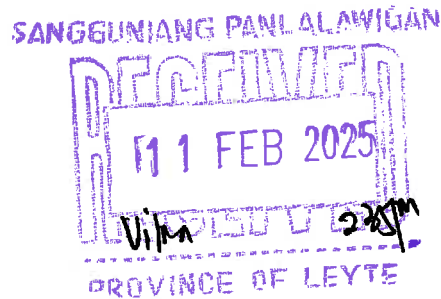


Republic of the Philippines
Province of Leyte
TANAUAN
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OFFICE OF THE SANGGUNIANG BAYAN

February 7, 2025

THE SECRETARY
Sangguniang Panlalawigan
Province of Leyte
Capitol Building
Tacloban City



Sir/Madam;

Respectfully submitting herewith 16th SB Ordinance No. 2025 - 06, "An ordinance establishing an animal control and welfare program in the Municipality of Tanauan, Leyte", for your appropriate action.

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

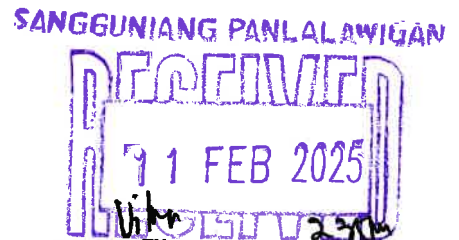
Trusting that you will accord this matter with your kindest attention.

Thank you.

Truly yours,


ELEUTERIO T. LARIOS
Sangguniang Bayan Secretary

Republic of the Philippines
Province of Leyte
TANAUAN
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SANGGUNIANG BAYAN



EXCERPT FROM THE MINUTES OF THE 125th REGULAR SESSION OF THE 16TH SANGGUNIANG BAYAN OF TANAUAN, LEYTE, HELD ON JANUARY 20, 2025, 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. PAUL EMMANUEL R. CINCO	-do-
HON. JOSIE M. CREER	-do-
HON. ATTY. ISAGANI S. ESPADA	-do-
HON. QUINTIN T. OCTA, JR.	-do-
HON. CHERRY ANNE T. FIEL	-do-
HON. EFREN C. MERILO	-do-/Liga Fed. Pres.

ABSENT:

HON. MARK EFREN E. MERILO (on leave)	Sangguniang Bayan Member
HON. KYLE C. MESIAS (on leave)	-do-/ SK Fed. Pres.

ORDINANCE NO. 2025 – 06

AN ORDINANCE ESTABLISHING AN ANIMAL CONTROL AND WELFARE PROGRAM IN THE MUNICIPALITY OF TANAUAN, LEYTE.

Author: Hon. Mae Jane Angelie M. Morabe-Borais
Co – authors : Hon. Paul Emmanuel R. Cinco
Hon. Atty. Isagani Espada

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

WHEREAS, the Philippine Constitution, under Article II, Section 15, provides for the protection of the people's right to a healthful and balanced ecology, recognizing the interconnectedness of all living things, which includes the humane treatment of animals;

WHEREAS, Republic Act No. 9482 or the Anti-Rabies Act of 2007, mandates the establishment of programs and measures to control and prevent rabies, emphasizing the importance of responsible pet ownership, animal management, and control over stray dogs;

WHEREAS, Republic Act No. 10631, otherwise known as the Animal Welfare Act of 1998, as amended, sets forth provisions to prevent animal cruelty, promote proper care for animals, and ensure humane treatment and protection of all animals, including pets and stray animals;

WHEREAS, Republic Act No. 9003, or the Ecological Solid Waste Management Act of 2000, recognizes the role of local government units in promoting waste management, including addressing issues related to stray animals, particularly in urban and densely populated areas;

WHEREAS, Republic Act No. 7160, the Local Government Code of 1991, empowers local government units (LGUs) to enact ordinances and regulations to protect public health and safety, including the management and control of stray animals, within their jurisdictions;

WHEREAS, Department of Agriculture Administrative Order No. 24 (2019), provides guidelines for the humane treatment, management, and sheltering of animals, and mandates the establishment of effective animal control programs at the local level;

WHEREAS, Department of the Interior and Local Government (DILG) Memorandum Circular No. 2017-69, on the Strengthening of the Barangay Animal Welfare Programs, encourages LGUs to create systems for the control, impoundment, and adoption of stray animals and provides a framework for establishing local animal welfare ordinances;

WHEREAS, the United Nations Declaration of Human Rights (UDHR), particularly Article 25 on the right to health and wellbeing, emphasizes the need to maintain a healthy environment, which includes ensuring that animals are treated humanely, especially those that are stray or abandoned;

WHEREAS, Executive Order No. 563, series of 2006, mandates the creation of an National Animal Welfare Program and encourages LGUs to establish localized animal welfare programs consistent with national goals and objectives;

WHEREAS, the Philippine Veterinary Medical Association (PVMA), through its policies and programs, actively supports LGU-led animal welfare initiatives, including control programs for stray animals and humane sheltering;

WHEREAS, in accordance with Republic Act No. 11223 or the Universal Health Care Act, it is recognized that human health is intertwined with the management of environmental factors, including the control of animal populations that may affect public health (such as the spread of zoonotic diseases like rabies);

WHEREAS, the Philippine Animal Welfare Society (PAWS) and other non-governmental organizations have advocated for the humane treatment and protection of animals, including the creation of shelters and adoption programs as part of a comprehensive approach to animal control.

WHEREAS, the local government unit of Tanauan, Leyte is committed to the full implementation of sustainable animal welfare practices that align with national laws, the promotion of public safety, and the recognition of animal rights under both national and international frameworks;

WHEREAS, the local government of Tanauan acknowledges the need for comprehensive strategies and partnerships among various stakeholders, including barangay officials, animal welfare organizations, veterinarians, and the general public, to effectively address the growing issues of stray animals, public health, and the protection of animal rights.

SECTION 1: TITLE. This ordinance shall be known as the **"Animal Control and Welfare Program of the Municipality of Tanauan, Leyte."**

SECTION 2: OBJECTIVES. The objectives of this ordinance are:

1. To promote the humane treatment of animals and prevent cruelty.
2. To control the population of stray and abandoned animals through spaying and neutering programs.
3. To establish a responsible pet ownership culture within the community.
4. To provide for the management of animal-related incidents, including roadkills and public health concerns.
5. To create an animal shelter for the care and rehabilitation of stray and abandoned animals.

6. To provide incentives who actively contribute to the municipality's animal control efforts.

SECTION 3: DEFINITION OF TERMS. For purposes of this ordinance, the following terms shall be defined as follows:

1. Animal: Refers to any domestic dog or cat.

2. Owner: Any individual who possesses or cares for an animal.

3. Stray Animal: Any animal found wandering without an identifiable owner.

4. Municipal Agriculture Office (MAO): The local government office responsible for animal welfare and agricultural matters.

5. Animal Shelter: A facility established for the temporary housing, care, and rehabilitation of stray and abandoned animals.

6. Pet Registration Fee: A mandatory fee imposed by the Municipality of Tanauan, Leyte, for the official registration of pets, specifically domesticated animals such as dogs and cats, in accordance with local regulations. The fee covers the cost of maintaining a database of pet owners and ensuring that pets are vaccinated, monitored, and accounted for, to promote responsible pet ownership and public health.

7. Impounding Fee: A fee charged by the Municipality of Tanauan, Leyte, for the retrieval of impounded animals that were captured for roaming freely in public spaces, violating local animal control laws. This fee is intended to cover the costs of capturing, sheltering, and caring for the impounded animal while it is in the custody of the local government or designated animal shelter.

8. Spaying: Refers to the removal of the ovaries and uterus of female animals.

9. Neutering: refers to the removal of the testicles of male animals.

10. Licensing Fee: A fee imposed by the Municipality of Tanauan, Leyte, for the issuance of an official license or permit to pet owners. This license serves as proof that the pet has been registered, vaccinated, and complies with local animal control ordinances. The Licensing Fee helps fund the administration of the pet registration program, animal control measures, and other services related to responsible pet ownership.

11. Spaying and Neutering Fee: A fee imposed by the Municipality of Tanauan, Leyte, for the spaying and neutering of pets, such as dogs and cats, as part of the LGU's animal control and welfare program. This fee is intended to partially or fully cover the costs of the procedure. The fee may be waived or subsidized for qualified low-income households as part of the LGU's responsible pet ownership initiatives.

12. Roadkills: Refers to animals that are killed by vehicles on roads or highways. These incidents typically occur when animals attempt to cross the road and struck by moving vehicles, resulting injury or death.

13. Low-income household: defined by NEDA and the PSA, is one earning below the poverty threshold, which is approximately **PHP 12,030** per month.

SECTION 4: FEES TO BE COLLECTED. The following fees shall be collected under this ordinance:

1. Pet Registration Fee: ₱50 per pet.

2. Licensing Fee: ₱200 per year for each licensed pet.

3. Impounding Fee: ₱100 (applicable 6hrs after capture) for each impounded animal

4. Spaying and Neutering Fee:

- i. **If a Municipal Veterinarian is available,** the fee for spaying and neutering services provided through the Municipal Veterinary Office **shall be set at 40% less than the prevailing rates in private veterinary clinics within the municipality.** This subsidy aims to encourage responsible pet ownership by making spaying and neutering more affordable for pet owners, thereby supporting animal population control and welfare initiatives.
- ii. **Partnership with Local Veterinarians**
 - a. **Fee Adjustment Based on Partnership:** The spaying and neutering fees under the Animal Control and Welfare Program may be subject to change if the Local Government Unit (LGU) of Tanauan, Leyte, enters into a partnership with local veterinarians. In such cases, the fees for these services shall be stipulated in the Memorandum of Agreement (MOA) to ensure clarity and mutual agreement.
 - b. **Fee Structure in the MOA:** The MOA shall outline the agreed fees for spaying and neutering services provided by partner veterinarians. This structure may include reduced rates, subsidies, or cost-sharing options to ensure affordability and accessibility for pet owners and efficient control of the stray animal population.
 - c. **Regular Review and Adjustment:** The fees stipulated in the MOA may be reviewed and adjusted periodically based on factors such as changes in veterinary service costs, budget availability, and program needs. The Municipal Council shall oversee these adjustments to ensure continued alignment with the goals of the Animal Control and Welfare Program.

SECTION 5: USE OF COLLECTED FEES AND THE ESTABLISHMENT OF AN ACCOUNT.

1. **Establishment of the Animal Welfare Fund Account:** A special **Animal Welfare Fund account** shall be established in the municipal treasury or a designated government bank account. This account shall serve as the repository for all fees, fines, and penalties collected under this ordinance.
 - a. **Account Management:**
 - i. The Municipal Treasurer shall be responsible for overseeing and managing the funds in this account.
 - ii. All fees collected from the enforcement of the Animal Control and Welfare Ordinance, including impoundment fees, adoption fees, and penalty payments, shall be deposited into this account.
 - iii. The Municipal Council shall monitor the expenditure of funds to ensure that all spending aligns with the goals of the ordinance and that the funds are used only for animal welfare-related purposes.
2. **Purpose of Collected Fees:** The fees collected under this ordinance, including but not limited to impoundment fees, adoption fees, penalties for violations, and other related charges, shall be allocated exclusively for the implementation and sustainability of the Animal Control and Welfare Program. The funds shall be used for activities including:
 - a. Maintenance and operation of the municipal animal shelter.
 - b. Purchase of animal care materials, including food, medicine, vaccinations, and veterinary supplies.

- c. Stray animal management, including the costs associated with dog-catching activities, transportation, and temporary housing.
 - d. Public education campaigns to promote responsible pet ownership, including the costs of printing materials, organizing events, and media outreach.
 - e. Incentive programs to encourage responsible pet ownership, volunteerism, and barangay participation.
 - f. Veterinary services, including consultations, spaying/neutering, and medical care for animals within the shelter or stray animals under municipal care.
 - g. Training programs for barangay personnel, animal control officers, and volunteers on humane animal handling, shelter management, and related topics.
 - h. and any other purposes necessary for the sustainability of this ordinance
3. **Disbursement of Funds:** Funds in the Animal Welfare Fund Account shall be disbursed by the Municipal Treasurer upon the approval of the Municipal Mayor or authorized representative for expenses that directly contribute to the implementation of the ordinance.
4. **Annual Reporting and Audit:** The Municipal Treasurer shall submit an annual report detailing the amount collected, the expenditures made, and the balance in the Animal Welfare Fund Account. This report shall be made available to the Municipal Council and the public to ensure transparency. The use of funds in the Animal Welfare Fund shall be subject to an annual audit by the Commission on Audit (COA) or an authorized auditing body to ensure proper management and allocation of resources.
5. **Unused Funds:** Any unused funds in the Animal Welfare Fund Account at the end of the fiscal year shall be carried over to the following year and continue to be used exclusively for the purposes outlined in this ordinance. The Municipal Council may recommend the reallocation of these funds for expanding or enhancing animal welfare initiatives, provided it is consistent with the ordinance's objectives.
6. **Incentive Fund Allocation:** A portion of the collected fees, particularly those from adoption fees and fines, may be allocated to fund the Responsible Pet Ownership Incentive Program and reward residents, barangays, and volunteers who contribute to the success of the animal control efforts.

SECTION 6: IMPLEMENTING PROCEDURE FOR PAYMENT OF IMPOUNDING FEE.

1. **Impounding Fee Structure:** An impounding fee of **100 pesos** shall be charged for the dog remains in the custody of the barangay or animal shelter **after 6hrs from capture**. The impounding fee shall be calculated from the date of the dog's capture until the day it is reclaimed by the owner.
2. **Payment Process:** Dog owners wishing to reclaim their dogs must pay the total impounding fee to the barangay treasurer or designated municipal office before the dog is released. A receipt of the payment must be provided to the dog owner, and a copy should be kept for the barangay or shelter's records. If the dog is not reclaimed within a specific period (**15 days**), the animal may be put up for adoption or other appropriate action, as per the guidelines of the animal shelter or barangay.
3. **Waiver or Reduction of Fees:** In cases of financial hardship or for low-income residents, the municipal government may offer a waiver or reduction of the impounding fee upon evaluation.

4. **Unclaimed Dogs:** If a dog remains unclaimed after the specified holding period, the animal shelter (if available) shall have the authority to place the dog for adoption, transfer it to rescue organizations, or take other humane actions as deemed necessary. **For dogs held by the barangay in the absence of a shelter**, the barangay shall coordinate with local animal welfare groups or other municipalities for possible rehoming or adoption options.

SECTION 7: IMPLEMENTING PROCEDURE FOR PET VACCINATIONS, REGISTRATION LICENSING

1. Preparation and Coordination:

- a. The barangay, in collaboration with the Municipal Agriculture Office or designated veterinary service providers, shall set the schedule for house-to-house vaccinations, registration, and licensing.
- b. A detailed list of households with pets will be prepared in advance.
- c. The barangay shall announce the schedule to the community **at least two weeks** prior to the activity through various channels, such as barangay announcements, posters, or social media.

2. Team Composition and Logistics:

- a. Form a team comprising barangay health workers, barangay officials, and trained veterinary personnel, with a designated team leader to oversee the process.
- b. Ensure that all necessary vaccines, medical supplies, registration forms, protective gear, and identification are ready for the house-to-house visits.

3. House-to-House Procedure

A. Vaccination Procedure.

1. The team will visit each household according to a systematic route, introducing themselves and explaining the purpose of the visit. If the pet has not yet been vaccinated, the owner should properly restrain the pet, and the team will administer the vaccine following standard procedures. Provide a vaccination certificate to the owner and record the pet's details, including its name, age, breed, and identifying features, in the barangay and municipal records.
2. **Previously Vaccinated Pets:** If a pet owner indicates that their pet has already been vaccinated by another service provider, the team shall request to see proof of vaccination, such as a vaccination card or certificate. Verify that the vaccination details, including the date of vaccination, type of vaccine, and the name of the service provider, are up-to-date and meet municipal health guidelines. Record the pet's vaccination status in the official barangay and municipal records, noting that the pet was vaccinated by another service provider. Issue an acknowledgment receipt to the pet owner, confirming that the vaccination record has been verified and accepted. Advise the pet owner to keep the vaccination certificate for future reference and inform them about the recommended schedule for booster shots.

B. Pet Registration and Licensing Procedure.

1. Collect information from each pet owner, including the owner's name, address, contact details, and the pet's information (name, breed, age, vaccination status).
2. Issue a temporary registration card and inform the owner that the official pet license and ID tag will be processed and delivered later.
3. If applicable, collect the required licensing fee, provide a receipt, and ensure that all fees are documented and remitted to the appropriate office.

4. Post-Visit Procedures.

- a) Inform pet owners about potential side effects of vaccines and provide guidelines on post-vaccination care.
- b) Compile reports on the number of pets vaccinated, registered, and licensed, and submit them to the Municipal Agriculture Office for record-keeping.
- c) Plan follow-up visits for households that were missed or need booster shots.

5. Annual Renewal and Follow-up.

- a) Educate pet owners on the annual renewal process for pet licenses and the importance of keeping vaccinations up-to-date.
- b) Schedule regular follow-up visits to update records with any changes in pet ownership, vaccination status, or other relevant information.

Section 8. IMPLEMENTING PROCEDURE FOR SPAYING AND NEUTERING PROGRAM.

A. Partnership with Local Veterinarians.

1. The Municipal Agriculture Office (MAO) of Tanauan, Leyte, shall be responsible for establishing partnerships with licensed local veterinarians and veterinary clinics within Tanauan and nearby areas for the implementation of the spaying and neutering program.

2. The MAO shall ensure that the selected veterinarians and clinics meet the necessary professional standards to perform spay and neuter procedures safely and effectively.

3. A Memorandum of Agreement (MOA) shall be executed between the LGU of Tanauan and the partner veterinarians, specifying the terms of service, compensation, and the respective responsibilities of both parties in the execution of the program.

B. Coordination with Barangays

1. The MAO, in collaboration with barangay officials, shall be responsible for disseminating information about the spaying and neutering program, including the qualifications for subsidized services, and coordinating with veterinary service providers.

2. Barangay officials shall assist in identifying eligible pet owners in their communities and compiling a list of qualified beneficiaries, which will be submitted to the MAO for validation and inclusion in the program.

3. Barangay officials shall also support logistical needs, such as designating convenient locations for pet drop-off and pick-up on scheduled spay/neuter days.

4. Community awareness campaigns, through barangay assemblies and distribution of materials, shall be conducted to promote responsible pet ownership and encourage participation in the program.

C. Eligibility for Subsidized and Waived Spay and Neuter Fees

1. Eligibility for Subsidized Spay and Neuter Fees:

- i. All residents of the municipality are eligible for subsidized spay and neuter services, provided through the Municipal Veterinary Office or Municipal Agriculture Office **at 40% less than the prevailing rates in private veterinary clinics.**
- ii. **Each household may receive the subsidized rate for up to two (2) pets only.** Additional pets beyond this limit will be subject to **regular veterinary fees.**
- iii. The LGU will limit the number of subsidized spay and neuter procedures based on available funds. **Priorities for subsidized services will be given to stray or community animals that are regularly cared for by residents or barangay animal welfare volunteers; households with multiple unspayed or unneutered pets to prevent overpopulation, senior citizens, and persons with disabilities (PWDs). Provided that the pets are registered in the pet registration and licensing program either by the barangay or the municipality.**

2. Eligibility for Waived Spay and Neuter Fees:

- i. The following individuals or groups may qualify for a full waiver of spay and neuter fees:
 - a. Low-income households, as verified by the Municipal Social Welfare and Development Office.
 - b. Senior citizens and persons with disabilities (PWDs) who are pet owners, upon presentation of valid identification.
 - c. Registered animal welfare organizations operating within the municipality.
- ii. **Each eligible household or organization may receive waived services for up to two (2) pets.** Additional pets beyond this limit will be eligible for the subsidized rate instead.
- iii. The LGU will limit the number of waived spay and neuter procedures based on available funds. **Priorities for waiving fees will be given to the most disadvantaged groups, including low-income households and individuals with special needs. Provided that the pets are registered in the pet registration and licensing program either by the barangay or the municipality.**

D. Procedure for Spaying and Neutering

1. Upon receiving the validated list of beneficiaries from barangay, the MAO shall schedule the spaying and neutering services in coordination with partner veterinarians.
2. Pet owners will be notified of their appointment at **least two (2) weeks** in advance. The MAO, in collaboration with barangay officials, shall coordinate transportation or designate a central location for pet drop-off and pick-up, if necessary.
3. Post-operative care instructions will be provided to the pet owners, and follow-up appointments with the veterinarians may be arranged if needed.

E. Monitoring and Reporting.

1. The MAO shall maintain a comprehensive record of all pets spayed or neutered under the program, including the names of the owners, pet details, and the date of the procedures.

2. Partner veterinarians shall submit reports to the MAO after each spaying and neutering activity, detailing the number of animals treated and any issues encountered during the procedures.

3. The MAO shall regularly report to the Sangguniang Bayan on the progress of the program, including the number of pets spayed or neutered, the number of beneficiaries served, and any recommendations for improving the program.

SECTION 9: IMPLEMENTING PROCEDURE FOR TRANSFERRING DOGS FROM BARANGAYS TO THE ANIMAL SHELTER

1. Initial Capture and Holding of Stray Dogs: Barangay officials or designated animal control personnel are responsible for the safe capture and temporary holding of stray or unclaimed dogs within their jurisdiction. Temporary holding areas must be maintained by the barangay, providing basic care, shelter, and food for the captured dogs until they can be transferred to the animal shelter.

2. Procedure for Transferring Dogs to the Animal Shelter (If Available):

- a) Once a dog is captured, the barangay shall notify the municipal animal shelter **within 24 hours** to arrange for the transfer of the dog.
- b) The transfer should take place **within 48 hours** after notification, ensuring that the dog is safely and securely transported to the animal shelter.
- c) A record of each dog being transferred to the shelter, including details such as the date of capture, physical description, and any known medical conditions, must be maintained by the barangay

3. Procedure for Handling Dogs in the Absence of an Animal Shelter:

- a) If the animal shelter is not available or fully occupied, barangays are responsible for holding the dogs in their temporary cages or designated holding areas. During this period, the barangay must ensure that the dogs receive appropriate care, including food, water, and any required medical attention.
- b) Barangays should make efforts to inform residents about the presence of captured dogs to facilitate the prompt reclamation by their owners.

4. Notification and Announcement of Captured Dogs: The barangay or animal shelter shall announce the capture of stray dogs through public notices posted in the barangay hall, social media, or other community channels. The notice should include a description of the dog, the date and location of capture, and instructions on how the owner can reclaim the animal.

SECTION 10. ANIMAL CONTROL AND WELFARE COMMITTEE.

1. MUNICIPAL ANIMAL CONTROL AND WELFARE COMMITTEE

- a. **Composition:** The Animal Control and Welfare Committee shall be composed of the following members:
 - i. **Chairperson:** The Municipal Mayor or their designated representative.
 - ii. **Vice-Chairperson:** The Municipal Agriculture Officer (MAO)
 - iii. **Members:**
 1. Municipal Health Officer (MHO).
 2. A representative from the Sanggunian Committee on Animal Welfare
 3. The Municipal Planning and Development Officer.
 4. A representative from the local police department.
 5. A designated representative from a local animal welfare organization, if available.

6. A barangay captain representative from the 54 barangays.
7. A youth representative appointed by the Local Youth Development Office (LYDO).
8. A representative from the legal office (if available) to ensure compliance with legal requirements.

b. **Responsibilities:**

- i. **Oversight and Enforcement:** Ensure the implementation and enforcement of the Animal Control and Welfare Ordinance within the municipality.
 - ii. **Monitoring and Reporting:** Monitor stray animals in the municipality and submit periodic reports on stray population, impounding activities, and adoption rates.
 - iii. **Budget and Resource Allocation:** Manage the allocated budget for animal control activities, including purchasing dog cages, campaign materials, and capturing tools.
 - iv. **Oversight of Animal Shelter Operations:** Ensure temporary shelters for captured animals meet humane standards, oversee daily operations, and manage records of impounded animals.
 - v. **Recommendation and Policy Development:** Recommend updates or amendments to the ordinance based on emerging needs or issues in animal control and welfare.
 - vi. **Fine and Penalty Management:** Oversee the collection of fines and impounding fees and ensure penalties are imposed for ordinance violations.
 - vii. **Orientation and Training.** The Municipal Animal Control and Welfare Committee shall provide the necessary training and capacity-building programs for BACWC members to ensure effective implementation of the program at the barangay level.
- c. **Meetings and Reporting:** The committee shall meet quarterly to review activities, budget utilization, and address issues that arise. An annual report shall be submitted to the Municipal Council outlining achievements, challenges, and recommendations for ordinance improvements.

2. **BARANGAY ANIMAL CONTROL AND WELFARE COMMITTEES.** Each barangay within the Municipality of Tanauan, Leyte, shall establish its own Barangay Animal Control and Welfare Committee (BACWC) to ensure effective implementation of the Animal Control and Welfare Program at the barangay level.

a. **Composition of the BACWC.** The Barangay Animal Control and Welfare Committee shall be composed of the following members:

- i. Barangay Chairperson – **Chairperson of the BACWC**
- ii. Barangay Kagawad in charge of Health and Sanitation – **Vice Chairperson**
- iii. **Members:**
 1. Barangay Secretary
 2. Barangay Health Workers
 3. Two Representatives from Community Organizations or Animal Welfare Advocates, as available
 4. Barangay Tanods, as support for enforcement activities

b. **Functions and Responsibilities of the BACWC.** The BACWC shall:

- i. Implement animal control and welfare initiatives in their respective barangays, including stray animal management, vaccination drives, and public education campaigns.
- ii. Assist the municipal government in the registration and monitoring of domestic animals.
- iii. Ensure the immediate reporting of animal-related incidents, such as rabies cases, to the Municipal Animal Control and Welfare Committee.
- c. **Budgetary Support.** Each barangay shall allocate funds for the operational needs of the BACWC from its Annual Budget, in accordance with the provisions of this ordinance and existing municipal guidelines.
- d. **Monitoring and Reporting.** The BACWC shall submit quarterly reports to the Municipal Animal Control and Welfare Committee, detailing the status of animal control and welfare programs, incidents, and actions taken.

SECTION 11: IMPLEMENTING OFFICE AND ITS RESPONSIBILITIES

A. Implementing Office:

1. The **Municipal Agriculture Office (MAO) of Tanauan, Leyte**, shall initially serve as the primary implementing office for animal control and welfare initiatives. However, if a Municipal Veterinarian is hired or a Municipal Veterinary Office is established, this office shall become the primary implementing office of this ordinance. The Municipal Veterinarian will be automatically included in the Animal Control and Welfare Committee and shall serve as Vice-Chairperson, replacing the MAO, which will then be designated as a committee member.

2. In the absence of a **Municipal Veterinarian**, the **MAO** shall coordinate with licensed local veterinarians, the Provincial Veterinarian's Office, and other accredited veterinary service providers to ensure the effective implementation of spaying and neutering activities.

3. The MAO shall also collaborate with the Municipal Social Welfare and Development Office (MSWDO) and barangay officials to identify and validate beneficiaries and coordinate logistics for program implementation.

B. Tasks and Responsibilities of the Municipal Agriculture Office (MAO)

1. **Program Coordination:** The MAO shall oversee the overall implementation of the spaying and neutering program, anti-rabies vaccinations including securing agreements with veterinarians, coordinating schedules, and managing the flow of beneficiaries.

2. **Partnership Development:** The MAO shall establish partnerships with local veterinarians or nearby veterinary clinics, and in the absence of a municipal veterinarian, collaborate with the Provincial Veterinarian's Office to provide spaying and neutering services and anti-rabies vaccinations within the municipality.

3. **Coordination with Barangays:** The MAO shall work closely with barangay officials to disseminate information about the program, gather a list of eligible pet owners, and schedule spay/neuter services and anti-rabies vaccinations in their respective barangays.

4. **Subsidy Management:** The MAO, in collaboration with the MSWDO, shall assess and validate applications for the subsidized spaying and neutering services, ensuring that the resources are allocated to qualified low-income households.

5. **Record Keeping and Reporting:** The MAO shall maintain accurate records of all pets that have undergone spaying and neutering, including the names of pet owners, pet

details, and the date of the procedure. Regular reports shall be submitted to the Sangguniang Bayan regarding the status and accomplishments of the program.

6. Monitoring and Evaluation: The MAO shall monitor the progress of the program and evaluate its effectiveness. Adjustments or recommendations for improvements shall be made to ensure the sustainability of the program and the achievement of its objectives.

7. Public Awareness Campaigns: The MAO shall lead public awareness campaigns in coordination with barangays to educate residents about the importance of spaying and neutering, anti-rabies vaccinations, as well as responsible pet ownership.

SECTION 12. HIRING OF PERSONNEL FOR THE ANIMAL CONTROL AND WELFARE PROGRAM.

1. Personnel Requirement: To effectively implement the Animal Control and Welfare Program, the Municipality of Tanauan, Leyte, shall allocate funds for the hiring of necessary personnel, including but not limited to an Animal Control Officer, veterinary assistants, and support staff. These personnel will be responsible for conducting animal capture, handling, welfare assessment, and outreach activities within the municipality.

2. Staggered Hiring: In the event of limited budgetary resources, the hiring of personnel shall be conducted on a staggered basis. Priority shall be given to hiring essential roles such as the Animal Control Officer and veterinary assistants, while additional support staff may be recruited as funds become available.

3. Alternative Funding Sources: Should municipal funds be insufficient to fully implement the program, the following alternative funding options may be considered:

- i. **Partnerships with Non-Governmental Organizations (NGOs):** Collaborate with animal welfare NGOs and organizations to obtain financial or in-kind support, such as training, supplies, and temporary staffing assistance.
- ii. **Donations and Grants:** Apply for grants and accept donations from private entities, businesses, and philanthropic organizations interested in supporting animal welfare initiatives within the municipality.
- iii. **Barangay-Level Assistance:** Engage barangay officials and volunteers in implementing certain activities of the Animal Control and Welfare Program, such as information dissemination and assisting with stray animal reporting.

4. Interim Measures: While the staggered hiring of personnel is in progress, the Municipality may assign existing staff from relevant departments to temporarily support program activities. Barangay health workers and other local government employees may also be deputized to assist, provided they undergo appropriate training in animal handling and welfare.

SECTION 13. PARTNERSHIPS WITH LOCAL VETERINARIANS.

- i. **Memorandum of Agreement (MOA) with Local Veterinarians:** To enhance the implementation of the Animal Control and Welfare Program, the Municipality of Tanauan, Leyte, may enter into a Memorandum of Agreement (MOA) with licensed veterinarians or veterinary clinics within the municipality or nearby areas. This partnership aims to provide essential veterinary services, such as spaying/neutering, vaccination, and emergency care for impounded or rescued animals.
- ii. **Scope of Services:** Under the MOA, local veterinarians may be engaged to provide the following services:
 - a. **Vaccination Programs:** Assist in regular vaccination drives for stray animals to prevent the spread of rabies and other communicable diseases.
 - b. **Spaying/Neutering Services:** Conduct sterilization procedures to manage the stray animal population effectively.

- c. **Emergency and Basic Veterinary Care:** Offer basic medical treatment for sick or injured animals in the care of the municipality.
- d. **Public Education:** Support public awareness programs by providing educational sessions on responsible pet ownership, animal welfare, and zoonotic disease prevention.
- iii. **Incentives and Subsidies:** The Municipality may provide incentives to participating veterinarians, such as a modest professional fee, supply subsidies, or discounts on veterinary supplies, as deemed appropriate and available in the municipal budget.
- iv. **Cost-Sharing Arrangements:** If municipal funds are limited, a cost-sharing arrangement may be agreed upon in the MOA, wherein the municipality and the veterinary partner contribute to specific costs, such as for vaccines, medicines, and sterilization.
- v. **Review and Renewal:** The MOA shall be subject to an annual review and may be renewed based on the performance, availability of funds, and the evolving needs of the Animal Control and Welfare Program.

SECTION 14. BARANGAY CONTRIBUTIONS

1. Provision of Temporary Dog Pounds: Each barangay shall identify a secure location to serve as a temporary dog pound and ensure the maintenance and cleanliness of these facilities. If a barangay cannot allocate a space, it may opt to cooperate with neighboring barangays to share a temporary dog pound.

2. Assignment of Barangay Animal Control Officers: Each barangay shall assign at least one person responsible for the capture and temporary holding of stray dogs. Alternatively, barangays may collaborate with neighboring barangays to create a shared team if they lack individual resources, provided they enter into a Memorandum of Agreement. These assigned persons shall undergo training provided by the municipal government on safe and humane animal handling.

3. Campaigns and Education: Barangays are expected to participate actively in awareness campaigns organized by the municipality to educate the community on responsible pet ownership. Each barangay is encouraged to allocate a portion of its barangay development fund to support these efforts, including materials and dissemination of information.

SECTION 15. OPTIONAL MEASURES FOR BARANGAYS WITH LIMITED BUDGET

1. Community-Based Volunteers: Barangays may engage local volunteers or partner with local animal welfare groups to assist in capturing and holding stray dogs.

2. Municipal Support for Low-Income Barangays: For barangays facing significant budget constraints, the municipality may allocate a portion of its resources to support necessary animal control activities. Low-income barangays may apply for additional support under this ordinance to receive materials or training support for their staff or volunteers.

SECTION 16: ROADKILL ACCIDENTS INVOLVING DOGS AND CATS.

1. Individuals witnessing roadkill incidents involving dogs or cats must report the incident to the barangay or MAO.

2. If the owner is identified, they shall be responsible for retrieving and removing the animal carcass from the roadway; otherwise, the responsibility falls to the barangay.

3. The carcass shall be buried in a designated area by the barangay following health and sanitation protocols.

4. Efforts shall be made to identify and contact owners of pets before burial.

SECTION 17: ESTABLISHMENT OF ANIMAL SHELTER

1. Purpose and Scope: The animal shelter shall serve as a temporary holding facility for stray, abandoned, neglected, or confiscated animals within the municipality. The shelter will provide care, treatment, rehabilitation, and rehoming opportunities for animals in need.

2. Location and Infrastructure: The shelter shall be established in a location that is accessible to residents and meets all environmental and zoning regulations. The facility must have adequate space for holding animals in separate, clean, and secure enclosures to prevent overcrowding and ensure the animals' well-being. It should include quarantine areas for sick or injured animals, to prevent the spread of infectious diseases within the shelter.

3. Basic Amenities: The shelter must have access to clean water, electricity, ventilation, and sanitation facilities to maintain hygiene standards. Sufficient food, bedding, and enrichment activities should be provided to ensure the animals' physical and mental well-being.

4. Animal Intake and Record-Keeping: The shelter shall have a system for documenting the intake of all animals, including their description, condition upon arrival, medical treatment provided, and any other relevant details. All records should be updated regularly to track the status of each animal, including adoption, reclaiming by owners, or other outcomes.

5. Adoption and Rehoming Programs: The shelter shall actively promote the adoption of animals to responsible individuals or families, ensuring that all adopted animals are properly vaccinated and sterilized. Clear guidelines should be established for the adoption process, including eligibility criteria for adopters and follow-up procedures to ensure the well-being of the adopted animals.

6. Community Engagement and Education: The shelter should conduct awareness campaigns and educational programs on responsible pet ownership, animal welfare, and the importance of spaying and neutering pets. Encourage community involvement through volunteer opportunities and partnerships with local organizations and animal welfare groups.

7. Collaboration with Animal Control and Law Enforcement: The animal shelter shall work closely with the local animal control unit and law enforcement authorities to address cases of animal cruelty, abandonment, and dogfighting. Assist in the safe capture and handling of stray or dangerous animals within the municipality.

8. Euthanasia Policy: Euthanasia shall only be considered as a last resort for animals that are suffering from severe, untreatable medical conditions or those that pose a significant threat to public safety. The procedure must be carried out humanely, following internationally accepted guidelines, and only under the supervision of a licensed veterinarian.

SECTION 18: ANIMAL SHELTER MANAGEMENT

1. The MAO shall manage the animal shelter and oversee its operations.
2. The shelter shall operate with the assistance of trained volunteers and local animal welfare organizations.
3. All animal care and management practices shall adhere to humane treatment standards.

SECTION 19: DISPOSITION OF IMPOUNDED DOGS NOT RETRIEVED BY OWNERS

1. **Holding Period:** All impounded dogs shall be held for a minimum period of 15 days, allowing owners the opportunity to retrieve their pets.
2. **Identification Efforts:** The MAO shall make reasonable efforts to identify and contact the owner of any impounded dog, including checking for identification tags or microchips.

3. Adoption or Transfer: If the dog is not claimed within the holding period, the MAO shall assess the dog's health and behavior to determine its adoptability. Dogs deemed adoptable shall be placed up for adoption through local animal welfare groups or public adoption drives. If no adoption occurs within a reasonable time frame, the dogs may be transferred to partner animal shelters or organizations that can provide long-term care.

4. Euthanasia: Euthanasia shall be considered only as a last resort for animals that are severely ill, injured, or pose a threat to public safety. All euthanasia procedures must follow humane guidelines and be conducted by a licensed veterinarian.

SECTION 20. ANIMAL ADOPTION EVENTS

1. Organizing Animal Adoption Events: The municipality shall organize Animal Adoption Events **at least twice a year** to promote the adoption of unclaimed or abandoned animals from the municipal animal shelter. These events shall be held at venues that are accessible to the public, such as community centers, barangay halls, or public parks. The dates and locations of these events shall be announced in advance.

2. Purpose of Adoption Events: The primary goal of these events is to provide a humane solution for stray and abandoned animals by promoting responsible pet ownership and facilitating the adoption of animals. The events will also aim to educate the public about the importance of spaying/neutering, proper animal care, and the responsibilities of pet owners.

3. Massive Information Drive for Adoption Events: A comprehensive information drive shall be conducted in advance of each Animal Adoption Event to ensure public awareness and encourage maximum participation. The following channels shall be utilized for the information drive:

1. Social Media: The municipality shall utilize its official social media pages (e.g., Facebook, Instagram, Twitter) to announce event details, share stories of adoptable animals, and promote responsible pet ownership. The municipality may also engage with local influencers or animal welfare groups to increase event reach.

2. Barangay General Assemblies: Barangay officials shall be tasked to announce the upcoming adoption events during barangay general assemblies and encourage residents to participate. Flyers and posters may be distributed at these meetings.

3. Radio Stations: Local radio stations shall be approached to air public service announcements (PSAs) promoting the event. These PSAs may include the details of the event, the benefits of adopting animals, and the process involved in adopting a pet.

4. Tarpaulins and Posters: Large, visible tarpaulins and posters shall be placed at key areas such as barangay halls, markets, schools, and other public spaces. These materials shall include essential event details (date, time, location) and a call to action for animal adoption.

5. Barangay Trumpet System: Barangay officials shall utilize the barangay trumpet system to announce the event to residents in their respective areas, ensuring that those without access to other forms of media are also informed.

6. Local Newspapers and Bulletin Boards: Event details shall be posted on local newspaper bulletins and community bulletin boards for broader reach.

4. Event Promotion Timeline: Information about the adoption event shall begin to circulate **at least one month prior to the scheduled date**, with continuous promotion leading up to the event. Reminder posts and announcements shall be made **one week and two days before the event to maximize attendance.**

5. Post-Event Engagement: After each adoption event, the municipality shall continue to engage with the public through social media by sharing successful adoption stories, updating the community on remaining adoptable animals, and promoting the next scheduled event. A feedback survey may be provided to participants to gather input for future events and to improve the adoption process.

SECTION 21: FUNDING.

1. LGU Budget Allotment.

- a. An initial budget shall be allocated by the LGU for the establishment of temporary dog cages for the 54 barangays, awareness campaigns, and purchase of materials for catching and handling stray dogs and any other purposes in relation to the implementation of this ordinance.
- b. Subsequent fundings for the establishment, operation and maintenance of the animal shelter shall be sourced from the municipal annual budget, grants, and donations.

2. **Barangay Budget Allotment.** In addition to the funding provided by the Local Government Unit (LGU), each barangay shall allocate a portion of its annual budget specifically for the implementation of the Animal Control and Welfare Program within its jurisdiction.

SECTION 22: PROHIBITED ACTS. It shall be unlawful for any person to:

1. **Cruelty to Animals:** Inflicting physical harm, suffering, or pain on an animal, including beating, burning, killing or otherwise abusing animals.

2. **Abandonment of Animals:** Leaving an animal without proper care, shelter, or food, or intentionally discarding an animal in any public or private place.

3. **Neglect:** Failing to provide necessary care, food, water or medical treatment for an animal.

4. **Dogfighting contests.** Contests where dogs are trained and forced to fight each other for entertainment or gambling purposes.

5. **Failure to Vaccinate:** Not ensuring that dogs and cats are vaccinated against rabies and other communicable diseases as required by law.

6. **Failure to Register:** Not registering pet dogs and cats as required by municipal regulations for identification and return.

7. **Failure to Restrain Animals:** Allowing pets to roam freely without supervision, posing a risk to themselves and others.

8. **Hoarding:** Keeping an excessive number of animals that exceeds the owner's ability to provide adequate care and living conditions.

9. **Improper Disposal of Animal Remains:** Disposing of animal remains in a manner that is unsanitary or poses a health risk to the community, such as leaving them in public areas.

10. **Interference with Animal Control Officers:** Resisting or obstructing animal control officers in the performance of their duties.

SECTION 23: PENALTIES FOR VIOLATIONS.

1. **First Offense:** A warning will be given provided that the violator attends a seminar about the ordinance. Otherwise, a fine of Five Hundred Pesos (₱500.00) shall be imposed. If the dog has been impounded, the violator must pay the applicable impounding fee; if not only the penalty amount shall be paid.

2. Second Offense: A fine of One Thousand Five Hundred Pesos (₱1,500.00) must be paid or a community service of not less than seven (7) days, plus the impounding fee if the dog has been impounded. If the dog was not impounded, only the penalty amount is required.

3. Third and Subsequent Offenses: A fine of Two Thousand Five Hundred Pesos (₱2,500.00) must be paid or a community service of seven (7) days or imprisonment at the discretion of the court, plus the impounding fee if the dog has been impounded. If the dog was not impounded, only the penalty amount is required.

MAXIMUM PENALTY UPON FIRST OFFENSE FOR SPECIFIC PROHIBITED ACTS. Violations of prohibited acts under Section 16, items 1 (Animal Cruelty), 4 (Dogfighting Contests) and 9 (Improper Disposal of Animal Remains), shall be subject to the maximum penalty of Two Thousand Five Hundred Pesos (₱2,500.00) and may include imprisonment under relevant laws, at the discretion of the court.

SECTION 24. CITATION TICKETS FOR VIOLATIONS

1. Issuance of Citation Tickets: A citation ticket shall be issued to individuals found violating provisions of this ordinance, such as allowing pets to roam as strays, failure to vaccinate pets against rabies, or neglecting responsible pet ownership practices. The citation ticket will outline the specific violation, corresponding penalties, and instructions for settlement.

2. Authorized Issuing Officers: Citation tickets may only be issued by the following authorized personnel:

- a. Municipal Agriculture Office staff
- b. Barangay Animal Control Committee members
- c. Designated Municipal or Barangay Enforcers trained in animal welfare regulations

3. Payment of Fines: Violators shall pay the prescribed fine at the Tanauan Municipal Treasurer's Office or the designated barangay treasurer **within ten (10) working days from the date of issuance.**

4. Failure to Settle Fines: If a violator fails to pay within the stipulated period:

- a. The municipality or barangay shall send a final notice within seven (7) days.
- b. Persistent non-compliance may result in additional penalties, including but not limited to:
 - i. Referral to the Municipal Legal Office (if available) for further legal action.
 - ii. Temporary confiscation of the pet(s) until compliance is achieved.

5. Sample Format of the Citation Ticket:

Municipality of Tanauan, Leyte
Animal Control and Welfare Program

CITATION TICKET

Ticket No.:

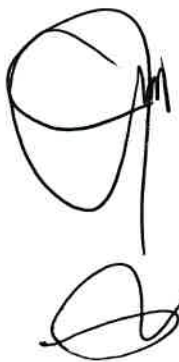
Date Issued:

Name of Violator:

Address:

Description of Violation:

☐ Pet roaming as a stray



- ☐ Failure to vaccinate pet(s) against rabies
- ☐ Neglect of responsible pet ownership
- ☐ Other: [Specify]

Location of Violation:

Fine Amount: PHP

Deadline for Payment:

Instructions for Payment: Payments should be made to:

Tanauan Municipal Treasurer's Office or Designated Barangay Treasurer

Issued By: Name:

Position:

Failure to settle fines within the stipulated period will result in additional penalties.

6. Implementation Procedures:

- a. **Animal Control and Welfare Enforcement Training:** All authorized personnel shall undergo training on ordinance enforcement, proper issuance of citation tickets, and handling of violators.
- b. **Monitoring and Reporting Violations:** Barangay Animal Control Committees shall monitor their jurisdictions for ordinance violations and report them to the MAO or Municipal Veterinary Office.
- c. **Educating Pet Owners:** Regular community awareness campaigns shall be conducted to inform residents about the ordinance and promote responsible pet ownership, including the importance of anti-rabies vaccination.
- d. **Addressing Non-Payment:** Violators who fail to pay within the given period shall receive a final demand letter from the municipality or barangay. If the violator remains non-compliant, the municipality shall impose additional penalties as outlined in this ordinance or confiscation of pet(s) until the violator complies with.

SECTION 25: INCENTIVE PROGRAMS AND PENALTY SHARING SCHEME.

- a. **Incentive Program for Responsible Pet Ownership:** A Responsible Pet Ownership Incentive Program shall be established to encourage and reward residents who actively contribute to the municipality's animal control efforts. Eligible activities may include:

1. **Spaying/Neutering of Pets:** Pet owners who have their pets spayed or neutered at certified veterinary clinics may receive a voucher for a 70% discounted fee for future licensing fees or a certificate of recognition and a priority for adoption events should their pets be re-homed.
2. **Volunteer Participation:** Residents who volunteer to assist with stray dog catching, animal shelter care, or education campaigns will be eligible for recognition or certificates of appreciation, as well as possible reduced penalties if involved in future violations.
3. **Barangay Participation:** Barangays that show consistent and effective implementation of the ordinance (such as active participation in stray dog management or adoption events) shall be eligible for additional funding for animal welfare programs to further support their efforts.

- b. **Penalty Sharing Scheme:** The penalty revenue collected from violations related to the Animal Control and Welfare Ordinance shall be used to fund the implementation of the ordinance and provide incentives to both the municipal government and barangays. Penalty Sharing Mechanism:

1. **Allocation of Penalty Funds:**

- i. **Municipal Fund Allocation: 70% of the total penalties collected** will be allocated to the municipal government to support the ongoing operations of the animal shelter, purchase of animal care materials, and other municipal animal welfare activities, including veterinary services. These funds may also be used for education campaigns, shelter expansion, and the organization of adoption events.
- ii. **Barangay Fund Allocation: 30% of the total penalties collected** will be distributed to the respective barangays where the violations occurred. This allocation is designed to encourage barangays to actively enforce the ordinance. These funds may be used by barangays for:
 1. Building or maintaining temporary dog pounds and other animal control infrastructure.
 2. Training barangay personnel and volunteers involved in animal control activities.
 3. Organizing community outreach efforts on responsible pet ownership, vaccination drives, and the importance of spaying/neutering pets.
- c. **Penalty Reduction for Active Participation:** Residents who actively engage in the Responsible Pet Ownership Incentive Program (e.g., spaying/neutering, volunteering) may be eligible for a **30%-50% reduction in their penalties** if they are involved in violations related to animal control. The reduction will be based on the level of involvement and the nature of their participation. Barangays that excel in animal control and welfare practices (such as conducting regular stray dog-catching efforts or facilitating adoption events) **may receive a higher share of the penalty fund up to 50%** to further enhance their animal welfare programs.
- d. **Monitoring and Reporting:** The Municipal Council shall annually review the allocation and utilization of penalty funds to ensure transparency and the proper use of funds for animal welfare purposes. A **public report** will be issued on how penalty funds are spent, the success of incentive programs, and improvements in animal control and welfare efforts.

SECTION 26: PROVISION FOR WAIVER OR REDUCTION OF IMPOUNDING FEE

1. **Eligibility Criteria for Waiver or Reduction:**

- a. Pet owners who are **identified as low-income individuals or households**, based on criteria set by the Municipal Social Welfare and Development (MSWD), may qualify for a waiver or reduction of the impounding fee.
- b. Senior citizens, persons with disabilities (PWDs), and indigent families registered under the 4Ps (Pantawid Pamilyang Pilipino Program) may also be eligible for a full waiver or a discounted impounding fee.

2. **One-Time Benefit Clause:**

- a. The waiver or reduction of the impounding fee is granted on a **one-time basis per pet owner**.
 - b. This benefit is only applicable for the first incident of impoundment. Any subsequent impoundments involving the same pet owner will not be eligible for a fee waiver or reduction.
3. **Sanctions for Repeat Offenses:** Pet owners who have previously availed of the impounding fee waiver or reduction and are found responsible for repeated offenses will be subject to the full impounding fee as prescribed by the local ordinance. In addition, repeated offenses may result in further penalties or sanctions, including higher impounding fees or mandatory participation in responsible pet ownership education programs, as determined by the Municipal Agriculture Office.
4. **Application Process:** Pet owners who believe they qualify for a waiver or reduction must submit an application to the barangay office or the Municipal Agriculture Office.
 - a) **Required documents may include proof of income, a valid ID indicating senior citizen or PWD status, or a certification of indigency from the barangay.**
5. **Assessment and Approval.** The Municipal Agriculture Office, in coordination with the barangay, shall review the application and verify the eligibility of the applicant. A decision will be made **within a period not more than seven (7) days upon receipt** of the application and complete documents, and the applicant will be informed whether they qualify for a full waiver or a reduction of the impounding fee.
6. **Notification and Implementation.** If approved, the pet owner will receive a written confirmation of the waiver or reduction of the impounding fee. The reduced fee, if applicable, shall be clearly stated, and the payment procedure will be explained to the pet owner.
7. **Conditions for Waiver or Reduction.** Pet owners benefiting from this provision must agree to comply with all regulations regarding responsible pet ownership, including vaccination, registration, and spaying or neutering, to prevent future incidents.

SECTION 27. PUBLIC AWARENESS AND CAMPAIGN PROGRAM.

1. **Purpose:** Prior to the full implementation of the Animal Control and Welfare Ordinance, a comprehensive public awareness and educational campaign shall be conducted to inform the community about responsible pet ownership, animal welfare, and the prohibited acts and penalties stipulated in this ordinance.

2. Campaign Scope and Activities:

- i. **School-Based Awareness Programs:** Conduct educational sessions in schools within the municipality to inform students about animal welfare, responsible pet ownership, and the importance of humane treatment of animals. This program shall be implemented in partnership with the Local Youth Development Office (LYDO) and local school authorities.
- ii. **Barangay-Level Campaigns:** Organize public awareness drives in each barangay, where residents will be educated about the ordinance, including specific prohibited acts, penalties, and best practices for handling animals within the community. Barangay officials are encouraged to assist in mobilizing participants and disseminating information.

- iii. **Tarpaulin and Signage Posting:** Erect tarpaulins and signboards in prominent locations within each barangay, municipal buildings, schools, and public areas. These materials shall include key provisions of the ordinance, such as: List of prohibited acts (e.g., animal cruelty, abandonment, failure to register pets, allowing animals to roam without restraint). Corresponding penalties and fines for violations. Contact information for reporting violations or seeking assistance.

3. Implementation Timeline: The public awareness campaign shall commence within 30 days of the ordinance's approval and last for a minimum of 90 days to ensure thorough information dissemination across the municipality. **Full enforcement of the ordinance shall only begin after the completion of the awareness campaign.**

4. Responsibility and Coordination: The **Animal Control and Welfare Committee** shall oversee the implementation of the campaign, coordinating with barangay officials, school administrators, and local organizations. The committee shall ensure that tarpaulins and other informational materials are regularly maintained and updated as necessary.

SECTION 28. Penalty Provision for Officials and Employees.

1. **Negligence or Failure to Enforce.** Any official or employee responsible for implementing or enforcing the provisions of this ordinance who fails to fulfill their duties or is found negligent may face administrative sanctions, as follows:
 - i. **First Offense:** Written warning and mandatory corrective action.
 - ii. **Second Offense:** Suspension from duties for 5-10 days.
 - iii. **Third and Subsequent Offenses:** Suspension from duties for 15-30 days and possible reassignment.
2. **Misuse of Funds or Resources.** Any official or employee found misusing funds or resources allocated for the Animal Control and Welfare Program shall be subject to:
 - i. **First Offense:** Suspension from duties for 15-30 days and restitution of the misused amount.
 - ii. **Second Offense:** Dismissal from position and potential legal action as per relevant anti-corruption laws.
3. **Abuse of Authority.** Any official or employee who abuses their authority in enforcing this ordinance (such as wrongful confiscation or mishandling of animals) shall face:
 - i. **First Offense:** Suspension from duties for 10-20 days.
 - ii. **Second Offense:** Suspension for up to 30 days and reassignment.
 - iii. **Third Offense:** Dismissal from position and legal action if warranted.
4. **Failure to Report Violations.** Any official or employee who knowingly fails to report violations of the ordinance shall be subject to:
 - i. **First Offense:** Written reprimand.
 - ii. **Second Offense:** Suspension from duties for 5-10 days.
 - iii. **Third and Subsequent Offenses:** Suspension for up to 20 days and potential disciplinary review.

Section 29: REPEALING CLAUSE. All existing ordinances, resolutions, or executive orders inconsistent with this ordinance are hereby repealed or amended accordingly.

Section 30: SEPARABILITY CLAUSE. If any provision of this ordinance is declared unconstitutional or invalid, the remaining provisions shall continue in full force and effect.

(Page 22 of 22, Ordinance No. 2025-06 of the 16th SB of Tanauan, Leyte, January 20, 2025).

Section 31: EFFECTIVITY CLAUSE. This ordinance shall take effect immediately upon its approval and publication in at least three conspicuous places within the municipality.

ENACTED : 20 JANUARY 2025

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. 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. QUINTIN T. OCTA, JR.
SB Member

HON. CHERRY ANNE T. FIEL
SB Member

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

APPROVED BY:

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

Date: 01-31-2025

1 Republic of the Philippines
2 Province of Leyte
3 TANAUAN
4 -oOo-
5 16th SANGGUNIANG BAYAN

7 MINUTES OF THE PUBLIC HEARING

8 November 19, 2024

9 Presidencia Lobby, Tanauan Town Hall, Tanauan, Leyte
10

11 I. PRELIMINARY
12

13 In attendance was the Sponsor of the proposed Ordinances- Hon. Mae Jane Angelie
14 M. Morabe-Borais; the Chairman of the Committee on Health- Hon. Quintin T. Octa, Jr., DMD;
15 and SB Member Hon. Paul Emmanuel R. Cinco.
16

17 Also in attendance were representatives from the different Offices of the local
18 government of this municipality, and some of the Chairpersons an representatives from the
19 Fifty-Four (54) Barangays in the municipality.
20

21 II. PRESENTATION OF THE FOLLOWING PROPOSED ORDINANCE.
22

23 The sponsor-Hon. Morabe, discussed the rationale and basis for the proposed
24 ordinances and presented the salient provisions of her two proposed ordinances as
25 follows:
26

27 1. A PROPOSED ORDINANCE PROMOTING AND SUPPPORTING BREASTFEEDING IN THE
28 MUNICIPALITY OF TANAUAN, LEYTE.
29

30 Author: Hon. Mae Jane Angelie M. Morabe-Borais
31 Co – author: Hon. Quintin T. Octa, Jr., D.M.D.
32
33

34 2. A PROPOSED ORDINANCE ON ANIMAL CONTROL AND WELFARE PROGRAM IN
35 TANAUAN, LEYTE.
36

37 Author: Hon. Mae Jane Angelie M. Morabe-Borais
38

39 III. OPEN FORUM

40 The proposed Ordinance promoting Breastfeeding, the only concerns raised were on the
41 collection and transport of breast milk from the donors in the barangay to avoid the collected
42 breastmilk from being spoiled. The main sponsor answered that the Barangay through the
43 Barangay Health Workers can in the meantime provide ice box to store the collected breast
44 milk from the barangay to the RHU.

CERTIFIED TRUE COPY

I hereby certify that I have examined
this document with its original and
that the same is a true and complete
copy of the original

ATTY. MIAMOR D. NATIVIDAD
SANGGUNIANG BAYAN
TANAUAN, LEYTE

Hon. Cinco added that the Ordinance should have a provision mandating the RHU to establish a storage for collected breastmilk and to ensure that the same is not contaminated nor the donor thereof is not infected from any disease that may be transmitted to the babies.

The public hearing then proceeded with the second proposed Ordinance. The Chairperson of Brgy. Sto. Niño, raised his concern as to the provision on road kills where the barangay is responsible for the retrieval and disposal/burial of dead dogs/animals and suggested that it should be the owner first who shall be responsible. Hon. Morabe then answered that she will amend and indicate that if the owner is identified, they are the first responsible for the retrieval and disposal of their dead pets, and in the absence of identified owners, the barangay officials shall be responsible. Hon. Miralles added that he is hoping that there will be an establishment of animal-bite center in the municipality.

IV. ADJOURNMENT

Having no further queries or comments, the Public Hearing was adjourned at 12:25 in the afternoon.

CERTIFIED TRUE AND CORRECT:

ATTY. MIAMOR D. NATIVIDAD
LEGISLATIVE OFFICER

ATTESTED:

HON. MAE JANE ANGELIE M. MORABE-BORAS
SPONSOR

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ATTY. MIAMOR D. NATIVIDAD
SANGGUNIANG BAYAN
TANAUAN, LEYTE



Republic of the Philippines
Province of Leyte
Municipality of Tanauan
-oOo-

OFFICE OF THE SANGGUNIANG BAYAN

PUBLIC HEARING

1. PROPOSED ORDINANCE: AN ORDINANCE ESTABLISHING AN ANIMAL CONTROL AND WELFARE PROGRAM IN THE MUNICIPALITY OF TANAUAN, LEYTE

Author: Hon. Mae Jane Angelie M. Morabe-Borais

2. PROPOSED ORDINANCE: AN ORDINANCE PROMOTING AND SUPPORTING BREASTFEEDING IN THE MUNICIPALITY OF TANAUAN, LEYTE

Author: Hon. Mae Jane Angelie M. Morabe-Borais
Co-Author: Hon. Quintin T. Octa, Jr. D.M.D

Date: November 19, 2024
Time: 9:00 AM
Venue: Presidencia Lobby, Tanauan Town Hall, Tanauan, Leyte

ATTENDANCE

NO.	NAME	DESIGNATION	SIGNATURE
1	Mae Jane Angelie Morabe-Borais	SB MEMBER	
2	Karen Mae Yaron	B.K. SAGME	
3	JOSHUA ROMERO	PEON KAGAWAD	
4	JOSEPH P. SOLIK	FP	
5	ROMULO C. USORCES	P.E	
6	REX L. MIRALLES	P-G	
7	Martha B. Salas	Panong Barangay	
8	JOEL P. ULBRONIC	JP-P	
9	SHARYL C. ESPINA	P. B	
10	WILSON N. CORREA	KAGAWAD	
11	MICHA C. BERRA	P.B.	
12	LUDWIG V. LARAN	PP	
13	ROSEMARY GARCIA FLORES	P.B	
14	FRANCISCO C. FERRER	XRC VICE	
15	Paul Cinco	SB	
16	Elena P. Madate	SB	
17	Jessy C. Molon	P.B.	

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ATTY. MIAMI R. D. NATIVIDAD
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Province of Leyte
Municipality of Tanauan
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NO.	NAME	DESIGNATION	SIGNATURE
18	CERSON KENSON	4/F	
19	Fotella Malate		F.M.
20	Bernadette Maghri		Maghri
21	CHRISTOPHER TIGRA	M-O	
22	ERZEN Picando	"	
23	MARCO BUAR	IT	
24	ALJON ROVERAS	GSO	Aljon Roveras
25	MARIO CRONIS		
26	ANGELICA CLAHAY		
27	ASUNCION P. OPORD		
28	JUAN ERMILO REBAL		
29	BURON B. TOLIBAS	GSO	
30	Fernando P. Comandado	PROL.	
31	JUSTIN C. CUYUGO	GSO	
32	DIMAYANON	GSO	
33	Margaret O. Pame		
34	ASUNCION LUMAYE		
35	Estelita P. May		
36	Puan C. Mangatusan	SB	
37	ERZULIE FLORESE	"	
38	MA-BILA S. LARZON		
39	Julian M. Lujan		
40	CHRISTIAN BENEDICT A. ABELLA	SB	
41	JIMMY W. H. REBEN	AT - LIVESTOCK	
42	EXUPERIO M. COMANDADO	SB	
43	GLADIS OCONA	SB	
44	Imperial Bontel	PM	
45	Elizabeth Tuf	SB	
46	WIGELIN SANCERZA	SB	
47	Jandale Quiero	SB	
48	Julia C. Olyas	SB	
49	Rhodette H. Tondo	-do-	
50	Cherell H. Japari	SB	
51	Relarapio Yagana	SB	
52	Dale Cuyun	SB	
53	MARIA CORONADO D. MENDOTA	SB	
54	Jennelyn Barcala	SB	
55	Bongsoy SANCERZA, Jr.	SB	
56	Eliel Mabansag	SB	
57	Jennifer B. Capilan	SB	
58	Lori Sena	SB	
59	JOSE R. MANATE	SB	

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Municipality of Tanauan
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NO.	NAME	DESIGNATION	SIGNATURE
60	UPD L. VILARDO JR	SP	
61	Rose D. Villalobos	SP	
62	DESSON W. ALVARO	CLERK I	
63	MARMAH NATIONWAS	BOARD SEC	
64	RENATO C. RIALDA	CLERK I	
65	Cherry Curo		
66	ANGELICA CARMONA		
67	ELIZABETH LERIO	SR	
68	MAY VILARDO		
69	FRANCIS OPIRAN	MEMO	
70	HON. QUINTIN T. OCTA	SP	

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ATTY. MIA R. D. NATIVIDAD
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TANAUAN, LEYTE



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TANAUAN
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OFFICE OF THE SANGGUNIAN BAYAN

CERTIFICATION

TO WHOM IT MAY CONCERN:

THIS IS TO CERTIFY that ORDINANCE NO. 2025-06, "AN ORDINANCE ESTABLISHING AN ANIMAL CONTROL AND WELFARE PROGRAM IN THE MUNICIPALITY OF TANAUAN, LEYTE", have been posted in the bulletin boards at the following: Entrance of the Municipal Hall, Office of the Sangguniang Bayan and Public Market beginning January 30, 2025 and shall remain posted for a minimum of three consecutive weeks.

This certification is issued in compliance with the pertinent provisions of R.A. 7160.

Issued: January 30, 2025


ELEUTERIO T. LARIOS
Sangguniang Bayan Secretary