

Item No.: 20

Date: 11 2025 MAR



Republic of the Philippines  
PROVINCE OF LEYTE  
Provincial Capitol  
Tacloban City

-oOo-

Province of Leyte  
Legal Office  
*[Signature]*  
Date: 3-3-25

SANGGUNIANG PANLALAWIGAN  
**MAR 03 2025**  
PROVINCE OF LEYTE

PROVINCIAL LEGAL OFFICE

2<sup>nd</sup> INDORSEMENT

February 25, 2025

Respectfully returned to the Sangguniang Panlalawigan of Leyte, through SP Secretary, the attached Ordinance No.2025-03 of the Sangguniang Bayan of Javier, Leyte.

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

- Ordinance No. 2025-03 entitled: “An Ordinance creating the position of Nurse IV, etc.”

**REVIEW/RECOMMENDATION/LEGAL OPINION:**

This office is of the opinion that the subject Ordinance is generally in accordance to its power under Section 447(1)(viii)<sup>1</sup> of the Local Government Code of 1991 (R.A 7160) in consonance with Section 76<sup>2</sup>. Hence, recommending 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 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* *[Signature]*

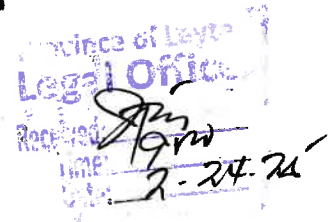
<sup>1</sup>(viii) Determine the positions and salaries, wages, allowances and other emoluments and benefits of officials and employees paid wholly or mainly from municipal funds and provide for expenditures necessary for the proper conduct of programs, projects, services, and activities of the municipal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

<sup>2</sup> 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  
-o0o-

**OFFICE OF THE SANGGUNIANG PANLALAWIGAN**

**1<sup>ST</sup> INDORSEMENT**  
21 February 2025



The Provincial Legal Office is respectfully requested to review and submit recommendations on the herein enclosed **Ordinance No. 2025-03** of the **Municipality of Javier, Leyte**, entitled: **An Ordinance creating the position of Nurse IV, Salary Grade 19 under the Office of the Municipal Health of the Local Government Unit of Javier, Leyte.**

  
**FLORINDA JILL S. UYVICO**  
Secretary to the Sanggunian

original

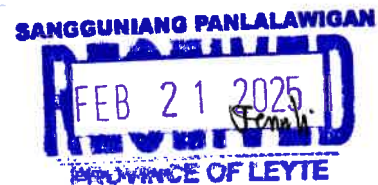
Republic of the Philippines  
Province of Leyte  
**MUNICIPALITY OF JAVIER**  
-oOo-  
Sangguniang Bayan

**EXCERPT FROM THE MINUTES OF THE REGULAR SESSION OF THE SANGGUNIANG BAYAN OF JAVIER, LEYTE HELD AT THE MUNICIPAL SESSION HALL ON FEBRUARY 17, 2025**

**Present :**

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

**Absent :** None



**ORDINANCE No. 2025-03**

**-Authored by : HON. ERIBERTA R. PONCE**

**AN ORDINANCE CREATING THE POSITION OF NURSE IV, SALARY GRADE 19 UNDER THE OFFICE OF THE MUNICIPAL HEALTH OF THE LOCAL GOVERNMENT UNIT OF JAVIER, LEYTE.**

**BE IT ORDAINED** by the Sangguniang Bayan of Javier, Leyte, **THAT :**

**SECTION 1.** The plantilla position of Nurse IV with Salary Grade 19 is hereby created under the Office of the Municipal Health of the Local Government Unit of Javier, Leyte.

**SECTION 2.** The qualification for the position herein created is subject to the Standards, Guidelines, Rules and Regulations and Laws of the Civil Service Commission.

**SECTION 3.** The plantilla position of Nurse IV shall perform the following duties and functions :

1. To manage and oversee the delivery of comprehensive nursing care within the Municipality.
2. To conduct comprehensive health needs assessment within the LGU jurisdiction to identify prevalent health issues and prioritize interventions.
3. To develop and implement health education campaigns on nutrition, hygiene, immunization, and disease prevention.
4. To oversee and coordinate vaccination campaigns and ensure proper vaccines storage and administration.

Emma

over

5. To provide pre-natal care, postnatal check up , and infant health screening services to pregnant women and new borns.
6. To duty at the RHU Javier Birthing Facility.
7. To deliver family planning counselling and provide access to contraceptive methods.
8. To monitor and report communicable diseases within the Municipality, implement out-break response measures when necessary.
9. To conduct regular home visits to vulnerable populations.
10. To refer patients requiring specialized medical care to higher level health care facilities and coordinate with other government agencies for social services.
11. To facilitate community engagement and participation in health initiatives, promoting health leadership in the Municipality.

**SECTION 4.** The Local Government of Javier, Leyte shall appropriate funds in the Annual Budget for the salary, emoluments and other benefits attached to the position.

**SECTION 5.** This Ordinance shall take effect upon approval.

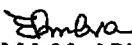
**APPROVED UNANIMOUSLY :**

**FEBRUARY 17, 2025**


**CERTIFIED CORRECT :**

**ERVON DANIEL B. LAJARA**  
SB Secretary


**ATTESTED :**

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

  
**HON. GUILBERT M. LANOY**  
SB Member

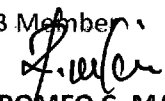
  
**HON. ROLDAN G. MERAS**  
SB Member

  
**HON. MARINO C. MERILO**  
SB Member

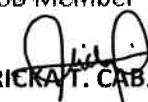
  
**ERIBERTA R. PONCE**  
SB Member

  
**HON. STEPHEN MARK I. PAPALID**  
SB Member

  
**HON. MICHELLE O. MORENO**  
SB Member

  
**HON. ROMEO C. MALINAO**  
SB Member

  
**HON. ALBERTO A. RIÑOS**  
SB Member

  
**HON. ERICKA T. CABANGUNAY**  
SK Fed. President

  
**HON. ANDY L. DINGAL**  
Liga President

**APPROVED :**

  
**HON. MICHAEL DRAGON T. JAVIER**  
Municipal Mayor

Republic of the Philippines  
Province of Leyte  
**MUNICIPALITY OF JAVIER**  
-o0o-

Office of the Sangguniang Bayan

February 18, 2025

## CERTIFICATION

**TO WHOM IT MAY CONCERN :**

**THIS IS TO CERTIFY** that ORDINANCE NO. 2025-03, "**AN ORDINANCE CREATING THE POSITION OF NURSE IV, SALARY GRADE 19 UNDER THE OFFICE OF THE MUNICIPAL HEALTH OF THE LOCAL GOVERNMENT UNIT OF JAVIER, LEYTE.**" is posted in the entrance of the Municipal Hall and two (2) conspicuous places in the Municipality since February 18, 2025 and shall remain posted for three (3) consecutive weeks.

  
**HON. EMMA M. ABUEVA**  
Municipal Vice-Mayor