



Republic of the Philippines
PROVINCE OF LEYTE
Palo, Leyte
~oOo~

Item No.: 39
Date: 18 2025 MAR

PROVINCIAL BUDGET OFFICE

March 6, 2025

Hon. LEONARDO M. JAVIER, JR.

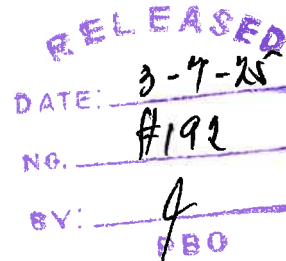
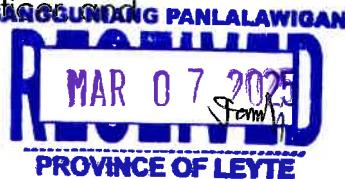
Vice-Governor and Presiding Officer

THE HONORABLE MEMBERS

Sangguniang Panlalawigan

Province of Leyte

Palo, Leyte



Gentlemen and Ladies:

Pursuant to the provisions of the Local Government Code of 1991 (Republic Act No. 7160), our preliminary review of the **General Fund Supplemental Budget No. 02 FY 2024** of the **Municipality of Santa Fe, Leyte** duly enacted by the Sangguniang Bayan through **Appropriation Ordinance No. 2024-016**, with a total appropriation in the amount of **P7,192,500.00** reveals compliance with the same law and its implementing Rules and Regulations.

It is therefore recommended for approval subject to the following conditions:

1. That the reversion of appropriations is duly authorized by the concerned officials and is backed up by cash collections and are made available to support the expenditures under Supplemental Budget No. 02. Further, that said reversion shall not adversely affect the fiscal standing of the LGU upon the closing of the books of accounts;
2. That the grant of the following benefits shall be made pursuant to the corresponding guidelines relative thereto:
 1. Collective Negotiation Agreement Incentive – Budget Circular No. 2024-4 and;
 2. Honoraria – Local Budget Circular No. 62
 3. Terminal Leave Benefits - Budget Circular No. 2002-1
3. That funds are actually available to pay these proposed expenditures and shall be disbursed for the specific purpose(s) for which they have been appropriated pursuant to Sections 335 & 336 of RA 7160.

Compliance with DBM issuances, and accounting and auditing rules and regulations and all other existing laws shall be the responsibility of the implementing Local Government Unit.

Very truly yours,

LOCAL FINANCE COMMITTEE:

MARIA GINA P. HIPE
Provincial Budget Officer

RUTH Y. SURPIA
Provincial Treasurer

AGNES C. RAFON
Provincial Planning & Development
Coordinator - Designate

Republic of the Philippines
PROVINCE OF LEYTE
Palo, Leyte

OFFICE OF THE SANGGUNIANG PANLALAWIGAN



1ST INDORSEMENT
09 January 2025

The Local Finance Committee is respectfully requested to review and submit recommendations on the herein enclosed **Municipal Ordinance No. 2024-016 of the Municipality of Santa Fe, Leyte**, entitled: An Ordinance authorizing Supplemental Budget No. 2 CY 2024 in the total amount of Seven Million One Hundred Ninety-Two Thousand Five Hundred Pesos (P7,192,500.00), together with the Supplemental Investment Program (SIP) No. 1 CY 2024 in the amount of P16,118,327.54.


FLORINDA JILL S. UYVICO
Secretary to the Sanggunian



Republic of the Philippines
PROVINCE OF LEYTE
Municipality of Santa Fe

OFFICE OF THE MAYOR

December 27, 2024

TO THE HONORABLE MEMBERS
SANGGUNIANG PANLALAWIGAN OF LEYTE
Provincial Capitol
By-Pass Road, Palo, Leyte

Thru: **HON. LEONARDO M. JAVIER**
Vice - Governor
SP Presiding Officer

Gentlemen and Ladies:

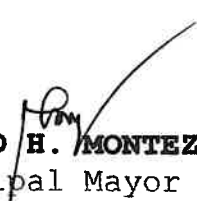
I have the honor to submit herewith to the Honorable Sanggunian of the Province of Leyte, the herein attached **SUPPLEMENTAL BUDGET NO. 02** of the Municipality of Santa Fe, Leyte for CY 2024 in the amount of **Php 7,192,500.00**, by virtue of Municipal Ordinance No. 2024 - 016 (series of 2024) dated December 20, 2024 in accord with the MDC approved Supplemental Investment Program (SIP) and Local Development Investment Plan (LDIP) in the amount of **Php 16,118,327.54**.

Said submission is in compliance of RA 7160, the Local Government Code of 1991 and budget rules, regulations & issuances.

Hoping that your good office act favorably for the requisite BUDGET REVIEW and/or APPROVAL.

Thank you and MORE POWER!

Truly yours,

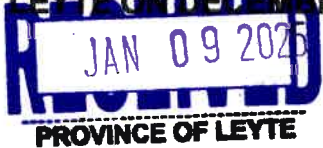

AMPARO H. MONTEZA
Municipal Mayor



Republic of the Philippines
PROVINCE OF LEYTE
Municipality of Santa Fe

SANGGUNIANG BAYAN

THE 6TH SPECIAL SESSION OF THE 12th SANGGUNIANG BAYAN OF SANTA FE, LEYTE,
HELD AT THE SANGGUNIANG BAYAN SESSION HALL, SANTA FE, LEYTE ON DECEMBER
20, 2024.



Attendance:

HON. EDUARDO N. TOREROS
Presiding Officer/Municipal Vice-Mayor

HON. RODEL L. AJETO
SB Member
HON. ALVIN D. PETILLA
SB Member
HON. AGNES A. CHUCA
SB Member

HON. RICARDO D. FAJARDO
SB Member
HON. MARILOU L. MILITANTE
Liga President/SB Member
HON. JERALD LORENZ NARGA
SK Federation President

MUNICIPAL ORDINANCE NO. 2024-016
Series of 2024
(Introduced by Committee on Appropriations)

“AN ORDINANCE AUTHORIZING SUPPLEMENTAL BUDGET NO. 2 OF THIS MUNICIPALITY FOR CY 2024, SOURCED FROM CERTIFIED AVAILABLE FUNDS-REVERTED SAVINGS IN THE TOTAL AMOUNT OF SEVEN MILLION ONE HUNDRED NINETY-TWO THOUSAND FIVE HUNDRED PESOS (PHP 7,192,500.00) ONLY, THUS APPROPRIATED FOR PRIORITY PROGRAMS, PROJECTS AND ACTIVITIES (PPAs) AND EXPENDITURES.”

Be it enacted in the special session assembled:

Section 1. The Supplemental Budget No. 2 of the LGU-Santa Fe, Leyte for Calendar Year 2024 in the total amount of **SEVEN MILLION ONE HUNDRED NINETY-TWO THOUSAND FIVE HUNDRED PESOS (PHP 7,192,500.00) ONLY**. The following documents are incorporated herein and made integral part of this Ordinance:

1. Certification of the Municipal Accountant, the Municipal Treasurer and the Municipal Budget Officer on the Availability of Funds/Savings/ Unexpended balance of Allotments (Schedule of Savings);
2. Certification of the Municipal Treasurer on the Availability of Cash;
3. Statement of Funding Source (LBP Form No. 8);
4. Statement of Supplemental Appropriation CY 2024 (LBP Form No. 9) in the total amount **SEVEN MILLION ONE HUNDRED NINETY-TWO THOUSAND FIVE HUNDRED PESOS (PHP 7,192,500.00) ONLY**; and,
5. MDC Resolution No. 02 Series of 2024 adopted November 20, 2024 and Approving Supplemental Investment Program (SIP) CY 2024 and Supplemental Local Development Investment Plan (SLDIP) CY 2024.

Section 2. Sources of Funds. Funds shall be taken from savings and reverted funds as enumerated in the Statement of Funding Source (LBP Form No. 8) certified by the Municipal Accountant and Municipal Treasurer.

Section 3. Use of Funds. The amount of **SEVEN MILLION ONE HUNDRED NINETY-TWO THOUSAND FIVE HUNDRED PESOS (PHP 7,192,500.00) ONLY**; is hereby appropriated for Supplemental Budget No. 2 (LBP Form No. 9), for PPAs and expenditures included in the approved Supplemental Investment Program.



Republic of the Philippines
PROVINCE OF LEYTE
 Municipality of Santa Fe

Continuation: Municipal Ordinance No. 2024 – 016
 Dated December 20, 2024

Section 4. Fund Utilization.

Section 4.1 Utilization of the funds shall be in accordance with pertinent laws, budgeting and auditing rules and regulations;

Section 4.2 The Government Procurement Act (RA9184) and its Implementing Rules and Regulations (IIRR) and the pertinent Government Procurement Policy Board (GPPB) Resolutions and the approved original contracts authorized by the Sangguniang Bayan which lawfully created the outstanding obligations shall be strictly observed in the utilization of funds authorized by this ordinance;

Section 4.3 The responsibility and accountability of the implementation of PPAs and proper utilization and disbursements of funds shall rest upon the Local Chief Executive and other local officials concerned.

Section 4.4. Section 351, Chapter 4 of the Local Government Code (RA 7160) provides that expenditures of funds or use of property in violation of Title Five on Local Fiscal Administration and other laws shall be a personal liability of the official or employee responsible therefore.

Section 5. Other Special Provisions.

a. The LCE Municipal Mayor is hereby vested with the authority to implement the Programs, Projects & Activities (PPAs) under this Supplemental Budget and in the PPAs that were provided in the Annual General Fund Budget for CY 2024 and further authorized to enter into Contract in the implementations of these PPAs as a legal and valid exercise of the LGUs corporate power as provided in Section 22 par (a) subpar (5) of RA 7160, the local Government Code of 1991.

b. The Municipal Officials and Employees is hereby granted Collective Negotiation Agreement (CNA) Incentives in pursuance to DBM Budget Circular No. 2024-04 dated November 11, 2024.

c. There is HEREBY GRANTED the amount of Php 20,0000.00 for Service Recognition Incentives (SRI) or any Personnel Benefits of same kind and/or import to all officials, employees and casuals.

d. There is HEREBY GRANTED the amount of Php 55.00 per day as Wage Adjustment for Job Orders and Contractuals for the period July to December 2024.

Section 6. Approval of the Supplemental Investment Program (SIP) No. 2 for FY 2024 of this municipality. The Supplemental Investment Program of same amount of Php 7,192,500.00; is herein approved by virtue of MDC Resolution No. 02 (series of 2024) of the Municipal Development Council of this LGU on November 20, 2024.

Section 7. SEPARABILITY CLAUSE. If for any reason, any section or provisions of this ordinance is declared invalid or unconstitutional, other provisions not affected thereby, shall remain valid and subsisting.

[Signature]

[Signature]

[Signature]

[Signature]

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Republic of the Philippines
PROVINCE OF LEYTE
Municipality of Santa Fe

Continuation: Municipal Ordinance No. 2024 – 016
Dated December 20, 2024

Section 8. EFFECTIVITY. This appropriation ordinance shall take effect immediately.

ENACTED: This 20th day of December 2024 during the 6th Special Session of the Sangguniang Bayan at the Sangguniang Bayan Session Hall, Santa Fe, Leyte.

Let copies of this Ordinance be furnished to the Office of the Municipal Mayor Hon. Amparo H. Monteza, to the Local Finance Committee of this LGU, and to all others concerned for their guidance and appropriate action.

This ordinance is approved unanimously by the Members present.

ATTESTED/APPROVED:

(Absent)
HON. AMIEL P. ENAGE
SB Member

HON. RODEL L. AJETO
SB Member

HON. ALVIN D. PETILLA
SB Member

(Absent)
HON. GENY R. ESMERO
SB Member

HON. AGNES A. CHUCA
SB Member

(Absent)
HON. LEAH T. SALCEDA
SB Member

HON. RICARDO D. FAJARDO
SB Member

(Absent)
HON. LARRY S. ARUTA
SB Member

HON. MARILOU L. MILITANTE
Liga Pres. / SB Member

HON. JERALD LORENZ NARGA
SK Federation President / SB Member

I HEREBY CERTIFY to the correctness of the foregoing resolution.

JULIUS XERXES M. OBENQUE
SB Secretary Designate

Attested by:

HON. EDUARDO N. TOREROS
Presiding Officer
Municipal Vice – Mayor

APPROVED:

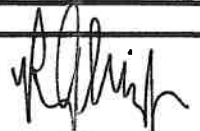
HON. AMPARO H. MONTEZA
Municipal Mayor

Date: 12 - 24 - 24

STATEMENT OF SUPPLEMENTAL APPROPRIATION CY 2024
SANTA FE, LEYTE

IMPLEMENTING OFFICE	PARTICULARS/OBJECT OF PURPOSE EXPENDITURES	AIP REFERENCE CODE	OBJECT OF EXPENDITURES	ACCOUNT CODE	TOTAL AMOUNT
MAYOR	PS				
	CNA (Officials & Regular Employees)	1000-000-3-1-01-01	Other Personnel Benefits	5-01-04-990	1,170,000.00
	CNA (Casual Employees)	1000-000-3-1-01-01	Other Personnel Benefits	5-01-04-990	900,000.00
	SUB TOTAL				2,070,000.00
	MOOE				
	Drugs & Medicines Expenses	1000-000-3-1-01-05	Drugs & Medicines Expenses	5-02-03-070	140,000.00
	Janitorial Services	1000-000-3-1-01-001	Janitorials Services	5-02-12-020	200,000.00
	Honoraria	1000-000-3-1-01-08	Honoraria	5-02-99-990	210,500.00
	JO's Wage Adjustment	1000-000-3-1-01-14	Per day rate increase	5-02-99-080	100,000.00
	Survey Expenses	1000-000-3-1-01-001	Survey Expenses	5-02-07-010	190,000.00
	Other MOOE	1000-000-3-1-01-001	Other MOOE	5-02-99-990	500,000.00
	SUB TOTAL				1,340,500.00
	TOTAL				3,410,500.00
SB	PS				
	CNA (Officials & Regular Employees)	1000-000-3-1-02-02	Other Personnel Benefits	5-01-04-990	360,000.00
	CNA (Casual Employees)	1000-000-3-1-02-02	Other Personnel Benefits	5-01-04-990	325,000.00
	Terminal Leave Benefits	1000-000-3-1-01-016	Terminal Leave Benefits	5-01-04-030	41,000.00
	SUB TOTAL				726,000.00
	MOOE				
	JO's Wage Adjustment	1000-000-3-1-02-05	Per day rate increase	5-02-99-080	150,000.00
	SUB TOTAL				150,000.00
	TOTAL				876,000.00
BFP	MOOE				
	Other MOOE	1000-000-3-1-16-001	Other MOOE	5-02-99-990	6,000.00
	TOTAL				6,000.00
SPA	RA 8972 as amended by RA 11861, Solo Parent Welfare Benefits-Expenses	3000-000-3-2-24-009	Solo Parent Welfare Benefits	5-02-99-990	100,000.00
	LGU Scholarship Program	3000-000-3-2-24-002	Scholarship Program	5-02-99-990	50,000.00
	Tourism Development Program - Pamilipig Festival Activities-Expenses	1000-000-3-1-01-003	Toursim Development Program	5-02-99-990	500,000.00
	75th LGU Founding Anniversary / Socio-cultural Activities-Expenses	1000-000-3-1-01-002	Socio-cultural Activities	5-02-99-990	500,000.00
	Grants & Donations (NGA's, Liga ng mga Barangay, SK Fed., LSB & CSOs)	3000-000-3-2-24-001	Grants & Donations	5-02-99-080	1,750,000.00
	TOTAL				2,900,000.00
	GRAND TOTAL				7,192,500.00

Prepared:


ROMEO A. GRISOLA
Municipal Budget Officer

Approved:


HON. AMPARO H. MONTEZA
Municipal Mayor



Republic of the Philippines
PROVINCE OF LEYTE
Municipality of Santa Fe
OFFICE OF THE MAYOR

December 19, 2024

The Honorable Sanggunian Members
Sangguniang Bayan
LGU - Sta. Fe, Leyte

Thru: Hon. EDUARDO N. TOREROS
Municipal Vice - Mayor
Presiding Officer

12/19/24

Gentlemen and Ladies:

Greetings of Mabuhay!

The undersigned earnestly requests this August Body to properly consider for its **AGENDA** for deliberation on the regular session on December 20, 2024 (Friday) @ 2:00 PM, the herein priority measures, to wit:

1. **A RESOLUTION APPROVING THE REVERSION OF FUNDS OF THE GENERAL FUND OF THIS MUNICIPALITY WITH THE FOLLOWING SPECIFIC SAVINGS-IN-APPROPRIATIONS, TO WIT:**
 - a. Personal Services in the amount of Php 4,434,500.00;
and,
 - b. MOOE in the amount of Php 2,755,000.00;
2. **Supplemental Budget No. 2 of this municipality out of the General Fund for CY 2024 IN THE AMOUNT OF Php 7,192,500.00 only.**

Anticipating your appropriate favorable action on this matter, and said request is **CERTIFIED AS URGENT.**

Thank you for your usual support and MORE POWER!

Very truly yours,

AMPARO E. MONTEZA
Municipal Mayor



MUNICIPAL DEVELOPMENT COUNCIL (MDC)
MDC Resolution No. 02
Series of 2024

A RESOLUTION FORMULATING AND/OR APPROVING THE CY 2024 SUPPLEMENTAL INVESTMENT PROGRAM (SIP) NO.1 OF THE MUNICIPALITY OF SANTA FE, LEYTE IN THE AMOUNT OF SIXTEEN MILLION ONE HUNDRED EIGHTEEN THOUSAND THREE HUNDRED TWENTY SEVEN PESOS AND FIFTY-FOUR CENTAVOS (Php 16,118,327.54).

WHEREAS, a MUNICIPAL DEVELOPMENT COUNCIL (MDC) Meeting was convened on November 20, 2024 at 9:00 o'clock in the morning at the New Conference Hall, Municipal Building, Santa Fe, Leyte;

WHEREAS, presented for deliberation is the proposed CY 2024 SUPPLEMENTAL INVESTMENT PROGRAM (SIP) in the amount of Sixteen Million One Hundred Eighteen Thousand Three Hundred Twenty-seven Pesos and Fifty-four centavos (Php 16,118,327.54);

WHEREAS, all major sectors of PPAs was considered and took the large portion and/or the distribution of funds for this Financial Plan, to wit;

1. General Services (1000)	-	Php	15,240,827.54
2. Economic Services (8000)	-	Php	225,000.00
3. Social Services (3000)	-	Php	652,500.00

NOW THEREFORE, on motion of **Hon. MARILOU L. MILITANTE, PB**, Barangay Badiangay, duly seconded by all members present, be it;

RESOLVED TO APPROVE AS IT IS HEREBY APPROVED THE CY 2024 SUPPLEMENTAL INVESTMENT PROGRAM (SIP) NO. 1 OF THE MUNICIPALITY OF SANTA FE, LEYTE IN THE AMOUNT OF SIXTEEN MILLION ONE HUNDRED EIGHTEEN THOUSAND THREE HUNDRED TWENTY SEVEN PESOS AND FIFTY-FOUR CENTAVOS (Php 16,118,327.54).

RESOLVED FURTHER, to submit copies of this **MUNICIPAL DEVELOPMENT COUNCIL** resolution to the Sangguniang Bayan and to the Office of the Municipal Mayor **HON. AMPARO H. MONTEZA**, and to all others concerned for their information, appropriate action and **APPROVAL**.

[Handwritten signatures and initials of council members and officials]



Continuation MDC Resolution No.01 Series of 2024
Dated November 20, 2024

Page 2 of 4

CARRIED BY THE MAJORITY.

ADOPTED this 20th of November 2024 at **SANTA FE, LEYTE.**

I HEREBY CERTIFY to the correctness of the foregoing resolution.

ENGR. MA. CYNTHIA V. LANTAJO
MPDC - MDC Secretary

Concurred:

Hon. YOLANDA V. PETILLA
Punong Barangay, Baculanad

Hon. MARILOU L. MILITANTE
Punong Barangay, Badiangay

Hon. PANFILO OGAY, JR.
Punong Barangay, Bulod

Hon. NORMA M. CALCETA
Punong Barangay, Catoogan

Hon. SHARON L. GARCIA
Punong Barangay, Cutay

Hon. CESAR C. DUQUE
Punong Barangay, Gapas

Hon. ROMEO B. PALAMOS
Punong Barangay, Katipunan

Hon. JERRY F. ALCALA
Punong Barangay, Milagrosa

Hon. REBECCA V. BARRANTES
Punong Barangay, Pilit

Hon. JERICHO P. PARADO
Punong Barangay, Pitogo

Hon. MARITES B. PETILLA
Punong Barangay, San Juan

Hon. EBE B. CACA
Punong Barangay, San Isidro

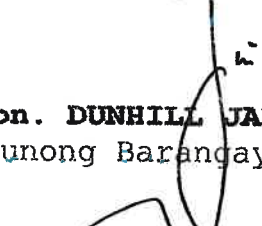


Continuation MDC Resolution No.02 Series of 2024
Dated November 20, 2024


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Hon. CARMELITA E. CAIRO
Punong Barangay, San Roque



Hon. ERWIN M. ROCA
Punong Barangay, San Miguelay


Hon. DUNHILL JAY C. TAN
Punong Barangay, Tibak


Hon. RAMIL G. ALINO
Punong Barangay, Victoria


Hon. CHARLITO L. LAZO
Punong Barangay, Zone 1


Hon. KENNETH BRYAN M. CANALES
Punong Barangay, Zone 2


Hon. RENATO C. TOLEDO
Punong Barangay, Zone 3


Hon. JULIE A. QUEMADO
Punong Barangay, Zone 4

Cong. **FERDINAND MARTIN G. ROMUALDEZ**
or his Representative
Congressman, 1st District of
Leyte

Hon. RICARDO D. EDUARDO
SB, Committee on Finance
and Appropriations


ANTONIA F. ABRAHAM
Pres-Tibak Rice Farmers
Association

ADOLFO OLAYA
Pres-CBS2P Irrigators
Association


ELSA PORTUGAL
Pres- Baculanad Farmers
Association

DEMOSTHENES E. MORON
Pres-San Isidro Organic
Farmers Association

LIGAYA SAMSON
Pres- Gapas United Irrigators
Agriculture Cooperative

ARLENE ORTEGA
Pres- Catoogan More Income
Countryside Farmers Assoc.



Continuation MDC Resolution No.02 Series of 2024
Dated November 20, 2024

Page 4 of 4

VICTOR D. ROMUALDES, JR.
Pres- Green Leaves Farmers
Association

NELSON M. BERNABE
Pres- Mangabanga Farmers
Assoc.

ATTESTED BY:


HON. AMPARO H. MONTEZA
Municipal Mayor

SUPPLEMENTAL INVESTMENT PROGRAM (SIP) NO. 1
MUNICIPALITY OF SANTA FE, LEYTE
CY 2024

AIP Reference	PROGRAM/PROJECT	IMPLEMEN TING	SCHEDULE OF IMPLEMENTATION		EXPECTED	FUNDING SOURCE (7)			AMOUNT IN THOUSAND PESOS					Amount of Climate Change PPAs		
CODE (1)	ACTIVITY (2)	OFFICE (3)	STARTING (4)	COMPLETION (5)	OUTPUT(6)	20% LDF	5% CAL FUND	GFB	PERSONAL SERVICES (8)	MOOE (9)	FINANCIAL EXPENSES (10)	CAPITAL OUTLAY (11)	TOTAL (12)	Climate Change Adaption (13)	Climate Change Mitigation (14)	CC Typology Code (15)
	GENERAL SERVICES															
	MUNICIPAL MAYOR'S OFFICE															
1000-000-3-1-01-01	Service Recognition Incentive (SRI)	LCE, Mayor	Nov. 2024	Dec. 2024	Effective and efficient operation on Municipal Governance is maintained.			/	1,600,000.00				1,600,000.00			
1000-000-3-1-01-02	Collective Negotiation Agreement (CNA)	LCE, Mayor	Nov. 2024	Dec. 2024				/	2,400,000.00				2,400,000.00			
1000-000-3-1-01-03	Travelling Expenses	LCE, Mayor	Nov. 2024	Dec. 2024				/		150,000.00			150,000.00			
1000-000-3-1-01-04	Other Supplies & Materials Expenses	LCE, Mayor	Nov. 2024	Dec. 2024				/		200,000.00			200,000.00			
1000-000-3-1-01-05	Drugs & Medicines Expenses	LCE, Mayor	Nov. 2024	Dec. 2024				/		600,000.00			600,000.00			
1000-000-3-1-01-06	Electricity Expenses	LCE, Mayor	Nov. 2024	Dec. 2024				/		2,000,000.00			2,000,000.00			
1000-000-3-1-01-07	Fuel, Oil & Lubricants	LCE, Mayor	Nov. 2024	Dec. 2024				/		600,000.00			600,000.00			
1000-000-3-1-01-08	Honoraria of NGAs	LCE, Mayor	Nov. 2024	Dec. 2024				/		100,000.00			100,000.00			
1000-000-3-1-01-09	Printing and Publication Expenses	LCE, Mayor	Nov. 2024	Dec. 2024				/		200,000.00			200,000.00			
1000-000-3-1-01-10	Communication Expenses/Internet Subscription Expenses	LCE, Mayor	Nov. 2024	Dec. 2024				/		72,503.77			72,503.77			
1000-000-3-1-01-11	Repair & Maintenance of Transportation Equipment	LCE, Mayor	Nov. 2024	Dec. 2024				/		350,000.00			350,000.00			
1000-000-3-1-01-12	Repair & Maintenance of Machinery Equipment	LCE, Mayor	Nov. 2024	Dec. 2024				/		200,000.00			200,000.00			
1000-000-3-1-01-13	JO's Gratuity	LCE, Mayor	Nov. 2024	Dec. 2024				/		450,000.00			450,000.00			
1000-000-3-1-01-14	JO's Wage Adjustment	LCE, Mayor	Nov. 2024	Dec. 2024				/		200,000.00			200,000.00			
	SPECIAL PURPOSE APPROPRIATIONS															
1000-000-3-1-01-15	Socio-cultural activities / 75th Founding Anniversary	LCE, Mayor	Nov. 2024	Dec. 2024				/		834,467.41			834,467.41			
	26% LOCAL DEVELOPMENT FUND															
1000-000-3-1-01-16	Purchase and/or Installation of Communication and Information Technology Equipment	LCE, Mayor	Nov. 2024	Dec. 2024		/						2,618,856.36	2,618,856.36			
1000-000-3-1-01-17	Other Property, Plant & Equipment (PPE) a. Purchase of Special Size Tent	LCE, Mayor	Nov. 2024	Dec. 2024		/						165,000.00	165,000.00			

AIP Reference	PROGRAM/PROJECT	IMPLEMEN TING	SCHEDULE OF IMPLEMENTATION		EXPECTED	FUNDING SOURCE (7)			AMOUNT IN THOUSAND PESOS					Amount of Climate Change PPAs		
CODE (1)	ACTIVITY (2)	OFFICE (3)	STARTING (4)	COMPLETION (5)	OUTPUT(6)	20% LOF	5% CAL FUND	GFB	PERSONAL SERVICES (8)	MOOE (9)	FINANCIAL EXPENSES (10)	CAPITAL OUTLAY (11)	TOTAL (12)	Climate Change Adaptation (13)	Climate Change Mitigation (14)	CC Typology Code (15)
	SANGGUNIANG BAYAN & the Office of the VICE MAYOR															
1000-000-3-1-02-01	Service Recognition Incentive (SRI)	Vice Mayor's Office	Nov. 2024	Dec. 2024	Effective and efficient office function is rendered.			/	500,000.00				500,000.00			
1000-000-3-1-02-02	Collective Negotiation Agreement (CNA)	Vice Mayor's Office	Nov. 2024	Dec. 2024				/	750,000.00				750,000.00			
1000-000-3-1-02-03	Travelling Expenses	Vice Mayor's Office	Nov. 2024	Dec. 2024				/		300,000.00			300,000.00			
1000-000-3-1-02-04	JO's Gratuity	Vice Mayor's Office	Nov. 2024	Dec. 2024				/		50,000.00			50,000.00			
1000-000-3-1-02-05	JO's Wage Adjustment	Vice Mayor's Office	Nov. 2024	Dec. 2024				/		100,000.00			100,000.00			
	SANGGUNIANG BAYAN SECRETARY															
1000-000-3-1-03-01	Travelling Expenses	SB Sec.	Nov. 2024	Dec. 2024	Effective and efficient office function is rendered.			/		100,000.00			100,000.00			
	MUNICIPAL PLANNING & DEVELOPMENT COORDINATOR															
1000-000-3-1-04-01	Travelling Expenses	MPDC	Nov. 2024	Dec. 2024	Effective and efficient office function is rendered.			/		100,000.00			100,000.00			
	MUNICIPAL CIVIL REGISTRAR															
1000-000-3-1-05-01	Travelling Expenses	MCR	Nov. 2024	Dec. 2024	Effective and efficient office function is rendered.			/		100,000.00			100,000.00			
	MUNICIPAL BUDGET OFFICE															
1000-000-3-1-06-01	Travelling Expenses	MBO	Nov. 2024	Dec. 2024	Effective and efficient office function is rendered.			/		100,000.00			100,000.00			
	MUNICIPAL ACCOUNTING OFFICE															
1000-000-3-1-07-01	Travelling Expenses	Accounting	Nov. 2024	Dec. 2024	Effective and efficient office function is rendered.			/		100,000.00			100,000.00			
	MUNICIPAL TREASURER OFFICE															
1000-000-3-1-08-01	Travelling Expenses	MTO	Nov. 2024	Dec. 2024	Effective and efficient office function is rendered.			/		100,000.00			100,000.00			
	MUNICIPAL ASSESSOR OFFICE															
1000-000-3-1-09-01	Travelling Expenses	Assessor	Nov. 2024	Dec. 2024	Effective and efficient office function is rendered.			/		100,000.00			100,000.00			
	MDRRMO															
1000-000-3-1-10-01	Travelling Expenses	MDRRMO	Nov. 2024	Dec. 2024	Effective and efficient office function is rendered.			/		100,000.00			100,000.00			
	SUB TOTAL								5,250,000.00	7,206,971.18		2,783,856.36	15,240,827.54			

Prepared by:

ENGR. MA. CYNTHIA V. LANTAJO

MPDC
Date: 11-19-2024

ROMEO A. GRISOLA

Municipal Budget Officer

Date: 11-19-2024

Attested by:

AMPARO H. MONTEZA

Municipal Mayor

Date: 11-19-24

AIP Reference	PROGRAM/PROJECT	IMPLEMEN TING	SCHEDULE OF IMPLEMENTATION		EXPECTED	FUNDING SOURCE (7)			AMOUNT IN THOUSAND PESOS					Amount of Climate Change PPAs		
CODE (1)	ACTIVITY (2)	OFFICE (3)	STARTING (4)	COMPLETION (5)	OUTPUT(6)	20% LDF	5% CAL FUND	GFB	PERSONAL SERVICES (8)	MOOE (9)	FINANCIAL EXPENSES (10)	CAPITAL OUTLAY (11)	TOTAL (12)	Climate Change Adaption (13)	Climate Change Mitigation (14)	CC Typology Code (15)
	SOCIAL SERVICES															
	SOCIAL AND WELFARE AND DEVELOPMENT PROGRAM															
3000-000-3-1-12-01	Travelling Expenses	MSWDO	Nov. 2024	Dec. 2024	Effective and efficient office function is rendered.			/		100,000.00			100,000.00			
3000-000-3-1-12-02	Senior Citizen's Birthday Regalo	MSWDO	Nov. 2024	Dec. 2024				/		352,500.00			352,500.00			
	MUNICIPAL HEALTH OFFICE															
3000-000-3-2-13-01	Travelling Expenses	MHO	Nov. 2024	Dec. 2024	Effective and efficient office function is rendered.			/		100,000.00			100,000.00			
3000-000-3-2-13-02	JO's Gratuity	MHO	Nov. 2024	Dec. 2024				/		50,000.00			50,000.00			
3000-000-3-2-13-03	JO's Wage Adjustment	MHO	Nov. 2024	Dec. 2024				/		50,000.00			50,000.00			
	SUB TOTAL								0.00	652,500.00		0.00	652,500.00			

Prepared by:

ENGR. MA. CYNTHIA V. LANTAJO

MPDC

Date: 11-19-2024

ROMEO A. GRISOLA

Municipal Budget Officer

Date: 11-19-2024

Attested by:

AMPARO H. MONTEZA

Municipal Mayor

Date: 11-19-24

AIP Reference:	PROGRAM/PROJECT	IMPLEMEN TING	SCHEDULE OF IMPLEMENTATION		EXPECTED	FUNDING SOURCE (7)			AMOUNT IN THOUSAND PESOS					Amount of Climate Change PPAs		
CODE (1)	ACTIVITY (2)	OFFICE (3)	STARTING (4)	COMPLETION (5)	OUTPUT(6)	20% LDF	5% CAL FUND	GFB	PERSONAL SERVICES (8)	MODE (9)	FINANCIAL EXPENSES (10)	CAPITAL OUTLAY (11)	TOTAL (12)	Climate Change Adaption (13)	Climate Change Mitigation (14)	CC Typology Code (15)
	MUNICIPAL AGRICULTURE OFFICE															
	Travelling Expenses	MAO	Nov. 2024	Dec. 2024	Effective and efficient office function is rendered.			/		100,000.00			100,000.00			
	Janitorial Services	MAO	Nov. 2024	Dec. 2024				/		25,000.00			25,000.00			
	MUNICIPAL ENGINEERING OFFICE															
	Travelling Expenses	MEO	Nov. 2024	Dec. 2024	Effective and efficient office function is rendered.			/		100,000.00			100,000.00			
	SUB TOTAL									225,000.00			225,000.00			
	TOTAL								5,250,000.00	8,084,471.18		2,783,856.36	16,118,327.54			

Prepared by:

ENGR. MA. CYNTHIA V. LANTAJO

MPHC

Date: 11-19-2024

ROMEO A. GRISOLA

Municipal Budget Officer

Date: 11-19-2024

Attested by:

AMPARO H. MONTEZA

Municipal Mayor

Date: 11-19-2024



Republic of the Philippines
PROVINCE OF LEYTE
Municipality of Santa Fe

OFFICE OF THE MUNICIPAL TREASURER


CERTIFICATE OF CASH AVAILABILITY

TO WHOM IT MAY CONCERN:

The undersigned HEREBY CERTIFIES that the amount of **SEVEN MILLION ONE HUNDRED NINETY-TWO THOUSAND FIVE HUNDRED PESOS (PhP 7,192,500.00) only**, covered by Supplemental Budget No. 02, FY 2024 of this municipality, is **CASH ACTUALLY AVAILABLE.**

Issued upon request for support basis of Supplemental Budget No. 02, FY 2024, this **19TH** day of **December 2024** at **Santa Fe, Leyte.**


JO ANN GRACE M. YU
Municipal Accountant-Des.


CIRIAZO L. MONTAÑO
Municipal Treasurer

**STATEMENT OF FUNDING SOURCE
SUPPLEMENTAL BUDGET NO. 2
FY 2024**

SANTA FE, LEYTE

GENERAL FUND (101)

PARTICULARS (1)	ACCOUNT CLASSIFICATIONS (2)	AMOUNT (3)
1.0 New Revenue Source		
Tax Revenue		
Loan Proceeds (Borrowings)		
2.0 Actual Collection in Excess of the Estimated Income		
3.0 Savings		
4.0 Realignment		
5.0 Reversion		
a. Funds Reverted from PS Savings in Appropriations		4,437,500.00
b. Funds Reverted from MOOE Savings in Appropriations		2,755,000.00
TOTAL ESTIMATED INCOME		7,192,500.00

Certified Correct:


CIRIACO L. MONTAÑO
Municipal Treasurer
Date: 12-19-24


JO ANN GRACE M. YU
Municipal Accountant - Des.
Date: 12/19/24


SAVINGS OF PERSONAL SERVICES (PS) CY 2024

OFFICE	SALARIES & WAGES REGULAR	PERA	CLOTHING ALLOWANCE	LIFE & RETIREMENT CONTRIBUTION	PHILHEALTH CONTRIBUTION	ECC	MID-YEAR	YEAR END	CASH GIFT	TERMINAL LEAVE	MONETIZATION BENEFITS	ANNIVERSARY & LOYALTY	PEI & SRI	GRAND TOTAL
												120,000.00		190,000.00
MAYOR	10,000.00	5,000.00		50,000.00		5,000.00								
HAMO	160,000.00	20,000.00	5,000.00	84,100.00	15,000.00	5,000.00	60,000.00	60,000.00	5,000.00	50,000.00	20,000.00		25,000.00	509,100.00
MSWDO	400,000.00	20,000.00		80,000.00	20,000.00	10,000.00	60,000.00	70,000.00	10,000.00	50,000.00	50,000.00	30,000.00	50,000.00	850,000.00
SI		10,000.00	10,000.00		10,000.00	20,000.00	5,000.00				10,000.00	73,400.00	10,000.00	148,400.00
SECRETARY	320,000.00	50,000.00	5,000.00		10,000.00	5,000.00	80,000.00	70,000.00	10,000.00				40,000.00	590,000.00
MPDC		10,000.00				5,000.00						20,000.00		35,000.00
MCR	100,000.00	40,000.00	5,000.00	50,000.00	5,000.00	5,000.00	50,000.00	10,000.00	10,000.00		40,000.00	20,000.00	40,000.00	375,000.00
MBO		40,000.00		20,000.00		5,000.00			10,000.00				50,000.00	125,000.00
MTO	200,000.00	80,000.00	15,000.00	90,000.00	15,000.00	10,000.00	50,000.00	50,000.00	20,000.00	30,000.00			100,000.00	660,000.00
ACCOUNTING		20,000.00	5,000.00	5,000.00		10,000.00	5,000.00		5,000.00	10,000.00		25,000.00	25,000.00	110,000.00
ASSESSOR												20,000.00		20,000.00
MHO										50,000.00	20,000.00			70,000.00
CULTURE	180,000.00	35,000.00	5,000.00	20,000.00	5,000.00	10,000.00	25,000.00	10,000.00		25,000.00		35,000.00	25,000.00	375,000.00
ENGINEERING	50,000.00	20,000.00		30,000.00	5,000.00	10,000.00	25,000.00	10,000.00	5,000.00	50,000.00	5,000.00	10,000.00	25,000.00	245,000.00
MDRRMO	10,000.00	10,000.00						5,000.00	5,000.00	30,000.00	50,000.00		25,000.00	135,000.00
	1,430,000.00	360,000.00	50,000.00	429,100.00	85,000.00	100,000.00	380,000.00	285,000.00	80,000.00	295,000.00	195,000.00	353,400.00	415,000.00	4,437,500.00

Prepared by:


ELMA T. PEDERSEN
 Admin. Aide III

Certified & Correct:


ROMEO A. GRISOLA
 Municipal Budget Officer

SAVINGS OF MOOE CY 2024

OFFICE	TRAVEL EXPENSES	TELEPHONE MOBILE EXPENSES	OTHER SUPPLIES & MATERIALS EXPENSES	FUEL, OIL & LUBRICANTS	ELECTRICITY EXPENSES	PRINTING & PUBLICATION EXPENSES	REP. & MAINT. MACHINERY & EQUIPMENT	REP. & MAINT. TRANSPORTATION EQUIPMENT	OFFICE SUPPLIES	GRAND TOTAL
MAYOR		118,100.00	246,200.00	100,000.00	500,000.00	200,000.00	183,500.00	275,400.00	125,000.00	1,748,200.00
	37,550.00	136,000.00							100,000.00	273,550.00
SB SECRETARY	17,550.00	12,000.00							20,000.00	49,550.00
MPDO	17,550.00	12,000.00								29,550.00
MCR	17,550.00	12,000.00								29,550.00
MSWDO	23,750.00	12,000.00								35,750.00
MBO	17,550.00	12,000.00								29,550.00
ACCOUITING	17,550.00	14,000.00					2,000.00			33,550.00
MTO	17,550.00		11,700.00							29,250.00
SESSOR	17,550.00	12,000.00	16,500.00							46,050.00
MHO	17,550.00	12,000.00						98,700.00		128,250.00
AGRICULTURE	17,550.00		1,000.00				12,900.00			31,450.00
GSO		10,000.00								10,000.00
ENGINEERING		12,000.00								12,000.00
MDRRMO	20,550.00	12,000.00								32,550.00



MENRO	17,550.00		8,000.00							25,550.00
COMELEC			50,000.00							50,000.00
LIGA			15,000.00							15,000.00
HRMO	17,550.00	7,900.00	15,000.00							40,450.00
COURSIM		6,000.00	15,000.00					24,300.00		45,300.00
PNP	17,550.00		11,600.00							29,150.00
BFP							1,600.00	1,600.00		3,200.00
PESO	17,550.00									17,550.00
BAC			10,000.00							10,000.00
	310,000.00	400,000.00	400,000.00	100,000.00	500,000.00	200,000.00	200,000.00	400,000.00	245,000.00	2,755,000.00

Prepared by:


ELMA T. PEDERSEN
 Admin. Aide III


Certified & Correct:


ROMEO A. GRISOLA
 Municipal Budget Officer


**FUND SOURCES OF THE COLLECTIVE NEGOTIATION
AGREEMENT (CNA) INCENTIVE CY 2024**

a. Communication Expenses:		
➤ Telephone & Mobile Expenses	-	PhP 400,000.00
b. Repair & Maintenance Expenses:		
➤ Repair & Maintenance of Machinery & Equipment	-	PhP 200,000.00
➤ Repair & Maintenance of Transportation Equipment	-	PhP 400,000.00
c. Office Supplies	-	PhP 245,000.00
d. Supplies & Materials Expenses:		
➤ Other Supplies & Materials	-	PhP 400,000.00
e. Transportation & Delivery Expenses:		
➤ Fuel, Oil & Lubricants Expenses	-	PhP 100,000.00
f. Travelling Expenses	-	PhP 310,000.00
g. Utility Expenses:		
➤ Electricity Expenses	-	PhP 500,000.00
h. Printing & Publication Expenses	-	PhP 200,000.00
		=====
GRAND TOTAL	-	PhP 2,755,000.00

Prepared by:


ELMA T. PEDERSEN
Admin. Aide III

Certified & Correct:


ROMEO A. GRISOLA
Municipal Budget Officer