



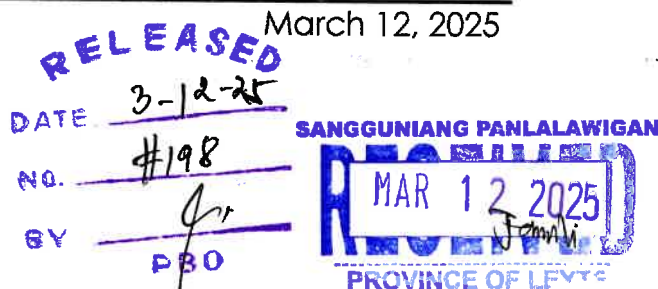
Republic of the Philippines
PROVINCE OF LEYTE
Municipality of Palo
~oOo~

Item No.: 43
Date: 18 2025 MAR

PROVINCIAL BUDGET OFFICE

Hon. LEONARDO M. JAVIER, JR,
Vice-Governor and Presiding Officer, and
THE HONORABLE MEMBERS
Sangguniang Panlalawigan
Province of 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. 03 FY 2024** of the **Municipality Jaro, Leyte** duly enacted by the Sangguniang Bayan through **Appropriation Ordinance No. 4, S. 2024** with a total appropriation in the amount of **P13,995,000.00** 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 Savings as funding source is duly certified with cash back up and is not restricted by law or other obligations and are made available to support the expenditures under Supplemental Budget No. 03;
2. That the grant of the Collective Negotiation Agreement (CNA) shall be subject to the procedural guidelines of Budget Circular No. 2024-4 dated November 11, 2024 and said grant shall be sourced out from savings identified in the circular;
3. That the grant of the following benefits shall be made pursuant to the corresponding guidelines relative to:
 - a. One-Time Service Recognition Incentive – Budget Circular No. 2024-7 dated December 16, 2024
 - b. Gratuity Pay – Budget Circular No. 2024-8 dated December 20, 2024
4. That disbursement of funds shall be for the specific purpose(s) for which they have been appropriated pursuant to Sections 335 & 336 of RA 7160.

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

Very truly yours,

LOCAL FINANCE COMMITTEE:

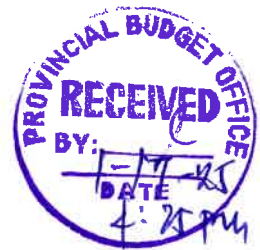
MARIA GINA P. HIPE
Provincial Budget Officer

RUTH Y. SURPIA
Provincial Treasurer

AGNES C. RAFON
Provincial Planning and Development
Coordinator – Designate

Republic of the Philippines
PROVINCE OF LEYTE
Palo, Leyte
-000-

OFFICE OF THE SANGGUNIANG PANLALAWIGAN



1ST INDORSEMENT
17 January 2025

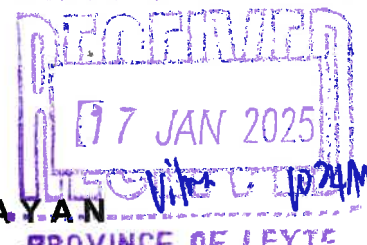
The Local Finance Committee is respectfully requested to review and submit recommendations on the herein enclosed **Ordinance No. 04, series of 2024 of the Municipality of Jaro, Leyte, entitled: An Ordinance authorizing Supplemental Budget 03, for Fiscal Year 2024, involving an amount of Thirteen Million Nine Hundred Ninety-Five Thousand Pesos (P13,995,000.00), together with the Supplemental Investment Plan (SIP) No. 03, Current Year 2024 of the same amount.**


FLORINDA JILL S. UYVICO
Secretary to the Sanggunian



Republic of the Philippines
PROVINCE OF LEYTE
MUNICIPALITY OF JARO

SANGGUNIANG PANGALAWIGAN



OFFICE OF THE SANGGUNIANG BAYAN

EXCERPT FROM THE MINUTES OF THE SPECIAL SESSION OF THE SANGGUNIANG
BAYAN OF JARO, LEYTE HELD AT THE SB SESSION HALL, LEGISLATIVE BUILDING
ON DECEMBER 19, 2024.

PRESENT:

HON. RODRIGO C. ARBAS	-Municipal Vice-Mayor/Presiding Officer
HON. JONELL MARTIN A. QUE	-SB Member
HON. LANDILINO T. KATANGKATANG	-SB Member
HON. JULIAN L. EMNAS	-SB Member
HON. FRANCISCO R. ALTRES	-SB Member/Majority Floor Leader
HON. ALEXANDER N. SALGADO	-SB Member
HON. REY P. AURE	-SB Member
HON. PEDRO B. TAÑALA, JR.	-SB Member/LIGA Fed.-President
HON. VIANCA MAE N. FAMILAR	-SB Member/SK Fed.-President

PRESENT:

HON. LEO ANGELO T. PORMIDA	-SB Member
HON. GUALBERTO V. ELISES	-SB Member/Presiding Officer Pro-Tempore

INTRODUCED BY: HONORABLE JONELL MARTIN A. QUE
Vice-Chairman Committee on Finance, Budget and Appropriations

APPROPRIATION ORDINANCE NO. 4
SERIES OF 2024

AN ORDINANCE AUTHORIZING SUPPLEMENTAL BUDGET NO. 3, SERIES OF 2024, INVOLVING AN AMOUNT OF THIRTEEN MILLION NINE HUNDRED NINETY-FIVE THOUSAND PESOS (Php 13,995,000.00), TO PAYMENT OF COLLECTIVE NEGOTIATION AGREEMENT INCENTIVE (CNA), SERVICE RECOGNITION INCENTIVE (SRI), AND GRATUITY PAY TO ALL QUALIFIED MUNICIPAL OFFICIALS AND EMPLOYEES OF THE LOCAL GOVERNMENT UNIT OF JARO, LEYTE.

BE IT ORDAINED, in Regular Session assembled, that-

SECTION 1. The Supplemental Budget NO. 03, Series 2024 of the Local Government Unit of Jaro, Leyte for Fiscal Year 2024 in the total amount of *Thirteen Million Nine Hundred Ninety-Five Thousand Pesos (Php 13,995,000.00)*, to payment of Collective Negotiation Agreement Incentive (CNA), Service Recognition Incentive (SRI), Gratuity Pay is **hereby approved**;

The budget documents consisting of the following are incorporated herein and made integral part of this Ordinance:

1. Statement of Funding Sources for Fiscal Year 2024 Certified by the Local Treasure and Local Accountant (**LBP Budget Form N0.8**)
2. Statement of Supplemental Appropriation from the Local Budget Officer, approved by the Local Chief Executive (**LBP Budget Form N0.9**)
3. Certification of the Municipal Treasurer and the Municipal Accountant as to the availability of Funds amounting to Php 13,995,000.00 Pesos for disposal, and to support Supplemental Budget N0. 3, Series of 2024;
4. RESOLUTION NO. 542, SERIES 2024, ENTITLED "A RESOLUTION APPROVING THE REVERSION OF FUNDS TAKEN FROM THE UNUTILIZED PERSONAL SERVICES OF UNFILLED VACANT POSITION AND SAVINGS FROM THE MAINTENANCE AND OTHER OPERATING EXPENSES (MOOE) UNDER THE APPROVED ANNUAL BUDGET F.Y. 2024, AMOUNTING TO THIRTEEN MILLION NINE HUNDRED NINETY FIVE THOUSAND PESOS (Php 13,995,000.00), FOR THE GRANT OF THE SERVICE RECOGNITION INCENTIVE (SRI), COLLECTIVE NEGOTIATION AGREEMENT (CNA), AND GRATUITY PAY TO ALL QUALIFIED OFFICIALS AND EMPLOYEES OF THE MUNICIPALITY OF JARO, LEYTE".
5. Resolution N0. 543, Series of 2024, Adopting MDC-Resolution N0.2024- 4, Series of 2024-Entitled: "A Resolution Approving the Supplemental Investment Plan (SIP), N0. 3, for the Current Year 2024, amounting to Thirteen Million Nine Hundred Ninety-Five Thousand Pesos (**Php 13,995,000.00**) be allocated and be utilized for the SRI, CNA, Gratuity Pay to all Qualified Officials and Employees of the Municipality of Jaro, Leyte";

- 6. Summary of Balances as of 12/13/24 MOOE;
- 7. List of Unfilled Vacant Positions F.Y. 2024;
- 8. List of qualified municipal officials and employees of the Local Government Unit of Jaro, Leyte entitled to receive the SRI, CNA and Gratuity Pay.

SECTION 2. SOURCE OF FUNDS – The source of funds for the Supplemental Budget in the total amount of **(P 13,995,000.00)**, shall be as follows:

REVERSION OF FUNDS (3.0)	Account Classification (PGCA)	AMOUNT
1. Unutilized Savings MOOE	MOOE	P 7,736,600.00
2. Unfilled Vacant Positions Savings	PS	6,258,400.00
TOTAL		P 13,995,000.00

SECTION 3. USE OF FUNDS – The amount of **(P 13,995,000.00)**, is hereby appropriated for the Supplemental Budget of the Local Government Unit of Jaro, Leyte as follows:

Particulars/Purpose	AIP Ref. Code	Object of Expenditures	Acct. Code	Amount
1. Collective Negotiation Agreement Incentive (CNA)	1000-000-3-01-000-002	Other Bonuses & Allowance	5-01-02-990	P 7,410,000.00
2. Service Recognition Incentive (SRI)	1000-000-3-01-000-03	Other Bonuses & Allowance	5-01-02-990	4,940,000.00
3. Gratuity Pay	1000-000-3-01-000-4	Other Bonuses & Allowance	5-01-02-990	1,645,000.00
TOTAL				P 13,995 000.00

SECTION 4. *The Local Chief Executive is hereby granted the authority to implement the aforecited benefits/Incentives under Section 3 of this Ordinance, and be given to all qualified officials and employees of the Local Government of Jaro, Leyte, subject to the usual Budgeting and Auditing Rules and Procedures;*


SECTION 5. *The Municipal Treasurer, Municipal Budget Officer and the Municipal Accountant all are official designated signatories of this LGU, are **hereby authorized** to facilitate the processing of the necessary documents for the implementation of this Supplemental Budget N0.03 , Series of 2024 and the timely release of the aforesaid employee’s incentives/benefits subject to the usual Budgeting and Auditing Rules and Procedures;*

SECTION 6. *This Supplemental Budget N0. 03, Series of 2024 shall take effect immediately upon its approval;*


SECTION 7. Let copy of this ordinance be furnished the Municipal Mayor, the Honorable Sangguniang Panlalawigan for review and approval, the Municipal Budget Officer, the Municipal Treasurer, the Municipal Accountant, the Local Finance Committee and the HRMO, and to other concerned local government offices for their information, guidance and appropriate action deemed necessary.


ENACTED BY THE SANGGUNIANG BAYAN ON DECEMBER 19, 2024.

I HEREBY CERTIFY, to the correctness of the foregoing Ordinance.


NICOMEDES R. BORJA
Secretary to the Sanggunian
Board Secretary V

CONCURRED:


HON. JONEL MARTIN A. QUE
SB Member


HON. JULIAN L. EMNAS
SB Member


HON. LANDILINO T. KATANGKATANG
SB Member


HON. FRANCISCO R. ALTRES
SB Member/Majority Floor Leader

HON. LEO ANGELO T. PORMIDA
SB Member
Absent-On Leave of Absence


HON. ALEXANDER N. SALGADO
SB Member


HON. PEDRO B. TAÑALA JR.
SB Member/LIGA Fed.-President

HON. GUALBERTO V. ELISES
SB Member/Presiding Officer Pro-Tempore
Absent-On Leave of Absence


HON. REYNALDO AURE
SB Member


HON. VIANCA MAE N. FAMILAR
SB Member/SK Fed.-President

ATTESTED


HON. RODRIGO C. ARBAS
Municipal Vice-Mayor
SB Presiding Officer

APPROVED:


HON. JASSIE LOU TAÑALA
Municipal Mayor



Republic of the Philippines
PROVINCE OF LEYTE
MUNICIPALITY OF JARO

TANGGAPAN NG SANGGUNIAN BAYAN

MINUTES OF THE SPECIAL SESSION OF THE SANGGUNIAN BAYAN
OF JARO, LEYTE HELD AT THE SB SESSION HALL LEGISLATIVE BUILDING
ON DECEMBER 19, 2024.

PRESENT:

HON. RODRIGO C. ARBAS	-Municipal Vice-Mayor/Presiding Officer
HON. JONELL MARTIN A. QUE	-SB Member
HON. LANDILINO T. KATANGKATANG	-SB Member
HON. JULIAN L. EMNAS	-SB Member
HON. FRANCISCO R. ALTRES	-SB Member/Majority Floor Leader
HON. ALEXANDER N. SALGADO	-SB Member
HON. REY P. AURE	-SB Member
HON. PEDRO B. TAÑALA, JR.	-SB Member/LIGA Fed.-President
HON. VIANCA MAE N. FAMILAR	-SB Member/SK Fed.-President

ABSENT:

HON. LEO ANGELO T. PORMIDA	-SB Member-On Leave of Absence
HON. GUALBERTO V. ELISES	-SB Member-On Leave of Absence

**CALL TO ORDER, PRAYER, SINGING OF THE NATIONAL ANTHEM, ROLL CALL,
READING AND APPROVAL OF PREVIOUS MINUTES:**

CALL TO ORDER

Honorable Rodrigo C. Arbas, Vice-Mayor and SB Presiding Officer called to order the Special Session of the Sangguniang Bayan, at 9:48 in the morning and then request the SB members to stand for the prayer followed by the Pambansang Awit.

PRAYER

The Body offered the prayer led by Mr. Martin Alcantara.

PAMBANSANG AWIT

The Body sang the National Anthem.

ROLL CALL

After the singing of the Pambansang Awit, the Chair request the SB Secretary to call the roll to determine if there is a quorum, as follows:

Familiar

Familiar

[Signature]

[Signature]

PRESENT:

HON. RODRIGO C. ARBAS	-Vice-Mayor/SB Presiding Officer
HON. JONELL MARTIN A. QUE	-SB Member
HON. LANDILINO T. KATANGKATANG	-SB Member
HON. JULIAN L. EMNAS	-SB Member
HON. FRANCISCO R. ALTRES	-SB Member & Majority Floor Leader
HON. ALEXANDER N. SALGADO	-SB Member
HON. REY P. AURE	-SB Member
HON. PEDRO B. TAÑALA, JR.	-SB Member/LIGA Fed.-President-Excused
HON. VIANCA MAE N. FAMILAR	-SB Member/SK Fed.-President

ABSENT:

HON. LEO ANGELO T. PORMIDA	-SB Member-On Leave of Absence
HON. GUALBERTO V. ELISES	-SB Member-On Leave of Absence

After the roll call the Chair opines that with Nine (9) SB members present declared there is a quorum and the SB Special Session is open for the consideration of the business for the day.

And then after the Chair request Hon. Francisco R. Altres to facilitate the order of business for the day.

CALENDAR OF BUSINESS

A. BUSINESS FOR THE DAY:

ITEM NO. 01: EXECUTIVE AGENDA:
APPROVAL ON THIRD-AND-FINAL-READING OF APPROPRIATION ORDINANCE NO.04, SERIES OF 2024. PROPONENT: HONORABLE JONELL MARTIN A. QUE.
Vice-Chairman Committee on Finance, Budget and Appropriations

**APPROPRIATION ORDINANCE NO.04
SERIES OF 2024**

AN ORDINANCE AUTHORIZING SUPPLEMENTAL BUDGET NO. 3, SERIES OF 2024, INVOLVING AN AMOUNT OF THIRTEEN MILLION NINE HUNDRED NINETY-FIVE THOUSAND PESOS (Php 13,995,000.00), TO PAYMENT OF COLLECTIVE NEGOTIATION AGREEMENT INCENTIVE (CNA), SERVICE RECOGNITION INCENTIVE (SRI), AND GRATUITY PAY TO ALL QUALIFIED MUNICIPAL OFFICIALS AND EMPLOYEES OF THE LOCAL GOVERNMENT UNIT OF JARO, LEYTE.

Hon. Jonell Martin A. Que, took the floor and then move the above proposal, duly seconded by the SB members present.

The Chair opines that there is a motion by Hon. Que, duly seconded, and then asks from the Body if there are other clarifications, minor amendments to the proposed Appropriation Ordinance N0. 04, Series of 2024, and hearing none from the floor, request Hon. Que to offer the final motion.

Hon. Que took the floor and before the final motion said that, the proposed Appropriation Ordinance N0.04, Series of 2024, has been thoroughly been discussed in the previous sessions, and had been approved on the second-reading, and the Municipal Budget Officer had submitted the supporting documents to support the Supplemental Budget N0. 3, Series of 2024, *and then after move for the final approval of the Appropriation Ordinance N0. 04, Series of 2024, on the third-and-final reading, and it was duly seconded en masse by all the SB members present.*

And then after, the Chair declared that Item No. 01, under the business for the day has been moved, carried and approved en masse by the August Body.

And with no more business to be transacted, on motion of Hon. Francisco R. Altres, to adjourn the Special Session duly seconded en masse, the Chair declared the SB Special Session adjourned at 10:45 A.M.

EXCERPT ORDINANCE:

ITEM NO. 01. EXECUTIVE AGENDA
APPROVAL ON THIRD-AND-FINAL READING OF APPROPRIATION
ORDINANCE NO. 04, SERIES OF 2024. PROPONENT: HONORABLE
JONELL MARTIN A. QUE, Vice-Chairman Committee on Finance, Budget
and Appropriations

**APPROPRIATION ORDINANCE NO. 4
SERIES OF 2024**

AN ORDINANCE AUTHORIZING SUPPLEMENTAL BUDGET NO. 3,
SERIES OF 2024, INVOLVING AN AMOUNT OF **THIRTEEN
MILLION NINE HUNDRED NINETY-FIVE THOUSAND PESOS (Php
13,995,000.00)**, TO PAYMENT OF COLLECTIVE NEGOTIATION
AGREEMENT INCENTIVE (CNA), SERVICE RECOGNITION
INCENTIVE (SRI), AND GRATUITY PAY TO ALL QUALIFIED
MUNICIPAL OFFICIALS AND EMPLOYEES OF THE LOCAL
GOVERNMENT UNIT OF JARO, LEYTE.

BE IT ORDAINED, in Regular Session assembled, that-

SECTION 1. The Supplemental Budget NO. 03, Series 2024 of the Local Government Unit of Jaro, Leyte for Fiscal Year 2024 in the total amount of *Thirteen Million Nine Hundred Ninety-Five Thousand Pesos (Php 13,995,000.00)*, to payment of Collective Negotiation Agreement Incentive (CNA), Service Recognition Incentive (SRI), Gratuity Pay is **hereby approved;**

The budget documents consisting of the following are incorporated herein and made integral part of this Ordinance:

1. Statement of Funding Sources for Fiscal Year 2024 Certified by the Local Treasure and Local Accountant (**LBP Budget Form N0.8**)
2. Statement of Supplemental Appropriation from the Local Budget Officer, approved by the Local Chief Executive (**LBP Budget Form N0.9**)
3. Certification of the Municipal Treasurer and the Municipal Accountant as to the availability of Funds amounting to Php 13,995,000.00 Pesos for disposal, and to support Supplemental Budget NO. 3, Series of 2024;
4. RESOLUTION NO. 542, SERIES 2024, ENTITLED "A RESOLUTION APPROVING THE REVERSION OF FUNDS TAKEN FROM THE UNUTILIZED PERSONAL SERVICES OF UNFILLED VACANT POSITION AND SAVINGS FROM THE MAINTENANCE AND OTHER OPERATING EXPENSES (MOOE) UNDER THE APPROVED ANNUAL BUDGET F.Y. 2024, AMOUNTING TO THIRTEEN MILLION NINE HUNDRED NINETY FIVE THOUSAND PESOS (Php 13,995,000.00), FOR THE GRANT OF THE SERVICE RECOGNITION INCENTIVE (SRI), COLLECTIVE NEGOTIATION AGREEMENT (CNA), AND GRATUITY PAY TO ALL QUALIFIED OFFICIALS AND EMPLOYEES OF THE MUNICIPALITY OF JARO, LEYTE".
5. Resolution N0. 543, Series of 2024, Adopting MDC-Resolution N0.2024- 4, Series of 2024-Entitled: "A Resolution Approving the Supplemental Investment Plan (SIP), N0. 3, for the Current Year

2024, amounting to Thirteen Million Nine Hundred Ninety-Five Thousand Pesos (**Php 13,995,000.00**) be allocated and be utilized for the SRI, CNA, Gratuity Pay to all Qualified Officials and Employees of the Municipality of Jaro, Leyte”;

- 6. Summary of Appropriations, Obligations and Balances MOOE Subject for Reversion;
- 7. Summary of Appropriations, Obligations and Balances of Unutilized Appropriations of Unfilled Vacant Positions F.Y. 2024;
- 8. List of qualified municipal officials and employees of the Local Government Unit of Jaro, Leyte entitled to receive the SRI, CNA and Gratuity Pay.

SECTION 2. SOURCE OF FUNDS – The source of funds for the Supplemental Budget in the total amount of (**P 13,995,000.00**), shall be as follows:

REVERSION OF FUNDS	AMOUNT
1. MOOE Balances per CNA Guidelines	P 7,736,600.00
2. PS Unfilled Vacant Positions Balances, January to June 2024	6,258,400.00
TOTAL	P 13,995,000.00

SECTION 3. USE OF FUNDS – The amount of (**P 13,995,000.00**), is hereby appropriated for the Supplemental Budget of the Local Government Unit of Jaro, Leyte as follows:

Particulars/Purpose	AIP Ref. Code	Object of Expenditures	Acct. Code	Amount
1. Collective Negotiation Agreement Incentive (CNA)	1000	Other Personnel Benefits	5-01-04-990	P 7,410,000.00
2. Service Recognition Incentive (SRI)	1000	Other Bonuses and Incentives	5-01-02-990	4,940,000.00
3. Gratuity Pay	1000	Other Bonuses and Incentives	5-01-02-990	1,645,000.00
TOTAL				P 13,995 000.00

SECTION 4. *The Local Chief Executive is hereby granted the authority to implement the aforecited benefits/Incentives under Section 3 of this Ordinance, and be given to all qualified officials and employees of the Local Government of Jaro, Leyte, subject to the usual Budgeting and Auditing Rules and Procedures;*


SECTION 5. *The Municipal Treasurer, Municipal Budget Officer and the Municipal Accountant all are official designated signatories of this LGU, are **hereby authorized** to facilitate the processing of the necessary documents for the implementation of this Supplemental Budget N0.03 , Series of 2024 and the timely release of the aforesaid employee’s incentives/benefits subject to the usual Budgeting and Auditing Rules and Procedures;*

SECTION 6. *This Supplemental Budget N0. 03, Series of 2024 shall take effect immediately upon its approval;*

SECTION 7. Let copy of this ordinance be furnished the Municipal Mayor, the Honorable Sangguniang Panlalawigan for review and approval, the Municipal Budget Officer, the Municipal Treasurer, the Municipal Accountant, the Local Finance Committee and the HRMO, and to other concerned local government offices for their information, guidance and appropriate action deemed necessary.

ENACTED BY THE SANGGUNIANG BAYAN ON DECEMBER 19, 2024.


I HEREBY CERTIFY, to the correctness of the foregoing records of the proceedings.


NICOMEDES R. BORJA
Secretary to the Sanggunian
(Board Secretary V)

CONCURRED:


HON. JONEL MARTIN A. QUE
SB Member


HON. LANDILINO T. KATANGKATANG
SB Member



HON. JULIAN L. EMNAS
SB Member




HON. FRANCISCO R. ALTRES
SB Member/Majority Floor Leader

HON. LEO ANGELO T. PORMIDA
SB Member
Absent-On Leave

HON. GUALBERTO V. ELISES
SB Member/Presiding Officer Pro-Tempore
Absent: On Leave



HON. ALEXANDER N. SALGADO
SB Member



HON. REY P. AURE
SB Member



HON. PEDRO B. TAÑALA, JR.
SB Member/LIGA FED.-President



HON. VIANCA MAE N. FAMILAR
SB Member/SK FED.-President

ATTESTED:



HON. RODRIGO C. ARBAS
Municipal Vice-Mayor
SB Presiding Officer

APPROVED:



HON. JASSIE LOU TAÑALA
Municipal Mayor

STATEMENT OF FUNDING SOURCES

Supplemental Budget No. 3

Fiscal Year **2024**

Province/City/Municipality/Barangay

General Fund

Fund/Special Account

Particulars 1	Account Classification (PGCA) 2	Amount 3
1.0 New Revenue Sources		
2.0 Actual Collection in Excess of the Estimated Income		
3.0 Savings		
Reversion of Funds		
- Unutilized Savings MOOE	MOOE	₱ 7,736,600.00
- Unfilled Vacant Position Savings	PS	6,258,400.00
4.0 Realignment		
TOTAL		₱ 13,995,000.00
Certified Correct:		
<div>NESTOR C. TAMAYO Local Treasurer</div> <div>JUDY G. PARADO Local Accountant</div>		



Republic of the Philippines
PROVINCE OF LEYTE
Municipality of Jaro

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CERTIFICATION

TO WHOM THIS MAY CONCERN:

In connection with the Supplemental Budget No. 03 for FY 2024, We hereby certify;

- a. That as per records prepared by the Municipal Budget Officer, the Php 13,995,000.00 are savings from the 2024 unutilized MOOE 7,736,600.00 and savings from 2024 unutilized Personal Services 6,258,400.00, respectively;
- b. That the said amount is backed by cash;
- c. That the said amount is available and free from any obligation or encumbrance.

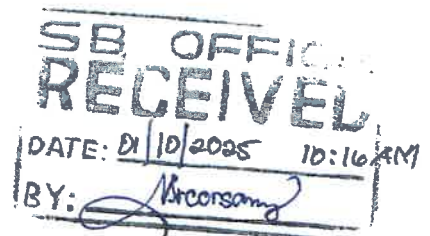
This certification is issued upon request of for whatever legal purpose it may serve. Issued this 16th day of December 2024 at Jaro, Leyte, Philippines.


NESTOR C. TAMAYO
Municipal Treasurer


JUDY G. PARADO, CPA
Municipal Accountant

Noted:


HON. JASSIE LOU TAÑALA
Municipal Mayor





Republic of the Philippines
PROVINCE OF LEYTE
MUNICIPALITY OF JARO

TANGGAPAN NG SANGGUNIANG BAYAN

EXCERPT FROM THE MINUTES OF THE 109th REGULAR SESSION OF THE
SANGGUNIANG BAYAN OF JARO, LEYTE HELD AT THE SB SESSION HALL,
LEGISLATIVE BUILDING ON DECEMBER 16, 2024.

PRESENT:

HON. RODRIGO C. ARBAS	-Municipal Vice-Mayor/Presiding Officer
HON. JONELL MARTIN A. QUE	-SB Member
HON. LANDILINO T. KATANGKATANG	-SB Member
HON. JULIAN L. EMNAS	-SB Member
HON. FRANCISCO R. ALTRES	-SB Member/Majority Floor Leader
HON. GUALBERTO V. ELISES	-SB Member/Presiding Officer Pro-Tempore
HON. ALEXANDER N. SALGADO	-SB Member
HON. REY P. AURE	-SB Member
HON. PEDRO B. TAÑALA, JR.	-SB Member/LIGA Fed.-President
HON. VIANCA MAE N. FAMILAR	-SB Member/SK Fed.-President

ABSENT:

HON. LEO ANGELO T. PORMIDA	-SB Member
HON. GUALBERTO V. ELISES	-SB Member

RESOLUTION NO. 2024 – 542

A RESOLUTION APPROVING THE REVERSION OF FUNDS TAKEN FROM THE UNUTILIZED PERSONAL SERVICES OF UNFILLED VACANT POSITION AND SAVINGS FROM THE MAINTENANCE AND OTHER OPERATING EXPENSES (MOOE) UNDER THE APPROVED ANNUAL BUDGET F.Y. 2024, AMOUNTING TO THIRTEEN MILLION NINE HUNDRED NINETY FIVE THOUSAND PESOS (Php 13,995,000.00), FOR THE GRANT OF THE SERVICE RECOGNITION INCENTIVE (SRI), COLLECTIVE NEGOTIATION AGREEMENT (CNA), AND GRATUITY PAY TO ALL QUALIFIED OFFICIALS AND EMPLOYEES OF THE MUNICIPALITY OF JARO, LEYTE.

WHEREAS, presented by the Vice-Chairman of the Committee on Finance, Budget and Appropriations, the Honorable Jonell Martin A. Que is a proposed resolution to revert the amount of Thirteen Million Nine Hundred Seventy Thousand (Php 13,995,000) to be used for the the grant of the Service Recognition Incentive (SRI), Collective Negotiation Agreement (CNA), and Gratuity Pay to all qualified officials and employees of the Municipality of Jaro, Leyte;

WHEREAS, the amount of Php 13,995,000.00, was taken from the Unutilized Personal Services of Unfilled Vacant Positions, and savings from the MOOE, CY 2024 and have been endorsed by the Local Finance Committee, thru the Municipal Budget Office to the Sangguniang Bayan for reversion and approval;


NOW, THEREFORE, on motion of **Honorable Jonell Martin A. Que**, Vice-Chairman Committee on Finance, Budget and Appropriations, duly seconded en masse by the Honorable Members present, this Sangguniang Bayan-

RESOLVED, AS IT IS HEREBY RESOLVED TO APPROVED THE REVERSION OF FUNDS TAKEN FROM THE UNUTILIZED PERSONAL SERVICES OF UNFILLED VACANT POSITION AND SAVINGS FROM THE MAINTENANCE AND OTHER OPERATING EXPENSES (MOOE), UNDER THE APPROVED ANNUAL BUDGET F.Y. 2024, AMOUNTING TO THIRTEEN MILLION NINE HUNDRED ~~NINETY FIVE~~ ^{THOUSAND} PESOS (Php 13,995,000.00), INTENDED FOR THE GRANT OF THE SERVICE RECOGNITION INCENTIVE (SRI), COLLECTIVE NEGOTIATION AGREEMENT (CNA), AND GRATUITY PAY TO ALL QUALIFIED OFFICIALS AND EMPLOYEES OF THE MUNICIPALITY OF JARO, LEYTE.

RESOLVED FINALLY, a copy of this resolution be furnished to the Municipal Mayor, the MBO, MACCO, MTO, MPDO and HRMO, and to other concerned offices for their information and guidance.

APPROVED ON DECEMBER 16, 2024.

I HEREBY CERTIFY, to the correctness of the foregoing resolution.


NICOMEDES R. BORJA
Secretary to the Sanggunian
(Board Secretary V)

CONCURRED:


HON. JONELL MARTIN A. QUE
SB Member



HON. LANDILINO T. KATANGKATANG
SB Member


HON. JULIAN L. EMNAS
SB Member


HON. FRANCISCO R. ALTRES
SB Member/Majority Floor Leader

HON. LEO ANGELO T. PORMIDA
SB Member
Absent-On Leave

HON. GUALBERTO V. ELISES
SB Member/Presiding Officer Pro-Tempore
Absent-On Leave




HON. ALEXANDER N. SALGADO
SB Member



HON. REY P. AURE
SB Member

HON. PEDRO B. TAÑALA, JR.
SB Member/LIGA FED.-President
Absent



HON. VIANCA MAE N. FAMILAR
SB Member/SK FED.-President

ATTESTED:



HON. RODRIGO C. ARBAS
Municipal Vice-Mayor
SB Presiding Officer

APPROVED:



HON. JASSIE LOU TAÑALA
Municipal Mayor



Republic of the Philippines
PROVINCE OF LEYTE
MUNICIPALITY OF JARO

OFFICE OF THE SANGGUNIANG BAYAN

EXCERPT FROM THE MINUTES OF THE SPECIAL SESSION OF THE SANGGUNIANG BAYAN OF JARO, LEYTE HELD AT THE SB SESSION HALL, LEGISLATIVE BUILDING ON DECEMBER 18, 2024.

PRESENT:

HON. RODRIGO C. ARBAS	-Municipal Vice-Mayor
HON. JONELL MARTIN A. QUE	-SB Member
HON. LANDILINO T. KATANGKATANG	-SB Member
HON. JULIAN L. EMNAS	-SB Member
HON. FRANCISCO R. ALTRES	-SB Member/Majority Floor Leader
HON. LEO ANGELO T. PORMIDA	-SB Member
HON. ALEXANDER N. SALGADO	-SB Member
HON. REY P. AURE	-SB Member
HON. PEDRO B. TAÑALA, JR.	-SB Member/LIGA Fed.-President
HON. VIANCA MAE N. FAMILAR	-SB Member/SK Fed.-President

ABSENT:

HON. GUALBERTO V. ELISES	-SB Member Presiding Officer Pro Tempore
HON. LEO ANGELO T. PORMIDA	-SB Member

RERSOLUTION NO. 2024- 513

A RESOLUTION ADOPTING MDC RESOLUTION NO. 04, SERIES OF 2024 ENTITLED: "A RESOLUTION APPROVING THE SUPPLEMENTAL INVESTMENT PLAN (SIP) NO. 03, SERIES OF 2024 AMOUNTING TO THIRTEEN MILLION NINE HUNDRED NINETY-FIVE THOUSAND PESOS (PHP 13, 995,000.00) TO BE ALLOCATED AND BE UTILIZED FOR THE GRANT OF THE SERVICE RECOGNITION INCENTIVE (SRI), COLLECTIVE NEGOTIATION AGREEMENT (CNA), AND GRATUITY PAY TO ALL QUALIFIED OFFICIALS AND EMPLOYEES OF THE MUNICIPALITY OF JARO, LEYTE.

WHEREAS, Municipal Development Council (MDC) Resolution 2024-4, series of 2024, and dated December 17, 2024 was endorsed by the MDC to this August Body for adoption;

WHEREAS, Local Government are allowed to revert and/or use the Unutilized Personal Services of Unfilled Vacant Position (PS), and Savings from the Maintenance and Other Operating Expenses (MOOE) under the Approved Annual Budget F.Y. 2024, and to allocate the said funds to various priority PPAs of the Municipal Government that are not included in the Approved Annual Investment Program of the current year, provided the specific guidelines and policies are adhered to;

WHEREAS, based on policy guidelines, programs/projects/ activities (PPAS) and expenses to be funded by LGUs should be part of their Annual Investment Program (AIP), and in cases these are not among those included in the approved AIP, the Municipal Development Council (MDC) shall prepare a Supplemental Investment Program (SIP) for the purpose to be approved by Local Sanggunian;

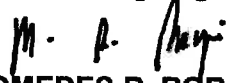
NOW, THEREFORE, on motion of **Honorable Jonell Martin A. Que, Vice-Chairman of the Committee on Finance, Budget and Appropriations,** duly seconded en masse by the Honorable Sangguniang Bayan members present, be it-

RESOLVED, AS IT IS HEREBY RESOLVED, TO ADOPT MDC RESOLUTION NO. 4, SERIES OF 2024 ENTITLED: "A RESOLUTION APPROVING THE SUPPLEMENTAL INVESTMENT PLAN (SIP) NO. 03, SERIES OF 2024 AMOUNTING TO THIRTEEN MILLION NINE HUNDRED NINETY-FIVE THOUSAND PESOS (PHP 13, 995,000.00) TO BE ALLOCATED AND BE UTILIZED FOR THE VARIOUS PRIORITY PROGRAMS, PROJECTS AND ACTIVITIES (PPAs) OF THE MUNICIPALITY OF JARO, PROVINCE OF LEYTE;

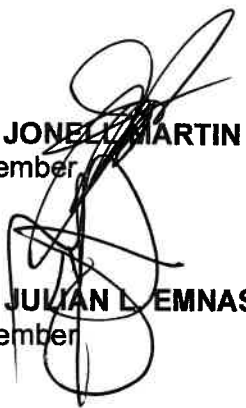
RESOLVED FINALLY, to furnish a copy of this resolution to the Municipal Mayor, the Municipal Budget Officer, the Municipal Treasurer, the Municipal Accountant, the Local Finance Committee, thru the MPDC, and to other concerned local government offices for their information and appropriate action deemed necessary.

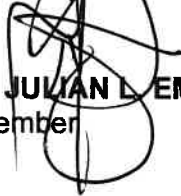
APPROVED: DECEMBER 18, 2024.

I HEREBY CERTIFY, to the correctness of the foregoing resolution.


NICOMEDES R. BORJA
Secretary to the Sanggunian
(Board Secretary V)

CONCURRED:


HON. JONELL MARTIN A. QUE
SB Member



HON. JULIAN L. EMNAS
SB Member


HON. LANDILINO T. KATANGKATANG
SB Member


HON. FRANCISCO R. ALTRES
SB Member/Majority Floor Leader

HON. LEO ANGELO T. PORMIDA
SB Member
Absent-On Leave of Absence


HON. ALEXANDER N. SALGADO
SB Member


HON. PEDRO B. TAÑALA, JR.
SB Member/LIGA FED.-President

HON. GUALBERTO V. ELISES
SB Member/Presiding Officer Pro-Tempore
Absent-On Leave of Absence


HON. REN P. AURE
SB Member


HON. VIANCA MAE N. FAMILAR
SB Member/SK FED.-President

ATTESTED:


HON. RODRIGO C. ARBAS
Municipal Vice Mayor
SB Presiding Officer

APPROVED:

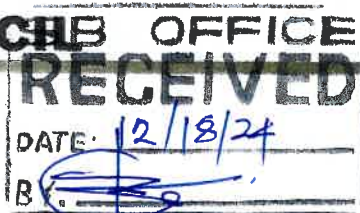

HON. JASSIE LOU TAÑALA
Municipal Mayor



Republic of the Philippines
PROVINCE OF LEYTE
Municipality of Jaro



MUNICIPAL DEVELOPMENT COUNCIL



MDC RESOLUTION NO. 2024 - 4
Series of 2024

"A RESOLUTION APPROVING THE SUPPLEMENTAL INVESTMENT PROGRAM (SIP) NO. 03 FOR THE CURRENT YEAR 2024 THIRTEEN MILLION NINE HUNDRED NINETY FIVE THOUSAND PESOS (PHP 13,995,000.00) BE ALLOCATED AND BE UTILIZED FOR THE GRANT OF THE SERVICE RECOGNITION INCENTIVE (SRI), COLLECTIVE NEGOTIATION AGREEMENT (CNA), AND GRATUITY PAY TO ALL QUALIFIED OFFICIALS AND EMPLOYEES OF THE MUNICIPALITY OF JARO, LEYTE"

WHEREAS, the Municipal Development Council convene this 17th day of December 2024 to discuss and approve the Supplemental Investment Program (SIP) No. 04 for the Current Year 2024;

WHEREAS, Mr. Juancho C. Bonayon, the Municipal Budget Officer, the Chairman of the Local Finance Committee, informed the members of the Municipal Development Council that a supplemental budget in this current year is deemed necessary for the felt need of the Municipality of Jaro, Leyte;

WHEREAS, after the deliberation, the Members of the Municipal Development Council then decided to approve the Supplemental Investment Program (SIP) No. 04 in the amount of THIRTEEN MILLION NINE HUNDRED NINETY FIVE THOUSAND PESOS (PHP 13,995,000.00) be allocated and be utilized for the grant of the Service Recognition Incentive (SRI), Collective Negotiation Agreement (CNA) and Gratuity Pay to all qualified officials and employees of the Municipality of Jaro, Leyte;

WHEREAS, on motion HON. ALMAA. TAMAYO, Punong Barangay of Barangay Tinambacan, Jaro, Leyte, duly seconded ~~en masse~~, Be it;

RESOLVE to APPROVE as it is hereby APPROVED the SUPPLEMENTAL INVESTMENT PROGRAM (SIP) NO. 03 for the Current Year 2024 in the amount of THIRTEEN MILLION NINE HUNDRED NINETY FIVE THOUSAND PESOS (PHP 13,995,000.00) be allocated and be utilized for the grant of the Service Recognition Incentive (SRI), Collective Negotiation Agreement (CNA) and Gratuity Pay to all qualified officials and employees of the Municipality of Jaro, Leyte;

RESOLVE FURTHER that copies of this Resolution be furnished the concerned agencies for their information, reference and guidance;

UNANIMOUSLY APPROVED this 17TH day of December 2024.



Republic of the Philippines
PROVINCE OF LEYTE
Municipality of Jaro



MUNICIPAL DEVELOPMENT COUNCIL

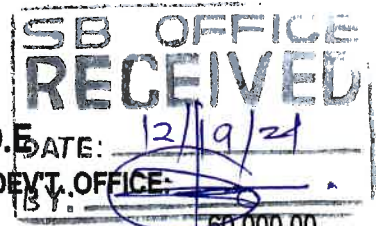
I HEREBY CERTIFY that the foregoing resolution was duly approved by the Municipal Development Council meeting held on December 17, 2024.

Prepared by:


Ar. EnP. CHRISTABEL M. RIBO
MPDC/MDC Secretariat

Attested by:


HON. JASSIE LOU TAÑALA
Municipal Mayor
MDC Chairman



SUMMARY OF BALANCES AS OF 12/13/2024 M.O.O.E

DATE: 12/19/24
BY: [Signature]

A. MAYOR'S OFFICE:

Travelling Expense	500,000.00
Training Expense	500,000.00
Supplies & Materials	100,000.00
Communication Expense	46,000.00
TOTAL	1,146,000.00

B. VICE MAYOR'S OFFICE:

Travelling Expense	40,000.00
Training Expense	0.00
Supplies & Materials	0.00
Fuel, Oil & Lubricant Exp.	0.00
Postage & Courier Exp.	0.00
Communication Expense	113,600.00
Advertising Expense	0.00
Other supplies & Materials	200,000.00
Representation Expense	0.00
TOTAL	353,600.00

C. SANGUNIANG BAYAN OFFICE:

Travelling Expense	500,000.00
Training Expense	0.00
Supplies & Materials	0.00
Communication Expense	0.00
Other supplies & Materials	2,000,000.00
TOTAL	2,500,000.00

D. SB SECRETARY'S OFFICE:

Travelling Expense	60,000.00
Training Expense	20,000.00
Supplies & Materials	10,000.00
Communication Expense	0.00
TOTAL	90,000.00

E. MUNICIPAL ACCOUNTING OFFICE:

Travelling Expense	75,000.00
Training Expense	65,000.00
Supplies & Materials	25,000.00
Communication Expense	0.00
TOTAL	165,000.00

F. MUNICIPAL BUDGET OFFICE:

Travelling Expense	30,000.00
Training Expense	0.00
Supplies & Materials	0.00
Communication Expense	0.00
TOTAL	30,000.00

G. MUNICIPAL ENGINEERING OFFICE

Travelling Expense	70,000.00
Training Expense	30,000.00
Supplies & Materials	10,000.00
Communication Expense	0.00
TOTAL	110,000.00

H. MUNICIPAL PLANNING & DEV'T. OFFICE:

Travelling Expense	60,000.00
Training Expense	0.00
Supplies & Materials	15,000.00
Communication Expense	0.00
TOTAL	75,000.00

I. MSWD OFFICE:

Travelling Expense	0.00
Training Expense	45,000.00
Supplies & Materials	8,000.00
Communication Expense	0.00
TOTAL	53,000.00

J. MUNICIPAL HEALTH OFFICE:

Travelling Expense	230,000.00
Training Expense	0.00
Supplies & Materials	20,000.00
Medical, Dental & lab. Supplies	0.00
Communication Expense	24,000.00
TOTAL	274,000.00

K. MUNICIPAL CIVIL REGISTRAR'S OFFICE:

Travelling Expense	35,000.00
Training Expense	5,000.00
Supplies & Materials	18,000.00
Communication Expense	0.00
TOTAL	58,000.00

L. MUNICIPAL ASSESSOR'S OFFICE:

Travelling Expense	25,000.00
Training Expense	20,000.00
Supplies & Materials	40,000.00
Communication Expense	8,000.00
TOTAL	93,000.00

M. MUNICIPAL AGRICULTURE OFFICE:

Travelling Expense	40,000.00
Training Expense	30,000.00
Supplies & Materials	25,000.00
Communication Expense	0.00
TOTAL	95,000.00

N. MUNICIPAL TREASURER'S OFFICE:

Travelling Expense	170,000.00
Training Expense	155,000.00
Supplies & Materials	0.00
Accountable Forms	200,000.00
Fidelity Bond Premium	0.00
Communication Expense	16,000.00
Other Professional Services	0.00
TOTAL	541,000.00

O. MUNICIPAL ADMINISTRATOR'S OFFICE:

Travelling Expense	65,000.00
Training Expense	50,000.00
Supplies & Materials	60,000.00
Communication Expense	0.00
TOTAL	175,000.00

MAYOR'S SUB-OFFICES:**1. POPCOM/NUTRITION OFFICE:**

Travelling Expense	0.00
Training Expense	60,000.00
Supplies & Materials	23,000.00
Other Supplies & Materials	77,000.00
TOTAL	160,000.00

2. INFORMATION/SOLID WASTE MGT. OFFICE:

Travelling Expense	20,000.00
Training Expense	40,000.00
Supplies & Materials	35,000.00
Other Supplies & Materials	80,000.00
TOTAL	175,000.00

3. LICENSE INSPECTION OFFICE:

Travelling Expense	40,000.00
Training Expense	25,000.00
Supplies & Materials	18,000.00
TOTAL	83,000.00

4. HUMAN RESOURCE MGT. OFFICE

Travelling Expense	50,000.00
Training Expense	80,000.00
Supplies & Materials	38,000.00
TOTAL	168,000.00

5. OPERATION OF MOTORPOL:

Supplies & Materials	20,000.00
Fuel, Oil & Lubricant Expense	0.00
Registration/Insurance Premium	0.00
Other Supplies & Materials	0.00
Communication Expense	24,000.00
TOTAL	44,000.00

6. MAINTENANCE OF PUBLIC BUILDINGS:

Supplies & Materials	20,000.00
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7. BARANGAY AFFAIRS;

Travelling Expense	25,000.00
Training Expense	30,000.00
Supplies & Materials	30,000.00
TOTAL	85,000.00

8. MAINT. OF STREETLIGHTS:

Supplies & Materials	20,000.00
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9. MUN. DISASTER & RISK REDUCTION MGT. OFFICE**P. GENERAL SERVICES OFFICE:**

Travelling Expense	80,000.00
Training Expense	25,000.00
Supplies & Materials	3,000.00
Communication Expense	0.00
TOTAL	108,000.00

2. PUBLIC MARKET:

Supplies & Materials	50,000.00
Water Expense	0.00
Electricity Expense	0.00
TOTAL	50,000.00

3. PUBLIC MARKET (SLAUGHTERHOUSE)

Travelling Expense	0.00
Supplies & Materials	40,000.00
Water Expense	0.00
Electricity Expense	0.00
TOTAL	40,000.00

4. PUBLIC CEMETERY:

Travelling Expense	19,000.00
Supplies & Materials	55,000.00
TOTAL	74,000.00

5. TOURISM OFFICE:

Travelling Expense	40,000.00
Training & Seminar Expense	40,000.00
Supplies & Materials	40,000.00
TOTAL	120,000.00

NATIONAL OFFICES:**1. AUDITOR'S OFFICE:**

Other Professional Services	0.00
Travelling Expense	10,000.00
Training & Seminar Expense	28,000.00
Supplies & Materials	19,000.00
TOTAL	57,000.00

2. JUDGE OFFICE:

Other Professional Services	0.00
Travelling Expense	10,000.00
Training & Seminar Expense	10,000.00
Supplies & Materials	15,000.00
TOTAL	35,000.00

3. LOCAL GOV'T. OPERATIONS OFFICE:

Other Professional Services	0.00
Travelling Expense	25,000.00
Training & Seminar Expense	25,000.00
Supplies & Materials	0.00
TOTAL	50,000.00

Travelling Expense	25,000.00
Training Expense	30,000.00
Supplies & Materials	35,000.00
TOTAL	90,000.00

10. TESDA OFFICE:

Travelling Expense	0.00
Training Expense	0.00
Supplies & Materials	50,000.00
TOTAL	50,000.00

11. PESO:

Travelling Expense	18,000.00
Training Expense	19,000.00
Supplies & Materials	0.00
TOTAL	37,000.00

12. INTERNAL AUDITOR'S OFFICE:

Travelling Expense	30,000.00
Training Expense	20,000.00
Supplies & Materials	50,000.00
TOTAL	100,000.00

13. ENVIRONMENTAL MGT. OFFICE:

Supplies & Materials	60,000.00
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LOCAL ECONOMIC ENTERPRISE:

1. MUN. ECONOMIC ENTERPRISE OFFICE:

Travelling Expense	65,000.00
Training Expense	90,000.00
Supplies & Materials	135,000.00
TOTAL	290,000.00

4. BUREAU OF FIRE PROTECTION OFFICE:

Other Professional Services	0.00
Travelling Expense	4,000.00
Training & Seminar Expense	0.00
Supplies & Materials	9,000.00
TOTAL	13,000.00

5. PHIL. NATIONAL POLICE OFFICE:

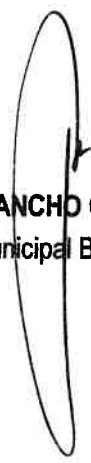
Other Professional Services	0.00
Travelling Expense	20,000.00
Training & Seminar Expense	20,000.00
Supplies & Materials	9,000.00
Gasoline, Oil & Lubricant Expense	0.00
TOTAL	49,000.00

GRAND TOTAL	7,736,600.00
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Prepared by:


VERONICA S. CASTILLANO
 Budget Officer IV

Certified Correct:


JUANCHO C. BONAYON
 Municipal Budget Officer



LIST OF UNFILLED VACANT POSITIONS:

A. MAYOR'S OFFICE:

MO-6 (1) Security Officer II-SG 15/1 (Jan-Nov. 2024)

Salaries	322,245.00
PERA	22,000.00
Clothing Allow.	6,000.00
Cash Gift	5,000.00
Mid Year Bonus	29,295.00
Year End Bonus	29,295.00
Ret. & Life Insur.	38,669.40
Pag-Ibig	1,100.00
Philhealth	8,056.12
E.C.	1,100.00
PEI	5,000.00
TOTAL	467,760.52

B. VICE-MAYOR'S OFFICE:

VM-4 (1) Administrative Aide I- SG 1/1 (Jan-July)

Salaries	72,800.00
PERA	14,000.00
Clothing Allow.	6,000.00
Mid Year Bonus	10,400.00
Ret. & Life Insur.	8,736.00
Pag-Ibig	700.00
Philhealth	1,820.00
E.C.	700.00
TOTAL	115,156.00

C. SB SECRETARY'S OFFICE:

SB-18 (1) Board Secretary III SG 20/1 (Jan-Nov)

Salaries	504,658.00
PERA	22,000.00
Clothing Allow.	6,000.00
Mid Year Bonus	45,878.00
Ret. & Life Insur.	60,558.96
Cash Gift	5,000.00
Year End Bonus	45,878.00
Pag-Ibig	1,100.00
Philhealth	12,616.45
E.C.	1,100.00
PEI	5,000.00
TOTAL	709,789.41

SB-12 (2) Reproductive Machine Operator III (SG-7/1) (Jan-Nov)

Salaries	163,856.00
PERA	22,000.00
Clothing Allow.	6,000.00
Cash Gift	5,000.00
Mid Year Bonus	14,896.00
Year End Bonus	14,896.00
Ret. & Life Insur.	19,662.72
Pag-Ibig	1,100.00
Philhealth	4,096.40
E.C.	1,100.00

PEI	5,000.00
TOTAL	257,607.12
D. MACCO:	
MACCO-4 (1) Senior Admin. Asst. (Data Controller IV) (SG-13/4) (June-Nov)	
Salaries	154,890.00
PERA	12,000.00
Cash Gift	5,000.00
Year End Bonus	25,815.00
Ret. & Life Insur.	18,586.80
Pag-Ibig	600.00
Philhealth	3,872.25
E.C.	600.00
PEI	5,000.00
TOTAL	226,364.05
MACCO-6 (2) Mgt & Audit Analyst II (SG-18/7) (Feb-Nov)	
Salaries	398,720.00
PERA	20,000.00
Cash Gift	5,000.00
Clothing Allow.	6,000.00
Mid Year Bonus	39,872.00
Year End Bonus	39,872.00
Ret. & Life Insur.	47,846.40
Pag-Ibig	1,000.00
Philhealth	9,968.00
E.C.	1,000.00
PEI	5,000.00
TOTAL	574,278.40
MACCO-7 (3) Admin. Asst. V (Data Entry Machine) (June-Nov) Operator III (SG-11/7)	
Salaries	89,376.00
PERA	12,000.00
Cash Gift	5,000.00
Year End Bonus	14,896.00
Ret. & Life Insur.	10,725.12
Pag-Ibig	600.00
Philhealth	2,234.40
E.C.	600.00
PEI	5,000.00
TOTAL	140,431.52
E. MUN. ENGINEER'S OFFICE:	
MEO 4 (1) Engineering Assistant (SG-8/6) (July-Nov)	
Salaries	82,610.00
PERA	10,000.00
Clothing Allow.	6,000.00
Year End Bonus	6,608.80
Ret. & Life Insur.	9,913.20
Pag-Ibig	500.00
Philhealth	2,065.25
E.C.	500.00
PEI	5,000.00
Cash Gift	2,000.00
TOTAL	125,197.25

F. MUN. PLANNING & DEV'T. OFFICE:**MPDO-5 (1) Statistician I (SG-11/1) (Jan-Nov)**

Salaries	237,600.00
PERA	22,000.00
Clothing Allow.	6,000.00
Cash Gift	5,000.00
Mid Year Bonus	21,600.00
Year End Bonus	21,600.00
Ret. & Life Insur.	28,512.00
Pag-Ibig	1,100.00
Philhealth	5,940.00
E.C.	1,100.00
PEI	5,000.00
TOTAL	355,452.00

G. MUN. HEALTH OFFICE:**MHO-2 (1) Asst. Mun. Gov't. Dep't. Head (SG-22/1)**

Salaries	786,621.00
PERA	22,000.00
Clothing Allow.	6,000.00
Cash Gift	5,000.00
Mid Year Bonus	71,511.00
Year End Bonus	71,511.00
Ret. & Life Insur.	94,394.52
Pag-Ibig	1,100.00
Philhealth	19,665.52
E.C.	1,100.00
PEI	5,000.00
TOTAL	1,083,903.04

MHO-7 (2) Midwife II (SG 11/1)

Salaries	297,000.00
PERA	22,000.00
Clothing Allow.	6,000.00
Cash Gift	5,000.00
Mid Year Bonus	27,000.00
Year End Bonus	27,000.00
Ret. & Life Insur.	35,640.00
Pag-Ibig	1,100.00
Philhealth	7,425.00
E.C.	1,100.00
PEI	5,000.00
TOTAL	434,265.00

H. MUN. ASSESSOR'S OFFICE**MASSO-3 (1) Assessment Clerk I (SG-4/8) (Augus-Nov)**

Salaries	52,616.00
PERA	8,000.00
Cash Gift	1,000.00
Year End Bonus	2,630.00
Ret. & Life Insur.	6,313.92
Pag-Ibig	800.00
Philhealth	1,315.40
E.C.	400.00
PEI	5,000.00

TOTAL	78,075.32
MASSO-4 (2) Assessment Clerk (SG-4/1) (Jan-Nov)	
Salaries	137,159.00
PERA	22,000.00
Clothing Allow.	6,000.00
Cash Gift	5,000.00
Mid Year Bonus	12,469.00
Year End Bonus	12,469.00
Ret. & Life Insur.	16,459.08
Pag-Ibig	2,200.00
Philhealth	3,428.98
E.C	1,100.00
PEI	5,000.00
TOTAL	223,285.06
I. MUN. AGRICULTURE OFFICE:	
MA-4 (3) Agricultural Technologist (SG-10/1) MA-5 & MA-6	
Salaries	203,951X3 = 611,853
PERA	22,000X3 = 66,000
Clothing Allow.	6,000X3 = 18,000
Cash Gift	5,000X3 = 15,000
Mid Year Bonus	18,541X3 = 55,623
Year End Bonus	18,541X3 = 55,623
Ret. & Life Insur.	24,474.12X3 = 73,422.36
Pag-Ibig	1,100X3 = 3,300
Philhealth	5,098.78X3 = 15,296.34
E.C	1,100X3 = 3,300
PEI	5,000X3 = 15,000
TOTAL	932,417.70
J. MUN. TREASURER'S OFFICE	
MTO-2 (1) Asst. Mun. Treasurer (SG 22/1) (Jan-July)	
Salaries	400,463.00
PERA	14,000.00
Clothing Allow.	6,000.00
RA	33,600.00
TA	33,600.00
Mid Year Bonus	57,209.00
Ret. & Life Insur.	48,055.56
Pag-Ibig	700.00
Philhealth	10,011.58
E.C	700.00
TOTAL	604,339.14
MTO-3 (2) Administrative Asst. II (Disbursing Officer II) (SG 8/1) (Jan-Nov)	
Salaries	173,745.00
PERA	22,000.00
Clothing Allow.	6,000.00
Cash Gift	5,000.00
Mid Year Bonus	15,795.00
Year End Bonus	15,795.00
Ret. & Life Insur.	20,849.40
Pag-Ibig	1,100.00
Philhealth	4,343.62

E.C	1,100.00
PEI	5,000.00
TOTAL	270,728.02

(3) MTO-10 (RCC II) (SG-7/1) (Jan-Nov)

Salaries	163,856.00
PERA	22,000.00
Clothing Allow.	6,000.00
Cash Gift	5,000.00
Mid Year Bonus	14,896.00
Year End Bonus	14,896.00
Ret. & Life Insur.	19,662.72
Pag-Ibig	1,100.00
Philhealth	4,096.40
E.C	1,100.00
PEI	5,000.00
TOTAL	257,607.12

(4) MTO-8, MTO-6 (RCC III) (SG-9/1) (Jan-Nov)

Salaries	186,659.00
PERA	22,000.00
Clothing Allow.	6,000.00
Cash Gift	5,000.00
Mid Year Bonus	16,969.00
Year End Bonus	16,969.00
Ret. & Life Insur.	22,399.09
Pag-Ibig	1,100.00
Philhealth	4,666.48
E.C	1,100.00
PEI	5,000.00
TOTAL	287,862.57
	575,725.14

(5) MTO-22 Admin. Asst. II/Data Controller II (SG 8/1) (Jan-Nov 2024)

Salaries	173,745.00
PERA	22,000.00
Clothing Allow.	6,000.00
Cash Gift	5,000.00
Mid Year Bonus	15,795.00
Year End Bonus	15,795.00
Ret. & Life Insur.	20,849.40
Pag-Ibig	1,100.00
Philhealth	4,343.62
E.C	1,100.00
PEI	5,000.00
TOTAL	270,728.02

K. POPCOM/NUTRITION OFFICE:

MO-16 (1) Pop. Program Worker II (SG-7/3) (Jan. to Nov 2024)

Salaries	166,386.00
PERA	22,000.00
Clothing Allow.	6,000.00
Cash Gift	5,000.00
Mid Year Bonus	15,126.00
Year End Bonus	15,126.00
Ret. & Life Insur.	19,966.32

Pag-Ibig	1,200.00
Philhealth	4,159.65
E.C	1,100.00
PEI	5,000.00
TOTAL	261,063.97

L. INFORMATION/SOLID WASTE MGT. OFFICE:

(1) MO-9 Admin. Asst. II (SG-8/5)

Salaries	180,114.00
PERA	22,000.00
Clothing Allow.	6,000.00
Cash Gift	5,000.00
Mid Year Bonus	16,374.00
Year End Bonus	16,374.00
Ret. & Life Insur.	21,613.68
Pag-Ibig	1,100.00
Philhealth	4,502.85
E.C	1,100.00
PEI	5,000.00
TOTAL	279,178.53

M. MAINT. OF PUBLIC BUILDINGS

MO-38 (1) Admin. Aide V (Plumber) (SG-5/1) (Jan-Nov)

Salaries	145,574.00
PERA	22,000.00
Clothing Allow.	6,000.00
Cash Gift	5,000.00
Mid Year Bonus	13,234.00
Year End Bonus	13,234.00
Ret. & Life Insur.	17,468.88
Pag-Ibig	1,100.00
Philhealth	3,639.35
E.C	1,100.00
PEI	5,000.00
TOTAL	233,350.23

N. MUN. DISASTER RISK REDUCTION MGT. OFFICE:

MDRRMO-2 (1) LOCAL DRRM Officer I (SG 11/1) (Jan-Nov)

Salaries	237,600.00
PERA	22,000.00
Clothing Allow.	6,000.00
Cash Gift	5,000.00
Mid Year Bonus	21,600.00
Year End Bonus	21,600.00
Ret. & Life Insur.	28,512.00
Pag-Ibig	1,100.00
Philhealth	5,940.00
E.C	1,100.00
PEI	5,000.00
TOTAL	355,452.00

O. MUN. ENVIRONMENTAL MGT. OFFICE

MO-52 (1) Environmental Mgt. Specialist II (SG-15/1) (Jan-Nov)

Salaries	322,245.00
----------	------------

PERA	22,000.00
Clothing Allow.	6,000.00
Cash Gift	5,000.00
Mid Year Bonus	29,295.00
Year End Bonus	29,295.00
Ret. & Life Insur.	38,669.40
Pag-Ibig	1,100.00
Philhealth	8,056.12
E.C	1,100.00
PEI	5,000.00
TOTAL	467,760.52
GRAND TOTAL	9,299,915.08

Prepared by:


VERONICA S. CASTILLANO
 Budget Officer IV

Certified Correct:


JUANCHITO C. BONAYON
 Municipal Budget Officer



Republic of the Philippines
PROVINCE OF LEYTE
Municipality of Jaro
- ooo -

SB OFFICE
RECEIVED
DATE: 12/18 - 2024 / 2:06 P.
BY: [Signature]

HUMAN RESOURCE MANAGEMENT OFFICE

December 16, 2024

MR. NESTOR C. TAMAYO
Municipal Treasurer
LGU – Jaro

This is to certify that the following **Regular/Coterminous** are eligible to receive **Service Recognition Incentive (SRI)** for FY 2024 in pursuant with **Administrative Order No. 27** dated December 13, 2024 and they met the requirements of the law as follows:

1. The personnel are still in the government service as of November 30, 2024.
2. The personnel have rendered at least a total or an aggregate of four (4) months of satisfactory service as of November 30, 2024, inclusive of services rendered under any of the alternative work arrangements prescribed by the Civil Service Commission.
3. The employees have not received any additional year-end benefit in FY 2024 over and above the benefit authorized under Republic Act (RA) No. 6686, as amended by RA No. 8441.

1.	Abella Paulina D.
2.	Abellera Alejandra O.
3.	Abeto Michael A.
4.	Aborita Arvin D.
5.	Acbo Corazon A.
6.	Albarido Julie T.
7.	Añover Jay Marie S.
8.	Apordo Renato A.
9.	Arañez Rita E.
10.	Arbas Nicol G.
11.	Arbas Nilo S.
12.	Arguelles Rinah R.
13.	Arguilles Thelma B.
14.	Arguilles Rogelio B.
15.	Aurelio Villa M.
16.	Baguilod Divina G.
17.	Baltar Marlon C.
18.	Baltazar Nelia M.
19.	Barte Lucila L.
20.	Batan Kirby Joseph M.
21.	Bato Geralyn S.
22.	Batucan Eugene A.
23.	Berrer Agnes C.

24.	Bonayon Juancho C.
25.	Borja Jocelyn C.
26.	Borja Nicomedes R.
27.	Bravo Joey O.
28.	Bravo Maribeth C.
29.	Cabelin Novo G.
30.	Cabello-Uy Stephanie Lyssa L.
31.	Cagadoc Emmanuel A.
32.	Calabia Judy N.
33.	Calunsag Marilou T.
34.	Camugao Evangeline A.
35.	Canaber Elisa P.
36.	Cañega Elma C.
37.	Caones Gerardo I.
38.	Caones Lenivit M.
39.	Castillano Felipe A.
40.	Castillano Veronica S.
41.	Cativo Julius B.
42.	Cornista Irena S.
43.	Corsanes Ma. Luisa R.
44.	Corsanes Ranulfo Jr A.
45.	Dablo Jay B.
46.	Dagodog Janet L.

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12/16/24

47	Dalomias Joanna Marie V.
48	Diola Charmaine R.
49	Enales Ariel B.
50	Enales Arnoel B.
51	Enales Manolo M.
52	Escalona Ida M.
53	Espinosa Alfredo Jr H.
54	Fallorina Benedicto D.
55	Gado Dexter R.
56	Garcia Elvie A.
57	Garrido Ana Liza D.
58	Garrido Efren C.
59	Garrido Jocelyn N.
60	Gayas Joel B.
61	Go Joel H.
62	Go Teofila L.
63	Gonzales Ma. Lourdes N.
64	Horca Romeo S.
65	Ibañez Alexander A.
66	Jamorabon Sherlyn F.
67	Katangkatang Lauro Calvin T.
68	Katangkatang Ma. Teresita Y.
69	Katangkatang Miguel S.
70	Laboga Jean S.
71	Laurento Rachel B.
72	Legaspi Lilibeth R.
73	Ligayan Estrella C.
74	Liporada Nolly R.
75	Lizarondo Maria Wilma T.
76	Llagas Miguel J.
77	Lora Edwin G.
78	Lumpay Glisa M.
79	Macanip Nelson C.
80	Magallanes Jessica S.
81	Mapait Lea A.
82	Matuguinas Melania P.
83	Mercado Ian Paulo C.
84	Mesias Armando P.
85	Mesias Percival B.
86	Molabola Cherry T.
87	Molabola Raul A.
88	Molo Wilfredo R.
89	Montel Letecia B.
90	Morfe Analiza A.

91	Morfe Kenneth D.
92	Navarra Ma. Teresa Marissa L.
93	Obiña Renato B.
94	Orel Roberta L.
95	Pagpaguitan Jocelyn C.
96	Paladin Joel G.
97	Panao Rufo G.
98	Parado Judy G.
99	Parado Lea R.
100	Polo Therese Corazon C.
101	Quilaquil Edwin A.
102	Quiñones Norinda Socorro R.
103	Quiñones Pempe C.
104	Raagas Edgar
105	Raganit Luz D.
106	Restor Melben C.
107	Ribo Christabel M.
108	Ribo Maricel Corazon D.
109	Rodriguez Kokie Grace A.
110	Rosco Rosana O.
111	Soledad Vernon O.
112	Solar Renato M.
113	Superable Junnifer C.
114	Superable Tita B.
115	Tamayo Jose R.
116	Tamayo Nestor C.
117	Tamayo Redonia K.
118	Tan Cheryl Y.
119	Tan Teofilo Jr S.
120	Tesado Phiela Q.
121	Tonel Liza C.
122	Trota Romeo Jr S.
123	Trota Zoilo S.
124	Tualla Isaias Jr Y.
125	Tualla Marlou P.
126	Tupaz Joel A.
127	Ty Aletha Lina S.
128	Villamor Ruth L.
129	Vega Hubert Keith B.
130	Yunting Sonia A.
131	Zabala Carol L.
132	Batucan Ruben D. — Sept. 2, 2024 (30%)
133	Albonida Armiejcel T.

PREPARED BY:

JUDY G. PARADO, CPA
Municipal Accountant/OIC-HRMO

APPROVED:

JASSIE LOO TAÑALA
Municipal Mayor



Republic of the Philippines
PROVINCE OF LEYTE
Municipality of Jaro
- o0o -

HUMAN RESOURCE MANAGEMENT OFFICE

December 16, 2024

MR. NESTOR C. TAMAYO

Municipal Treasurer

LGU – Jaro

This is to certify that the following **Casual employees** are eligible to receive **Service Recognition Incentive (SRI)** for FY 2024 in pursuant with **Administrative Order No. 27** dated December 13, 2024 and they met the requirements of the law as follows:

1. The personnel are still in the government service as of November 30, 2024.
2. The personnel have rendered at least a total or an aggregate of four (4) months of satisfactory service as of November 30, 2024, inclusive of services rendered under any of the alternative work arrangements prescribed by the Civil Service Commission.
3. The employees have not received any additional year-end benefit in FY 2024 over and above the benefit authorized under Republic Act (RA) No. 6686, as amended by RA No. 8441.

1.	Abejar Ranny Angelo
2.	Abenio Dino
3.	Adlawan Azalim G.
4.	Alao Ramil
5.	Albonida Fride
6.	Añover Raul T.
7.	Arguelles Mark Peter R.
8.	Artoza Joel K.
9.	Azcarraga Aijane T.
10.	Bacabac Ricardo S.
11.	Badilla Jaime B.
12.	Batis Benedicto
13.	Bocol Roselyn A.
14.	Bollicer Melbert
15.	Bonayon Juancho Jr O.
16.	Borlagon Randy
17.	Cabarrubias Juvelyn A.
18.	Camiller Richelle Mae
19.	Cañas Ma. Alfie L.
20.	Cañete Graciella Marie B.
21.	Caones Reynaldo R.
22.	Chavez Catherine P.
23.	Costibolo Jaime Jr V.

24	Cuña Ailene L.
25	Daño Joel Jr R.
26	De Guzman Jill Rose A.
27	Dela Cuesta Eugenio Jr D.
28	Diola Leo M.
29	Dionaldo Michael B.
30	Drilon Rod J.
31	Dumas Sheena R.
32	Duyag Justine Ray L.
33	Gallano Leadel P.
34	Gaquit Jacqueline R.
35	Gaquit Melbert M.
36	Gariando Leo B.
37	Gariando Michael B.
38	Garrido Emer
39	Garrido Ruben M.
40	Gerones Juvy Ann
41	Gonzales Bryan L.
42	Grana Efren C.
43	Horca Rufino C.
44	Idano Ailyn C.
45	Idano Maria Luisa R.
46	Jabonero Federico

47	Katangatang Julius Ceasar M.
48	Lagado Carmela M.
49	Larido Arnulfo S.
50	Larioza Baldomero T.
51	Lausin Adrian R.
52	Liporada Marivic H.
53	Llagas Miguel Jr.
54	Llena Antonio
55	Llena Armando
56	Llena Ferdinand
57	Llena Renante
58	Llena Rufo
59	Logrosa Antonette
60	Lorica Joven B.
61	Macanip Arnel G.
62	Manadong Rey D.
63	Maningo Beverly R.
64	Mendaza Romeo D.
65	Deus Anikka M.
66	Mesias Ryan B.
67	Miranda Cristina
68	Molabola Ian Homer A.
69	Molo Reynaldo A.
70	Momo Lerson B.
71	Montederamos Ariel D.
72	Morfe Cesar I.
73	Nicol Camilo P.
74	Nuevarez Lemuel

75	Palacio Efren G.
76	Palacio Iluminado Jr
77	Petilos Ritchie L.
78	Pontillas Nelson M.
79	Pore Judy Ann G.
80	Ragrag Cesario
81	Repani Richelle G.
82	Retita Florito
83	Retulla Blanche P.
84	Rom Lorina G.
85	Rombo Roselle P.
86	Rosco Abiegale G.
87	Rosco Conrado Jr
88	Royo Eva A.
89	Royo Gerry R.
90	Royo Mary Grace R.
91	Sardido Isagani
92	Sari Dinah C.
93	Secorata Imie C.
94	Secorata Jayson G.
95	Secorata Trina A.
96	Superable Jumel
97	Tan Rosten Maurice
98	Tañada Arrie
99	Tuazon April Rose R.
100	Villamor Alwin
101	Vinegas Gina B.
102	Zabala, Ronan Jay C.

PREPARED BY:

JUDY G. PARADO, CPA
Municipal Accountant/OIC-HRMO

APPROVED:

JASSIE LOU TAÑALA
Municipal Mayor



Republic of the Philippines
PROVINCE OF LEYTE
Municipality of Jaro
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HUMAN RESOURCE MANAGEMENT OFFICE

December 16, 2024

MR. NESTOR C. TAMAYO
Municipal Treasurer
LGU – Jaro

This is to certify that the following **Elective officials** are eligible to receive **Service Recognition Incentive (SRI)** for FY 2024 in pursuant with **Administrative Order No. 27** dated December 13, 2024 and they met the requirements of the law as follows:

1. The personnel are still in the government service as of November 30, 2024.
2. The personnel have rendered at least a total or an aggregate of four (4) months of satisfactory service as of November 30, 2024, inclusive of services rendered under any of the alternative work arrangements prescribed by the Civil Service Commission.
3. The employees have not received any additional year-end benefit in FY 2024 over and above the benefit authorized under Republic Act (RA) No. 6686, as amended by RA No. 8441.

	NAME	POSITION
1.	Tañala Jassie Lou	Municipal Mayor
2.	Arbas Rodrigo C.	Municipal Vice Mayor
3.	Que Jonell Martin A.	SB Member
4.	Katangatang Landilino T.	SB Member
5.	Emnas Julian L.	SB Member
6.	Altres Francisco R.	SB Member
7.	Pormida Leo Angelo T.	SB Member
8.	Elises Gualberto V.	SB Member
9.	Salgado Alexander N.	SB Member
10.	Aure Rey P.	SB Member
11.	Familiar Vianca Mae N.	SB Member/SKP
12.	Tañala Pedro Jr B.	SB Member/ABC President

PREPARED BY:

JUDY G. PARADO, CPA
Municipal Accountant/OIC-HRMO

APPROVED:

JASSIE LOU TAÑALA
Municipal Mayor

HUMAN RESOURCE MANAGEMENT OFFICE

December 20, 2024

MR. NESTOR C. TAMAYO
Municipal Treasurer
LGU-Jaro

This is to certify that the following Job Order/Contractual Employees are eligible to receive a One-Time Gratuity Pay to Contract of Service and Job Order Workers in government for FY 2024 in pursuant with Administrative Order No. 28 dated December 19, 2024 and they met the requirements of the law as follows:

1. All workers whose services are engaged through COS and JO, who have rendered a total or an aggregate of at least four (4) months of actual satisfactory performance of service, as stipulated in their respective contracts, as of December 15, 2024 and whose contract are still effective as of the same date, may be granted a one-time Gratuity Pay not exceeding Seven Thousand Pesos (P7,000.00) each for FY 2024.
2. Those who have rendered less than four (4) months of actual satisfactory performance of service, as stipulated in their respective contracts, as of 15 December 2024, and whose contracts are still effective as of the same date, may also be granted the one-time Gratuity Pay, on a *pro rata* basis, as follows:

Length of Service	Amount of Gratuity Pay
3 months but less than 4 months	Not exceeding P6,000
2 months but less than 3 months	Not exceeding P5,000
Less than 2 months	Not exceeding P4,000

JOB ORDER (P7,000.00)

1	Aballa, Nelson C.	21	Añoover, Leonor S.
2	Abegan, Jan Frederick	22	Antonio, Robin C.
3	Abenio, Lexter B.	23	Aponte, Dulcisima
4	Aborita, Arlene B.	24	Apordo, Adan Robin P.
5	Aborita, Jennelyn G.	25	Apordo, Remark D.
6	Acuba, Rosita	26	Arante, Karen C.
7	Ador, Leo	27	Artoza, Raul
8	Agdon, Elsie	28	Artoza, Roben S.
9	Agres, Ariel	29	Aure, Alwin
10	Agres, Lorlyn M.	30	Avila, Ericson B.
11	Aguirre, Aloha	31	Azcarraga, Homerson T.
12	Albarido, Jeremy G.	32	Azores, Clarisa
13	Albonida, Mia Jane S.	33	Bactol, Venus
14	Algas, Wen Mark M.	34	Bajon, Ariel C.
15	Altres, Jonas B.	35	Balasanos, Ananias L.
16	Altres, Leo B.	36	Balasanos, Federico P.
17	Amosco, Luzminda L.	37	Balasanos, Samuel
18	Aninao, Clare	38	Baloloy, Arnulfo
19	Aninao, Giden	39	Baltonado, Reuben M.
20	Añoover, Alden I.	40	Barraza, Mary Grace R.

Review by:
2024/12/20/2024

JOB ORDER P7,000.00

41	Barraza, Rolando Jr.
42	Batan, Arjie G.
43	Batan, Beverly H.
44	Batan, Jenny E.
45	Batica, Rommark
46	Bato, Arbie
47	Bato, Glenda L.
48	Batucan, Meljhon H.
49	Berdan, Robert Jude S.
50	Berdan, Salvador S.
51	Bertulfo, Michael C.
52	Boleche, Joan
53	Bonayon, Moises C.
54	Bondad, Oscar
55	Bravo, Randy
56	Bustillo, Rose Marie P.
57	Cabalona, Joey P.
58	Cabaltera, Glenn D.
59	Cabarrubias, Jovannie
60	Cabarrubias, Silverio S.
61	Cabelin, Juvy G.
62	Cadapan, Ruel
63	Cadion, Romelda
64	Cajustin, Helena A.
65	Camiller, Daisy C.
66	Cañan, Ronna Mae
67	Cañega, Jonathan
68	Capaycapay, Joel P.
69	Carrido, Marianito
70	Cartalla, Geoffrey Tyrell R.
71	Castillano, Eddie O. II
72	Castillano, Paul Bryan
73	Chavez, Roger
74	Chua, Quintin Jr.
75	Claridad, Mervin B.
76	Cloma, Arlene
77	Cloma, Chester Kyle C.
78	Clor, Marilyn O.
79	Colango, Anacito C.
80	Colanta, Boniedel G.
81	Colibao, Johnrey C.
82	Corales, Marivic L.
83	Daang, Diosdado P.
84	Dagsa, Danito M.
85	Daño, Joel A. Sr.
86	Dapunan, Segundiano
87	De Guzman, Ritchelle E.
88	Dela Cruz, Rina Jean M.
89	Dionaldo, Jessa B.
90	Dionaldo, Ruel U.
91	Dugue, Sunny

92	Dula, Nifo
93	Dula, Romeo R. Jr.
94	Duran, Rocel S.
95	Elias, Joel C.
96	Emaden, Gregorio
97	Emadin, Eva Grace R.
98	Embodo, Ronnel A.
99	Enales, Aljon H.
100	Enales, Marites
101	Enales, Osias Jr.
102	Espina, Joeric S.
103	Fallorina, Bernardo Jr M.
104	Fallorina, Raul
105	Fami, Karl John Q.
106	Flores, Joey
107	Francisco, Jenalyn
108	Gallano, Jerome
109	Gaquit, Jessica
110	Gardon, Joel P.
111	Gardon, Ruel R.
112	Gariando, Chin-Chin Reyna L.
113	Gariando, Jocelyn A.
114	Gariando, Naida
115	Gariando, Wilson C.
116	Garnace, Ericson A.
117	Garra, Eduardo Y.
118	Garra, Rachel A.
119	Garrido, Ernie M.
120	Garrido, Francis A.
121	Garrido, Marianita L.
122	Garrido, Ronnie
123	Gayas, Delfin M.
124	Gebe, Ian Clyde
125	Geraldo, Jerome T.
126	Glore, Rudy C.
127	Glori, Edilberto
128	Go, Ofelia B.
129	Gonzales, Juliato
130	Grana, Elmer R.
131	Grana, James A.
132	Grana, Mae Joy H.
133	Grana, Noel R.
134	Grana, Roberto R.
135	Gutierrez, Alma
136	Horca, Allan
137	Horca, Charlie S.
138	Horca, Jasmine
139	Horca, Lorenza
140	Horca, Nestor D.
141	Horca, Noreen A.
142	Horca, Ricky

JOB ORDER P7,000.00

143	Huntong, Norma C.
144	Ibañez, Violeta M.
145	Idano, Angelica E.
146	Idano, Rizalina
147	Idano, Thelma H.
148	Indina, Michael L.
149	Jervoso, Mateo S.
150	Jomadio, Melchisedec
151	Jonale, Cesar
152	Juntilla, Precy
153	Katangatang, Calvin
154	Katangatang, Christian P.
155	Katangatang, Katrina A.
156	Katangatang, Welson D.
157	Labad, Mary Ann
158	Labastida, Efren
159	Labastida, Niconemos M.
160	Lagaday, Gaytte S.
161	Lanaque, Chrys V.
162	Lastrilla, Joseph K.
163	Laus, Angeline P.
164	Laus, Wilson
165	Lebajo, Remegio F.
166	Lego, Jessa Mai
167	Lego, Lina
168	Lego, Raul D.
169	Llena, Anthony
170	Llena, Arnel
171	Llena, Bienvinido
172	Llena, Efren F. Jr.
173	Llena, Esmael
174	Llena, Marvin
175	Lontajo, Gerry R.
176	Lorica, Erwin
177	Lorica, Joel
178	Lumpay, Maricris V.
179	Macanip, Christian Ray S.
180	Macanip, Gil
181	Macanip, Pedro
182	Macellones, Niño Ronnel
183	Magallanes, Analiza J.
184	Mandalones, Joyce M.
185	Maningo, Arcenio L.
186	Maningo, Reymark M.
187	Marmita, John Rey A.
188	Medalla, Archimedes
189	Medalla, Narcisa
190	Menil, Nelson
191	Meridor, Rochie
192	Mesa, Florencia C.
193	Millarada, Noly G.
194	Miralles, Apollo

195	Miralles, Arjay
196	Miralles, Florencio
197	Miralles, Melvin
198	Miranda, Jennifer D.
199	Miranda, John Rhey M.
200	Molo, Enrico
201	Momo, Bernadeth
202	Momo, Dario M. Jr.
203	Momo, Glenda B.
204	Navarrete, Jonard A.
205	Nerida, Lerma N.
206	Nicanor, Lolita E.
207	Nicol, Reynaldo
208	Niemes, Elmar
209	Nuevarez, Beverly B.
210	Nuevarez, Gilbert
211	Obiña, Kenneth, P.
212	Obiña, Noel A.
213	Ocampo, Alex S.
214	Ocampo, Dennis
215	Olopernes, Rey
216	Otom, Juvy P.
217	Pabo, Roque S.
218	Palacio, Enrico B.
219	Palacio, Josephine R.
220	Palacio, Roy L.
221	Panim, Allan L.
222	Pederi, Karol M.
223	Pedrosa, Leandro
224	Peliño, Reynante
225	Piangco, Rinante M.
226	Polo, Emmanuel Philip C.
227	Pontilan, Julius
228	Pontillas, Angelyn
229	Pore, Florencio D.
230	Pore, Irish B.
231	Quilaquil, Joey S.
232	Quimbo, Jesus Jr.
233	Quimno, Marvin G.
234	Ragrag, Evangeline M.
235	Ragrag, Hannah Jane T.
236	Ramirez, Crisente
237	Rañen, Arlyn
238	Raquel, Niño O.
239	Reazon, Melvin Z.
240	Recio, Razzel John
241	Regacho, Rey
242	Regacho, Reymark C.
243	Regaña, Vincent Romar
244	Regato, Junrey
245	Regis, Rodel H.
246	Regis, Rommel H.

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247	Relevo, Danilo
248	Reli, Marcillus
249	Reli, Vivian
250	Rizarde, Leah
251	Robel, Alberto R.
252	Robel, Bobby M.
253	Rombo, Marife P.
254	Rosco, Francisco G. Jr.
255	Royo, Leo A.
256	Royo, Rhea Len C.
257	Sabio, Jethro
258	Salaño, Angela Mae P.
259	Salvador, Angeline
260	Samson, Den Mar P.
261	Sanita, Albino H.
262	Secorata, Rose Marie M.
263	Silva, Federico A.
264	Solayao, Christian P.
265	Suela, Wendell B.
266	Superable, Alicia G.
267	Superable, John Dave A.
268	Superable, Marlie C.
269	Superable, Oliver
270	Superable, Ramil D.
271	Susaya, Rommel O.
272	Susaya, Ruhmar L.
273	Tabaya, Brix
274	Taborada, Andy
275	Talinio, April Ann G.
276	Tamayo, Daniel P.
277	Tamayo, Gil A.
278	Tamayo, Tiburcio Jr. G.
279	Taña, Anabeth P.
280	Tañada, Nikko A.
281	Tano, Bernadeth
282	Tercenio, Gloricris E.
283	Terrora, Josep G.
284	Terrora, Lerma G.
285	Torre Franca, Nelwen A.
286	Tuando, Alex
287	Tuazon, Nestor
288	Tulfo, Arthur S.
289	Villamor, Daniel Ramil P.
290	Villena, Isagani T.
291	Villena, Joseph
292	Zabala, Adrian M.
293	Zabala, Jonathan G.
294	Zaplan, Inosencio

Prepared by:

JUDY G. PARADO, CPA
Mun. Accountant/HRMO-Designate

JOB ORDER P5,000.00

1	Añover, Marlon I.	OCT. 8, 2024
2	Bacho, Arnel E.	OCT. 8, 2024
3	Katangatang, Joie T.	OCT. 8, 2024
4	Lumbres, Edgardo B. Jr.	OCT. 8, 2024
5	Rona, Lelia A.	OCT. 8, 2024
6	Superable, Shairene Mae	OCT. 7, 2024
7	Sorila, Hazelyn Y.	OCT. 8, 2024
8	Badilla, Dariel Cie C.	OCT. 9, 2024

JOB ORDER P4,000.00

1	Obiña, Rhenalie Jane R.	Nov. 4, 2024
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CONTRACTUAL P7,000.00

1	ADOR KRISTINE MAE R.	
2	ALCANTARA MARTIN	
3	CABANGISAN ROSALINA G.	
4	CAIGOY JULIE A.	
5	CHU RICKY T.	
6	CORNISTA JOSELITO B.	
7	GO, DONNA MAE C.	
8	HORCA, MARIA ANA	
9	KATANGKATANG, LARRY S.	
10	LARIOSIA, LORENZO	
11	MESIAS JETHRO A.	
12	METRAN, MICHELLE M.	
13	MONDRAGON, CHERRY N.	
14	REYES, LOREVILLE	
15	SALAMIA, ALLYSSA MAY A.	
16	SUPERABLE ANTHONY A.	
17	ALBONIDA, SIMFORIANO	
18	ARTOZA, JOSE	
19	CATIVO, MARTIN JR.	
20	HAYAHAY, GERRY RENZ E.	
21	IBANEZ, JONAHLYN B.	
22	MACANIP, KIM D., MD	
23	ROYO, ROLAND T.	
24	SUPERABLE, DONATO	
25	TAN, NOEL C.	

Approved by:

JASSIE LOU TAÑALA
Municipal Mayor