

Item No.: 18

Date: 16 2025 SEP



Republic of the Philippines
PROVINCE OF LEYTE
Provincial Capitol
Tacloban City

-oOo-

Province of Leyte
Legal Office

Checked: [Signature]
Time: 11:00 AM
Date: 9.9.25

Sangguniang Panlalawigan
Province of Leyte

RECEIVED

Date: SEP 09 2025
By: [Signature]

PROVINCIAL LEGAL OFFICE

2nd INDORSEMENT

August 20, 2025

Respectfully returned to the Sangguniang Panlalawigan of Leyte, through the SP Secretary, the attached Ordinance No. ~~2520~~ 2025 of the Sangguniang Bayan of Burauen, Leyte.

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

- Ordinance No. ~~2520~~ 2025 entitled: “**Burauen Child Development Worker Incentives Ordinance of 2025.**”

REVIEW/RECOMMENDATION/LEGAL OPINION:

This office is of the opinion that the subject Ordinance is generally in accordance with its power under Section 447(a)(viii)¹, subject to availability of funds, usual accounting and auditing rules and regulations. Hence, we recommend for the declaration of its validity.

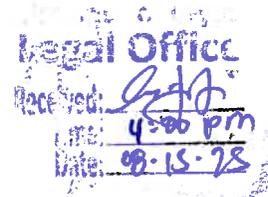
We hope to have assisted you with this request. Please note that the opinion rendered by this Office are based on the facts available and may vary or change when additional facts and documents are presented or changed. This opinion is likewise without prejudice to the opinions rendered by higher and competent authorities and/or the courts.

ATTY. JOSE RAYMUND A. ACOL

Provincial Legal Officer

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

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

1ST INDORSEMENT

15 Aug 2025

The Provincial Legal Office is respectfully requested to review and submit recommendations on the herein enclosed **Municipal Ordinance No. 25-20, series of 2025**, of the **Municipality of Burauen, Leyte**, entitled: **An Ordinance Revising Municipal Ordinance No. 23-16, " An Ordinance Granting Cash Incentives to Child Development Workers (Day Care Workers) of the Municipality of Burauen, Leyte and Providing Funds Therefor", to Enhance its Implementation and Ensure Greater Support for Child Development Workers"**,

A handwritten signature in blue ink, appearing to read "Jill S. Uyvico".

FLORINDA JILL S. UYVICO
Secretary to the Sanggunian



Republic of the Philippines
PROVINCE OF LEYTE
MUNICIPALITY OF BURAUEN



OFFICE OF THE SANGGUNIANG BAYAN

August 8, 2025

THE HONORABLE MEMBERS
Sangguniang Panlalawigan
Province of Leyte

ATTENTION: FLORINDA JILL S. UYVICO
Secretary to the Sanggunian
Province of Leyte
Palo, Leyte

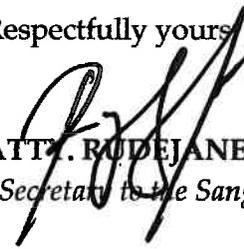
Sangguniang Panlalawigan
Province of Leyte
RECEIVED
Date: AUG 08 2025
By: [Signature]

Ladies/Gentlemen:

We transmit herewith 15 copies of **Municipal Ordinance No. 25-20**, Series of 2025 of the Sangguniang Bayan of Burauen, Leyte, entitled *"An Ordinance Revising Municipal Ordinance No. 23-16, "An Ordinance Granting Cash Incentives to Child Development Workers (Day Care Workers) of the Municipality of Burauen, Leyte and Providing Funds Therefor", to Enhance its Implementation and Ensure Greater Support for Child Development Workers"*, for review and approval of the body.

Thank you and please acknowledge receipt hereof.

Respectfully yours


ATTY. RUDEJANE S. TAN
Secretary to the Sanggunian



Republic of the Philippines
Province of Leyte
Municipality of Burauen



OFFICE OF THE SANGGUNIANG BAYAN

**MUNICIPAL ORDINANCE NO. 25-20
Series of 2025**

Sangguniang Panlalawigan
Province of Leyte

RECEIVED

Date: AUG 08 2025
By: [Signature]

AN ORDINANCE REVISING MUNICIPAL ORDINANCE NO. 23-16, "AN ORDINANCE GRANTING CASH INCENTIVES TO CHILD DEVELOPMENT WORKERS (DAY CARE WORKERS) OF THE MUNICIPALITY OF BURAUEN, LEYTE AND PROVIDING FUNDS THEREFOR," TO ENHANCE ITS IMPLEMENTATION AND ENSURE GREATER SUPPORT FOR CHILD DEVELOPMENT WORKERS.

*Authored by Hon. Cipriano R. Relatorres, Jr.
Chairperson, Committee on Education, Child Protection and Welfare*

WHEREAS, Republic Act No. 8980, also known as the Early Childhood Care & Development (ECCD) Act, defines the right of children to survival, development, and special protection, and supports parents as their children's first teachers;

WHEREAS, Republic Act No. 7160, Series of 1991, otherwise known as the Local Government Code of 1991, under Section 391, mandates the delivery of basic services by the Sangguniang Barangay, including providing for the proper development and welfare of children in the barangay by promoting and supporting activities for the protection and total development of children, particularly those below seven (7) years old;

WHEREAS, Executive Order No. 685, Series of 2008, expanded pre-school coverage to include children enrolled in Day Care Centers;

WHEREAS, Section 2 of Republic Act No. 8980 declares the policy that the state shall institutionalize an integrated system of Early Childhood Care and Development that will serve all children 0-5 years old, including children with special needs and respect for cultural diversity, with the end in view of improving the quality of life for young children; the law likewise ensures an efficient system of identification, prevention, referral, and intervention for developmental disorders and disabilities in early childhood;

WHEREAS, DSWD Memorandum Circular No. 12, Series of 2006, provides for the implementation of the Revised Assessment Tool and User's Manual for the Accreditation of Day Care, other ECCD Centers, and Service Providers;

WHEREAS, the Infant Toddler Early Development Program (ITED) is an early learning program that involves both Child Development Teachers/Workers and the parents or caregivers of 0-2.11 years old children;

WHEREAS, the Municipal Council for the Protection of Children (MCPC) conducted a series of meetings and deliberations regarding the proposed amendments to Municipal Ordinance No. 23-16;

WHEREAS, the MCPC has respectfully requested the amendment of certain sections of Municipal Ordinance No. 23-16 to enhance its implementation and ensure greater support for Child Development Workers;

NOW, THEREFORE, BE IT ORDAINED by the Sangguniang Bayan of Burauen, Leyte, that Municipal Ordinance No. 23-16 is hereby revised as follows:

Section 1. TITLE. – This ordinance shall be known as, "Burauen Child Development Worker Incentives Ordinance of 2025."

Municipal Ordinance No. 25-20, Series of 2025; May 26, 2025
"Burauen Child Development Worker Incentives Ordinance of 2025"

[Signatures and stamps]

Section 2. DECLARATION OF POLICY.

- a. To promote, provide cash incentives, and improve the total well-being of the Child Development Workers.
- b. To develop skills and capabilities of the Child Development Workers for them to become more responsive and equipped in delivering childcare-education service and program in their areas of responsibility.
- c. To encourage all Child Development Workers to become effective partners in the implementations of all childcare-education and other literacy-related programs and activities of the municipality.

Section 3. DEFINITION OF TERMS.

- a. *ECCD Service Providers* - shall include the various professionals, paraprofessionals, and volunteer caregivers who are directly responsible for the care and education of young children from age zero (0) to four (4) years old through the various centers & home-based programs. They shall include, but not be limited to, day care workers hereinafter referred to as child development workers, child development teacher-aides, rural health teachers, health midwives, social workers, community health workers, barangay nutrition scholars, parent effectiveness volunteers, and family day care providers.
- b. *ECCD facilities* - refer to facilities providing ECCD Services such as, but not limited to, ECCD Centers & Child Minding Centers.
- c. *Children served* - refer to children aged 0 to below 5 years old served through the Center-based and home-based ECCD services.
- d. *Other Relevant Services Provided to Children* - include Supplementary Feeding program, provision of learning materials, referrals, etc.
- e. *ECCD-IS* - is an automatic & web-based reporting system developed by the DSWD and funded by UNICEF to generate reliable & timely information on ECCD Program from ECCD Service Providers at the Local level for the effective implementation and management of ECCD Program and improvement of service delivery system. The information system is electronic in nature & accessible through the internet.
- f. *ECCD System* - shall refer to the full range of health, nutrition, early education, and social services development programs that provide for the basic holistic needs of young children from age zero (0) to four (4) years, and to promote their optimum growth & development, specifically: 1. Center-based program, such as the day care service established under RA No. 6972, otherwise known as the "Barangay-level Total Development & Protection of Children Act" and hereinafter referred to as the child development service community or church-based early childhood education programs initiated by non-government organizations or people's organizations, work place-related child education & care programs, child minding centers, health centers & stations. 2. Home-based programs, such as neighborhood-based play groups, family child care programs, parent education & home visiting programs.
- g. *Infant and Toddler Early Education, or the Infant-Toddler Early Development (ITED) Program* - focuses on nurturing the holistic development of children aged zero (0) to two (2) through partnership between caregivers/parents and Child Development Teachers/Child Development Workers.
- h. *Local Council for the Protection of Children (LCPC)* - a council organized at the provincial, city, municipal, and barangay levels that serves as the umbrella organization for all children's concerns.
- i. *Accredited Child Development Worker and Child Development Center* - refers to the bearer of certificates that passed the standards set by the Department of Social Welfare and Development (DSWD) for a more efficient and effective delivery of Day Care Service.

Both are interdependent with each other, hence, may either be accredited or not accredited.

Section 4. DUTIES AND RESPONSIBILITIES.

- a. *Monthly meeting* - attend every last Friday of the month.
- b. *Special meeting* - attend in any day, if necessary. Further: a) Attendance in the logbook is required. b) Medical Certificate of CDW himself/herself or immediate family member is required in case of absence. c) Certification from the Punong Barangay in case of any untoward event or fortuitous event due to weather condition is required in case of absence.
- c. *Session Plan* - to be checked & updated during monthly meeting.
- d. *ECCD Checklist* - both Child Record's 1 & Child Record's 2, to be evaluated every 3 months, & checking of which every 4th month during monthly meeting.
- e. *ECCD - Child Information Sheet (CIS)* - to be submitted within 2 months, right after the start of the regular classes.
- f. *Weight Monitoring Form* - to be submitted within 1 month, every after 120 milk feeding days.
- g. *Weight Monitoring Form & Pictures of Actual Feeding* - to be submitted one month after the last day of the supplemental feeding.
- h. *Provincial/Regional Activities* - to attend, participate/cooperate as required & if necessary.
- i. *Enrollment list* - to be updated & submitted every quarter to MSWDO.
- j. *ECCD Uniform* - to wear the complete uniform with ID from Monday to Thursday, except Friday, as wash day.
- k. *ITED* - to implement Infant-Toddler Early Education every afternoon at ECCD Center, once a week.
- l. *Monthly Daily Time Record* - to be signed by the Punong Barangay or any authorized representative and be submitted the following month during the monthly meeting.
- m. *Provincial Annual Dues* - to give the amount required every year to the Municipal CDW Federation treasurer which will be remitted to Provincial Federation of Child Development Workers Inc.

Section 5. SESSION TIME.

Days	Ages	No. of ECCD Children		Session	Time of Session
			per Session		
Monday to Friday	3-4 years old	1-20 children		1st session	8:00 AM - 10:00 AM
		21-40 children		2nd session	10:00 AM - 12:00 NN
		41 & above		3rd session	1:00 PM - 3:00 PM
Once a week	0-2 year old	1-20 children/parent		1st session	1:00 PM - 2:00 PM
		21-40 children/parent		2nd session	2:00 PM - 3:00 PM

41 & above
children/parent

3rd session 3:00 PM - 4:00 PM

Section 6. MONTHLY INCENTIVE.

No. Of Sessions	Monthly Incentive	Quarterly Incentive for Accredited ECCD Center/Worker
1 Session for 3-4 years old ITED session	P2,000.00 500	P1,000.00
2 Sessions for 3-4 years old ITED session	P2,500.00 500	P1,000.00
3 Sessions for 3-4 years old ITED session	P3,000.00 500	P1,000.00

Section 7. IMPLEMENTING OFFICE. – The Municipal Social Welfare & Development Office shall be the implementing office. The MSWD Officer shall be the overall in-charge in the implementation.

Section 8. FUNDING. – Cash incentives and expenses to be incurred in connection with the implementation of this ordinance shall be charged to General Fund under Gender And Development Attributed Activities of the Local Government Unit.

Section 9. MANNER OF DISBURSEMENT. – The Disbursement shall be quarterly – March, June, September and December – every year and shall adhere to accounting and auditing rules and regulations.

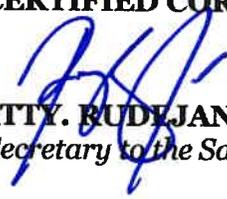
Section 10. REPEALING CLAUSE. – All ordinances, resolutions, executive orders and all other issuances inconsistent herewith are deemed to be repealed or modified accordingly.

Section 11. SEPARABILITY CLAUSE. – If any of the provisions of this ordinance is declared invalid and unconstitutional, other parts or provisions hereof shall continue to be in full force and effect.

Section 12. EFFECTIVITY CLAUSE. – This ordinance shall take effect upon its approval.

ENACTED AND APPROVED, May 26, 2025.

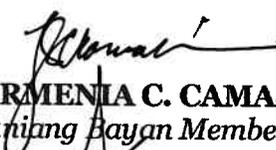
CERTIFIED CORRECT:


ATTY. BUDI JANE S. TAN
Secretary to the Sanggunian

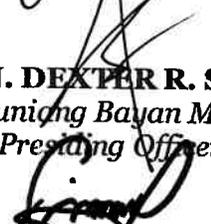
ATTESTED:


(absent)
HON. VINCENT G. ENERLAN
Sangguniang Bayan Member

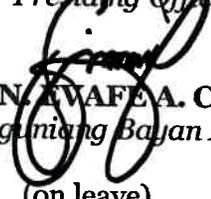

HON. CIPRIANO R. RELATORRES, JR.
Sangguniang Bayan Member


HON. HERMENIA C. CAMASIN
Sangguniang Bayan Member


HON. BRYAN R. CINCO
Sangguniang Bayan Member


HON. DEXTER R. SENO
*Sangguniang Bayan Member/
Presiding Officer*

(absent)
HON. ROBERT G. DEL PILAR
Sangguniang Bayan Member

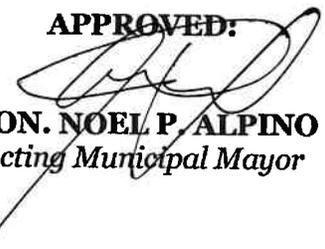

HON. EVA FEA A. CORAL
Sangguniang Bayan Member


HON. OSCAR A. CAGARA
Sangguniang Bayan Member

(on leave)
HON. FE S. RENOMERON
LnB President/ Ex-Officio SB Member

(absent)
HON. JUSTINE MERP G. ANDRADE
SK Federation President/ Ex-Officio Member

APPROVED:


HON. NOEL P. ALPINO
Acting Municipal Mayor



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PROVINCE OF LEYTE
MUNICIPALITY OF BURAUEN



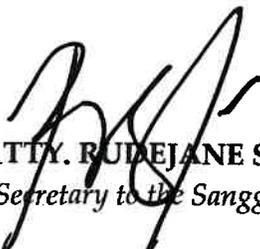
OFFICE OF THE SANGGUNIANG BAYAN

CERTIFICATE OF POSTING

TO WHOM IT MAY CONCERN:

THIS IS TO CERTIFY that **Municipal Ordinance No. 25-20**, Series of 2025 of the Sangguniang Bayan of Burauen, Leyte, entitled, *“An Ordinance Revising Municipal Ordinance No. 23-16, “An Ordinance Granting Cash Incentives to Child Development Workers (Day Care Workers) of the Municipality of Burauen, Leyte and Providing Funds Therefor”, to Enhance its Implementation and Ensure Greater Support for Child Development Workers”*, was enacted on May 26, 2025, approved on even date, and has been posted in two (2) conspicuous and publicly accessible places of the municipality from *May 28, 2025 to June 17, 2025*, in compliance with Section 59, paragraph (b) of Republic Act No. 7160, otherwise known as the “Local Government Code of 1991”.

Burauen, Leyte, June 25, 2025.


ATTY. RUDEJANE S. TAN
Secretary to the Sanggunian