

Item No.: 23

Date: 09 2025 SEP



Republic of the Philippines  
PROVINCE OF LEYTE  
Provincial Capitol  
Tacloban City

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PROVINCIAL LEGAL OFFICE

Sangguniang Panlalawigan  
Province of Leyte

RELEASED  
9/1/25  
**RECEIVED**

Date: SEP 02 2025  
By: Jomil

2<sup>nd</sup> INDORSEMENT  
August 20, 2025

Respectfully returned to the Sangguniang Panlalawigan of Leyte, through SP Secretary, the attached Ordinance No. 25-08 of the Sangguniang Bayan of Inopacan, Leyte.

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

- Ordinance No. 25-08 entitled: **“An Ordinance institutionalizing the CDD approach in the identification, prioritization, resource allocation of locally funded programs and adopting some of the activities in the CEAC as a strategy in pursuing and attaining development goals in the Municipality of MacArthur, Leyte.”**

**REVIEW/RECOMMENDATION/LEGAL OPINION:**

This office opines that the subject Ordinance is, in general, within the legislative authority of the Sangguniang Bayan under Section 3(g)<sup>1</sup> of the Local Government Code of 1991 (R.A 7160) in consonance with Section 109(b)(1)<sup>2</sup> of the same. 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 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

<sup>1</sup> (g) *The capabilities of local government units, especially the municipalities and barangays, shall be enhanced by providing them with opportunities to participate actively in the implementation of national programs and projects;*

<sup>2</sup>(1) *Mobilize people's participation in local development efforts;*

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

1<sup>ST</sup> INDORSEMENT  
16 July 2025

Province of Leyte  
Legal Office  
Jill S. Uyvico  
7.16.25

The Provincial Legal Office is respectfully requested to review and submit recommendations on the herein enclosed **Ordinance No. 25-08** of the **Municipality of Inopacan, Leyte**, entitled: **An Ordinance institutionalizing the Community Driven Development (CDD) approach in the identification, prioritization, resource allocation of locally funded programs and project and adopting some activities in the Community Empowerment Activity Cycle (CEAC) as a strategy in pursuing and attaining development goals in the Municipality of Inopacan, Leyte.**

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



Republic of the Philippines  
Province of Leyte  
Municipality of Inopacan



**15<sup>TH</sup> SANGGUNIANG BAYAN**

Sangguniang Panlalawigan  
Province of Leyte

**RECEIVED**

Date: JUL 15 2025  
By: dwine

23 June 2025

**Honorable Leonardo Javier Jr.**  
Vice Governor/Presiding Officer  
Sangguniang Panlalawigan of Leyte  
Provincial Government Complex  
Campetic, Palo, Leyte

Thru:

**Ms. Florinda Jill S. Uyvico**  
Secretary to the Sanggunian  
Sangguniang Panlalawigan of Leyte  
Provincial Government Complex  
Campetic, Palo, Leyte

**Honorable Javier Jr.:**

Forwarding herewith 1 original copy and 15 photocopies of **Ordinance No. 25-08** of the 15<sup>th</sup> Sangguniang Bayan of the Municipality of Inopacan, Province of Leyte, entitled "**AN ORDINANCE INSTITUTIONALIZING THE COMMUNITY DRIVEN DEVELOPMENT (CDD) APPROACH IN THE IDENTIFICATION, PRIORITIZATION, RESOURCE ALLOCATION OF LOCALLY FUNDED PROGRAMS AND PROJECT AND ADOPTING SOME ACTIVITIES IN THE COMMUNITY EMPOWERMENT ACTIVITY CYCLE (CEAC) AS A STRATEGY IN PURSUING AND ATTAINING DEVELOPMENT GOALS IN THE MUNICIPALITY OF INOPACAN, LEYTE**", for consideration by the Sangguniang Panlalawigan of Leyte.

Attached herewith is the Certificate of Posting, *for reference*.

Sincerely,

**MELANIE M. MATIN-AO, MPA**  
Secretary to the Sanggunian



Republic of the Philippines  
Province of Leyte  
Municipality of Inopacan  
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**15TH SANGGUNIANG BAYAN**



**EXCERPT FROM THE MINUTES OF THE REGULAR SESSION OF THE  
15<sup>th</sup> SANGGUNIANG BAYAN OF INOPACAN, LEYTE HELD ON  
JUNE 17, 2025 AT THE SB SESSION HALL**

**PRESENT:**

- Hon. Sanders C. Lumarda -Vice Mayor, Presiding Officer
- Hon. Fernando B. Rulete -SB Member
- Hon. Andrew B. Dedal -SB Member
- Hon. Zenaida G. de los Santos -SB Member
- Hon. Joel D. Bernales -SB Member
- Hon. Alfie Jian B. Yamson -SB Member
- Hon. Daria D. Malanguis -SB Member
- Hon. Rowena K. Madrazo -SB Member
- Hon. Diosdado P. Siao -SB Member
- Hon. Nathaniel Dave M. Katigbe -SB Member (PSK Pres.)

**ABSENT:**

- Hon. Panfila I. Alonzo -SB Member (LnB Pres.) (official Business)

**AUTHOR: HON. JOEL D. BERNALES**

**WHEREAS,** KALAHI-CIDSS is a comprehensive and integrated delivery of social services aimed to improve welfare in rural and urban areas by targeting communities with high poverty incidence;

**WHEREAS,** Community-Driven Development (CDD) is a globally-recognized strategy for achieving service delivery, poverty reduction and good governance outcomes;

**WHEREAS,** it is deemed necessary for the Local Government Unit to institutionalize the Community-Driven Development Process to ensure inclusive and sustainable growth by increasing community participation in the local planning process;

**NOW THEREFORE,** on motion of Honorable Joel D. Bernales, duly seconded by all the Members present, be it

**RESOLVED** as it is hereby **RESOLVED** to enact the following;



(ordinance no. 25-08 of the sangguniang bayan of inopacan, leyte dated june 17, continued)

### Ordinance No. 25 – 08

## “AN ORDINANCE INSTITUTIONALIZING THE COMMUNITY DRIVEN DEVELOPMENT (CDD) APPROACH IN THE IDENTIFICATION, PRIORITIZATION, RESOURCE ALLOCATION OF LOCALLY FUNDED PROGRAMS AND PROJECT AND ADOPTING SOME ACTIVITIES IN THE COMMUNITY EMPOWERMENT ACTIVITY CYCLE (CEAC) AS A STRATEGY IN PURSUING AND ATTAINING DEVELOPMENT GOALS IN THE MUNICIPALITY OF INOPACAN, LEYTE”

**SECTION 1. Declaration of Policy** – It is hereby declared the policy of the Municipality to promote community participation, transparency, and accountability in the identification, prioritization, resource allocation, and monitoring and evaluation of locally funded programs and projects, including operating and maintenance of the same. Toward this end, the Community-Driven Development (CDD) approach is hereby institutionalized, and some of the activities in the Community Empowerment Activity Cycle (CEAC), specifically the following:

1. Conducting Participatory Situation Analysis to assess community needs and priorities.
2. Convening a Barangay Assembly with a minimum 80% participation rate to ensure inclusive decision-making.
3. Implementing Resource Allocation through a counter-parting scheme to optimize funding distribution.
4. Facilitating Project Implementation through active community volunteerism.
5. Ensuring Project Sustainability and Maintenance through the establishment of an Operation and Maintenance (O&M) Group.
6. Conducting Project Monitoring and Sustainability Evaluation to measure effectiveness and long-term impact.

These strategies shall guide the Municipality in achieving its development goals and fostering inclusive, community-driven progress.

**SECTION 2. DEFINITION OF TERMS** – As used in the ordinance, the following terms shall mean:

**COMMUNITY-DRIVEN DEVELOPMENT (CDD)** – An alternative development strategy where the community, especially the poor, are tapped and developed as initiators and collaborators of resources for transformation. It is an approach that aims to give the people control over decisions and resources for development at the local level.



(ordinance no. 25-08 of the sangguniang bayan of inopacan, leyte dated june 17, continued)

**COMMUNITY EMPOWERMENT ACTIVITY CYCLE (CEAC)** – Refers to a multi-activity process designed to systematically mobilize the capacity of the local people to prioritize their development needs, design activities, seek technical assistance, manage resources, and implement and sustain development actions.

**PARTICIPATORY SITUATIONAL ANALYSIS (PSA)** – A method of collective information sharing and analysis that can be used for various purposes, including but not limited to strengthening organization, designing and implementing programs and projects, monitoring and evaluation, and drafting community development plans. As a research method, the purpose of PSA is to mobilize local communities to share information about local identification and conditions from their own perspectives.

**BARANGAY ASSEMBLY** – A gathering of all persons who are actual residents of the Barangay for at least six (6) months, fifteen (15) years of age or older, citizens of the Philippines, and duly registered in the list of Barangay Assembly members.

**OPERATION AND MAINTENANCE (O&M) GROUP** – A group formed during project implementation to ensure the project's long-term sustainability and uphold community accountability.

**SUSTAINABILITY EVALUATION** – The assessment of completed projects to determine their long-term functionality, effectiveness, and continued benefits to the community. It ensures that projects remain operational, are properly maintained, and continue to serve their intended purpose even after external support has ended.

**SECTION 3. SUSTAINABILITY MECHANISM** – The following activities are hereby adopted and institutionalized under the following components to wit:

### 3.1. DEVELOPMENT PLANNING

- a) The **Barangay Assembly** shall serve as the **primary decision-making body** for the approval and endorsement of subprojects, ensuring that all initiatives align with the community's collective needs and priorities.
- b) The Barangay Assembly must achieve a **minimum participation rate of 80%** of the total household population, ensuring **inclusive representation**. Additionally, **gender-balanced participation** shall be maintained to promote **equitable decision-making**.
- c) **Participatory Situation Analysis (PSA)** shall be adopted as a method of collective information sharing and analysis of the prevailing situation of the community. This shall be undertaken at the **barangay level**;



(ordinance no. 25-08 of the sangguniang bayan of inopacan, leyte dated june 17, continued)

- d) **Participatory Situation Analysis (PSA)** outputs shall be **validated** by the community through a **barangay assembly**;
- e) **Participatory Situation Analysis (PSA)** outputs shall be used as an **input to development plans** both in the Barangay Development of the barangay;
- f) **BLGU** will organize volunteers that will spearhead the **proposal development and monitoring** of the proposed project;
- g) The **strengthening of Community-Based Organizations (CBOs)** participation in development planning shall be sustained by the **increased membership** of the same in the Barangay Development Council and Municipal Development Council.

### 3.2. RESOURCE ALLOCATION

- a) A **counter-parting scheme** between the **BLGU/MLGU** and the **community** for the allocation of funds for locally funded projects shall be institutionalized.
- b) A **site validation** of the proposed project shall be conducted to evaluate its **social and environmental impact**, ensuring **feasibility** and compliance with relevant standards.
- c) **Project proposals** shall be thoroughly prepared, incorporating the **program of work, technical plan, and design, Land Acquisition, Resettlement, and Rehabilitation (LARR)** documents with technical support from relevant **MLGU** departments. This ensures **quality, feasibility, and compliance with development standards** before submission for external funding.

### 3.3. PROJECT IMPLEMENTATION

- a) **Community volunteerism** in the implementation of projects shall be encouraged when implementing projects funded through a **counter-parting scheme** between the **BLGU** and **MLGU**. Volunteers for organized groups such as the **Project Implementation Team, Monitoring and Inventory Team, Procurement Team, and Bids and Awards Committee** shall be encouraged.
- b) **Procurement procedures** as provided under **RA 9184**, otherwise known as the **Government Procurement Reform Act**, shall be **strictly observed**, and the composition of the **Barangay Bids and Awards Committee (BAC)** shall adhere to the provisions of **Republic Act 9184**.
- c) **Municipal Local Government Unit (MLGU)** shall conduct **technical training, coaching, and sessions** for the **Barangay Local Government Unit (BLGU)**, including members of the **Bids and Awards Committee (BAC)**.
- d) The **Procurement Team (PT)** shall be formed with **non-BAC members** and shall serve as an **independent observer and third-party monitor** to ensure **transparency and accountability** in the procurement process.



(ordinance no. 25-08 of the sangguniang bayan of inopacan, leyte dated june 17, continued)

- e) A **clear timeline** shall be set for the **BLGU** to submit procurement documents to the **MLGU and COA**, ensuring **compliance, timely review, and accountability**.
- f) A **pre-construction meeting** shall be convened prior to project implementation to establish **clear guidelines**, review **project scope**, define **roles and responsibilities**, address **potential challenges**, and ensure compliance with **technical, financial, and regulatory** requirements.
- g) A **functionality audit** shall be conducted before the official declaration of **project completion** to ensure compliance with **operational standards** and **intended objectives**.

### 3.4. POST PROJECT COMPLETION

- a) The Barangay Local Government Unit (BLGU) shall **establish an Operation and Maintenance (O&M) Group** as its implementing arm responsible for monitoring, operating, and ensuring the sustainability of completed projects funded through the counter-parting scheme.
- b) The Barangay Local Government Unit (BLGU) shall recognize through a resolution the Operation and Maintenance (O&M) Group as an implementing arm tasked with ensuring the effective monitoring, operation, and long-term sustainability of completed projects, reinforcing accountability and community engagement.

### 3.5. PROJECT MONITORING AND EVALUATION

- a) **Multi-Stakeholder Inspectorate Team (MSIT)** shall be established at the municipal level to evaluate and assess completed projects, focusing on their functionality, sustainability, and overall impact on the community.
- b) MSIT shall conduct periodic monitoring of completed projects through the conduct of **sustainability evaluation** to ensure compliance with established standards and objectives.
- c) Project Monitoring and Evaluation Reports, *including verified issues and concerns*, shall be submitted to the **Municipal Development Council (MDC)** for appropriate action.

**SECTION 4. Requirements and Sanctions** – In order to ensure **sustainability and institutionalization** of the Community-Driven Development (CDD) approach and **good practices** experienced during the KALAHI-CIDSS implementation, the following requirements and sanctions shall be strictly imposed.



(ordinance no. 25-08 of the sangguniang bayan of inopacan, leyte dated june 17, continued)

- 4.1. No project of the barangay shall be included in the **Comprehensive Development Plan** and other lists of projects for funding allocation unless the project has been identified during the PSA workshop and validated by the community in a Barangay Assembly. Compliance with this requirement shall be proven by the minutes and proceedings of the PSA Workshop and the Barangay Assembly and the attendance of participants during the Barangay Assembly.
- 4.2. No request for funding assistance by a Barangay from the MLGU for the implementation of its prioritized sub-project shall be granted unless the barangay will provide a counterpart either cash or in-kind. Availability of budget or appropriation ordinance while the counterpart in-kind shall be proven through a resolution of the Sangguniang Bayan indicating in the said resolution the type of in-kind counterpart and the cash value of the in-kind contribution. If the counterpart is through labor, a labor matrix shall be prepared indicating the amount that the laborer or the worker shall contribute.
- 4.3. All requests by the barangay for the implementation of a project through the counter-parting scheme shall be accompanied with the Program of Work, Technical Plans, and design.
- 4.4. Requests for financial assistance by a barangay from other sources other than MLGU could be endorsed by the Sangguniang Bayan if it is accompanied by the program of work, technical plans, and the design and resolution of the Sangguniang Barangay.
- 4.5. In implementing projects using the counter-parting scheme between the MLGU and BLGU, the cash counterpart of the MLGU shall be transferred to the BLGU account. The BLGU shall take the lead in the implementation of the project. However, said counter-parting engagement shall be covered by a **Memorandum of Agreement (MOA)** by and between the MLGU and the BLGU. The MOA shall outline the implementation guidelines to ensure that funds are protected from misuse and that the desired accomplishment of the projects shall be attained. Conditions in the MOA may include the prosecutable authority of the MLGU as to the physical accomplishment through the Municipal Engineer and also to the financial transactions for the accountant to be allowed to evaluate financial conditions including disbursement vouchers and its supporting paper.
- 4.6. No implementation of a priority project of a barangay utilizing a counter-parting scheme between the Barangay and the MLGU shall be undertaken if the fund allocation for the counterpart project by the BLGU, MLGU, and the community, including in-kind contributions, will not be able to produce a project that can be visibly seen by the proponents after the fund has been exhausted.
- 4.7. The Barangay Officials shall take the lead in the implementation of a priority project of the barangay. They should be able to organize the Project Team and mobilize the support groups such as the Project Implementation Team, Monitoring and Inventory Team, to assist the implementation of the project.



(ordinance no. 25-08 of the sangguniang bayan of inopacan, leyte dated june 17, continued)

4.8. Procurement Procedures under RA 9184 shall strictly be observed.

4.9. A municipal area coordinating team (MCT) shall be formed to **monitor and implement the CDD.**

**SECTION 5. ALLOCATION OF LOCAL COUNTERPART CONTRIBUTION (LCC) OF THE MLGU IN ITS ANNUAL BUDGET.**

To ensure that the local counter-parting scheme in the implementation of the priority practices shall be undertaken, the MLGU shall allocate at least twenty percent (20%) of the fund shall be utilized solely for the counter-parting engagement with the different barangays of the municipality.

**SECTION 6. PRIORITIZATION BY THE MUNICIPAL DEVELOPMENT COUNCIL.**

*[Handwritten signature]*

Considering the meager resources of both the barangay and the municipal government that can be utilized in implementing priority projects of the barangay, prioritization shall be undertaken as an option to maximize the utilization of funds for projects that have a greater impact on the community. For this purpose, the Municipal Development Council, the highest planning body of the municipality, shall conduct the prioritization of projects of different barangays for the purpose of allocating funds from the LGU of the municipal government.

**SECTION 7. SCOPE AND COVERAGE OF THE ORDINANCE.**

The ordinance shall cover only projects locally funded through the counter-parting scheme between the MLGU, BLGU, and the community. It shall not cover projects in the locality funded from outside sources unless, however, the funding agency or entity shall allow the implementation of the project in the way it is desired in this ordinance, in which case a corresponding MOA shall be enacted.

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**SECTION 8. CONTINUING ENGAGEMENT OF THE MUNICIPAL INTER-AGENCY COMMITTEE (MIAC) IN CDD ACTIVITIES.**

The MIAC, composed of Heads of Departments of the LGU and the National Government Agencies, shall continue to exist and perform its mandated functions as provided by Executive Order No. 17-64, series of 2018. Technical assistance shall continue to be provided to the barangays to sustain good practices and CDD technology.

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**SECTION 9. TRANSPARENCY AND ACCOUNTABILITY MECHANISM.**

To promote transparency and accountability, a transparency billboard shall be constructed within the project site indicating the nature of the project, total project cost, duration of the project, and the counterpart contribution of participating entities. During the implementation of the project, the physical accomplishment and financial report shall be posted in the barangay hall and other conspicuous places so that the public may know and be informed of the project implementation status.

*[Handwritten signature]*

*[Handwritten signature]*



(ordinance no. 25-08 of the sangguniang bayan of inopacan, leyte dated june 17, continued)

**SECTION 10. REPEALING CLAUSE.**

All ordinances, rules, and regulations inconsistent herewith are hereby repealed or modified accordingly.

**SECTION 11 SEPARABILITY CLAUSE.**

Should any portion of this Ordinance be declared ultra vires or unconstitutional by competent authority, the remainder not so affected shall continue to be in full force and effect as it is susceptible to enforcement and application.

**SECTION 12 EFFECTIVITY.**

This ordinance shall take effect upon its approval.

**ENACTED** this 17<sup>th</sup> day of June 2025 at Inopacan, Leyte.

**I HEREBY CERTIFY** to the correctness of the foregoing Ordinance and that the same was enacted on the date above stated.

*[Handwritten signatures]*

*[Signature]*  
**MELANIE M. MATIN-AO, MPA**  
Secretary to the Sanggunian

*[Handwritten mark]*

ATTESTED:

*[Signature]*  
**HON. SANDERS C. LUMARDA**  
Municipal Vice Mayor

APPROVED:

*[Signature]*  
**HON. ROGELIO D. PUA, JR.**  
Municipal Mayor  
Date 06-23-2025

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Republic of the Philippines  
Province of Leyte  
Municipality of Inopacan



**15<sup>TH</sup> SANGGUNIANG BAYAN**

**CERTIFICATE OF POSTING**

TO WHOM THIS MAY CONCERN:

**THIS IS TO CERTIFY** that copies of **Ordinance No. 25-08** of the 15<sup>th</sup> Sangguniang Bayan of the Municipality of Inopacan, Province of Leyte, entitled, **"AN ORDINANCE INSTITUTIONALIZING THE COMMUNITY DRIVEN DEVELOPMENT (CDD) APPROACH IN THE IDENTIFICATION, PRIORITIZATION, RESOURCE ALLOCATION OF LOCALLY FUNDED PROGRAMS AND PROJECT AND ADOPTING SOME ACTIVITIES IN THE COMMUNITY EMPOWERMENT ACTIVITY CYCLE (CEAC) AS A STRATEGY IN PURSUING AND ATTAINING DEVELOPMENT GOALS IN THE MUNICIPALITY OF INOPACAN, LEYTE"**, has been posted in the bulletin board in the municipal hall/building and in conspicuous places of this Municipality.

This Certification is being made to facilitate consideration of the above-mentioned Municipal Ordinance by the Sangguniang Panlalawigan of Leyte.

Done this **23<sup>rd</sup>** day of **June 2025**, at **Inopacan, Leyte**.

  
**MELANIE M. MATIN-AO, MPA**  
Secretary to the Sanggunian