



Item No.: 07

Date: 14 2025 OCT

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

RELEASED
DATE: 10-08-2025
No. 070
BY: [Signature]
PBO

PROVINCIAL BUDGET OFFICE

October 7, 2025

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. 02 FY 2025** of the **Municipality San Miguel, Leyte** duly enacted by the Sangguniang Bayan through **Appropriation Ordinance No. 2025-03** with a total appropriation in the amount of **P1,199,793.92** reveals compliance with the same law and its implementing Rules and Regulations.

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

1. That the reversion of appropriations is duly authorized by the concerned officials and is backed up by cash collections and are made available to support the expenditures under Supplemental Budget No. 02;
2. That the procurement of related services for the Construction of Multipurpose Building Project Site shall be made in accordance with the provisions of RA 9184 and its Implementing Rules and Regulations;
3. That LGU San Miguel is hereby reminded of Memorandum Circular No. 12 of the Civil Service Commission (CSC) on the creation and funding of optional positions; and
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:

[Signature]
MARIA GINA P. HIPE
Provincial Budget Officer

[Signature]
RUTH Y. SURPIA
Provincial Treasurer

ON OFFICIAL TRAVEL
AGNES C. RAFON
Provincial Planning and Development
Coordinator – Designate

Republic of the Philippines
PROVINCE OF LEYTE
Palo, Leyte
-o0o-

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PBD

08 SEP 2025

3:22

OFFICE OF THE SANGGUNIANG PANLALAWIGAN

1ST INDORSEMENT
08 September 2025

The Local Finance Committee is respectfully requested to review and submit recommendations on the herein enclosed **Appropriation Ordinance No. 2025-03 of the Municipality of San Miguel, Leyte**, entitled: **An Ordinance Authorizing Supplemental Budget No. 02 for Fiscal Year 2025** involving an amount of **One Million One Hundred Ninety-Nine Thousand Seven Hundred Ninety-Three Pesos and 92/100 (P1,199,793.92)**, together with the **FY 2025 Supplemental Annual Investment Program No. 2** amounting to **P1,199,793.92**.

by: 
ANDRE S. SANICO
Provl Govt. Asst. Dept. Head



Certified Correct:

BRYAN NEIL B. BRAZIL
Secretary to the Sangguniang Bayan

HON. FRANCIS JAY D. SABDAO
SB MEMBER

Attested by:

HON. ESTANISLAO D. SABDAO, JR.
Municipal Vice-Mayor/Presiding Officer

HON. THELMA M. BRAZIL
SB MEMBER

Concurred:

HON. JEROME P. PEÑARANDA
SB MEMBER

HON. RAUL A. SALANO
SB MEMBER

HON. DANILLO L. AURO
SB MEMBER

HON. RICHARD LEN B. LAPIDARIO
SB MEMBER

HON. NORMAN NEIL G. MARTIJA
SB MEMBER

HON. SAMUEL P. SALOMON
President, Liga ng mga Barangay

HON. LETECIA G. ESPOS
SB MEMBER

ATTY. NORMAN D. SABDAO
Municipal Mayor

OFFICE OF THE SANGGUNIANG BAYAN

EXCERPT FROM THE MINUTES OF THE REGULAR SESSION OF THE SANGGUNIANG BAYAN, SAN MIGUEL, LEYTE, HELD AT THE SESSION HALL, LEGISLATIVE BUILDING, SAN MIGUEL, LEYTE ON AUGUST 18, 2025

PRESENT:

- | | | |
|--------------------------------|---|---|
| Hon. Estanislao D. Sabdao, Jr. | - | Municipal Vice-Mayor/Presiding Officer |
| Hon. Jerome P. Peñaranda | - | SB Member |
| Hon. Danilo L. Aureo | - | SB Member |
| Hon. Norman Neil G. Martija | - | SB Member |
| Hon. Letecia G. Espos | - | SB Member |
| Hon. Francis Jay D. Sabdao | - | SB Member |
| Hon. Thelma M. Brazil | - | SB Member |
| Hon. Raul A. Salano | - | SB Member |
| Hon. Richard Len B. Lapidario | - | SB Member |
| Hon. Samuel P. Salomon | - | -Ex-Officio Member, President, Liga ng mga Barangay |

Sangguniang Panlalawigan
Province of Leyte
RECEIVED
Date: SEP 04 2025
By: _____

ABSENT:

- | | | |
|------------------------------|---|--|
| Hon. Joss Novem B. Labaclado | - | Ex-Officio Member, President, Sangguniang Pambayang Pederasyon (on official leave) |
|------------------------------|---|--|

**Resolution No. 154
Series of 2025**

WHEREAS, presented for consideration is **Supplemental Budget Number 02 for Fiscal Year 2025 of the Municipality of San Miguel, Leyte** for various expenditures and appropriating the necessary funds for the purpose in the amount of **ONE MILLION ONE HUNDRED NINETY-NINE THOUSAND SEVEN HUNDRED NINETY-THREE PESOS AND 92/100 (P1,199,793.92) ONLY**.

NOW THEREFORE, on motion of Hon. Thelma M. Brazil duly seconded by Hon. Letecia G. Espos, Hon. Raul A. Salano;

RESOLVED, to enact the following ordinance:

APPROPRIATION ORDINANCE NO. 2025-03
Series of 2025

AN ORDINANCE AUTHORIZING SUPPLEMENTAL BUDGET NUMBER 02 INVOLVING AN APPROPRIATION IN THE SUM OF ONE MILLION ONE HUNDRED NINETY-NINE THOUSAND SEVEN HUNDRED NINETY-THREE PESOS AND 92/100 (P1,199,793.92) ONLY FOR THE HEREUNDER PURPOSES

BE IT ORDAINED by the Sangguniang Bayan, San Miguel, Leyte, that:

Section 1. The Supplemental Budget No. 02 of the Municipal Government of San Miguel, Leyte for Fiscal Year 2025 in the total amount of **ONE MILLION ONE HUNDRED NINETY-NINE THOUSAND SEVEN HUNDRED NINETY-THREE PESOS AND 92/100 (P1,199,793.92) ONLY** is hereby approved for the following purposes, to wit:

I. GENERAL ADMINISTRATION SERVICES

Personal Services (PS)

Funding the Items of Two (2) Midwife II - P 349,793.92
(September - December)

Certified Correct:

BRYAN NEIL E. BRAZIL
Secretary to the Sangguniang Bayan

HON. FRANCIS JAY D. SABDAO
SB MEMBER

Attested by:

HON. ESTANISLAO D. SABDAO, JR.
Municipal Vice-Mayor/Presiding Officer

HON. THELMA M. BRAZIL
SB MEMBER

HON. RAUL A. SALAÑO
SB MEMBER

Concurred:

HON. JEROME P. PENARANDA
SB MEMBER

HON. RICHARD LEN B. LAPIDARIO
SB MEMBER

HON. SAMUEL P. SALOMON
President, Liga ng mga Barangay

HON. DANILLO L. AUERO
SB MEMBER

Approved:

HON. NORMAN NIEL G. MARTUA
SB MEMBER

ATTY. NORMAN D. SABDAO
Municipal Mayor

HON. ETECIA G. ESPOS
SB MEMBER

DEVELOPMENT FUND (DF)

Soil Testing and Structural Analysis
(Construction of Multi-Purpose Building Project Site)

- P 850,000.00

TOTAL SUPPLEMENTAL APPROPRIATION

- **P1,199,793.92**

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

1. Statement of Funding Sources (LBP Form No. 8).
2. Statement of Supplemental Appropriation CY 2025 (LBP Form No. 9).
3. Certification of Funds Actually Available pursuant to Section 1 (a) of A.O. No. 47 dated April 12, 1993.
4. Statement of Funds Available for Reversion on Personal Services as of FY 2025 as of June 30, 2025 duly certified by the Acting Municipal Budget Officer and Municipal Accountant.
5. LBP form No. 3 (Plantilla of Personnel FY 2025)
6. MDC Resolution No. 2025-04, Series of 2025 dated July 23, 2025
7. Supplemental Annual Investment Program (AIP) No. 02 for CY 2025

Section 2. Reversion of Appropriation Savings on (a) Personal Services for Vacant/Unfilled Positions FY 2025, as of June 30, 2025. That appropriation savings on **Personal Services** for Vacant/Unfilled Positions for FY 2025 amounting to **One Hundred Ninety Nine Thousand Seven Hundred Ninety Three Pesos & 92/100 (P1,199,793.92)** only; and (b) appropriation savings amounting to **One Million Pesos (P1,000,000.00)** only as of June 30, 2025, duly certified by the Local Finance Committee and approved by the Municipal Mayor, respectively are hereby reverted to Unappropriated Surplus and subsequently appropriated under Section 4 of this Ordinance.

Section 3. Sources of Funds. The sources of funds for the Supplemental Budget in the total amount of **ONE MILLION ONE HUNDRED NINETY-NINE THOUSAND SEVEN HUNDRED NINETY-THREE PESOS AND 92/100 (P1,199,793.92)** shall be as follows:

Savings

Unappropriated Surplus, CY 2024	P 1,000,000.00
Appropriations Savings on Personal Services For Vacant/Unfilled Positions	<u>P 199,793.92</u>

TOTAL SUPPLEMENTAL APPROPRIATION

P 1,199,793.92

Section 4. Use of Funds. The amount of **ONE MILLION ONE HUNDRED NINETY-NINE THOUSAND SEVEN HUNDRED NINETY-THREE PESOS AND 92/100 (P1,199,793.92) ONLY** is hereby appropriated for the Supplemental Budget No. 2025-02 of the Municipality of San Miguel, Leyte, as follows:

I. GENERAL ADMINISTRATION SERVICES

Personal Services (PS)

Funding the Items of Two (2) Midwife II
(September - December) - P 199,793.92

II. DEVELOPMENT FUND (DF)

Soil Testing and Structural Analysis
(Construction of Multi-Purpose Building Project Site)

- P 850,000.00

TOTAL SUPPLEMENTAL APPROPRIATION

- P1,199,793.92

Section 4. Separability Clause. If, for any reason, any section or provision of this Ordinance is declared invalid or unconstitutional, other sections or provisions thereof which are not affected thereby shall continue to be in full force and effect.

Section 6. Effectivity. The provisions of this Ordinance shall take effect upon approval.

Section 7. Budget Review. That this Appropriation Ordinance shall be forwarded/submitted to the Sangguniang Panlalawigan, New Capitol Building, Palo, Leyte for review and approval for the budget to become wholly executory.


DATE APPROVED

August 18, 2025

I HEREBY CERTIFY to the correctness of the foregoing resolution

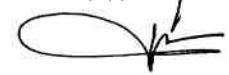

BRYAN NEIL B. BRAZIL
Secretary to the Sangguniang Bayan

Concurred:


HON. JEROME P. PEÑARANDA
SB Member

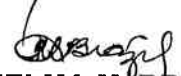

HON. NORMAN NIEL G. MARTIJA
SB Member



HON. FRANCIS JAY D. SABDAO
SB Member



HON. RAUL A. SALANO
SB Member


HON. DANILO L. AUREO
SB Member


HON. LETECIA G. ESPOS
SB Member


HON. THELMA M. BRAZIL
SB Member


HON. RICHARD LEN B. LAPIDARIO
SB Member


HON. SAMUEL P. SALOMON
Ex-Officio Member, President
Liga ng mga Barangay

Attested by:


HON. ESTANISLAO D. SABDAO, JR.
Municipal Vice-Mayor/Presiding Officer

Approved:


ATTY. NORMAN D. SABDAO
Municipal Mayor



OFFICE OF THE SANGGUNIANG BAYAN

EXCERPT FROM THE MINUTES OF THE REGULAR SESSION OF THE SANGGUNIANG BAYAN, SAN MIGUEL, LEYTE, HELD AT THE SESSION HALL, LEGISLATIVE BUILDING, SAN MIGUEL, LEYTE ON AUGUST 18, 2025

PRESENT:

- | | | |
|--------------------------------|---|---|
| Hon. Estanislao D. Sabdao, Jr. | - | Municipal Vice-Mayor/Presiding Officer |
| Hon. Jerome P. Peñaranda | - | SB Member |
| Hon. Danilo L. Aureo | - | SB Member |
| Hon. Norman Neil G. Martija | - | SB Member |
| Hon. Letecia G. Espos | - | SB Member |
| Hon. Francis Jay D. Sabdao | - | SB Member |
| Hon. Thelma M. Brazil | - | SB Member |
| Hon. Raul A. Salano | - | SB Member |
| Hon. Richard Len B. Lapidario | - | SB Member |
| Hon. Samuel P. Salomon | - | -Ex-Officio Member, President, Liga ng mga Barangay |

ABSENT:

- | | | |
|------------------------------|---|--|
| Hon. Joss Novem B. Labaclado | - | Ex-Officio Member, President, Sangguniang Pambayang Pederasyon (on official leave) |
|------------------------------|---|--|

Resolution No.152
Series of 2025

AN ORDINANCE CREATING THE POSITIONS OF CHIEF OF HOSPITAL I, NURSE IV AND TWO (2) MIDWIFE II UNDER THE MUNICIPAL HEALTH OFFICE OF SAN MIGUEL, LEYTE PRESCRIBING THEIR FUNCTIONS AND FOR OTHER PURPOSES.

WHEREAS, the Local Government Code of 1991 provides that, the Sangguniang Bayan as the legislative body of the municipality shall determine the positions, benefits and other emoluments of officials and employees whose salaries is paid wholly or mainly from municipal funds;

WHEREAS, with the advent of R.A. No. 7160 conferring vast powers and duties to the local Sanggunian, the Municipal Infirmary has become one of busiest healthcare providers in the municipality dealing with various patients thus in need of administrative and clinical leadership and enhancing the delivery of quality maternal and child health services;

WHEREAS, in view of the foregoing and in the interest of effective and efficient operation of health services in accordance with Department of Health (DOH) standards and requirement in the Municipal Infirmary, the creation of the positions of Chief of Hospital I, Nurse IV and Midwife II is deemed a necessity;

WHEREFORE, on motion of Hon. Francis Jay D. Sabdao and seconded by all members present;

BE IT ORDAINED by the Sangguniang Bayan of San Miguel, Leyte assembled in session to enact the foregoing ordinance, to wit:

Certified Correct:

BRYAN NEIL B. BRAZIL
 Secretary to the Sangguniang Bayan

Attested by:

HON. ESTANISLAO D. SABDAO, JR.
 Municipal Vice-Mayor/Presiding Officer

Concurred:

HON. JEROME P. PEÑARANDA
 SB MEMBER

HON. DANIL O. L. AUREO
 SB MEMBER

HON. NORMAN NEIL G. MARTIJA
 SB MEMBER

HON. LETECIA G. ESPOS
 SB MEMBER

HON. FRANCIS JAY D. SABDAO
 SB MEMBER

HON. THELMA M. BRAZIL
 SB MEMBER

HON. RAUL A. SALANO
 SB MEMBER

HON. RICHARD LEN B. LAPIDARIO
 SB MEMBER

HON. SAMUEL P. SALOMON
 President, Liga ng mga Barangay

Approved:

ATTY. NORMAN D. SABDAO
 Municipal Mayor

MUNICIPAL ORDINANCE NO. 2025-05
Series of 2025

Sponsor: HON. FRANCIS JAY D. SABDAO
SB Member/Chairman on Rules, Privileges, Ordinances,
Legal Matters and Ways & Means

Section 1. Title: This Ordinance shall be known and cited as: " AN ORDINANCE CREATING THE POSITIONS OF CHIEF OF HOSPITAL I, NURSE IV AND TWO (2) MIDWIFE II UNDER THE MUNICIPAL HEALTH OFFICE OF SAN MIGUEL, LEYTE PRESCRIBING THEIR FUNCTIONS AND FOR OTHER PURPOSES."

Section 2. Legal Basis: Section 447 (a)(viii) of the Local Government Code of 1991 provides that the Sangguniang Bayan shall determine the positions and the 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, services and activities of the municipal government.

Section 3. Duties and Functions:

- a. The Chief of Hospital I shall be responsible for the overall management and administration of the hospital; formulation of policies, plans, programs, and strategies to ensure implementation of health standards for the attainment of quality health care and high standards of clinical training for medical and allied medical personnel; and the day-to-day supervision and administration of the functional units.
- Responsible for the general management and administration of the entire hospital.
 - Formulate hospital policies and procedures, ensuring they align with regulations and best practices.
 - Develop and implement strategies to enhance the hospital's performance, patient care, and overall operations.
 - Participates in the formulation of the hospital's budget and ensures that expenses are within allocated limits.
 - They implement quality improvement initiatives, monitor clinical performance, and strive to enhance patient safety and outcomes.
 - Perform such other functions as may be directed from time to time.
- b. Nurse IV shall be responsible for the overall provision of safe and quality nursing care among patients; implementation of various nursing programs and activities for total quality health care; and development, coordination, and implementation of relevant training programs for the nursing personnel.
- Overseeing, monitoring and evaluating the work of nurses and other nursing personnel, ensuring they follow established protocols and deliver quality care.

Certified Correct:

BRYAN NEIL B. BRAZIL
Secretary to the Sangguniang Bayan

HON. FRANCIS JAY D. SABDAO
SB MEMBER

HON. THELMA M. BRAZIL
SB MEMBER

HON. RAUL A. SALANO
SB MEMBER

HON. RICHARD LEN B. LAPIDARIO
SB MEMBER

HON. SAMUEL P. SALOMON
President of the Sangguniang Barangay

Attested by:

HON. ESTANISLAO D. SABDAO, JR.
Municipal Vice-Mayor/Presiding Officer

Concurred:

HON. JEROME P. PERARRANDA
SB MEMBER

HON. DANILLO L. AUREO
SB MEMBER

HON. NORMAN QUE G. MARTICA
SB MEMBER

HON. LETECIA G. ERPOS
SB MEMBER

Approved:

ATTY. NORMAN D. SABDAO
Municipal Mayor

- Maintaining and managing supplies, equipment, and other resources within the unit.
- Collaborating with other departments, such as medical staff, administration, and supply, to address patient needs and ensure smooth operations.
- Participating in the development and implementation of nursing policies, procedures, and standards.
- Preparing and submitting reports related to nursing activities, patient care, and resource utilization.
- May also provide direct patient care, especially in specialized units or during emergencies.
- Attend monthly staff meetings, seminars and conferences and perform such other functions as may be directed from time to time.

c. Midwife II shall have the following duties and functions under the direct supervision of the Municipal Health Officer

- Provide Motherhood and delivery services such as:
 - 1.) Conduct ante partum care;
 - 2.) Conduct safe delivery services;
 - 3.) Conduct post-partum care;
 - 4.) Conduct family planning services;
- Provide basic child care services such as:
 - 1.) Conduct routine neonatal care;
 - 2.) Conduct immunization
 - 3.) Conduct OPT and
 - 4.) Conduct GP Activity.
- Provide basic health care services as Barangay Health Station such as:
 - 1.) Conduct multi-purpose clinic;
 - 2.) Conduct filariasis treatment;
 - 3.) Conduct schistosomiasis treatment; and
 - 4.) Monitor BHWs, CHTs and BNS;
- Submit monthly reports
- Attend monthly staff meeting;
- Attend seminars and conferences as directed;
- Perform such other functions as may be directed from time to time.

Section 4. Salary Grade and Funding Source. The position of Chief of Hospital I shall bear Salary Grade Twenty-Four (24), the position of Nurse IV shall bear Salary Grade Nineteen (19), the position of Midwife II shall bear Salary Grade Eleven (11) which shall be charged against the appropriation for Personal Services for fiscal year 2025 of the Municipal Infirmary of the Local Government of San Miguel, Leyte.

Certified Correct:

BRYAN NEIL B. BRAZIL
Secretary to the Sangguniang Bayan

Attested by:

HON. ESTANISLAO D. SABDAO, JR.
Municipal Vice-Mayor/Presiding Officer

Concurred:

HON. JEROME P. FENARANDA
SB MEMBER

HON. DANLO L. AUREO
SB MEMBER

HON. NORMAN NIEL S. MARTHA
SB MEMBER

HON. LETECIA G. ESPASO
SB MEMBER

HON. FRANCIS JAY D. SABDAO
SB MEMBER

HON. THELMA M. BRAZIL
SB MEMBER

HON. RAUL A. SALAÑO
SB MEMBER

HON. RICHARD LEN B. LAPIDARIO
SB MEMBER

HON. SAMUEL P. SALOMON
President of mga Barangay

Approved:

ATTY. NORMAN D. SABDAO
Municipal Mayor

Section 5. Appointment and Qualification. The position of Chief of Hospital I, Nurse IV and Midwife II shall be appointed by the Municipal Vice Mayor upon the recommendation of the Sangguniang Bayan Members in accordance with the civil service laws and rules, and that the appointee shall have met the following qualification standards set by the Civil Service Commission:

POSITION	EDUCATION	EXPERIENCE	TRAINING	ELIGIBILITY	MONTHLY SALARY
Chief of Hospital I	Doctor of Medicine	2 years of relevant experience	8 hours of relevant training	RA 1080	₱ 94,132.00
NURSE IV	Bachelor of Science in Nursing	2 years of relevant experience	8 hours of relevant training	RA 1080	₱ 53,873.00
Midwife II	Completion of the Midwifery Course	1 year of relevant experience	4 hours of relevant training	RA 1080	₱ 28,512.00

Section 5. Separability Clause. If for any reasons, any provision of this ordinance is declared unconstitutional or invalid by the court, or revoked by competent authorities, the remaining provisions not affected thereby shall continue to remain in full force and effect.

Section 6. Repealing Clause. Any previous ordinances, rules and regulations or parts thereof that are in conflict/inconsistent with any provisions of this ordinance are hereby repealed, amended or modified accordingly.

Section 7. Effectivity. This ordinance shall take effect upon its approval.

DATE APPROVED - August 18, 2025

I HEREBY CERTIFY to the correctness of the foregoing resolution.

BRYAN NEIL B. BRAZIL
Secretary to the Sangguniang Bayan

Attested by:

HON. ESTANISLAO D. SARDAO, JR.
Municipal Vice-Mayor/Presiding Officer

Concurred:

HON. JEROME P. TAVARANDA
SB MEMBER

HON. DANIL O. AUREO
SB MEMBER

HON. NORMAN SELLIG MARTHA
SB MEMBER

HON. LETECIA G. ESTOS
SB MEMBER

HON. FRANCIS JAY D. SARDAO
SB MEMBER

HON. THELMA M. BRAZIL
SB MEMBER

HON. RAUL A. SALLANO
SB MEMBER

HON. RICHARD TEN B. LAPIDARIO
SB MEMBER

HON. SAMUEL P. SALDOMON
President, Liga ng mga Barangay


Approved:
ATTY. NORMAN P. SARDAO
Municipal Mayor

Concurred:


HON. JEROME P. PEÑARANDA
SB Member

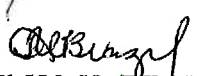

HON. NORMAN NIEL G. MARTIJA
SB Member

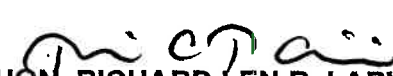

HON. FRANCIS JAY D. SABDAO
SB Member

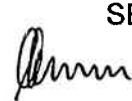

HON. RAUL A. SALANO
SB Member


HON. DANILO L. AUREO
SB Member


HON. LETECIA G. ESPOS
SB Member


HON. THELMA M. BRAZIL
SB Member


HON. RICHARD LEN B. LAPIDARIO
SB Member


HON. SAMUEL P. SALOMON
Ex-Officio Member, President
Liga ng mga Barangay

Attested by:


HON. ESTANISLAO D. SABDAO, JR.
Municipal Vice-Mayor/Presiding Officer

Approved:


ATTY. NORMAN D. SABDAO
Municipal Mayor





Republic of the Philippines
Province of Leyte
MUNICIPALITY OF SAN MIGUEL
-oOo-
OFFICE OF THE MUNICIPAL MAYOR

July 25, 2025



The Honorable
Members of the Sangguniang Bayan
Municipal Government of San Miguel
Leyte

Thru: **HON. ESTANISLAO D. SABDAO, JR.**
Mun. Vice-Mayor/Presiding Officer

Ladies and Gentlemen:

I have the honor to submit herewith the Supplemental Budget Number 02 of Funds Actually Available for Fiscal Year 2025 for a total proposed appropriation of **ONE MILLION ONE HUNDRED NINETY NINE THOUSAND SEVEN HUNDRED NINETY THREE PESOS AND 92/100 (P 1,199,793.92)** for authorization of this august body.

Please consider this as an urgent agenda.

Very truly yours,


ATTY. NORMAN D. SABDAO
Municipal Mayor

LBP Form No. 8

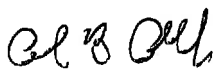
STATEMENT OF FUNDING SOURCES (SUPPLEMENTAL BUDGET No. 2) FY 2025
Local Government Unit : San Miguel, Leyte

Fund/Special Account: General Fund

Particulars	Account Classification	Amount
1.0 New Revenue Sources		
2.0 Actual Collection in Excess of the Estimated Income		
3.0 Savings		
Unappropriated Surplus FY 2024		1,000,000.00
Appropriation Savings On Personal Services for Vacant/Unfilled Positions		199,793.92
4.0 Realignment		
Total Estimated Income		1,199,793.92

Certified Correct:



ROBERTO V. AGUIRRE
Acting-Municipal Treasurer


ARIEL B. ABELLAR
Municipal Accountant

SUPPLEMENTAL BUDGET NO. 2
STATEMENT OF SUPPLEMENTAL APPROPRIATION CY 2025
SAN MIGUEL, LEYTE

Implementing Office	Particulars/Purpose	AIP Code	Object of Expenditure	Account Code	Amount
OFFICE OF THE MUN. ENGINEER	Soil Testing & Structural Analysis of "Construction of Multi-Purpose Building" Project Site	1000-3-1-10-010-005	NOE Buildings	10704010	850,000.00
OFFICE OF THE MUN. HEALTH OFFICER	Funding the items of two (2) Midwife II (September-December)	3000-3-1-13	Personal Services Salaries Personnel Economic Relief Allowance (PERA) Life & Retirement & Insurance Premium PAG-IBIG Contributions Philhealth Contribution ECC Contributions Subsistence and Quarter's Allowance Laundry Allowance Hazard Pay Total Personal Services	5-01-01-010 5-01-02-010 5-01-03-010 5-01-02-060 5-01-03-030 5-01-03-040 5-01-02-050 5-01-02-060 5-01-02-110	228,096.00 16,000.00 27,371.52 1,600.00 5,702.40 800.00 12,000.00 1,200.00 57,024.00 349,793.92
TOTAL Expenditures					1,199,793.92

Prepared by:-


MERITCHE S. PEÑARANDA
 OIC-Municipal Budget Officer

Approved by:


ATTY. NORMAN D. SABDAO
 Municipal Mayor




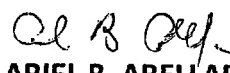
Republic of the Philippines
Province of Leyte
MUNICIPALITY OF SAN MIGUEL
-oOo-

CERTIFICATION OF FUNDS ACTUALLY AVAILABLE

THIS IS TO CERTIFY that total proposed appropriation as of July 23, 2025 amounting to **ONE MILLION ONE HUNDRED NINETY NINE THOUSAND SEVEN HUNDRED NINETY THREE PESOS AND 92/100 (P 1,199,793.92)** is supported by funds actually available for Supplemental Budget No. 1, FY 2025 pursuant to the provisions of Section 1 (a) of Administrative Order # 47 enacted on April 12, 1993 of the Office of the President Malacañang, Manila

Issued this 23rd day of July 2025 to support the FY 2025 Supplemental Budget No. 2 of this Municipality.

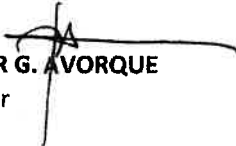

ROBERTO V. AGUIRRE
Acting Municipal Treasurer


ARIEL B. ABELLAR
Municipal Accountant

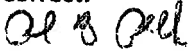
**Report on Savings
CY 2024**

Cash and Cash Equivalents			52,643,810.63
Funds Available			<u>52,643,810.63</u>
Less: Current Liabilities			
Financial Liabilities			
Accounts Payable		15,635,886.24	
Due to Officers & Employees		<u>1,092,782.00</u>	16,728,668.24
Inter- Agency Payables			
Due to BIR		0.00	
Due to GSIS		1,664,335.14	
Due to Pag-Ibig		86,681.08	
Due to Philhealth		690,906.97	
Due to NGAs		35,102.43	
Due to GOCCs		2,579,363.16	
Due to LGUs		<u>1,100,502.85</u>	6,156,891.63
Intra- Agency Payables			
Due to Other Funds		<u>9,788.36</u>	9,788.36
Bail Bonds Payable		0.00	
Guaranty/Security Deposits Payable		1,204,231.95	
Other Payables		<u>2,274,146.69</u>	3,478,378.64
Less:			
LDRRMF- Current		4,177,772.05	
CO- Current		111,218.49	
DF- Current		<u>5,649,672.71</u>	9,938,663.25
Continuing			
CO		459,173.00	
LDRRMF		0.00	
DF		<u>1,112,140.00</u>	1,571,313.00
Less:			
NOE- Balance CY 2024 treated as Continuing Appropriation due to significant impact of project			6,266,205.77 <u>44,149,908.89</u>
Total Savings CY 2024			8,493,901.74
Less:	Allowance for Possible Adjustments as a result from on going Bank Reconciliation		1,000,000.00
	Unappropriated Surplus CY 2024		<u>1,493,901.74</u>
	Available Savings for Supplemental		6,000,000.00

Prepared by:


JESSIE MAR G. AVORQUE
Bookkeeper

Certified Correct:


ARIEL B. ABELLAR
Municipal Accountant

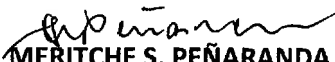
STATEMENT OF FUNDS AVAILABLE FOR REVERSION


Personnel Services FY 2025

As of June 30, 2025

Office	Object of Engineering Aide	Amount of Appropriation	Amount of Obligation	Amount of Reversion	Augmentation	Unobligated to date	Amount to be reverted
OFFICE OF THE MDRRMO Vacant Position of MDRRMO	Salaries	847,188.00	-			847,188.00	199,793.92
	TOTAL	847,188.00	-	-	-	847,188.00	199,793.92

WE HEREBY CERTIFY that the above Statement of Funds Available for Reversion is true and correct.


MERITCHE S. PEÑARANDA
OIC-Municipal Budget Officer


ARIEL B. ABELLAR
Municipal Accountant

Plantilla of Personnel FY 2025
Local Government Unit : San Miguel, Leyte

OFFICE OF THE MUNICIPAL HEALTH OFFICER (OMHO)


Item Number		Position Title	Name of Incumbent	Current Year Authorized (LBC No. 160)		Supplemental Budget Proposed (LBC No. 160) Annex A1 (September-December)		Increase/ Decrease
				Rate/Annum	Amount	Rate/Annum	Amount	
Old	New			SG/Step	Amount	SG/Step	Amount	
	73-1	Midwife II	Vacant			11/1	114,048.00	114,048.00
	73-2	Midwife II	Vacant			11/1	114,048.00	114,048.00
					-			
						228,096.00		228,096.00

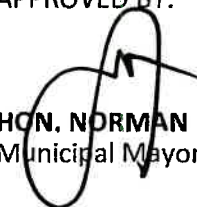
Prepared By:

Reviewed By:

APPROVED BY:


KYLE LINDVEY Z. DELMO
 HRMO II


MERITCHE S. PENARANDA
 OIC-Municipal Budget Officer


HON. NORMAN D. SABDAO
 Municipal Mayor



Republic of the Philippines
PROVINCE OF LEYTE
 MUNICIPALITY OF SAN MIGUEL
 -oOo-

OFFICE OF THE SANGGUNIANG BAYAN

EXCERPT FROM THE MINUTES OF THE REGULAR SESSION OF THE SANGGUNIANG BAYAN, SAN MIGUEL, LEYTE, HELD AT THE SESSION HALL, LEGISLATIVE BUILDING, SAN MIGUEL, LEYTE ON AUGUST 18, 2025

PRESENT:

- | | | |
|--------------------------------|---|--|
| Hon. Estanislao D. Sabdao, Jr. | - | Municipal Vice-Mayor/Presiding Officer |
| Hon. Jerome P. Peñaranda | - | SB Member |
| Hon. Danilo L. Aureo | - | SB Member |
| Hon. Norman Neil G. Martija | - | SB Member |
| Hon. Letecia G. Espos | - | SB Member |
| Hon. Francis Jay D. Sabdao | - | SB Member |
| Hon. Thelma M. Brazil | - | SB Member |
| Hon. Raul A. Salano | - | SB Member |
| Hon. Richard Len B. Lapidario | - | SB Member |
| Hon. Samuel P. Salomon | - | Ex-Officio Member, President, Liga ng mga Barangay |

ABSENT:

- | | | |
|------------------------------|---|--|
| Hon. Joss Novem B. Labaclado | - | Ex-Officio Member, President, Sangguniang Pambayang Pederasyon (on official leave) |
|------------------------------|---|--|

**Resolution No. 153
 Series of 2025**

RESOLUTION APPROVING THE SUPPLEMENTAL ANNUAL INVESTMENT PROGRAM (AIP) NO. 02 FOR CALENDAR YEAR 2025 OF THE MUNICIPALITY OF SAN MIGUEL, LEYTE AMOUNTING TO ONE MILLION ONE HUNDRED NINETY-NINE THOUSAND SEVEN HUNDRED NINETY-THREE PESOS AND 92/100 (P1,199,793.92) ONLY

WHEREAS, presented for consideration is the Supplemental Annual Investment Program (AIP) No. 02 for CY 2025 of the Municipality of San Miguel, Leyte amounting to **ONE MILLION ONE HUNDRED NINETY-NINE THOUSAND SEVEN HUNDRED NINETY-THREE PESOS AND 92/100 (P1,199,793.92) ONLY** submitted by the Municipal Mayor for approval;

WHEREAS, aforesaid Supplemental Annual Investment Program (AIP) No. 02 for CY 2025 was duly endorsed by the MDC for approval as embodied by MDC Resolution No. 2025-04, Series of 2025 dated July 23, 2025;

WHEREFORE, on motion of Hon. Thelma M. Brazil duly seconded by Hon. Letecia G. Espos, Hon. Raul A. Salano;

RESOLVED, as it is hereby resolved, to approve, as it is hereby approved, the Supplemental Annual Investment Program (AIP) No. 02 for CY 2025 of the Municipality of San Miguel, Leyte amounting to **ONE MILLION ONE HUNDRED NINETY-NINE THOUSAND SEVEN HUNDRED NINETY-THREE PESOS AND 92/100 (P1,199,793.92) ONLY**;

RESOLVED FURTHER, that MDC Resolution No. 2025-04, Series of 2025 and the prescribed AIP forms were duly signed by authorized signatories and shall be appended and form part of this resolution;

RESOLVED FINALLY that a copy of this resolution be furnished to the Sangguniang Pahalawigan for review and approval, the MDC Chairman, Municipal Mayor Atty. Norman D. Sabdao, the Local Finance Committee, the Municipal Planning and Development Coordinator and all others concerned for their information and guidance.

DATE APPROVED - August 18, 2025

I HEREBY CERTIFY to the correctness of the foregoing resolution.

BRYAN NEIL B. BRAZIL
 Secretary to the Sangguniang Bayan

Attested by:

HON. ESTANISLAO D. SABDAO, JR.
 Municipal Vice-Mayor/Presiding Officer

Certified Correct:

BRYAN NEIL B. BRAZIL
 Secretary to the Sangguniang Bayan

HON. FRANCIS JAY D. SABDAO
 SB MEMBER

Attested by:

HON. ESTANISLAO D. SABDAO, JR.
 Municipal Vice-Mayor/Presiding Officer

HON. THELMA M. BRAZIL
 SB MEMBER

HON. RAUL A. SALANO
 SB MEMBER

Concurred:

HON. JEROME P. PENARANDA
 SB MEMBER

HON. RICHARD LEN B. LAPIDARIO
 SB MEMBER

HON. SAMUEL P. SALOMON
 President, Liga ng mga Barangay

HON. DANILLO L. AUREO
 SB MEMBER

Approved:

HON. NORMAN NEIL G. MARTIJA
 SB MEMBER

ATTY. NORMAN D. SABDAO
 Municipal Mayor

HON. LETECIA G. ESPOS
 SB MEMBER



Republic of the Philippines
Province of Leyte
MUNICIPALITY OF SAN MIGUEL
-oOo-
OFFICE OF THE MUNICIPAL MAYOR

July 25, 2025



The Honorable
Members of the Sangguniang Bayan
Municipal Government of San Miguel
Leyte

Thru: **HON. ESTANISLAO D. SABDAO, JR.**
Mun. Vice-Mayor/Presiding Officer

Ladies and Gentlemen:

I have the honor to submit herewith **MDC Resolution No. 2025-04 RESOLUTION RECOMMENDING TO THE SANGGUNIANG BAYAN OF SAN MIGUEL, LEYTE THE APPROVAL OF FY 2025 SUPPLEMENTAL ANNUAL INVESTMENT PROGRAM NO. 2 AMOUNTING TO ONE MILLION ONE HUNDRED NINETY NINE THOUSAND SEVEN HUNDRED NINETY THREE PESOS AND 92/100 (P 1,199,793.92)** for your appropriate action.

Please consider this as an urgent agenda.

Very truly yours,


ATTY. NORMAN D. SABDAO
Municipal Mayor

**CY 2025 SUPPLEMENTAL
ANNUAL INVESTMENT PROGRAM (AIP) NO. 2**

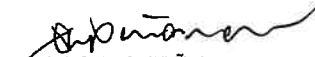
Municipality: SAN MIGUEL, LEYTE

AIP REFERENCE CODE	PROGRAM/PROJECT/ACTIVITY DESCRIPTION	IMPLEMENTING OFFICE DEPARTMENT	SCHEDULE OF IMPLEMENTATION		EXPECTED OUTPUT	FUNDING SOURCE	AMOUNT (In Thousand Pesos)				AMOUNT of Climate Change Expenditure		CC Typology Code (14)
			STARTING DATE	COMPLETION DATE			Personal Services	Maintenance & Other Operating Expenses	Capital Outlay	TOTAL	Climate Change Adaptation (12)	Climate Change Mitigation (13)	
3000	II. SOCIAL SERVICES SECTOR												
3000-3-1-13	A. HEALTH SERVICES	OMHO	November	December	Efficient & effective social health services	General Fund	349,793.92				349,793.92		
	SOCIAL SERVICE SECTOR TOTAL						349,793.92	-	-		349,793.92	-	-
8000	ECONOMIC SERVICES SECTOR												
8000-3-1-10	Engineering Services												
8000-3-1-01-001-040	Soil Testing & Structural Analysis of "Construction of Multi-Purpose Building" Project Site	OME	August	December	Multi-purpose Building Constructed	General Fund				850,000.00	850,000.00		
	ECONOMIC SERVICE SECTOR TOTALS						-	-	850,000.00	850,000.00	-	-	-
	Grand Total						-	-	850,000.00	1,199,793.92	-	-	-

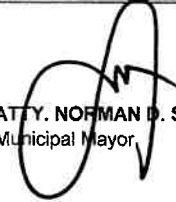
Page 1 of 1

Prepared by:


CHESTERTON O. REYES
Municipal Planning & Development Coordinator


MERITCHE S. PEÑARANDA
OIC-Municipal Budget Officer

Attested by:


ATTY. NORMAN D. SABDAO
Municipal Mayor



-oOo-

MUNICIPAL DEVELOPMENT COUNCIL

EXCERPT FROM THE MINUTES OF THE MUNICIPAL DEVELOPMENT COUNCIL (MDC) MEETING HELD ON JULY 23, 2025 AT OPERATIONS CENTER (OPCEN) BUILDING, MUNICIPAL GROUNDS, SAN MIGUEL, LEYTE.

PRESENT:

ATTY. NORMAN D. SABDAO	- Presiding Officer		
HON. THELMA M. BRAZIL	- Member	HON. ALFRED C. TABALANZA, JR.	- Member
HON. EMMA P. BRUN	- Member	HON. JOVITA L. REBOSO	- Member
HON. ROSELDA A. ELBORE	- Member	HON. MARLENE B. SUPATAN	- Member
HON. SAMUEL P. SALOMON	- Member	HON. RYAN C. CAJUDO	- Member
HON. MANUEL S. DOMINGUEZ	- Member	HON. LEONARDO T. CADORNA	- Member
HON. JOSE MARTIN CALAMAYA	- Member	HON. MELCON V. VIADOR	- Member
HON. SONIA A. BIACO	- Member	HON. GAVINO T. VALLERAMOS	- Member
HON. ERWIN L. VALERIANO	- Member	HON. NORITA L. ACEBO	- Member
HON. DANIEL S. NARRIDO	- Member	HON. WENCESLAO E. BLONES	- Member
HON. BENECIO P. ARUTA	- Member	HON. JOEMER R. LEGO	- Member
EUGENIO VALLERAMOS	- CSO Rep.	ELIZABETH L. DEMAIN	- CSO Rep.
IAN SANCAJO	- CSO Rep.	ZOILMAR C. TABALANZA	- CSO Rep.

ABSENT:

HON. JESSIE E. ASIS	- Member	HON. ERIC C. LESIGUES	- Member
REMEGIA LABACLADO	- CSO Rep.	ULDARICO ROSADINO	- CSO Rep.
CHRISTINE C. ABADA	- CSO Rep.	GENEROSO SAPASIP	- CSO Rep.
BERNABE LANDRITO	- CSO Rep.	MARIZA L. LABARRO	- CSO Rep.
ALLAN LABITAG	- CSO Rep.	RAY AURELL LOBRIGO	- CSO Rep.

RESOLUTION NO. 2025-04
Series of 2025

A RESOLUTION APPROVING THE SUPPLEMENTAL ANNUAL INVESTMENT PLAN (AIP) NO. 2 CY 2025 IN THE AMOUNT OF ONE MILLION ONE HUNDRED NINETY NINE THOUSAND SEVEN HUNDRED NINETY THREE PESOS AND NINETY TWO CENTAVOS (P1,199,793.92), AND ENDORSING THE SAME TO THE SANGGUNIANG BAYAN OF SAN MIGUEL, LEYTE.

WHEREAS, presented for consideration during the deliberation is the passing of a resolution approving the **SUPPLEMENTAL ANNUAL INVESTMENT PLAN (AIP) NO. 2 CY 2025;**

WHEREAS, after the presentation and deliberation, the Council agreed to pass this resolution;

NOW THEREFORE, on motion of **Hon. Leonardo T. Cadorna,** Punong Barangay of Brgy. Mawodpawod and MDC Member, and duly seconded by **All MDC Members,** be it;


RESOLVED, as it is hereby resolved, to endorse to the Sangguniang Bayan of San Miguel, Leyte the approval of the herein **RESOLUTION APPROVING THE SUPPLEMENTAL ANNUAL INVESTMENT PLAN (AIP) NO. 2 CY 2025 IN THE AMOUNT OF ONE MILLION ONE HUNDRED NINETY NINE THOUSAND SEVEN HUNDRED NINETY THREE PESOS AND NINETY TWO CENTAVOS (P1,199,793.92), AND ENDORSING THE SAME TO THE SANGGUNIANG BAYAN OF SAN MIGUEL, LEYTE.**

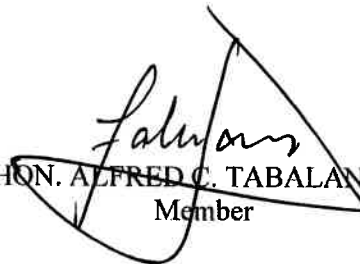
APPROVED UNANIMOUSLY: July 23, 2025.

I HEREBY CERTIFY TO THE CORRECTNESS OF THE FOREGOING RESOLUTION.

~~CHESTERTON O. REYES~~
MDC Secretary

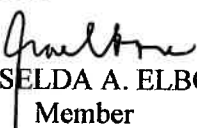
ATTESTED BY:


HON. THELMA BRAZIL
Member



HON. ALFRED C. TABALANZA, JR.
Member


HON. EMMA P. BRUN
Member


HON. JOVITA L. REBOSO
Member


HON. ROSELDA A. ELBORE
Member


HON. MARLENE SUPATAN
Member


HON. SAMUEL P. SALOMON
Member


HON. RYAN C. CASUDO
Member


HON. MANUEL S. DOMINGUEZ
Member

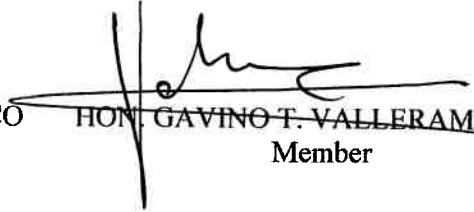

HON. LEONARDO T. CADORNA
Member

HON. JESSIE E. ASIS
Member


HON. JOSE MARTIN CALAMAYA
Member


HON. MELCON V. VIADOR
Member


HON. SONIA A. BIACO
Member


HON. GAVINO T. VALLERAMOS
Member


HON. ERWIN VALERIANO
Member

HON. NORITA L. ACEBO
Member

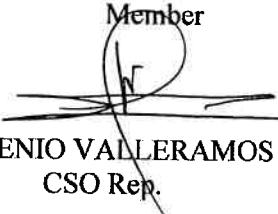

HON. DANIEL S. NARRIDO
Member


HON. WENCESLAO E. BLONES
Member

HON. ERIC C. LESIGUES
Member



HON. BENECIO P. ARUTA
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ELIZABETH L. DEMAIN
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CHRISTINE C. ABADA
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IAN SANCAJO
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GENEROSO SAPASIP
CSO Rep.

BERNABE LANDRITO
CSO Rep.

ZOILMAR TABALANZA
CSO Rep.

MARIZA L. LABARRO
CSO Rep.

ALLAN LABITAG
CSO Rep.

RAY AURELL LOBRIGO
CSO Rep.

Approved:


ATTY. NORMAN D. SABDAO
Municipal Mayor