



Republic of the Philippines
PROVINCE OF LEYTE
Provincial Capitol
Tacloban City

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Office of the Provincial Legal Officer
Leg. Sec. 1000
Time: 9:12
Date: 11-24-25

Sangguniang Panlalawigan
Province of Leyte
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Date: NOV 24 2025
By: [Signature]

PROVINCIAL LEGAL OFFICE

2nd INDORSEMENT
October 17, 2025

Respectfully returned to the Sangguniang Panlalawigan of Leyte, through the SP Secretary, the attached Ordinance No. 2025-22 of the Sangguniang Bayan of Tanauan, Leyte.

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

- Ordinance No. 2025-22: **“Risk Exposure incentive and Benefits Ordinance of the Municipality of Tanauan, Leyte.”**

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)(1)(viii)¹ and (iv)² of the Local Government Code of 1991 (R.A 7160) subject to availability of funds, usual accounting and auditing rules. 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;

² (iv) Adopt measures to protect the inhabitants of the municipality from the harmful effects of man-made or natural disasters and calamities and to provide relief services and assistance for victims during and in the aftermath of said disasters or calamities and their return to productive livelihood following said events;

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

1ST INDORSEMENT
28 October 2025

The Provincial Legal Office is respectfully requested to review and submit recommendations on the herein enclosed **Ordinance No. 2025-22 of the Municipality of Tanauan, Leyte**, entitled: **An Ordinance granting risk exposure incentive and other benefits to all qualified regular, casual and job order employees of the Local Government Unit of Tanauan, Leyte during calamities and emergency situations.**


FLORINDA JUL S. UYVICO
Secretary to the Sanggunian



Republic of the Philippines
Province of Leyte
TANAUAN
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Sangguniang Panlalawigan
Province of Leyte
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Date: OCT 28 2025
By: [Signature]

OFFICE OF THE SANGGUNIANG BAYAN

October 16, 2025

THE HONORABLE MEMBERS

Sangguniang Panlalawigan
Province of Leyte
Capitol Building
Tacloban City

Thru: The Secretary to the Sanggunian

Sir/Madam;

Respectfully submitting herewith 17th SB ORDINANCE NO. 2025- 22 " AN ORDINANCE GRANTING RISK EXPOSURE INCENTIVE AND OTHER BENEFITS TO ALL QUALIFIED REGULAR, CASUAL AND JOB ORDER EMPLOYEES OF THE LOCAL GOVERNMENT UNIT OF TANAUAN, LEYTE DURING CALAMITIES AND EMERGENCY SITUATIONS."

Authored by: Hon. Mark Christian Ferdinand L. Gimenez

Trusting that you will accord this matter with your kindest attention.

Thank you.

Truly yours,


ATTY. MIAMOR D. NATIVIDAD
OIC- Sangguniang Bayan Secretary

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Province of Leyte
TANAUAN
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SANGGUNIANG BAYAN

Sangguniang Panlalawigan
Province of Leyte
RECEIVED
OCT 28 2025
Date: _____
By: Jenni H.

EXCERPT FROM THE MINUTES OF THE TWELFTH (12th) REGULAR SESSION OF THE 17TH SANGGUNIANG BAYAN OF TANAUAN, LEYTE, HELD ON SEPTEMBER 29, 2025, AT THE SB SESSION HALL, TANAUAN TOWN HALL, TANAUAN, LEYTE.

PRESENT :

HON. ARCHIE LAWRENCE R. KAPUNAN	Municipal Vice-Mayor/Presiding
HON. JAN ELMER V. MAGDALAGA	Sangguniang Bayan Member
HON. MARK CHRISTIAN FERDINAND L. GIMENEZ	-do-
HON. MAE JANE ANGELIE M. MORABE-BORAIS	-do-
HON. CHERRY ANNE T. FIEL	-do-
HON. JOSIE M. CREER	-do-
HON. QUINTIN T. OCTA, JR., D.M.D.	-do-
HON. MARK EFREN E. MERILO	-do-
HON. LAURO A. VILLERO	-do-
HON. EFREN C. MERILO	-do-/Liga Fed. Pres.
HON. KYLE C. MESIAS	-do-/SK Fed. Pres.

ABSENT : NONE.

ORDINANCE NO. 2025 – 22

AN ORDINANCE GRANTING RISK EXPOSURE INCENTIVE AND OTHER BENEFITS TO ALL QUALIFIED REGULAR, CASUAL AND JOB ORDER EMPLOYEES OF THE LOCAL GOVERNMENT UNIT OF TANAUAN, LEYTE DURING CALAMITIES AND EMERGENCY SITUATIONS.

Author: Mark Christian Ferdinand L. Gimenez

BE IT ENACTED BY THE SANGGUNIANG BAYAN OF TANAUAN, LEYTE IN REGULAR SESSION ASSEMBLED THAT:

WHEREAS, Republic Act No. 10121 otherwise known as Philippine Disaster Risk Reduction and Management Act of 2010 institutionalizes the implementation of risk reduction and preparedness measures at the local level;

WHEREAS, the Local Government Code (RA 7160) empowers the Sangguniang Bayan to legislate on matters promoting the general welfare of its constituents, including the fiscal allocation of resources for labor support;¹

WHEREAS, during periods of declared emergency or state of calamity, employees regardless of employment status to include Job Order Employees are often called upon to perform duties that place them at risk;

¹ Section 16, LCG of 1991. "Every local government unit shall exercise the powers expressly granted, those necessarily implied therefrom, as well as powers necessary, appropriate, or incidental for its efficient and effective governance, and those which are essential to the promotion of the general welfare." xxx – xxx – xxx

This empowers LGUs to legislate and allocate resources for programs that promote the general welfare - including labor support like hazard pay, employment assistance, and livelihood programs.

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Whereas, the Local Government Unit of Tanauan acknowledges the performance of the frontline duties of their employees during disaster and calamities. It values their critical role in maintaining LGU operations under hazardous conditions in disaster response, sanitation, logistics, and public safety during emergencies. Their exposure to danger and frequent mobilization to ensure uninterrupted public service is incomparable, making risk exposure incentives a matter of equity and recognition.

WHEREAS, this local government recognizes the invaluable contributions of all the employees of Tanauan Municipal Disaster Risk Reduction and Management Office (MDRRMO) as well as members of the municipal rescue and response team, regardless of their employment status. Their commitment to public service under hazardous conditions is recognized and acknowledged.

WHEREAS, the personnel of the Tanauan Municipal Disaster Risk Reduction and Management Office (MDRRMO) as well as members of the municipal rescue and response team, are regularly exposed to risk in times of disasters, emergencies and calamities;

Section 1. Title. This Ordinance shall be known as the **“Risk Exposure Incentive and Benefits Ordinance of the Municipality of Tanauan, Leyte”**.

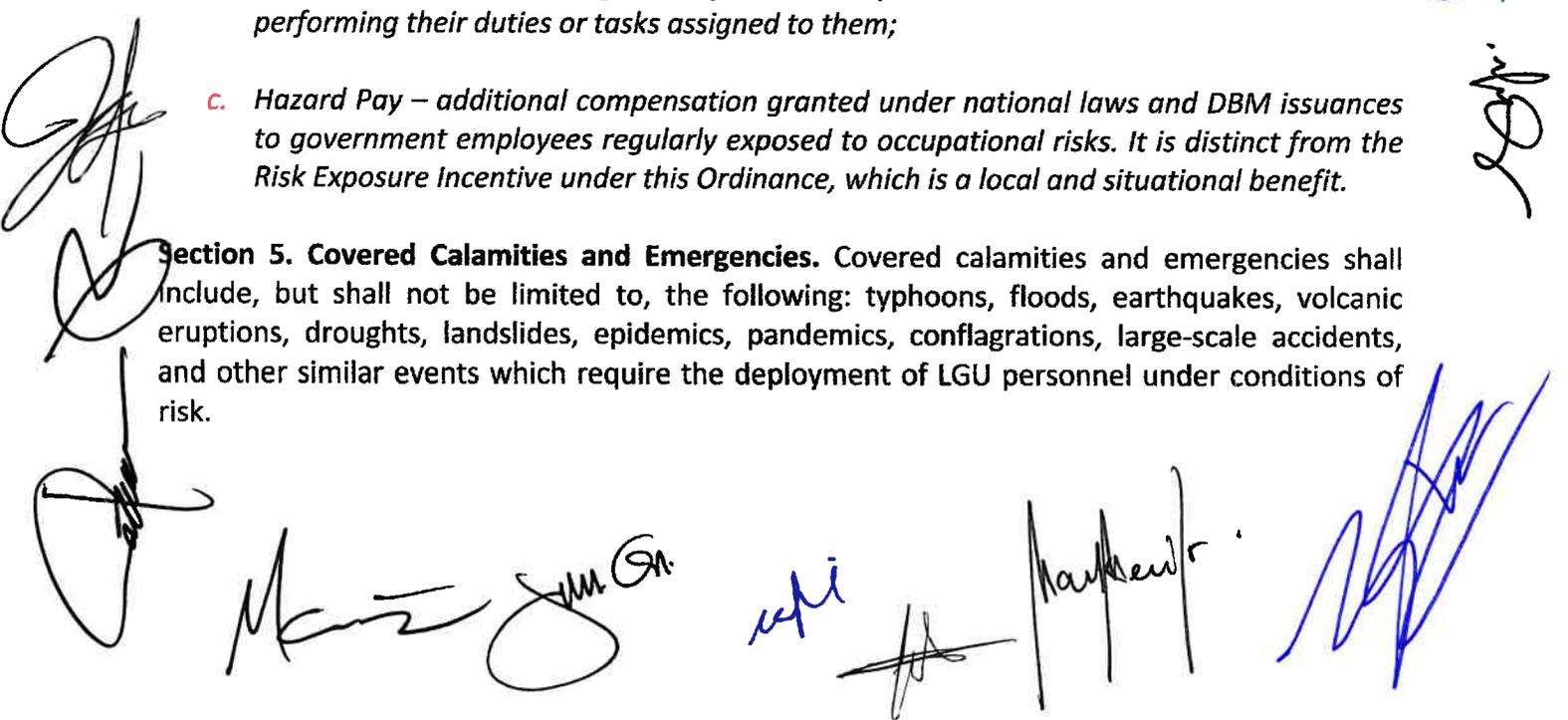
Section 2. Declaration of Policy. It is hereby declared the policy of the Local Government Unit (LGU) of Tanauan to recognize the invaluable contribution of its workforce, especially during times of calamity, disaster, and other emergency situations. The LGU affirms its responsibility to protect and support its regular, casual, and job order employees who render essential services under hazardous conditions.

Section 3. Purpose. This Ordinance aims to recognize and compensate the risk undertaken by its employees and staff to include the municipal rescue personnel and MDRRMO staff by granting a fixed compensation for risk exposure and other benefits for duties performed during disaster and emergency operations.

Section 4. Definition of Terms. As used in this ordinance, the following term shall mean as follows:

- a. Risk Exposure Incentive – is a form of monetary recognition for personnel exposed to risk, danger and hazards during calamities and/or emergencies. It is classified as an operating expense which is only given to qualified personnel during calamity or emergency;*
- b. Other Benefits – Non-monetary incentives or aid granted to personnel during and/or after calamities or emergencies for their exposure to hazardous situations while performing their duties or tasks assigned to them;*
- c. Hazard Pay – additional compensation granted under national laws and DBM issuances to government employees regularly exposed to occupational risks. It is distinct from the Risk Exposure Incentive under this Ordinance, which is a local and situational benefit.*

Section 5. Covered Calamities and Emergencies. Covered calamities and emergencies shall include, but shall not be limited to, the following: typhoons, floods, earthquakes, volcanic eruptions, droughts, landslides, epidemics, pandemics, conflagrations, large-scale accidents, and other similar events which require the deployment of LGU personnel under conditions of risk.



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For clarity, coverage shall apply regardless of whether a formal State of Calamity is declared, provided that the occurrence is recognized and certified by the Municipal Mayor or the MDRRMO as an emergency incident requiring risk-exposed duties.

The Risk Exposure Incentive Review Committee shall further refine and update the list of covered situations through implementing guidelines.

Section 6. Coverage. This Ordinance shall apply to:

- a. Contractual, or job order personnel assigned under the MDRRMO;
- b. Members of the municipal rescue teams or emergency responders officially mobilized for disaster or emergency response;
- c. Other personnel authorized by the Municipal Mayor or the MDRRMO Head to participate in life-threatening operations;

Employees who are already receiving hazard pay or similar compensation due to the nature of their duties shall be excluded from the coverage of this ordinance. However, they shall remain eligible to receive other benefits pursuant to Section 8 hereof.

Section 7. Conditions for Grant. Risk Exposure Incentive shall be granted to covered personnel who:

- a. Are directly exposed to risk during emergency or disaster operations; and,
- b. Have been authorized or deployed by the MDRRMO Head or the Municipal Mayor for such duties.

Section 8. Grant of Risk Exposure Incentive. All covered personnel who are required to physically report for duty and/or render services during calamities, emergencies, pandemics, or similar hazardous conditions shall be entitled to this incentive, subject to:

- Certification of actual service rendered
- Availability of local funds
- Compliance with auditing and accounting rules prescribed by COA

Section 9. Other Benefits Grant. In addition to the risk exposure incentive, the LGU may grant performance-based benefits, other forms of assistance, or special recognitions to deserving employees, subject to guidelines to be issued by the Local Chief Executive and the Human Resource Management Office. Other forms of assistance may include the provision of relief goods, hygiene kits, and basic necessities to the immediate families of rescue personnel actively deployed during declared states of calamity, as a gesture of institutional support and recognition of their service.

This may also include assistance to families in case of injury, death, or incapacitation of qualified personnel during duty, which shall include:

- Immediate relief goods to affected families;
- Financial Assistance, subject to availability of funds and proper documentation; and,
- Psychological support services

Section 10. Risk Exposure Incentive for Emergency and Calamity Related Duties. Qualified personnel shall receive a Risk Exposure Incentive of ₱1,000.00 for each calendar month where they have rendered at least one (1) day of duty under hazardous conditions during any calamity or emergency recognized and certified in accordance with Section 5 of this Ordinance.

Section 11. Certification Process. The Municipal Mayor and/or concerned Department Heads as the case may be, in coordination with the Municipal Disaster Risk Reduction and Management

Office shall issue a formal certification using the prescribed template (see Annex A and B), attesting to:

- Nature of risk
- Duration and location
- Duties rendered

Section 12. Oversight and Review. A Risk Exposure Incentive Review Committee shall be established to oversee the implementation of this Ordinance, ensure fairness, conduct annual policy reviews, and issue guidelines for qualified beneficiaries. This committee may likewise recommend to the Sangguniang Bayan such adjustments in the amount of the Risk Exposure Incentive as may be deemed necessary. Any change in the amount shall take effect only upon approval of the Sangguniang Bayan through an amendatory ordinance. The Committee shall be composed of the following:

Position	Role in the Committee
Municipal Mayor	Chairperson - Overall oversight and Policy Alignment
Budget Officer	Member – ensures fiscal compliance and fund availability
Municipal Accountant	Member – validates documentation and audit trail
Municipal Health Officer	Member – assess risk levels and hazard classification
HRMO (Human Resource Management Officer)	Member – verifies service records and personnel eligibility
Department Head (from deploying office)	Member – provides field-level certification and context
MDRRMO (Municipal Disaster Risk Reduction Officer)	Member – Serves as the committee’s subject matter expert on disaster operations and risk exposure. Also serves as deployment validator.
Member of the Rescue and Response Team	Member - Represents the concerns and experiences of regular staff exposed to hazards. Assists in verifying attendance, deployment logs, and hazard exposure records.

Section 13. Funding Source. The amount necessary to implement this Ordinance shall be sourced from the Local Disaster Risk Reduction and Management Fund (LDRRMF), or such other lawful appropriations as may be identified in the Annual Investment Program.

Section 14. Separability Clause. If any part or provision of this Ordinance is declared unconstitutional or invalid, other parts or provisions not affected shall remain in full force and effect.

Section 15. Effectivity. This Ordinance shall take effect immediately upon approval and compliance with the posting and publication requirements under the Local Government Code.

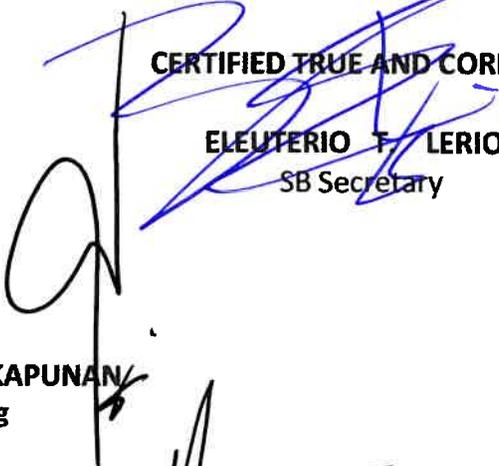
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CERTIFIED TRUE AND CORRECT:

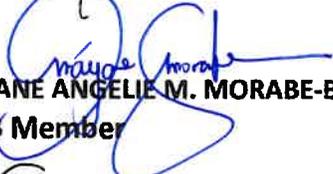
ELEUTERIO F. LARIOS
SB Secretary

ATTESTED BY:


HON. ARCHIE LAWRENCE R. KAPUNAN
Vice Mayor/Presiding


HON. JAN ELMER V. MAGDALAGA
SB Member


HON. MARK CHRISTIAN FERDINAND L. GIMENEZ
SB Member


HON. MAE JANE ANGELIE M. MORABE-BORAIS
SB Member

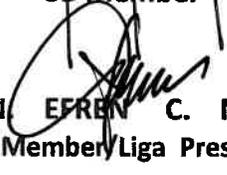

HON. CHERRY ANNE T. FIEL
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HON. MARK EFREN E. MERILO
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HON. LAURO A. VILLERO
SB Member


HON. EFREN C. MERILO
SB Member/Liga Pres.


HON. KYLE C. MESIAS
SB Member/SK Fed. Pres.

APPROVED BY:


HON. MA. GINA E. MERILO
Municipal Mayor
LGU – Tanauan, Leyte

Date: 10-15-2025



Republic of the Philippines
Province of Leyte
TANAUAN
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OFFICE OF THE SANGGUNIANG BAYAN

CERTIFICATION

TO WHOM IT MAY CONCERN:

THIS IS TO CERTIFY that ORDINANCE NO. 2025- 22 “AN ORDINANCE GRANTING RISK EXPOSURE INCENTIVE AND OTHER BENEFITS TO ALL QUALIFIED REGULAR, CASUAL AND JOB ORDER EMPLOYEES OF THE LOCAL GOVERNMENT UNIT OF TANAUAN, LEYTE DURING CALAMITIES AND EMERGENCY SITUATIONS.”, have been posted in the bulletin boards at the following: Entrance of the Municipal Hall, Office of the Sangguniang Bayan and Public Market beginning October 16, 2025 and shall remain posted for a minimum of three consecutive weeks.

This certification is issued in compliance with the pertinent provisions of R.A. 7160.

Issued: October 16, 2025


ATTY. MIAMOR D. NATIVIDAD
OIC-Sangguniang Bayan Secretary