



Item No.: 27

Date: 02 2025 DEC

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

RELEASED

DATE: 11-25-2025

NO. 080

BY: [Signature]  
PBO

### PROVINCIAL BUDGET OFFICE

November 24, 2025

Hon. LEONARDO M. JAVIER, JR,  
Vice-Governor and Presiding Officer, and  
**THE HONORABLE MEMBERS**  
Sangguniang Panlalawigan  
Province of Leyte

Sangguniang Panlalawigan  
Province of Leyte  
**RECEIVED**  
Date: NOV 25 2025  
By: [Signature]

**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 of Pastrana, Leyte** duly enacted by the Sangguniang Bayan through **Appropriation Ordinance No. 37 Series of 2025** with a total appropriation in the amount of **P11,164,450.01** 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 procurement of Goods, Supplies, Equipment, Civil Works and related services shall be made pursuant to RA 9184 and its implementing Rules and Regulations and or RA12009;
2. 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;
3. That the appropriation for salaries to officials and employees implementing the 2nd Tranche Compensation Adjustment under SSL VI for Local Government Personnel from September to December 2025 is in accordance with the provisions of Local Budget Circular No. 165 dated July 18, 2025 and the authorized rates thereof under Annex "A-1" & "Annex A-6" and further subject to Sec. 325(a) of RA 7160. Likewise, the adoption of the salary schedule for Fourth Class Municipality shall be pursuant to the provisions provided for under DOF No. 074-204 dated November 5, 2024;
4. That the grant of the following benefits shall be made pursuant to the corresponding guidelines relative to:
  - a. Hazard Pay – establishment of this benefit/incentive shall be based on the conditions enumerated under the Magna Carta for Public Health Workers and Magna Carta for Public Social Workers and payment shall likewise strictly adhere to the said requirements
  - b. Terminal Leave Benefits – CSC Guidelines and Budget Circular No. 2016-2
5. That LGU Pastrana appropriated P2,400,000.00 for Other Bonuses and Allowances in lump sum and is intended for Service Recognition Incentive (SRI), the said grant shall be subject to the guidelines to be issued by the Department of Budget and Management, if none, the appropriation shall be disallowed for disbursement. Henceforth, all appropriations shall be properly identified as to the name or title of the grant or benefit pursuant to budgeting and accounting rules and regulations invoked under RA 7160;

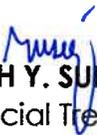
6. That the purchase of lot shall conform with the provisions of RA 8974;
7. That the utilization of 20% Development Fund (DF) shall strictly adhere to DBM-DOF-DILG Joint Memorandum Circular No. 1 dated November 4, 2020;
8. That disbursement of funds shall be for the specific purpose(s) for which they have been appropriated pursuant to Sections 335 & 336 of RA 7160.

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

Very truly yours,

**LOCAL FINANCE COMMITTEE:**

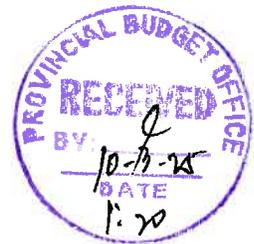
  
**MARIA GINA P. HIPE**  
Provincial Budget Officer

  
**RUTH Y. SURPIA**  
Provincial Treasurer

  
**AGNES C. RAFON**  
Provincial Planning and Development  
Coordinator – Designate

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

**OFFICE OF THE SANGGUNIANG PANLALAWIGAN**



**1<sup>ST</sup> INDORSEMENT**

02 October 2025

The Local Finance Committee is respectfully requested to review and submit recommendations on the herein enclosed **Appropriation Ordinance No. 37, Series of 2025 of the Municipality of Pastrana, Leyte**, entitled: An Ordinance Authorizing the **Supplemental Budget No. 02, Fiscal Year 2025 in the amount of Eleven Million One Hundred Sixty-four Thousand Four Hundred Fifty Pesos and One Centavo (P11,164,450.01)**, together with **Supplemental Investment Program (SIP) No. 02 CY 2025 amounting to P5,854,634.41.**

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



Republic of the Philippines  
PROVINCE OF LEYTE  
Municipality of Pastrana



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*The Sangguniang Bayan*

Sangguniang Panlalawigan  
Province of Leyte

**RECEIVED**

Date: OCT 02 2025  
By: \_\_\_\_\_

September 29, 2025

**HON. LEONARDO "SANDY" M. JAVIER JR.**  
Vice-Governor and Presiding, and  
**THE HONORABLE MEMBERS**  
Sangguniang Panlalawigan  
Province of Leyte

Gentlemen and Ladies:

We are submitting herewith the Supplemental Budget No. 2 FY 2025 of the Municipality of Pastrana in the amount of **Php 11, 164, 450.01**

**Attached is SB Resolution No. 25 S. 2025** with corresponding Appropriation Ordinance No. **37 S. of 2025.**

For your review and approval.

Very truly yours,

  
**HON. CHITO C. CAYACO**  
Municipal Vice-Mayor



Republic of The Philippines  
 PROVINCE OF LEYTE  
 Municipality of Pastrana



**RELEASED**

Sangguniang Panlalawigan  
 Province of Leyte  
**RECEIVED**

Date: Oct 02 2025  
 By: [Signature] *The Sangguniang Bayan*

DATE: 09-08-25

SIGNATURE: [Signature]  
 SANGGUNIANG BAYAN

*Excerpts from the Minutes of the 8<sup>th</sup> Regular Session of the Sangguniang Bayan of Pastrana, Province of Leyte, held last September 1, 2025 at the Municipal Sangguniang Bayan Session Hall, this Municipality.*

Present:

- |  |   |  |
|--|---|--|
| <b>Hon. CHITO C. CAYACO</b>            | - | Municipal Vice – Mayor/<br>Presiding Officer |
| <b>Hon. GERARDO S. CARIAN</b>          | - | Sangguniang Bayan Member                     |
| <b>Hon. ANGELINA C. DIOLA</b>          | - | Sangguniang Bayan Member                     |
| <b>Hon. LOIDA B. VILLABLANCA</b>       | - | Sangguniang Bayan Member                     |
| <b>Hon. NATHAN G. LETRODO</b>          | - | Sangguniang Bayan Member                     |
| <b>Hon. ALEX C. SEQUITO</b>            | - | Sangguniang Bayan Member                     |
| <b>Hon. PIO M. TAN</b>                 | - | Sangguniang Bayan Member                     |
| <b>Hon. NICOLE MARIE C. MARCOS</b>     | - | Sangguniang Bayan Member                     |
| <b>Hon. RODEL M. TOBILLA</b>           | - | Sangguniang Bayan Member                     |
| <b>Hon. JERLYN C. BORJA</b>            | - | ABC President                                |
| <b>Hon. FRANCIS CHARLES T. ALVAREZ</b> | - | SK Federation President                      |

**RESOLUTION NO. 025-2025**

*Series of 2025*

**A RESOLUTION APPROVING THE SUPPLEMENTAL BUDGET NO. 02 FOR CALENDAR YEAR 2025 AMOUNTING TO ELEVEN MILLION ONE HUNDRED SIXTY-FOUR THOUSAND FOUR HUNDRED FIFTY PESOS AND ONE CENTAVO (P11, 164, 450.01), OF THE MUNICIPALITY OF PASTRANA.**

**WHEREAS**, Section 321 of the **Local Government Code of 1991 (RA 7160)** provides that a supplemental budget may be enacted in cases of (a) new revenue sources, (b) savings from current appropriations, and/or (c) re-appropriation of unused balances which may be utilized to cover expenditures not provided for in the annual budget;

**WHEREAS**, the **Municipal Mayor** has submitted to the Sangguniang Bayan, through the Municipal Budget Officer, the proposed **Supplemental Budget No. 2 for CY 2025** amounting to **Eleven Million One Hundred Sixty-Four Thousand Four Hundred Fifty Pesos and One Centavo (P11, 164, 450.01)**, intended to fund priority programs, projects, and activities necessary for the efficient delivery of basic services;

**WHEREAS**, the proposed Supplemental Budget No. 2 has been duly reviewed by the **Municipal Development Council** and found consistent with the approved Supplemental Investment Program (SIP) for the year;

**CHITO C. CAYACO**  
 Municipal Vice-Mayor /  
 Presiding Officer

**GERARDO S. CARIAN**  
 Sangguniang Bayan Member

**ANGELINA C. DIOLA**  
 Sangguniang Bayan Member

**LOIDA B. VILLABLANCA**  
 Sangguniang Bayan Member

**NATHAN G. LETRODO**  
 Sangguniang Bayan Member

**ALEX C. SEQUITO**  
 Sangguniang Bayan Member

**PIO M. TAN**  
 Sangguniang Bayan Member

**NICOLE MARIE C. MARCOS**  
 Sangguniang Bayan Member

**RODEL M. TOBILLA**  
 Sangguniang Bayan Member

**JERLYN C. BORJA**  
 ABC President

**FRANCIS CHARLES T. ALVAREZ**  
 SK Federation President

**WHEREAS**, the Sangguniang Bayan, after thorough deliberation, finds the proposed Supplemental Budget in order and in compliance with existing laws, rules, and regulations;

**NOW, THEREFORE**, on motion of **Hon. Nathan G. Letrodo**, Chairperson, Committee on Finance, Budget and Appropriation duly seconded **unanimously** by the **August Body**;

**RESOLVED**, AS IT IS HEREBY RESOLVED to APPROVE Supplemental Budget No. 2 of the Municipality of Pastrana for Calendar Year 2025 in the total amount of Eleven Million One Hundred Sixty-Four Thousand Four Hundred Fifty Pesos and One Centavo (**₱11, 164, 450.01**), sourced from the Savings from Appropriations from Fiscal Year 2024 and 2025;

**RESOLVED FINALLY**, that copies of this Resolution together with the approved Supplemental Budget be furnished to the **Municipal Mayor, the Municipal Accountant, the Municipal Treasurer, and the Municipal Budget Officer** for proper implementation and guidance.

**APPROVED**, this 1<sup>st</sup> day of September, 2025, at the Sangguniang Bayan Session Hall, Municipality of Pastrana, Province of Leyte.

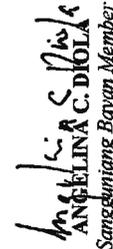
**APPROVED UNANIMOUSLY**

I HEREBY CERTIFY to the correctness of the foregoing Resolution.

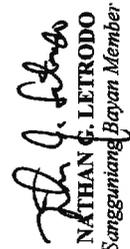
  
**VERNADITH L. NIEGOS-DIZON, LPT.**  
Local Legislative Staff Officer II/  
Sangguniang Bayan Secretary- Designate

  
**CEITO C. CAYACO**  
Municipal Vice-Mayor /  
Presiding Officer

  
**GERARDO S. CARIAN**  
Sangguniang Bayan Member

  
**ANGELINA C. DIOLA**  
Sangguniang Bayan Member

  
**LOIDA B. VILLABLANCA**  
Sangguniang Bayan Member

  
**NATHAN G. LETRODO**  
Sangguniang Bayan Member

  
**ALEX C. SEQUITO**  
Sangguniang Bayan Member

  
**RIO M. TAN**  
Sangguniang Bayan Member

  
**NICOLE MARIE MARCOS**  
Sangguniang Bayan Member

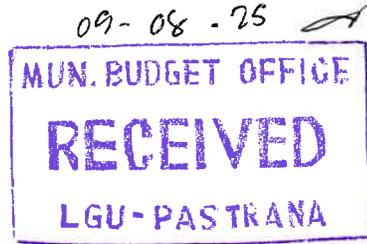
  
**RODEL M. OBILLA**  
Sangguniang Bayan Member

  
**JERLYN C. BORJA**  
ABC President

  
**FRANCIS CHARLES T. ALVAREZ**  
SK Cateration President

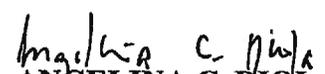
Attested by:

  
**CHITO C. CAYACO**  
Municipal Vice-Mayor/  
Presiding Officer



Approved:

  
**GERARDO S. CARIAN**  
Sangguniang Bayan Member

  
**ANGELINA C. DIOLA**  
Sangguniang Bayan Member

  
**LOIDA B. VILLABLANCA**  
Sangguniang Bayan Member

  
**NATHAN G. LETRODO**  
Sangguniang Bayan Member

  
**ALEX C. SEQUITO**  
Sangguniang Bayan Member

  
**PIO M. TAN**  
Sangguniang Bayan Member

  
**NICOLE MARIE C. MARCOS**  
Sangguniang Bayan Member

  
**RODEL M. TOBILLA**  
Sangguniang Bayan Member

  
**JERLYN C. BORJA**  
ABC President

  
**FRANCIS CHARLES T. ALVAREZ**  
SK Federation President



Republic of The Philippines  
 PROVINCE OF LEYTE  
 Municipality of Pastrana



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*The Sangguniang Bayan*

**CHIVO C. CAYACO**  
 Municipal Vice-Mayor/  
 Presiding Officer

**APPROPRIATION ORDINANCE NO. 37**

Series of 2025

**AN ORDINANCE AUTHORIZING THE SUPPLEMENTAL BUDGET NO. 02 FISCAL YEAR 2025 OF THE MUNICIPALITY OF PASTRANA, PROVINCE OF LEYTE IN THE AMOUNT OF ELEVEN MILLION ONE HUNDRED SIXTY-FOUR THOUSAND FOUR HUNDRED FIFTY PESOS AND ONE CENTAVO (PHP 11, 164, 450.01) ONLY**

*Be enacted by the Sangguniang Bayan of Pastrana, Leyte on its Regular Session that:*

**Section 1.** The amount **PHP 11, 164, 450.01** taken from the savings from the following to wit:

- |    |                                   |                      |
|----|-----------------------------------|----------------------|
| a. | Savings FY 2024                   | - PHP 6, 944, 405.88 |
|    | Savings on Appropriations FY 2025 | - PHP 4, 220, 044.13 |

**TOTAL - PHP11, 164, 450.01**

**Section 2.** The amount of **PHP 11, 164, 450.01** is appropriated as Supplemental Budget No. 02 Fiscal Year 2025 for Personnel Services, and other Programs, Projects and Activities of the Local Government Unit of Pastrana;

**Section 3.** That the budget expenditures and source of funds and other necessary documents are incorporated herein and made an integral part of this ordinance;

1. LBP Form 8
2. LBP Form 9
3. Certificate of Funds Actually Available
4. SIP

*[Signature]*  
 PLOM DAN  
 Sangguniang Bayan Member

*[Signature]*  
 NICOLE MARIE Q. MARCOS  
 Sangguniang Bayan Member

*[Signature]*  
 RODEL M. JOBILLA  
 Sangguniang Bayan Member

*[Signature]*  
 JERLYN C. FORIA  
 ABC President

*[Signature]*  
 FRANCIS CHARLES T. ALVAREZ  
 SK Federation President

*[Signature]*  
 GERARDO S. CARIAN  
 Sangguniang Bayan Member

*[Signature]*  
 ANGELINA C. DIOJA  
 Sangguniang Bayan Member

*[Signature]*  
 LOIDA B. WILLABLANCA  
 Sangguniang Bayan Member

*[Signature]*  
 NATHAN G. LETRODO  
 Sangguniang Bayan Member

*[Signature]*  
 ALEX C. SEQUITO  
 Sangguniang Bayan Member

**Section 4.** The Local Chief Executive is hereby authorized to disburse the same as provided in accordance with the budget approved herein, subject to existing laws, accounting, and auditing requirements, rules and regulations;

**Section 5.** This Ordinance shall take effect immediately.

**ENACTED UNANIMOUSLY.** September 01, 2025.

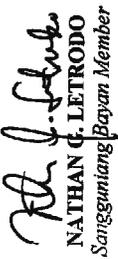
**I HEREBY CERTIFY** to the corrections of the above-quoted resolution.

**CHITO C. CAYACO**  
Municipal Vice-Mayor/  
Presiding Officer

  
**GERARDO S. CARIAN**  
Sangguniang Bayan Member

  
**ANGELINA C. DIOLA**  
Sangguniang Bayan Member

  
**LOIDA B. VILLABLANCA**  
Sangguniang Bayan Member

  
**NATHAN G. LETRODO**  
Sangguniang Bayan Member

  
**ALEX C. SQUITO**  
Sangguniang Bayan Member

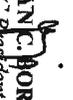
Prepared by:

  
**VERNADITH L. NIEGOS-DIZON, LPT.**  
Local Legislative Staff Officer II/  
Sangguniang Bayan Secretary – Designate

  
**PIO M. TAN**  
Sangguniang Bayan Member

  
**NICOLE MARIE D. MARCOS**  
Sangguniang Bayan Member

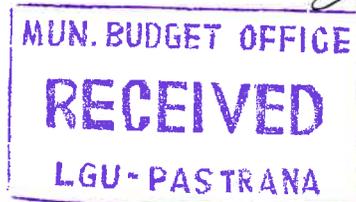
  
**RODEL M. TOBILLA**  
Sangguniang Bayan Member

  
**JERLYN C. BORJA**  
JBC President

  
**FRANCIS CHARLES T. ALVAREZ**  
SK Federation President

Attested by:

**CHITO C. CAYACO**  
Municipal Vice Mayor/  
Presiding Officer



Concurred:

**GERARDO S. CARIAN**  
Sangguniang Bayan  
Member

**ANGELINA C. DIOLA**  
Sangguniang Bayan  
Member

**LOIDA B. VILLABLANCA**  
Sangguniang Bayan  
Member

**NATHAN G. LETRODO**  
Sangguniang Bayan  
Member

**ALEX C. SEQUITO**  
Sangguniang Bayan  
Member

**PIO M. TAN**  
Sangguniang Bayan Member

**NICOLE MARIE C. MARCOS**  
Sangguniang Bayan Member

**RODEL M. TOBILLA**  
Sangguniang Bayan  
Member

**JERLYN C. BORJA**  
ABC President

**FRANCIS CHARLES T. ALVAREZ**  
SK Federation President

Approved by:

**HON. MARITNESS B. CAYACO-MARCOS, RN.**  
Municipal Mayor



Republic of The Philippines  
PROVINCE OF LEYTE  
Municipality of Pastrana



RELEASED

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*The Sangguniang Bayan*

DATE: 9/20/25

SIGNATURE: [Signature]

SANGGUNIANG BAYAN

Excerpts from the Minutes of the 8<sup>th</sup> Regular Session of the Sangguniang Bayan of Pastrana, Province of Leyte, held last September 1, 2025 at the Municipal Sangguniang Bayan Session Hall, this Municipality.

Present:

- Hon. CHITO C. CAYACO - Municipal Vice – Mayor / Presiding Officer
- Hon. GERARDO S. CARIAN - Sangguniang Bayan Member
- Hon. ANGELINA C. DIOLA - Sangguniang Bayan Member
- Hon. LOIDA B. VILLABLANCA - Sangguniang Bayan Member
- Hon. NATHAN G. LETRODO - Sangguniang Bayan Member
- Hon. ALEX C. SEQUITO - Sangguniang Bayan Member
- Hon. PIO M. TAN - Sangguniang Bayan Member
- Hon. NICOLE MARIE C. MARCOS - Sangguniang Bayan Member
- Hon. RODEL M. TOBILLA - Sangguniang Bayan Member
- Hon. JERLYN C. BORJA - ABC President
- Hon. FRANCIS CHARLES T. ALVAREZ - SK Federation President

[Signature] PIO M. TAN  
Sangguniang Bayan Member

[Signature] NICOLE MARIE C. MARCOS  
Sangguniang Bayan Member

[Signature] RODEL M. TOBILLA  
Sangguniang Bayan Member

[Signature] JERLYN C. BORJA  
ABC President

[Signature] FRANCIS CHARLES T. ALVAREZ  
SK Federation President

**RESOLUTION NO. 024A-2025**

Series of 2025

**A RESOLUTION APPROVING THE REVERSION OF FUNDS AMOUNTING TO FOUR MILLION TWO HUNDRED TWENTY THOUSAND FORTY-FOUR PESOS AND THIRTEEN CENTAVOS (PHP 4, 220, 044. 13) FROM SAVINGS ON APPROPRIATION FY 2025 TO REAPPROPRIATE THE SAME FOR PERSONAL SERVICES AND OTHER PROGRAMS, PROJECTS AND ACTIVITIES OF THE LOCAL GOVERNMENT UNIT, THIS MUNICIPALITY.**

**WHEREAS**, pursuant to Section 321 of Republic Act No. 7160, otherwise known as the Local Government Code of 1991, unexpended balances of appropriations which are no longer needed or have become available may be reverted to the General Fund and may be re-appropriated for other lawful purposes;

**WHEREAS**, the Local Government Unit of [Municipality Name] has realized savings from various appropriations for Fiscal Year 2025 amounting to FOUR MILLION TWO HUNDRED TWENTY THOUSAND FORTY-FOUR PESOS AND THIRTEEN CENTAVOS (P4,220,044.13);

**WHEREAS**, the said amount has been certified as available by the Municipal Accountant and favorably recommended by the Municipal Budget Officer for reversion and subsequent re-appropriation;

[Signature] CHITO C. CAYACO  
Municipal Vice-Mayor /  
Presiding Officer

[Signature] GERARDO S. CARIAN  
Sangguniang Bayan Member

[Signature] ANGELINA C. DIOLA  
Sangguniang Bayan Member

[Signature] LOIDA B. VILLABLANCA  
Sangguniang Bayan Member

[Signature] NATHAN G. LETRODO  
Sangguniang Bayan Member

[Signature] ALEX C. SEQUITO  
Sangguniang Bayan Member

**WHEREAS**, the reversion of said funds will enable the local government to utilize the amount for Personal Services and other priority Programs, Projects, and Activities (PPAs) of the Municipality of Pastrana;

**NOW, THEREFORE**, on motion of **Hon. Nathan G. Letrodo**, Chairperson, Committee on Finance, Budget and Appropriation duly jointly seconded by **Hon. Angelina C. Diola** and **Hon. Nicole Marie C. Marcos**, Vice-Chairperson and Member, Committee on Finance, Budget and Appropriation;

**RESOLVED**, AS IT IS HEREBY RESOLVED to approve the reversion of funds amounting to FOUR MILLION TWO HUNDRED TWENTY THOUSAND FORTY-FOUR PESOS AND THIRTEEN CENTAVOS (₱4,220,044.13) from savings on appropriation for FY 2025 to be re-appropriated for Personal Services and other Programs, Projects, and Activities (PPAs) of the Local Government Unit of Pastrana;

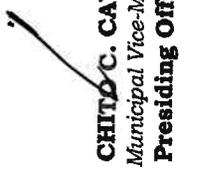
**RESOLVED FINALLY**, that copies of this resolution be furnished to the **Municipal Budget Officer, Municipal Accountant, and the Municipal Treasurer** for their information and appropriate action.

**APPROVED**, this 1<sup>st</sup> day of September, 2025, at the Sangguniang Bayan Session Hall, Municipality of Pastrana, Province of Leyte.

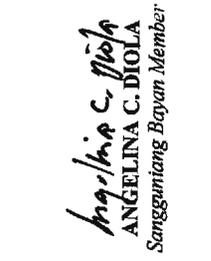
**APPROVED UNANIMOUSLY**

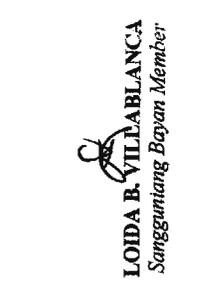
*I HEREBY CERTIFY to the correctness of the foregoing Resolution.*

**VERNADITH L. NIEGOS-DIZON, LPT.**  
*Local Legislative Staff Officer II/  
Sangguniang Bayan Secretary- Designate*

  
**CHITO C. CAYACO**  
*Municipal Vice-Mayor /  
Presiding Officer*

  
**GERARDO S. CARLAN**  
*Sangguniang Bayan Member*

  
**ANGELINA C. DIOLA**  
*Sangguniang Bayan Member*

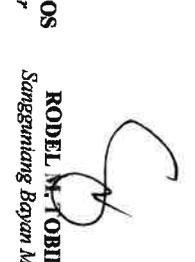
  
**LOIDA B. VILLABLANCA**  
*Sangguniang Bayan Member*

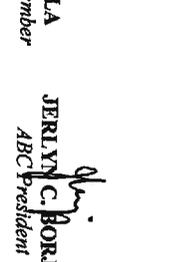
  
**NATHAN G. LETRODO**  
*Sangguniang Bayan Member*

  
**ALEX C. SIQUITO**  
*Sangguniang Bayan Member*

  
**RODOLFO M. TOLLILA**  
*Sangguniang Bayan Member*

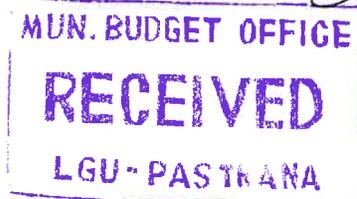
  
**NICOLE MARIE C. MARCOS**  
*Sangguniang Bayan Member*

  
**JERILYN C. BORJA**  
*ABC President*

  
**FRANCIS CHARLES T. ALVAREZ**  
*SK Federation President*

Attested by:

  
**CHITO C. CAYACO**  
Municipal Vice-Mayor/  
Presiding Officer

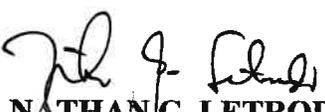


Approved:

  
**GERARDO S. CARIAN**  
Sangguniang Bayan Member

  
**ANGELINA C. DIOLA**  
Sangguniang Bayan Member

  
**LOIDA B. VILLABLANCA**  
Sangguniang Bayan Member

  
**NATHANG G. LETRODO**  
Sangguniang Bayan Member

  
**ALEX C. SEQUITO**  
Sangguniang Bayan Member

  
**EIO M. TAN**  
Sangguniang Bayan Member

  
**NICOLE MARIE C. MARCOS**  
Sangguniang Bayan Member

  
**RODEL M. TOBILLA**  
Sangguniang Bayan Member

  
**JERLYN C. BORJA**  
ABC President

  
**FRANCIS CHARLES T. ALVAREZ**  
SK Federation President



Republic of The Philippines  
 PROVINCE OF LEYTE  
 Municipality of Pastrana



RELEASED

SAGONG PILIPINAS

DATE: 09-08-25

SIGNATURE:   
 SANGGUNIANG BAYAN

ᜏᜒᜃᜅᜆᜇᜈᜉᜊᜋᜌᜍᜎᜏᜐᜑᜒᜓ᜔᜕᜖᜗᜘᜙᜚᜛᜜᜝᜞ᜟᜠᜡᜢᜣᜤᜥᜦᜧᜨᜩᜪᜫᜬᜭᜮᜯᜰᜱᜲᜳ᜴᜵᜶᜷᜸᜹᜺᜻᜼᜽᜾᜿

*The Sangguniang Bayan*

*Excerpts from the Minutes of the 8<sup>th</sup> Regular Session of the Sangguniang Bayan of Pastrana, Province of Leyte, held last September 1, 2025 at the Municipal Sangguniang Bayan Session Hall, this Municipality.*

Present:

- |  |   |  |
|--|---|--|
| <b>Hon. CHITO C. CAYACO</b>            | - | Municipal Vice – Mayor/<br>Presiding Officer |
| <b>Hon. GERARDO S. CARIAN</b>          | - | Sangguniang Bayan Member                     |
| <b>Hon. ANGELINA C. DIOLA</b>          | - | Sangguniang Bayan Member                     |
| <b>Hon. LOIDA B. VILLABLANCA</b>       | - | Sangguniang Bayan Member                     |
| <b>Hon. NATHAN G. LETRODO</b>          | - | Sangguniang Bayan Member                     |
| <b>Hon. ALEX C. SEQUITO</b>            | - | Sangguniang Bayan Member                     |
| <b>Hon. PIO M. TAN</b>                 | - | Sangguniang Bayan Member                     |
| <b>Hon. NICOLE MARIE C. MARCOS</b>     | - | Sangguniang Bayan Member                     |
| <b>Hon. RODEL M. TOBILLA</b>           | - | Sangguniang Bayan Member                     |
| <b>Hon. JERLYN C. BORJA</b>            | - | ABC President                                |
| <b>Hon. FRANCIS CHARLES T. ALVAREZ</b> | - | SK Federation President                      |

  
 PIO M. TAN  
 Sangguniang Bayan Member

  
 NICOLE MARIE C. MARCOS  
 Sangguniang Bayan Member

  
 RODEL M. TOBILLA  
 Sangguniang Bayan Member

  
 JERLYN C. BORJA  
 ABC President

  
 FRANCIS CHARLES T. ALVAREZ  
 SK Federation President

**RESOLUTION NO. 024-2025**

*Series of 2025*

**A RESOLUTION ADOPTING THE SUPPLEMENTAL INVESTMENT PROGRAM (SIP) NO. 02 OF THE MUNICIPALITY OF PASTRANA FOR CALENDAR YEAR 2025.**

**WHEREAS**, Section 287 of the **Local Government Code of 1991 (RA 7160)** mandates that a portion of the Internal Revenue Allotment (IRA)/National Tax Allotment (NTA) and other local revenues shall be allocated for development projects, to be embodied in the Annual Investment Program (AIP);

**WHEREAS**, the **Supplemental Investment Program (SIP) No. 02** is prepared to include programs, projects, and activities (PPAs) not originally reflected in the approved Annual Investment Program, but which are deemed necessary and urgent for implementation within the budget year;

**WHEREAS**, the **Municipal Development Council (MDC)** of Pastrana, in its meeting held on August 22, 2025, endorsed the proposed **Supplemental Investment Program (SIP) No. 02 for Calendar Year 2025** to the Sangguniang Bayan for adoption;

**WHEREAS**, after careful review and deliberation, the Sangguniang Bayan finds the Supplemental Investment Program No. 02 consistent with the local development goals and available funding sources;

**CHITO C. CAYACO**  
 Municipal Vice-Mayor /  
 Presiding Officer

  
 GERARDO S. CARIAN  
 Sangguniang Bayan Member

  
 ANGELINA C. DIOLA  
 Sangguniang Bayan Member

  
 LOIDA B. VILLABLANCA  
 Sangguniang Bayan Member

  
 NATHAN G. LETRODO  
 Sangguniang Bayan Member

  
 ALEX C. SEQUITO  
 Sangguniang Bayan Member

**NOW, THEREFORE**, on motion of **Hon. Nathan G. Letrodo**, Chairperson, Committee on Finance, Budget and Appropriation duly jointly seconded by **Hon. Angelina C. Diola** and **Hon. Nicole Marie C. Marcos**, Vice-Chairperson and Member, Committee on Finance, Budget and Appropriation;

**RESOLVED**, AS IT IS HEREBY RESOLVED to ADOPT the Supplemental Investment Program (SIP) No. 02 of the Municipality of Pastrana for Calendar Year 2025, as endorsed by the Municipal Development Council;

**RESOLVED FINALLY**, that copies of this Resolution together with the approved SIP be furnished to the **Municipal Planning and Development Office, the Municipal Budget Office, the Municipal Accounting Office, and all concerned agencies** for their information and guidance.

**APPROVED**, this 1<sup>st</sup> day of September, 2025, at the Sangguniang Bayan Session Hall, Municipality of Pastrana, Province of Leyte.

**APPROVED UNANIMOUSLY**

*I HEREBY CERTIFY to the correctness of the foregoing Resolution.*

**VERNADITH L. NIEGOS-DIZON, LPT.**  
*Local Legislative Staff Officer II/  
Sangguniang Bayan Secretary- Designate*

**CHITO C. CAYACO**  
*Municipal Vice-Mayor /  
Presiding Officer*

**GERARDO S. CARRAN**  
*Sangguniang Bayan Member*

**ANGELINA C. DIOLA**  
*Sangguniang Bayan Member*

**LOIDA B. VILLABLANCA**  
*Sangguniang Bayan Member*

**NATHAN G. LETRODO**  
*Sangguniang Bayan Member*

**ALEX C. SEQUITO**  
*Sangguniang Bayan Member*

**PIOTAN**  
*Sangguniang Bayan Member*

**NICOLE MARIE C. MARCOS**  
*Sangguniang Bayan Member*

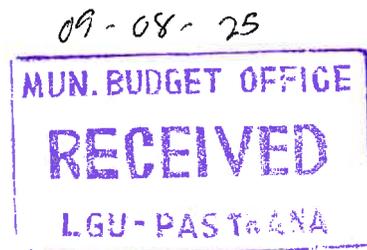
**RODEL M. JOBILLA**  
*Sangguniang Bayan Member*

**JERLYN C. PORJA**  
*ABC President*

**FRANCIS CHARLES T. ALVAREZ**  
*SK Federation President*

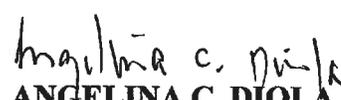
Attested by:

  
**CHITO C. CAYACO**  
Municipal Vice-Mayor/  
Presiding Officer



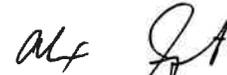
Approved:

  
**GERARDO S. CARIAN**  
Sangguniang Bayan Member

  
**ANGELINA C. DIOLA**  
Sangguniang Bayan Member

  
**LOIDA B. VILLABLANCA**  
Sangguniang Bayan Member

  
**NATHAN G. LETRODO**  
Sangguniang Bayan Member

  
**ALEX C. SEQUITO**  
Sangguniang Bayan Member

  
**PIO M. TAN**  
Sangguniang Bayan Member

  
**NICOLE MARIE C. MARCOS**  
Sangguniang Bayan Member

  
**RODELL M. TOBILLA**  
Sangguniang Bayan Member

  
**JERLYN C. BORJA**  
ABC President

  
**FRANCIS CHARLES T. ALVAREZ**  
SK Federation President



Republic of the Philippines  
Province of Leyte  
Municipality of Pastrana  
OOo



## OFFICE OF THE MUNICIPAL MAYOR

September 1, 2025

**HON. Vice-Mayor CHITO C. CAYACO**  
**Presiding Officer and**  
HON. MEMBERS  
Sangguniang Bayan  
Pastrana, Leyte



Gentlemen and Madame's,

Respectfully endorsing the Supplemental Budget No. 2 for Fiscal Year 2025 amounting to Eleven Million One Hundred Sixty Four Thousand Four Hundred Fifty Pesos & 01/100 (11,164,450.01).

The Budget is made to allocate funds for Personal Services, and other Programs, Projects and Activities of the Local Government Unit, this Municipality.

For your review and approval.

Very truly yours,

**MARITESS B. CAYACO-MARCOS, RN**  
*Municipal Mayor*

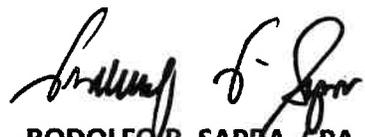
**STATEMENT OF FUNDING SOURCES**  
**Supplemental Budget No. 02**  
**Fiscal Year 2025**

**PROVINCE OF LEYTE**  
**General Fund**  
**Fund/Special Account**

<b>Particulars (1)</b>	<b>Account Classification (PGCA) (2)</b>	<b>Amount (3)</b>
1.0 New Revenue Sources Unprogrammed National Tax Allotment (NTA)		
2.0 Actual Collections in Excess of the Estimated Income		
3.0 Savings FY 2024		6,944,405.88
Savings on Appropriations FY 2025		4,220,044.13
4.0 Realignment		
5.0 Reversion -		
<b>TOTAL</b>		<b>11,164,450.01</b>

Certified Correct:

  
**ROGELIO E. GERILLA JR.**  
 Acting-Municipal Treasurer

  
**RODOLFO P. SAPRA, CPA**  
 Municipal Accountant

**STATEMENT OF SUPPLEMENTAL APPROPRIATION**  
**LGU- Pastrana, Leyte**  
**SUPPLEMENTAL BUDGET NO. 02 FY 2025**

Implementing Office ,(1)	Particulars/Purpose ,(2)	AIP Ref Code (3)	Object of Expenditures ,(4)	Account Code ,(5)	Amount ,(6)
<b>MAYOR'S OFFICE</b>	<b>A.) P.S.</b>				
	Grant of additional fund for Salary Adjustment implementing LBC 165 "ANNEX A6"(4rth class)	1000-00-3-1-01-001-001	Salaries & Wages-Regular	5-01-01-010	113,008.00
	Grant of additional fund for Year End Bonus	1000-00-3-1-01-001-001	Year End Bonus	5-01-02-140	28,252.00
	Provision for GSIS Premiums	1000-00-3-1-01-001-001	Retirement & Life Ins. Prem.	5-01-03-010	13,560.96
	Provision for Philhealth Premiums	1000-00-3-1-01-001-001	Philhealth Contributions	5-01-03-030	5,650.40
	Provision for Hazard Pay	1000-00-3-1-01-001-001	Hazard Pay	5-01-02-110	2,515.00
	Provision for Other Bonuses & Allowances	1000-00-3-1-01-001-001	Other Bonuses & Allowances	5-01-02-990	900,000.00
	Provision for Terminal Leave Pay	1000-00-3-1-01-001-001	Terminal Leave Benefits	5-01-04-030	1,000,000.00
	<b>TOTAL</b>				<b>2,062,986.36</b>
	<b>B.) M.O.O.E.</b>				
	Provision for the purchase of Office Supplies	1000-000-3-1-01-000-001	Office Supplies Expenses	5-02-03-010	1,350,000.00
	Provision for Other General Services	1000-000-3-1-01-001-001	Other General Services	5-02-12-990	1,004,870.48
	<b>TOTAL</b>				<b>2,354,870.48</b>
	<b>C.) CAPITAL OUTLAY</b>				
	Provision for the construction of Temporary Motorcycle Terminal	1000-000-3-1-01-000-003	Other Structures	1-07-04-990	200,000.00
	Provision for additional Fund for the purchase of lot for Sanitary Landfill	1000-000-3-1-01-001-001	Land	1-07-01-010	250,000.00
	Provision for the acquisition of Office Equipmen	1000-000-3-1-01-001-001	Office Equipment Outlay	1-07-05-020	201,707.10
	<b>TOTAL</b>				<b>651,707.10</b>
	<b>D.) Non-Office Expenditures:</b>				
	Provision for Local People's Council Operation	1000-000-3-1-01-000-004	Training Expenses	5-02-02-010	100,000.00
			Other MOOE	5-02-99-990	196,628.28
	<b>TOTAL</b>				<b>296,628.28</b>
<b>OFFICE OF THE SB</b>	<b>A.) P.S.</b>				
	Grant of additional fund for Salary Adjustment implementing LBC 165 "ANNEX A6"(4rth class)	1000-000-3-1-02-001-001	Salaries & Wages-Regular	5-01-01-010	134,216.00
	Grant of additional fund for Year End Bonus	1000-000-3-1-02-001-001	Year End Bonus	5-01-02-140	33,554.00
	Provision for GSIS Premiums	1000-000-3-1-02-001-001	Retirement & Life Ins. Prem.	5-01-03-010	16,105.92
	Provision for Philhealth Premiums	1000-000-3-1-02-001-001	Philhealth Contributions	5-01-03-030	6,710.80
	Provision for Hazard Pay	1000-000-3-1-02-001-001	Hazard Pay	5-01-02-110	
	Provision for Other Bonuses & Allowances	1000-000-3-1-02-001-001	Other Bonuses & Allowances	5-01-02-990	280,000.00
	<b>TOTAL</b>				<b>470,586.72</b>
	<b>B.) M.O.O.E.</b>				
	Provision for the purchase of Office Supplies	1000-900-3-1-02-000-001	Office Supplies Expenses	5-02-03-010	420,000.00
	<b>TOTAL</b>				<b>420,000.00</b>

**STATEMENT OF SUPPLEMENTAL APPROPRIATION  
 LGU- Pastrana, Leyte  
 SUPPLEMENTAL BUDGET NO. 02 FY 2025**

Implementing Office (1)	Particulars/Purpose (2)	AIP Ref Code (3)	Object of Expenditures (4)	Account Code (5)	Amount (6)
<b>OFFICE OF THE SB SEC</b>	<b>A.) P.S.</b>				
	Grant of additional fund for Salary Adjustment implementing LBC 165 "ANNEX A76"(4rth class)	1000-000-3-1-04-001-001	Salaries & Wages-Regular	5-01-01-010	15,856.00
	Grant of additional fund for Year End Bonus	1000-000-3-1-04-001-001	Year End Bonus	5-01-02-140	3,964.00
	Provision for GSIS Premiums	1000-000-3-1-04-001-001	Retirement & Life Ins. Prem.	5-01-03-010	1,902.72
	Provision for Philhealth Premiums	1000-000-3-1-04-001-001	Philhealth Contributions	5-01-03-030	792.80
	Provision for Hazard Pay	1000-000-3-1-04-001-001	Hazard Pay	5-01-02-110	
	Provision for Other Bonuses & Allowances	1000-000-3-1-04-001-001	Other Bonuses & Allowances	5-01-02-990	60,000.00
	<b>TOTAL</b>				<b>82,515.52</b>
	<b>B.) M.O.O.E.</b>				
	Provision for the purchase of Office Supplies	1000-000-3-1-04-000-001	Office Supplies Expenses	5-02-03-010	90,000.00
	<b>TOTAL</b>				<b>90,000.00</b>
<b>OFFICE OF THE MPDC</b>	<b>A.) P.S.</b>				
	Grant of additional fund for Salary Adjustment implementing LBC 160 "ANNEX A7"(5fth class)	1000-000-3-1-09-001-001	Salaries & Wages-Regular	5-01-01-010	21,484.00
	Grant of additional fund for Year End Bonus	1000-000-3-1-09-001-001	Year End Bonus	5-01-02-140	5,371.00
	Provision for GSIS Premiums	1000-000-3-1-09-001-001	Retirement & Life Ins. Prem.	5-01-03-010	2,578.08
	Provision for Philhealth Premiums	1000-000-3-1-09-001-001	Philhealth Contributions	5-01-03-030	1,074.20
	Provision for Hazard Pay	1000-000-3-1-09-001-001	Hazard Pay	5-01-02-110	
	Provision for Other Bonuses & Allowances	1000-000-3-1-09-001-001	Other Bonuses & Allowances	5-01-02-990	80,000.00
	<b>TOTAL</b>				<b>110,507.28</b>
	<b>B.) M.O.O.E.</b>				
	Provision for the purchase of Office Supplies	1000-000-3-1-09-000-001	Office Supplies Expenses	5-02-03-010	120,000.00
	<b>TOTAL</b>				<b>120,000.00</b>
<b>OFFICE OF THE MCR</b>	<b>A.) P.S.</b>				
	Grant of additional fund for Salary Adjustment implementing LBC 165 "ANNEX A6"(4rth class)	1000-000-3-1-12-001-001	Salaries & Wages-Regular	5-01-01-010	14,896.00
	Grant of additional fund for Year End Bonus	1000-000-3-1-12-001-001	Year End Bonus	5-01-02-140	3,724.00
	Provision for GSIS Premiums	1000-000-3-1-12-001-001	Retirement & Life Ins. Prem.	5-01-03-010	1,724.52
	Provision for Philhealth Premiums	1000-000-3-1-12-001-001	Philhealth Contributions	5-01-03-030	744.80
	Provision for Hazard Pay	1000-000-3-1-12-001-001	Hazard Pay	5-01-02-110	
	Provision for Other Bonuses & Allowances	1000-000-3-1-12-001-001	Other Bonuses & Allowances	5-01-02-990	40,000.00
	<b>TOTAL</b>				<b>61,089.32</b>
	<b>B.) M.O.O.E.</b>				
	Provision for the purchase of Office Supplies	1000-000-3-1-12-000-001	Office Supplies Expenses	5-02-03-010	60,000.00
	<b>TOTAL</b>				<b>60,000.00</b>
<b>OFFICE OF THE MBO</b>	<b>A.) P.S.</b>				
	Grant of additional fund for Salary Adjustment implementing LBC 165 "ANNEX A6"(4rth class)	1000-000-3-1-08-001-001	Salaries & Wages-Regular	5-01-01-010	18,876.00
	Grant of additional fund for Year End Bonus	1000-000-3-1-08-001-001	Year End Bonus	5-01-02-140	4,719.00
	Provision for GSIS Premiums	1000-000-3-1-08-001-001	Retirement & Life Ins. Prem.	5-01-03-010	2,265.12
	Provision for Philhealth Premiums	1000-000-3-1-08-001-001	Philhealth Contributions	5-01-03-030	943.80
	Provision for Hazard Pay	1000-000-3-1-08-001-001	Hazard Pay	5-01-02-110	
	Provision for Other Bonuses & Allowances	1000-000-3-1-08-001-001	Other Bonuses & Allowances	5-01-02-990	80,000.00
	<b>TOTAL</b>				<b>106,803.92</b>

**STATEMENT OF SUPPLEMENTAL APPROPRIATION**  
**LGU- Pastrana, Leyte**  
**SUPPLEMENTAL BUDGET NO. 02 FY 2025**

Implementing Office (1)	Particulars/Purpose (2)	AIP Ref Code (3)	Object of Expenditures (4)	Account Code (5)	Amount (6)
	<b>B.) M.O.O.E.</b>				
	Provision for the purchase of Office Supplies	1000-000-3-1-08-000-001	Office Supllies Expenses	5-02-03-010	120,000.00
	<b>TOTAL</b>				<b>120,000.00</b>
<b>OFFICE OF THE ACCNTNG</b>	<b>A.) P.S.</b>				
	Grant of additional fund for Salary Adjustment implementing LBC 165"ANNEX A6"(4rth class)	1000-000-3-1-07-001-001	Salaries & Wages-Regular	5-01-01-010	28,904.00
	Grant of additional fund for Year End Bonus	1000-000-3-1-07-001-001	Year End Bonus	5-01-02-140	7,226.00
	Provision for GSIS Premiums	1000-000-3-1-07-001-001	Retirement & Life Ins. Prem.	5-01-03-010	3,468.48
	Provision for Philhealth Premiums	1000-000-3-1-07-001-001	Philhealth Contributions	5-01-03-030	1,445.20
	Provision for Hazard Pay	1000-000-3-1-07-001-001	Hazard Pay	5-01-02-110	
	Provision for Other Bonuses & Allowances	1000-000-3-1-07-001-001	Other Bonuses & Allowances	5-01-02-990	100,000.00
	<b>TOTAL</b>				<b>141,043.68</b>
	<b>B.) M.O.O.E.</b>				
	Provision for the purchase of Office Supplies	1000-000-3-1-07-000-001	Office Supllies Expenses	5-02-03-010	150,000.00
	<b>TOTAL</b>				<b>150,000.00</b>
<b>OFFICE OF THE MTO</b>	<b>A.) P.S.</b>				
	Grant of additional fund for Salary Adjustment implementing LBC 165"ANNEX A6"(4rth class)	1000-000-3-1-05-001-001	Salaries & Wages-Regular	5-01-01-010	37,312.00
	Grant of additional fund for Year End Bonus	1000-000-3-1-05-001-001	Year End Bonus	5-01-02-140	9,328.00
	Provision for GSIS Premiums	1000-000-3-1-05-001-001	Retirement & Life Ins. Prem.	5-01-03-010	4,477.44
	Provision for Philhealth Premiums	1000-000-3-1-05-001-001	Philhealth Contributions	5-01-03-030	1,865.60
	Provision for Hazard Pay	1000-000-3-1-05-001-001	Hazard Pay	5-01-02-110	
	Provision for Other Bonuses & Allowances	1000-000-3-1-05-001-001	Other Bonuses & Allowances	5-01-02-990	180,000.00
	<b>TOTAL</b>				<b>232,983.04</b>
	<b>B.) M.O.O.E.</b>				
	Provision for the purchase of Office Supplies	1000-000-3-1-05-000-001	Office Supllies Expenses	5-02-03-010	270,000.00
	<b>TOTAL</b>				<b>270,000.00</b>
<b>OFFICE OF THE ASSESSOR</b>	<b>A.) P.S.</b>				
	Grant of additional fund for Salary Adjustment implementing LBC 165 "ANNEX A6"(4rth class)	1000-000-3-1-06-001-001	Salaries & Wages-Regular	5-01-01-010	17,292.00
	Grant of additional fund for Year End Bonus	1000-000-3-1-06-001-001	Year End Bonus	5-01-02-140	4,323.00
	Provision for GSIS Premiums	1000-000-3-1-06-001-001	Retirement & Life Ins. Prem.	5-01-03-010	2,075.04
	Provision for Philhealth Premiums	1000-000-3-1-06-001-001	Philhealth Contributions	5-01-03-030	864.60
	Provision for Hazard Pay	1000-000-3-1-06-001-001	Hazard Pay	5-01-02-110	
	Provision for Other Bonuses & Allowances	1000-000-3-1-06-001-001	Other Bonuses & Allowances	5-01-02-990	60,000.00
	<b>TOTAL</b>				<b>84,554.64</b>
	<b>B.) M.O.O.E.</b>				
	Provision for the purchase of Office Supplies	1000-000-3-1-06-000-001	Office Supllies Expenses	5-02-03-010	90,000.00
	<b>TOTAL</b>				<b>90,000.00</b>

**STATEMENT OF SUPPLEMENTAL APPROPRIATION**  
**LGU- Pastrana, Leyte**  
**SUPPLEMENTAL BUDGET NO. 02 FY 2025**

Implementing Office ,(1)	Particulars/Purpose ,(2)	AIP Ref Code (3)	Objectof Expenditures ,(4)	Account Code ,(5)	Amount ,(6)
<b>OFFICE OF THE MSWDO</b>	<b>A.) P.S.</b>				
	Grant of additional fund for Salary Adjustment implementing LBC 165 "ANNEX A6"(4rth class)	3000-500-3-1-13-001-001	Salaries & Wages-Regular	5-01-01-010	30,432.00
	Grant of additional fund for Year End Bonus	3000-500-3-1-13-001-001	Year End Bonus	5-01-02-140	7,608.00
	Provision for GSIS Premiums	3000-500-3-1-13-001-001	Retirement & Life Ins. Prem.	5-01-03-010	3,651.84
	Provision for Philhealth Premiums	3000-500-3-1-13-001-001	Philhealth Contributions	5-01-03-030	1,521.60
	Provision for Hazard Pay	3000-500-3-1-13-001-001	Hazard Pay	5-01-02-110	6,086.40
	Provision for Other Bonuses & Allowances	3000-500-3-1-13-001-001	Other Bonuses & Allowances	5-01-02-990	140,000.00
	<b>TOTAL</b>				<b>189,299.84</b>
	<b>B.) M.O.O.E.</b>				
	Provision for the purchase of Office Supplies	3000-200-3-1-013-000-00	Office Supllies Expenses	5-02-03-010	210,000.00
	<b>TOTAL</b>				<b>210,000.00</b>
	<b>C.) GAD Fund:</b>				
	Assistance In Crisis Situation (AICS)	1000-000-3-1-01-000-002			1,400,000.00
<b>OFFICE OF THE MHO</b>	<b>A.) P.S.</b>				
	Grant of additional fund for Salary Adjustment implementing LBC 165"ANNEX A1"	3000-200-3-1-11-001-001	Salaries & Wages-Regular	5-01-01-010	68,144.00
	Grant of additional fund for Year End Bonus	3000-200-3-1-11-001-001	Year End Bonus	5-01-02-140	17,036.00
	Provision for GSIS Premiums	3000-200-3-1-11-001-001	Retirement & Life Ins. Prem.	5-01-03-010	8,177.28
	Provision for Philhealth Premiums	3000-200-3-1-11-001-001	Philhealth Contributions	5-01-03-030	3,407.20
	Provision for Hazard Pay	3000-200-3-1-11-001-001	Hazard Pay	5-01-02-110	3,245.75
	Provision for Other Bonuses & Allowances	3000-200-3-1-11-001-001	Other Bonuses & Allowances	5-01-02-990	220,000.00
	<b>TOTAL</b>				<b>320,010.23</b>
	<b>B.) M.O.O.E.</b>				
	Provision for the purchase of Office Supplies	3000-200-3-1-11-000-001	Office Supllies Expenses	5-02-03-010	330,000.00
	<b>TOTAL</b>				<b>330,000.00</b>
<b>OFFICE OF THE D.A</b>	<b>A.) P.S.</b>				
	Grant of additional fund for Salary Adjustment implementing LBC 165"ANNEX A6"(4rth class)	8000-000-3-2-03-001-001	Salaries & Wages-Regular	5-01-01-010	37,228.00
	Grant of additional fund for Year End Bonus	8000-000-3-2-03-001-001	Year End Bonus	5-01-02-140	9,307.00
	Provision for GSIS Premiums	8000-000-3-2-03-001-001	Retirement & Life Ins. Prem.	5-01-03-010	4,467.36
	Provision for Philhealth Premiums	8000-000-3-2-03-001-001	Philhealth Contributions	5-01-03-030	1,861.40
	Provision for Hazard Pay	8000-000-3-2-03-001-001	Hazard Pay	5-01-02-110	
	Provision for Other Bonuses & Allowances	8000-000-3-2-03-001-001	Other Bonuses & Allowances	5-01-02-990	180,000.00
	<b>TOTAL</b>				<b>232,863.76</b>
	<b>B.) M.O.O.E.</b>				
	Provision for the purchase of Office Supplies	8000-000-3-2-03-000-001	Office Supllies Expenses	5-02-03-010	270,000.00
	<b>TOTAL</b>				<b>270,000.00</b>

**STATEMENT OF SUPPLEMENTAL APPROPRIATION  
 LGU- Pastrana, Leyte  
 SUPPLEMENTAL BUDGET NO. 02 FY 2025**

Implementing Office ,(1)	Particulars/Purpose ,(2)	AIP Ref Code (3)	Object of Expenditures ,(4)	Account Code ,(5)	Amount ,(6)
OFFICE OF ENGRNRG	A.) P.S. Grant of additional fund for Salary Adjustment implementing LBC 165"ANNEX A6"(4rth class)	8000-000-3-1-10-001-001	Salaries & Wages-Regular	5-01-01-010	25,352.00
	Grant of additional fund for Year End Bonus	8000-000-3-1-10-001-001	Year End Bonus	5-01-02-140	6,338.00
	Provision for GSIS Premiums	8000-000-3-1-10-001-001	Retirement & Life Ins. Prem.	5-01-03-010	3,042.24
	Provision for Philhealth Premiums	8000-000-3-1-10-001-001	Philhealth Contributions	5-01-03-030	1,267.60
	Provision for Other Bonuses & Allowances	8000-000-3-1-10-001-001	Other Bonuses & Allowances	5-01-02-990	80,000.00
	<b>TOTAL</b>				<b>115,999.84</b>
	B.) M.O.O.E. Provision for the purchase of Office Supplies	8000-000-3-1-10-000-001	Office Supllies Expenses	5-02-03-010	120,000.00
	<b>TOTAL</b>				<b>120,000.00</b>
	<b>GRAND TOTAL</b>				<b>11,164,450.01</b>

Prepared by:

  
**ANACLETA G. GABRIENTE**  
 Municipal Budget Officer

Approved:

  
**MARITESS E. CAYACO-MARCOS, RN**  
 Municipal Mayor



Republic of the Philippines  
Province of Leyte  
Municipality of Pastrana



-oOo-  
**MUNICIPAL ACCOUNTANT'S OFFICE**

## CERTIFICATION

TO WHOM IT MAY CONCERN:

TO WHOM IT MAY CONCERN:

This is to CERTIFY that there is an actual available funds from the General Fund the Savings of FY 2024 and Savings on Appropriations FY 2025 amounting to Eleven Million One Hundred Sixty Four Thousand Four Hundred Fifty Pesos & 01/100 only (P 11,164,450.01), broken down as follows:

a. Savings MOOE FY 2024	- P 6,944,405.88
b. Savings on Appropriations FY 2025	- <u>4,220,044.13</u>
Total	P 11,164,450.01

Issued this 29<sup>th</sup> day of August, 2025.

Certified by:

  
RODOLFO P. SAPRA, CPA  
Municipal Accountant

  
ROGELIO E. GERILLA JR  
Acting-Municipal Treasurer

Approved by:

  
HON. MARITESS B. CAYACO-MARCOS, RN  
Municipal Mayor

**SUPPLEMENTAL BUDGET NO. 2**  
**STATEMENT OF FUNDS AVAILABLE FOR REVERSION**  
**FISCAL YEAR 2025**

OFFICE	OBJECT OF EXPENDITURES	AMOUNT OF APPROPRIATIONS	AMOUNT OF OBLIGATION	UNOBLIGATED TO DATE	AMOUNT REVERTED	BAL. OF APPROPRIATION
<b>1. OFFICE OF THE MAYOR</b>	SALARIES	10,121,356.00	4,415,038.69	5,706,317.31	588,587.00	5,117,730.31
	PERA	1,220,000.00	529,817.89	690,182.11	94,000.00	596,182.11
	CLOTHING	385,000.00	266,000.00	119,000.00	7,000.00	112,000.00
	MID YEAR BONUS	721,687.00	608,683.00	113,004.00	77,299.00	35,705.00
	GSIS PREMIUMS	1,190,586.72	504,722.23	685,684.49	70,630.44	615,054.05
<b>2. SB SECRETARY'S OFFICE</b>	SALARIES	1,156,140.00	172,158.00	983,982.00	502,257.00	481,725.00
	PERA	72,000.00	28,000.00	44,000.00	14,000.00	30,000.00
	CLOTHING	21,000.00	14,000.00	7,000.00	7,000.00	-
	MID YEAR BONUS	96,345.00	24,594.00	71,751.00	71,751.00	-
	GSIS PREMIUMS	138,736.80	20,658.96	118,077.84	60,270.84	57,807.00
	PHILHEALTH	57,807.00	4,303.94	53,503.05	25,112.85	28,390.20
<b>3. OFFICE OF THE MUN. TREASURER</b>	SALARIES	2,661,444.00	993,457.00	1,667,987.00	494,193.00	1,173,794.00
	PERA	216,000.00	104,000.00	112,000.00	14,000.00	98,000.00
	CLOTHING	63,000.00	56,000.00	7,000.00	7,000.00	-
	MID YEAR BONUS	221,787.00	135,289.00	86,498.00	70,599.00	15,899.00
	GSIS PREMIUMS	319,373.28	119,214.84	200,158.44	59,303.16	140,855.28
	PHILHEALTH	133,072.20	24,835.99	108,236.21	24,709.65	83,526.56
<b>4. OFFICE OF THE ASSESSOR</b>	SALARIES	1,253,616.00	635,439.00	618,177.00	95,837.00	522,340.00
	PERA	72,000.00	28,000.00	44,000.00	14,000.00	30,000.00
	CLOTHING	21,000.00	14,000.00	7,000.00	7,000.00	-
	MID YEAR BONUS	104,468.00	90,777.00	13,691.00	13,691.00	-
	GSIS PREMIUMS	150,433.92	76,252.68	74,181.24	11,500.44	62,680.80
	PHILHEALTH	62,680.80	15,885.88	46,794.92	4,791.85	42,003.07

**SUPPLEMENTAL BUDGET NO. 2**  
**STATEMENT OF FUNDS AVAILABLE FOR REVERSION**  
**FISCAL YEAR 2025**

OFFICE	OBJECT OF EXPENDITURES	AMOUNT OF APPROPRIATIONS	AMOUNT OF OBLIGATION	UNOBLIGATED TO DATE	AMOUNT REVERTED	BAL. OF APPROPRIATION
<b>5. OFFICE OF THE MHO</b>	SALARIES	4,647,024.00	2,321,167.36	2,325,856.64	327,369.00	1,998,487.64
	PERA	264,000.00	122,727.27	141,272.73	28,000.00	113,272.73
	CLOTHING	77,000.00	56,000.00	21,000.00	14,000.00	7,000.00
	MID YEAR BONUS	387,252.00	302,072.00	85,180.00	46,767.00	38,413.00
	GSIS PREMIUMS	557,642.88	278,763.81	278,879.07	39,284.28	239,594.79
	PHILHEALTH	232,351.20	57,069.31	175,281.89	16,368.45	158,913.44
	HAZARD	972,075.60	469,497.44	502,578.16	81,842.25	420,735.91
	SUBSISTENCE	198,000.00	67,499.99	130,500.01	21,000.00	109,500.01
<b>6. OFFICE OF THE MCR</b>	SALARIES	1,133,220.00	553,238.00	579,982.00	107,807.00	472,175.00
	PERA	48,000.00	14,000.00	34,000.00	14,000.00	20,000.00
<b>7. OFFICE OF THE MUN. ENGINEER</b>	SALARIES	1,688,040.00	490,497.00	1,197,543.00	494,193.00	703,350.00
	PERA	96,000.00	42,000.00	54,000.00	14,000.00	40,000.00
	MID YEAR BONUS	140,670.00	70,071.00	70,599.00	70,599.00	-
	GSIS PREMIUMS	202,564.80	58,859.64	143,705.16	59,303.16	84,402.00

**SUPPLEMENTAL BUDGET NO. 2**  
**STATEMENT OF FUNDS AVAILABLE FOR REVERSION**  
**FISCAL YEAR 2025**

OFFICE	OBJECT OF EXPENDITURES	AMOUNT OF APPROPRIATIONS	AMOUNT OF OBLIGATION	UNOBLIGATED TO DATE	AMOUNT REVERTED	BAL. OF APPROPRIATION
<b>8. OFFICE OF THE MUN. AGRICULTURIST</b>	SALARIES	2,490,780.00	1,034,859.00	1,455,921.00	418,096.00	1,037,825.00
	PERA	216,000.00	84,000.00	132,000.00	42,000.00	90,000.00
	CLOTHING	63,000.00	42,000.00	21,000.00	21,000.00	-
	PEI					-
	CASH GIFT					-
	MID YEAR BONUS	207,565.00	147,837.00	59,728.00	59,728.00	-
	YEAR END BONUS					-
	GSIS PREMIUMS	298,893.60	124,183.08	174,710.52	7,167.36	167,543.16
	HDMF					-
	PHILHEALTH	124,539.00	25,871.26	98,667.74	2,986.40	95,681.34
	ECC					-
<b>GRAND TOTAL</b>		<b>34,504,151.80</b>	<b>15,243,341.26</b>	<b>19,260,630.53</b>	<b>4,220,044.13</b>	<b>15,040,586.40</b>

WE HEREBY CERTIFY jointly that the above statement of funds for reversion is true & correct.

Prepared by:

  
**ANACIETA G. GABRIENTE**  
Municipal Budget Officer

Confirmed by:   
**RODOLFO P. SAPRA, CPA**  
Municipal Accountant

  
**ROGELIO E. GERILLA JR.**  
OIC-Municipal Treasurer



Republic of the Philippines  
Province of Leyte  
MUNICIPALITY OF PASTRANA



**CERTIFICATE OF SAVINGS**

This is to certify that according to our records on file in this Office, the Municipality of Pastrana has savings from various Offices as of December 31, 2024 amounting to Six Million Nine Hundred Forty Four Thousand Four Hundred Five and 88/100 (6,944,405.88).

Name of Office	Expense Class (MOOE)	Account Code	Amount	
<b>OFFICE OF THE MUN. MAYOR</b>	Salaries	5-01-01-010	37,071.41	
	PERA	5-01-02-010	9,727.28	
	Subsistence Allowance	5-01-02-050	18,068.18	
	Laundry Allowance	5-01-02-060	1,800.00	
	Hazard Pay	5-01-02-110	30,249.40	
	Cash Gift	5-01-02-150	3,500.00	
	Year End Bonus	5-01-02-140	11,575.00	
	Life and Retirement Insurance	5-01-03-010	8,291.28	
	HDMF	5-01-03-020	14,197.54	
	PHILHEALTH Contribution	5-01-03-030	20,431.63	
	ECC Contribution	5-01-03-040	331.13	
	Terminal Leave Benefits	5-01-04-030	421,049.58	
	PEI	5-01-02-080	2,500.00	
	Other Bonuses	5-01-02-990	12,000.00	
	OTHER SUPPLIES	5-02-03-990	47,350.00	
	<b>Office of the SB</b>	Salaries	5-01-01-010	19,937.60
		Representation Allowance	5-01-02-020	3,340.91
Transportation Allowance		5-01-02-030	3,250.01	
Clothing Allowance		5-01-02-040	6,000.00	
Mid-Year Bonus		5-01-02-160	2,058.00	
Year End Bonus		5-01-02-140	2,058.00	
Life and Retirement Insurance		5-01-03-010	30,186.65	
HDMF		5-01-03-020	1,100.00	
<b>Office of the SB Sec.</b>	PHILHEALTH Contribution	5-01-03-030	234,096.88	
	Salaries	5-01-01-010	39,312.00	
	PERA	5-01-02-010	2,000.00	
	Cash Gift	5-01-02-150	3,500.00	
	Year End Bonus	5-01-02-140	21,377.00	
	Life and Retirement Insurance	5-01-03-010	3,938.83	
	HDMF	5-01-03-020	700.00	
	PHILHEALTH Contribution	5-01-03-030	1,729.76	
	ECC Contribution	5-01-03-040	100.00	
	Other Bonuses	5-01-02-990	12,000.00	
<b>Office of the MPDC</b>	PEI	5-01-02-080	2,500.00	
	Salaries	5-01-01-010	20,718.00	
	PERA	5-01-02-010	4,000.00	
	Clothing Allowance	5-01-02-040	6,000.00	
	Life and Retirement Insurance	5-01-03-010	2,486.16	
	HDMF	5-01-03-020	686.60	
	PHILHEALTH Contribution	5-01-03-030	34,214.29	
ECC Contribution	5-01-03-040	200.00		
<b>SUB-TOTAL</b>			<b>1,095,633.12</b>	

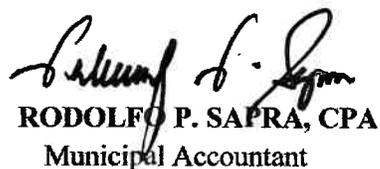
Name of Office	Expense Class (MOOE)	Account Code	Amount	
<b>Office of the MCR</b>	Salaries	5-01-01-010	255,350.00	
	PERA	5-01-02-010	27,000.00	
	Clothing Allowance	5-01-02-040	6,000.00	
	Cash Gift	5-01-02-150	5,000.00	
	Mid-Year Bonus	5-01-02-160	84,443.00	
	Year End Bonus	5-01-02-140	14,374.00	
	Life and Retirement Insurance	5-01-03-010	28,712.68	
	HDMF	5-01-03-020	2,600.00	
	PHILHEALTH Contribution	5-01-03-030	31,775.87	
	ECC Contribution	5-01-03-040	1,300.00	
	PEI	5-01-02-080	5,000.00	
	<b>Office of the MBO</b>	Salaries	5-01-01-010	66.00
PERA		5-01-02-010	4,000.00	
Clothing Allowance		5-01-02-040	12,000.00	
Mid-Year Bonus		5-01-02-160	4,288.00	
Life and Retirement Insurance		5-01-03-010	8,616.96	
HDMF		5-01-03-020	1,383.52	
PHILHEALTH Contribution		5-01-03-030	34,995.32	
ECC Contribution		5-01-03-040	600.00	
Overtime Pay		5-01-02-130	72.86	
Travelling Expense		5-02-01-010	60,137.00	
Training & Seminar Expense		5-02-02-010	6,000.00	
Office Supplies Expense		5-02-03-010	24,078.26	
Telephone Expense-Mobile		5-02-05-020	1,000.00	
Membership Dues		5-02-99-060	6,000.00	
Other MOOE		5-02-99-990	10,000.00	
<b>Office of the MAO</b>		Salaries	5-01-01-010	153,490.25
		PERA	5-01-02-010	16,545.50
	Cash Gift	5-01-02-150	5,000.00	
	Mid-Year Bonus	5-01-02-160	18,055.00	
	Year End Bonus	5-01-02-140	15,492.00	
	Life and Retirement Insurance	5-01-03-010	19,947.44	
	HDMF	5-01-03-020	2,000.00	
	PHILHEALTH Contribution	5-01-03-030	52,166.45	
	ECC Contribution	5-01-03-040	800.00	
	PEI	5-01-02-080	5,000.00	
	Overtime Pay	5-01-02-130	2,226.36	
	Travelling Expense	5-02-01-010	21,067.00	
	Training & Seminar Expense	5-02-02-010	8,000.00	
	Office Supplies Expense	5-02-03-010	36,987.00	
	Other Supplies	5-02-03-990	423.73	
	Telephone Expense-Mobile	5-02-05-020	9,000.00	
	Membership Dues	5-02-99-060	10,000.00	
Rep. & Maintenance- IT	5-02-13-050	15,000.00		
<b>Office of the MTO</b>	Salaries	5-01-01-010	46,257.90	
	PERA	5-01-02-010	3,000.00	
	Representation Allowance	5-01-02-020	4,056.82	
	Transportation Allowance	5-01-02-030	4,056.82	
	Mid-Year Bonus	5-01-02-160	812.00	
	Year End Bonus	5-01-02-140	1,105.00	
	Life and Retirement Insurance	5-01-03-010	10,405.05	
	HDMF	5-01-03-020	7,496.00	
	PHILHEALTH Contribution	5-01-03-030	1,100.00	
	ECC Contribution	5-01-03-040	2,200.00	
	Overtime Pay	5-01-02-130	868.10	
Travelling Expense	5-02-01-010	35,231.30		
<b>SUB TOTAL</b>			<b>1,142,583.19</b>	

Name of Office	Expense Class (MOOE)	Account Code	Amount
	Office Supplies Expense	5-02-03-010	8,134.05
	Accountable Forms	5-02-03-020	500.00
	Other Supplies	5-02-03-990	8,000.00
	Telephone Expense-Mobile	5-02-05-020	3,000.00
	Fidelity Bond Premiums	5-02-16-020	14,042.50
<b>Office of the Assessor</b>	Salaries	5-01-01-010	3,504.00
	Year End Bonus	5-01-02-140	493.00
	Life and Retirement Insurance	5-01-03-010	295.20
	HDMF	5-01-03-020	400.00
	PHILHEALTH Contribution	5-01-03-030	2,301.04
	Travelling Expense	5-02-01-010	1,817.00
	Office Supplies Expense	5-02-03-010	79,548.93
	Rep. & Maint. -IT	5-02-13-050	6,000.00
	Other MOOE	5-02-03-990	200.00
<b>Office of the MSWDO</b>	Salaries	5-01-01-010	16,020.92
	PERA	5-01-02-010	909.20
	Hazard Pay	5-01-02-110	34,738.20
	Mid Year Bonus	5-01-02-160	691.00
	Year End Bonus	5-01-02-140	5,289.00
	Life and Retirement Insurance	5-01-03-010	6,640.62
	HDMF	5-01-03-020	1,300.00
	PHILHEALTH Contribution	5-01-03-030	5,640.85
	ECC Contribution	5-01-03-040	1,300.00
	PEI	5-01-02-080	5,000.00
	Travelling Expense	5-02-01-010	32,265.11
	Training & Seminar Expense	5-02-02-010	9,000.00
	Office Supplies Expense	5-02-03-010	38,821.84
	Telephone Expense-Mobile	5-02-05-020	3,000.00
	Membership Dues	5-02-13-050	12,000.00
	Rep. & Maint. -IT	5-02-99-010	5,000.00
<b>GAD PPA's</b>	AICS		155.00
	Child Welfare Protection Program		1,100.00
	Womens Welfare Program		13,640.00
	Edu. Enhancement Program		27,615.00
	PWD Welfare Program		4,700.00
	Child Welfare Protection Program		1,085.00
	Solo Parent WELFARE Program		36,377.00
	LCPC		11,131.00
	Proc. Of Medicines		234,468.20
	Blood Letting Program		22,750.10
	Various Health and Nutrition Program		251,825.50
<b>Office of the MHO</b>	Salaries	5-01-01-010	31,382.93
	PERA	5-01-02-010	4,363.01
	Laundry Allowance	5-01-02-060	1,488.71
	Hazard Pay	5-01-02-110	121,246.49
	Cah Gift	5-01-02-150	5,000.00
	Mid Year Bonus	5-01-02-160	9,287.00
	Year End Bonus	5-01-02-140	354.00
	Life and Retirement Insurance	5-01-03-010	6,414.04
	HDMF	5-01-03-020	2,700.00
	PHILHEALTH Contribution	5-01-03-030	20,186.41
	ECC Contribution	5-01-03-040	400.00
	PEI	5-01-02-080	5,000.00
	C.N.A.	5-01-02-990	15,000.00
<b>D.A.</b>	Salaries	5-01-01-010	13,375.00
	Year End Bonus	5-01-02-140	2,635.00
	Life and Retirement Insurance	5-01-03-010	1,581.00
			<b>1,151,112.85</b>

Name of Office	Expense Class (MOOE)	Account Code	Amount
	HDMF	5-01-03-020	4,200.00
	PHILHEALTH Contribution	5-01-03-030	41,668.32
	Other Bonuses	5-01-02-080	20,000.00
	Travelling Expense	5-02-01-010	6,260.00
	Training & Seminar Expense	5-02-02-010	20,000.00
	Office Supplies Expense	5-02-03-010	11,639.40
	Telephone Expense- Mobile	5-02-05-020	20,000.00
<b>Engineering Office</b>	Salaries	5-01-01-010	169,342.00
	PERA	5-01-02-010	5,000.00
	Cash Gift	5-01-02-150	5,000.00
	Year End Bonus	5-01-02-160	73,459.00
	Life and Retirement Insurance	5-01-03-010	39,863.16
	HDMF	5-01-03-020	2,400.00
	PHILHEALTH Contribution	5-01-03-030	59,316.67
	ECC	5-01-03-040	700.00
	Overtime Pay	5-01-02-130	50,000.00
	PEI	5-01-02-080	5,000.00
	Travelling Expense	5-02-01-010	5,560.00
	Training & Seminar Expense	5-02-02-010	7,640.00
	Office Supplies Expense	5-02-03-010	2,953.00
	Telephone Expense- Mobile	5-02-05-020	8,000.00
<b>Non-Office Exp.</b>	Anti-Drug Campaign Fund		31,818.00
	Anti-Drug Abuse Fund		3,714.00
	Support to Katarungang Pambarangay		29,000.00
	Fund for PESO		50,000.00
	Socio-Cultural Fund		126,250.00
	Sports Devt. Fund		7,017.00
	Nutrition Month Fund		100,000.00
	Civil Registration Program		200,000.00
	Mass Wedding Program		120,530.00
	Civil Service Month Fund		34,000.00
	Literacy Program		24,238.33
	Scholar Fund		15,000.00
	Charter Day		14,700.00
	SPES Program		210,365.00
	Learning Support Aid Program		100,000.00
	Comp. of RPT Data Base		60,000.00
	Capacity Enhancement Training		500,000.00
	Tourism Program		200,000.00
	Sustainability Project WIFI		100,000.00
	SPED Fun Day		50,000.00
	Fin. Assistance to ALS		22,024.84
	Support to Agri-Fair Activities		200,000.00
	General Revision		200,000.00
	LYDO Program		195,513.00
	Other Peace & Order & Public Safety		100,000.00
	Tesda Scholarship Program		50,000.00
	Provision for Assessment Fees (TVL)		50,271.00
	Tulay Program		200,000.00
	Fund for BPATS		2,634.00
<b>SUBTOTAL</b>			<b>3,555,076.72</b>
<b>GRAND TOTAL</b>			<b>6,944,405.88</b>

Certified Correct:

  
**ANACLETA G. GABRIENTE**  
Municipal Budget Officer

  
**RODOLFO P. SAPRA, CPA**  
Municipal Accountant

  
**ROGELIO E. SERILLA, JR**  
Acting Municipal Treasurer

## Plantilla of LGU Personnel FY 2025

## LGU: Pastrana, Leyte

Item Number		Position Title (3)	Name of Incumbent (4)	Current Year Authorized		Current Year Proposed		Increase/ Decrease (9)
Old (1)	New (2)			LBC 160 (Sept. -Dec. '25)		LBC 165-(Sept.- Dec. '25)		
				SG / Step (7)	Amount (8)	SG / Step (7)	Amount (8)	
		<b>MAYOR'S OFFICE:</b>						
1	1	Municipal Mayor	Maritess C. Marcos	,27-3	424,196.00	,27-3	441,508.00	17,312.00
2	2	Senior Administrative Asst. III (Priv. Sec III)	Imelda M. Candaza	,15-1	115,240.00	,15-1	120,624.00	5,384.00
3	3	Prop. Prog. Worker II	RACHEL S. CASANARES	,7-8	61,292.00	,7-1	60,332.00	- 960.00
5	4	Admin. Aide I (Utility Wkr.I)	RONEL C. MILITANTE	,1-1	40,592.00	,1-1	42,184.00	1,592.00
6	5	Admin. Aide I (Utility Wkr.I)	FRANCIS V. SUDARIO	,1-1	40,592.00	,1-1	42,184.00	1,592.00
7	6	Admin. Aide I (Utility Wkr.I)	Julian C. Acol	,1-3	41,244.00	,1-3	42,836.00	1,592.00
8	7	Admin. Aide I (Utility Wkr.I)	Neil E. Delicano	,1-2	40,900.00	,1-2	42,492.00	1,592.00
9	8	Admin. Aide I (Utility Wkr.I)	MYRA PASAGUI DELICANO	,1-8	42,992.00	,1-1	42,184.00	- 808.00
10	9	Admin. Aide I (Utility Wkr.I)	VACANT	,1-1	40,592.00	,1-1	42,184.00	1,592.00
11	10	Admin. Aide I (Utility Wkr.I)	JOHN LOUIS N. CABIDOG	,1-1	40,592.00	,1-1	42,184.00	1,592.00
12	11	Admin. Aide I (Utility Wkr.I)	Jason Fred V. Elase	,1-3	41,244.00	,1-3	42,836.00	1,592.00
13	12	Admin. Aide I (Utility Wkr.I)	Ma. Dulce P. Empillo	,1-8	42,992.00	,1-8	44,588.00	1,596.00
14	13	Admin. Aide I (Utility Wkr.I)	Arnulfo C. Montanejos	,1-3	41,244.00	,1-3	42,836.00	1,592.00
15	14	Admin. Aide I (Utility Wkr.I)	Licenos N. Flores	,1-2	40,900.00	,1-2	42,492.00	1,592.00
16	15	Admin. Aide I (Utility Wkr.I)	Cristy R. Molleda	,1-1	40,592.00	,1-1	42,184.00	1,592.00
17	16	Admin. Aide I (Utility Wkr.I)	MELBA D. APUYA	,1-1	40,592.00	,1-1	42,184.00	1,592.00
18	17	Admin. Aide I (Utility Wkr.I)	Dylene L. Parado	,1-1	40,592.00	,1-1	42,184.00	1,592.00
19	18	Admin. Aide I (Utility Wkr.I)	Leo V. Balute	,1-3	41,244.00	,1-3	42,836.00	1,592.00
20	19	Admin. Aide I (Utility Wkr.I)	Leah S. Nierva	,1-1	40,592.00	,1-1	42,184.00	1,592.00
21	20	Admin. Aide I (Utility Wkr.I)	Gleen T. Letrodo	,1-1	40,592.00	,1-1	42,184.00	1,592.00
22	21	Admin. Aide I (Utility Wkr.I)	Mark Arvin D. costumiano	,1-3	41,244.00	,1-3	42,836.00	1,592.00
23	22	Admin. Aide I (Utility Wkr.I)	Analyn G. Avila	,1-3	41,244.00	,1-3	42,836.00	1,592.00
25	23	Admin. Aide VI (Data Controller)	Jocelyn C. Nogal	,6-4	56,040.00	,6-4	58,148.00	2,108.00
26	24	Admin. Aide III (Driver)	IAN BRYAN D. CORDERO	,3-2	46,152.00	,3-1	47,556.00	1,404.00
<b>SUB- TOTAL</b>					<b>1,483,496.00</b>		<b>1,536,596.00</b>	<b>53,100.00</b>

**Plantilla of LGU Personnel FY 2025**  
**LGU: Pastrana, Leyte**

Item Number		Position Title	Name of Incumbent	Current Year Authorized		Current Year Proposed		Increase/ Decrease
Old	New			LBC 160(Sept. Dec. '25)		LBC 165-(Sept.- Dec. '25)		
(1)	(2)			SG / Step	Amount	SG / Step	Amount	
(1)	(2)	(3)	(4)			(7)	(8)	(9)
27	25	Admin. Aide III (Driver)	Restituto M. Caplaran	,3-8	48,316.00	,3-8	50,080.00	1,764.00
43	40	Supervising Admin. Officer (HRMO IV)	Napoleon P. Nombre	,22-1	224,508.00	,22-1	234,488.00	9,980.00
76	74	Admin. Asst. II (Data Encoder)	Zenaida A. Brazil	,8-4	63,288.00	,8-4	66,104.00	2,816.00
78	76	Admin. Aide III (Driver)	Hubert S. deVeyra	,3-2	46,152.00	,3-2	47,912.00	1,760.00
79	77	Admin. Aide III (Driver)	VACANT	,3-4	46,864.00	,3-1	47,556.00	692.00
	78	Local Disaster Risk Reduction Mgt. Assistant	Michael B. Plimaco	,8-3	62,724.00	,8-3	65,516.00	2,792.00
	81	Local Disaster Risk Reduction Mgt. Officer II	Michael M. Castillo	,15-1	115,240.00	,15-1	120,624.00	5,384.00
	,82	Youth Development Officer I	Raynario C. Galvez	,10-1	73,144.00	,10-1	76,760.00	3,616.00
	,83	Tourism Officer I	MERNEL GRACE GERNATO	,11-1	85,536.00	,11-1	90,072.00	4,536.00
	,84	Administrative Officer III (Supply Officer II)	Marietta N. Nepomuceno	,14-1	106,304.00	,14-1	111,072.00	4,768.00
	,85	Admin Aide IV (Reproduction Machine Operat	Ramil A. Sabas	,4-1	48,628.00	,4-1	50,500.00	1,872.00
	,86	Admin Aide III (Driver I)	Ian P. Gerilla	,3-1	45,796.00	,3-1	47,556.00	1,760.00
	,87	Admin Aide III (Driver I)	Joel G. Letrodo	,3-1	45,796.00	,3-1	47,556.00	1,760.00
	,88	Administrative Aide III (Audio Visual Equipment Operator I)	Cris Nikko A. Mataro	,3-1	45,796.00	,3-1	47,556.00	1,760.00
	,89	Administrative Aide IV	Evangeline T. Abella	,4-1	48,628.00	,4-1	50,500.00	1,872.00
	,90	Administrative Aide IV	Melvin U. Doria	,4-1	48,628.00	,4-1	50,500.00	1,872.00
	118	Environmental Mgt. Specialist 1	FELIPE A. LOMO	,11-1	85,536.00	,11-1	90,072.00	4,536.00
		Admin. Aide I (Utility Wkr.I)	VACANT	,1-1	40,592.00	,1-1	42,184.00	1,592.00
		Admin. Aide I (Utility Wkr.I)	VACANT	,1-1	40,592.00	,1-1	42,184.00	1,592.00
		Admin. Aide I (Utility Wkr.I)	VACANT	,1-1	40,592.00	,1-1	42,184.00	1,592.00
		Admin. Aide I (Utility Wkr.I)	VACANT	,1-1	40,592.00	,1-1	42,184.00	1,592.00
		<b>SUB -TOTAL</b>			<b>1,403,252.00</b>		<b>1,463,160.00</b>	<b>59,908.00</b>
		<b>TOTAL</b>			<b>2,886,748.00</b>		<b>2,999,756.00</b>	<b>113,008.00</b>
		<b>VICE MAYOR'S OFFICE:</b>						
28	26	Municipal Vice Mayor	Chito C. Cayaco	,25-2	326,876.00	,25-2	340,428.00	13,552.00
30	28	Sangguniang Bayan Member I	Gerardo S. Carian	,24-2	287,004.00	,24-2	299,164.00	12,160.00
31	29	Sangguniang Bayan Member I	Angelina Diola	,24-2	287,004.00	,24-2	299,164.00	12,160.00
32	30	Sangguniang Bayan Member I	Loida B. Villablanca	,24-2	287,004.00	,24-2	299,164.00	12,160.00
33	31	Sangguniang Bayan Member I	Nathan G. Letrodo	,24-2	287,004.00	,24-2	299,164.00	12,160.00
34	32	Sangguniang Bayan Member I	Alex C. Sequito	,24-3	282,396.00	,24-1	294,556.00	12,160.00
35	33	Sangguniang Bayan Member I	Pio M. Tan	,24-2	287,004.00	,24-1	294,556.00	7,552.00
		<b>SUB-TOTAL</b>			<b>2,044,292.00</b>		<b>2,126,196.00</b>	<b>81,904.00</b>

**Plantilla of LGU Personnel FY 2025**  
**LGU: Pastrana, Leyte**

Item Number		Position Title	Name of Incumbent	Current Year Authorized		Current Year Proposed		Increase/ Decrease
Old	New			LBC 160 (Sept.-Dec.'25)		LBC 165-(Sept.- Dec. '25)		
(1)	(2)			SG / Step	Amount	SG / Step	Amount	
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
36	34	Sangguniang Bayan Member I	Rodel M. Tobilla	,24-3	291,692.00	,24-3	303,848.00	12,156.00
37	35	Sangguniang Bayan Member I	Nicole Marie C. Marcos	,24-2	287,004.00	,24-1	294,556.00	7,552.00
38	36	ABC Pres., SB Member I	JERLYN C. BORJA	,24-1	282,396.00	,24-1	294,556.00	12,160.00
39	37	SK Fed. Pres., SB Member I	FRANCIS CHARLES T. ALVAREZ	,24-1	282,396.00	,24-1	294,556.00	12,160.00
	,91	Local Legislative Staff Officer II	Vernadith N. Dizon	,13-1	98,612.00	,13-1	103,264.00	4,652.00
	,92	Admin Aide III (Driver I)	Gilbert G. Canete	,3-1	45,796.00	,3-1	47,556.00	1,760.00
	,93	Admin Aide IV	Melinda B. Barillo	,4-1	48,628.00	,4-1	50,500.00	1,872.00
		SUB-TOTAL			1,336,524.00		1,388,836.00	52,312.00
		<b>TOTAL</b>			<b>3,380,816.00</b>		<b>3,515,032.00</b>	<b>52,312.00</b>
		<b>SB SEC:</b>						-
29	27	Sec. To the SB	Frank D. Villablanca	,24-2	287,004.00	,24-2	299,164.00	12,160.00
41	38	Admin.Aide I (Utility Worker I)	Salvador Emelito Silva	,1-1	40,592.00	,1-1	42,184.00	1,592.00
42	39	Admin. Aide VI (Data Controller I)	Aida T. Diaz	,6-8	57,784.00	,6-8	59,888.00	2,104.00
77	75	Admin. Asst. II (Data Controller II)	VACANT	,8-1		,8-1		-
		<b>TOTAL</b>			<b>385,380.00</b>		<b>401,236.00</b>	<b>15,856.00</b>
		<b>PLANNING SERVICES:</b>						-
45	41	MGDH I (MPDC)	Juvilla D.Sy	,24-2	287,004.00	,24-2	299,164.00	12,160.00
46	42	Planning Assistant	Myrna D. Udtohan	,8-8	65,612.00	,8-8	68,528.00	2,916.00
	94	Development Management Officer I	Glaiza A. Brazil	,11-1	85,536.00	,11-1	90,072.00	4,536.00
	95	Administrative Aide IV	MARIVIC S. TANA	,4-1	48,628.00	,4-1	50,500.00	1,872.00
		<b>TOTAL</b>			<b>486,780.00</b>		<b>508,264.00</b>	<b>21,484.00</b>
		<b>REGISTRAR'S OFFICE:</b>						-
47	43	MGDH I (MCR)	Gina Victoria C. Cayaco	,24-8	316,136.00	,24-8	328,292.00	12,156.00
48	44	Asst. Registration Officer	Vacant	,8-1	61,604.00	,8-1	64,344.00	2,740.00
		<b>TOTAL</b>			<b>377,740.00</b>		<b>392,636.00</b>	<b>14,896.00</b>

**Plantilla of LGU Personnel FY 2025**  
**LGU: Pastrana, Leyte**

Item Number		Position Title	Name of Incumbent	Current Year Authorized		Current Year Proposed		Increase/ Decrease
Old	New			LBC 160 (Sept. -Dec. '25)		LBC 165-(Sept.- Dec. '25)		
(1)	(2)	(3)	(4)	SG / Step	Amount	SG / Step	Amount	(9)
		<b>BUDGET OFFICE:</b>						
49	45	MGDH I (MBO)	Anaclea G. Gabriente	,24-8	316,136.00	,24-8	328,292.00	12,156.00
51	46	Data Controller 1	TRISHIA MAE C. NAYAD	,6-1	54,764.00	,6-1	56,872.00	2,108.00
	96	Administrative Assistant II (Data Controller II)	Alicia G. Sudario	,8-1	61,604.00	,8-1	64,344.00	2,740.00
	97	Administrative Aide IV	JOSIELIN D. AMADO	,4-1	48,628.00	,4-1	50,500.00	1,872.00
		<b>TOTAL</b>			<b>481,132.00</b>		<b>500,008.00</b>	<b>18,876.00</b>
		<b>ACCOUNTING OFFICE:</b>						
52	47	MGDH I (Mun. Accountant)	Rodolfo P. Sapra	,24-1	282,396.00	,24-1	294,556.00	12,160.00
53	48	Supervising Admin. Officer (MAA IV)	Jocelyn M. Vilvestre	,22-8	248,996.00	,22-8	258,972.00	9,976.00
54	49	Admin. Asst. III (Senior Bookkeeper)	Aljon C. Nayad	,9-1	66,656.00	,9-1	69,680.00	3,024.00
	98	Administrative Aide IV (Fiscal Clerk I)	VACANT	,4-1	48,628.00	,4-1	50,500.00	1,872.00
	99	Administrative Aide IV (Fiscal Clerk I)	Cathlyne Kaye L. Tolibas	,4-1	48,628.00	,4-1	50,500.00	1,872.00
		<b>TOTAL</b>			<b>695,304.00</b>		<b>724,208.00</b>	<b>28,904.00</b>
		<b>TREASURER'S OFFICE:</b>						
56	50	MGDH I (Mun. Treas.)	VACANT	,24-1	282,396.00	,24-1	294,556.00	12,160.00
58	51	Rev. Collection Clerk III	ROWENA D. VILLAS	,9-1	66,656.00	,9-1	69,680.00	3,024.00
59	52	Rev. Collection Clerk II	Raymar A. Garin	,7-2	58,544.00	,7-1	60,332.00	1,788.00
60	53	Rev. Collection Clerk II	Edgardo N. Gerilla	,7-8	61,292.00	,7-8	63,524.00	2,232.00
61	54	Rev. Collection Clerk II	Rowena T. Gerilla	,7-2	58,544.00	,7-2	60,776.00	2,232.00
62	55	Market Supervisor	Rina M. Balagbis	,10-3	74,372.00	,10-3	77,988.00	3,616.00
64	56	Licensing Officer II	Rogelio E. Gerilla	,15-2	116,432.00	,15-2	121,812.00	5,380.00
65	57	Admin. Officer II (Cashier II)	Evangelina G. Abretel	,14-8	114,148.00	,14-8	118,920.00	4,772.00
66	58	Admin. Aide VI (Data Controller I)	Marla Patanao	,6-1	54,764.00	,6-1	56,872.00	2,108.00
		<b>TOTAL</b>			<b>887,148.00</b>		<b>924,460.00</b>	<b>37,312.00</b>

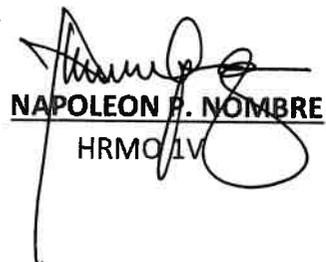
**Plantilla of LGU Personnel FY 2025**  
**LGU: Pastrana, Leyte**

Item Number		Position Title	Name of Incumbent	Current Year Authorized		Current Year Proposed		Increase/ Decrease
Old	New			LBC 160 (Sept. -Dec. '25)		LBC 165-(Sept.- Dec. '25)		
(1)	(2)	(3)	(4)	SG / Step	Amount	SG / Step	Amount	(9)
		<b>ASSESSOR'S OFFICE:</b>						
67	59	MGDH I (Mun. Assessor)	Marites A. Enting	,24-4	296,452.00	,24-4	308,612.00	12,160.00
68	60	Assessment Clerk II	JOYLYN L. BLANCO	,6-1	54,764.00	,6-1	56,872.00	2,108.00
	100	Assessment Clerk III	Joselito V. Jo	,9-1	66,656.00	,9-1	69,680.00	3,024.00
<b>TOTAL</b>					<b>417,872.00</b>		<b>435,164.00</b>	<b>17,292.00</b>
		<b>AGRICULTURE'S OFFICE:</b>						
75	73	Municipal Agriculturist (MGDH I)	Lisa S. Allunam	,24-1	282,396.00	,24-1	294,556.00	12,160.00
72	70	Agricultural Technologist	Alona A. Mas	,10-8	77,532.00	,10-8	81,152.00	3,620.00
	79	Agriculturist 1	JOSUA ANGELO A. MENDOZA	,11-1	85,536.00	,11-1	90,072.00	4,536.00
	109	Veterenarian I	VACANT	,13-1	98,612.00	,13-1	103,264.00	4,652.00
	110	Agriculturist 1	Daphne Jane A. Parcerro	,11-1	85,536.00	,11-1	90,072.00	4,536.00
	111	Farm Worker II	Dionesio G. Jacinto Jr.	,4-1	48,628.00	,4-1	50,500.00	1,872.00
	112	Farm Worker II	Ronel A. Anover	,4-1	48,628.00	,4-1	50,500.00	1,872.00
	113	Farm Worker II	Rex D. Celda	,4-1	48,628.00	,4-1	50,500.00	1,872.00
	114	Agricultural Technician I	JOCELYN ESPINA ENDING	,6-1	54,764.00	,6-1	56,872.00	2,108.00
<b>TOTAL</b>					<b>830,260.00</b>		<b>867,488.00</b>	<b>37,228.00</b>
		<b>SOCIAL SERVICES:</b>						
69	61	MGDH I (MSWDO)	Nona M. Petilla	,24-8	316,136.00	,24-8	328,292.00	12,156.00
70	62	Social Welfare Assistant	NHANETTE P. ALTES	,8-1	61,604.00	,8-1	64,344.00	2,740.00
	116	Social Welfare Officer II	GRACE V. BIANITO	,15-1	115,240.00	,15-1	120,624.00	5,384.00
	105	Social Welfare Officer I	Phoebe Marie C. Cadigoy	,11-1	85,536.00	,11-1	90,072.00	4,536.00
	106	Social Welfare Aide	Esmeralda T. Cabidog	,4-1	48,628.00	,4-1	50,500.00	1,872.00
	107	Social Welfare Aide	Nariza C. Docos	,4-1	48,628.00	,4-1	50,500.00	1,872.00
	108	Social Welfare Aide	Virgilia O. Carian	,4-1	48,628.00	,4-1	50,500.00	1,872.00
<b>TOTAL</b>					<b>724,400.00</b>		<b>754,832.00</b>	<b>30,432.00</b>

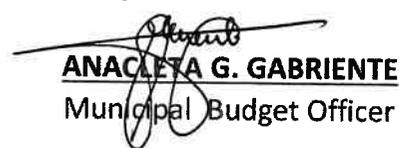
**Plantilla of LGU Personnel FY 2025**  
**LGU: Pastrana, Leyte**

Item Number		Position Title	Name of Incumbent	Current Year Authorized		Current Year Proposed		Increase/ Decrease
Old	New			LBC 160 (Sept.- Dec. '25)		LBC 165-(Sept.- Dec. '25)		
(1)	(2)	(3)	(4)	SG / Step	Amount	SG / Step	Amount	(9)
<b>HEALTH SERVICES:</b>								
71	63	MGDH I (Municipal Health Officer)	Rolando A. Sulla	,24-8	421,512.00	,24-8	437,724.00	16,212.00
72	64	Nurse II	Marietta C. Cabillo	,16-2	168,208.00	,16-2	175,984.00	7,776.00
73	65	Sanitation Inspector I	Vilma O. Villegas	,6-2	73,584.00	,6-2	76,392.00	2,808.00
75	66	Midwife II	Gina G. Empillo	,11-1	114,048.00	,11-1	120,096.00	6,048.00
77	67	Midwife I	Victoria N. Cinco	,9-8	94,204.00	,9-8	98,232.00	4,028.00
78	68	Midwife I	VACANT	,9-8	94,204.00	,9-8	98,232.00	4,028.00
79-A	69	Med. Lab. Tech. I	VACANT	,6-1	73,020.00	,6-1	75,828.00	2,808.00
	117	Disease Surveillance Officer	PRINCESSC. GERILLA	,15-1	153,652.00	,15-1	160,832.00	7,180.00
	101	Nurse I	Ma. Jericha Joanalyn A. Ladrera	,15-1	153,652.00	,15-1	160,832.00	7,180.00
	102	Medical Technologist I	STEVE D. CASTILLOTE	,11-1	114,048.00	,11-1	120,096.00	6,048.00
	103	Midwife I	Romenita A. Sabulao	,9-1	88,876.00	,9-1	92,904.00	4,028.00
<b>TOTAL</b>					<b>1,549,008.00</b>		<b>1,617,152.00</b>	<b>68,144.00</b>
<b>ENGINEERING'S OFFICE:</b>								
73	71	MGDH I (Mun. Engineer)	Jevia S. Berdan	,24-1	282,396.00	,24-1	294,556.00	12,160.00
74	72	Engineering Assistant	Francis Jake G. Carian	,8-1	61,604.00	,8-1	64,344.00	2,740.00
	80	Engineer 1	Rezealf O. Alferez	,12-3	93,832.00	,12-3	98,452.00	4,620.00
	115	Engineer II	VACANT	,16-1	124,848.00	,16-1	130,680.00	5,832.00
<b>TOTAL</b>					<b>562,680.00</b>		<b>588,032.00</b>	<b>25,352.00</b>
<b>GRAND-TOTAL</b>					<b>13,665,268.00</b>		<b>14,228,268.00</b>	<b>563,000.00</b>

Prepared by:

  
**NAPOLEON P. NOMBRE**  
HRMO IV

Reviewed by:

  
**ANACLETO G. GABRIENTE**  
Municipal Budget Officer

Approved by:

  
**MARITESS B. CAYACO-MARCOS, RN**  
Municipal Mayor



Republic of the Philippines  
**PROVINCE OF LEYTE**  
Municipality of Pastrana  
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## MUNICIPAL DEVELOPMENT COUNCIL

EXCERPTS FROM THE MINUTES OF MEETING OF THE MUNICIPAL DEVELOPMENT COUNCIL (MDC) OF THE LOCAL GOVERNMENT UNIT OF PASTRANA, LEYTE HELD ON AUGUST 22, 2025, AT 1:30 IN THE AFTERNOON AT THE MUNICIPAL AUDITORIUM, THIS MUNICIPALITY.

### MDC RESOLUTION NO. 2025-05 Series of 2025

**A RESOLUTION APPROVING THE DIFFERENT PROGRAM, PROJECTS AND ACTIVITIES (PPAs) UNDER THE SUPPLEMENTAL INVESTMENT PROGRAM (SIP) NO. 02 C.Y. 2025 OF THE MUNICIPALITY OF PASTRANA TAKEN FROM THE SAVINGS OF GENERAL FUND IN F.Y. 2024, AND SAVINGS ON FY 2025 APPROPRIATIONS AMOUNTING TO FIVE MILLION EIGHT HUNDRED FIFTY-FOUR THOUSAND SIX HUNDRED THIRTY-FOUR PESOS AND FORTY-ONE CENTAVOS (Php 5,854,634.41) AND ENDORSING THE SAME TO THE SANGGUNIANG BAYAN FOR ADOPTION.**

**WHEREAS**, the Local Government Unit of Pastrana, Leyte in compliance to R.A. 7160 otherwise known as the Local Government Code of 1991 particularly Section 106, sets to implement programs, projects and activities (PPAs) in the direction of economic and social development in the Local Government Unit;

**WHEREAS**, proposed projects for supplemental to the approved Annual Investment Program for C.Y. 2025 were identified and presented to the council for its deliberation and approval;

**WHEREAS**, the PPAs presented were either not included in the Annual Investment Program for C.Y. 2025 or were in the list of PPAs in the AIP but are short of indicated budget or different to indicated funding source;

**WHEREAS**, after careful perusal and deliberation, the council determined that the proposed program, projects and activities presented is within the set priorities and objectives of the council, hence, must be supplemented to the approved Annual Investment Program (AIP) for CY 2025;

**NOW WHEREFORE**, on motion of Hon. Delma S. Nayad, Punong Barangay of Brgy. Aringit, Ms. Alma Alvarez, CSO President of Malitbogay Farmers Association, Hon. Cita I. Costimiano, Punong Barangay of Brgy. Yapad, and Ms. Jennilyn A. Depaudhon, CSO President of Lourdes Unified Farmers Association (LUFA), and unanimously seconded by other members present, be it;

**RESOLVED**, as hereby resolved to approve the different program, projects and activities under the Supplemental Investment Program (SIP) No. 02 C.Y. 2025 taken from the savings of General Fund in F.Y. 2025, and savings on F.Y. 2025 appropriations amounting to Five Million Eight Hundred Fifty-Four Thousand Six Hundred Thirty-Four Pesos and Forty-One Centavos (Php 5,854,634.41) and to endorse the same to the Sangguniang Bayan for adoption;

**RESOLVED FURTHER**, that copies of this MDC Resolution No. 2025-05 Series of 2025 inclusive of the Supplemental Investment Program (SIP) No. 02 C.Y. 2025 be furnished to the Sangguniang Bayan of Pastrana, Leyte for their information and appropriate action.

**UNANIMOUSLY APPROVED. August 22, 2025.**

I HEREBY CERTIFY to the correctness of the foregoing resolution.

Approved:

**Hon. MARITESS B. CAYACO-MARCOS**  
Municipal Mayor, MDC Chairperson

  
Eng. JUMILLA D. SY  
MPDC, MDC Secretary

**SUPPLEMENTAL INVESTMENT PROGRAM (SIP) No. 02, C.Y. 2025**

DETAILS OF PROGRAM/PROJECT/ACTIVITY (PPA) BY SECTOR

Municipality: **PASTRANA, LEYTE**

(No Climate Change Expenditure (Please tick the box if your LGU does not have any climate change expenditure))

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 (In Thosand Pesos)		
			Start Date	Completion Date			Personal Services (PS)	Maintenance and other Operating Expenses (MOOE)	Capital Outlay (CO)	Total 8+9+10	Climate Change Adaptation	Climate Change Mitigation	CC Typology Code
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	(14)
<b>GENERAL PUBLIC SERVICES (1000)</b>													
<b>1000-000-3-1-01-000-000</b>	<b>OFFICE OF THE MUNICIPAL MAYOR: Executive and Administration Services Program</b>												
1000-000-3-1-01-000-001	Executive and Administrative Services Office Supplies	M.O.	Aug. 2025	Dec. 2025	Overall direction, management and control of the executive department is supported	Gen. Fund		1,350,000.00		1,350,000.00			
1000-000-3-1-01-000-002	Executive and Administrative Services Other General Services	M.O.	Aug. 2025	Dec. 2025	Overall direction, management and control of the executive department is supported	Gen. Fund		1,004,870.48		1,004,870.48			
1000-000-3-1-01-000-003	Executive and Administrative Services Acquisition of Office Equipments	M.O.	Aug. 2025	Dec. 2025	Overall direction, management and control of the executive department is supported	Gen. Fund			201,707.10	201,707.10			
1000-000-3-1-01-000-004	Const. of Temporary Motorcycle Terminal	MO, MEO	Aug. 2025	Dec. 2025	Const. of Temporary Motorcycle Terminal	Gen. Fund			200,000.00	200,000.00			
1000-000-3-1-01-000-005	Additional Fund for the Purchase of Lot for Sanitary Landfill	M.O.	Aug. 2025	Dec. 2025	Purchased Lot for Sanitary Landfill	Gen. Fund			250,000.00	250,000.00			
1000-000-3-1-01-000-006	Fund Support for the Local People's Council/CSO Operation (Trainings&Honorarium)	M.O.	Aug. 2025	Dec. 2025	Local People's Council / CSO Operation (Trainings & Honorarium) provided with funds	Gen. Fund		296,628.28		296,628.28			
<b>1000-900-3-1-02-000-000</b>	<b>OFFICE OF THE SANGGUNIANG BAYAN MEMBERS: Legislative Services Program</b>												
1000-900-3-1-02-000-001	Legislative Services Office Supplies	SB OFFICE	Aug. 2025	Dec. 2025	Mun. Ordinance & Resolution are passed and in acted to develop, utilize and promote information communication.	Gen. Fund		420,000.00		420,000.00			
<b>1000-000-3-1-04-000-000</b>	<b>OFFICE OF THE SECRETARY TO THE SANGGUNIANG BAYAN: SB Secetary Services Program</b>												
1000-000-3-1-04-000-001	SB Secretary Services Office Supplies	SB SEC.	Aug. 2025	Dec. 2025	Minutes & Resolution Ordinances drafted and formulated	Gen. Fund		90,000.00		90,000.00			

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 (In Thousand Pesos)		
			Start Date	Completion Date			Personal Services (PS)	Maintenance and other Operating Expenses (MOE)	Capital Outlay (CO)	Total 8+9+10	Climate Change Adaptation	Climate Change Mitigation	CC Typology Code
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	(14)
1000-000-3-1-09-000-000	<b>OFFICE OF THE MUNICIPAL PLANNING &amp; DEVELOPMENT COORDINATOR: Development &amp; Planning Services Program</b>												
1000-000-3-1-09-000-001	Development & Planning Services Office Supplies	MPDO	Aug. 2025	Dec. 2025	Various Plan Consolidated & Technically assisted in the planning activities in the Barangay and Secretariat support to the MDC meetings are provided	Gen. Fund		120,000.00		120,000.00			
1000-000-3-1-08-000-000	<b>OFFICE OF THE MUNICIPAL BUDGET OFFICER: Budgeting Services Program</b>												
1000-000-3-1-08-000-001	Budgeting Services Office Supplies	MBO	Aug. 2025	Dec. 2025	Municipal Annual & Supplemental Budget Formulated	Gen. Fund		120,000.00		120,000.00			
1000-000-3-1-07-000-000	<b>OFFICE OF THE MUNICIPAL ACCOUNTANT: Accounting Services Program</b>												
1000-000-3-1-07-000-001	Accounting Services Office Supplies	Mun. Acctg. Office	Aug. 2025	Dec. 2025	Accounting documents accomplished, computed and reported	Gen. Fund		150,000.00		150,000.00			
1000-000-3-1-05-000-000	<b>OFFICE OF THE MUNICIPAL TREASURER: Treasury Services Program</b>												
1000-000-3-1-05-000-001	Treasury Services Office Supplies	MTO	Aug. 2025	Dec. 2025	Treasury Services Supported	Gen. Fund		270,000.00		270,000.00			
1000-000-3-1-12-000-000	<b>OFFICE OF THE MUNICIPAL CIVIL REGISTRAR: Civil Registry Services Program</b>												
1000-000-3-1-12-000-001	Civil Registry Services Office Supplies	MCR	Aug. 2025	Dec. 2025	Civil Registry Works on Births, Death & Wedding Recorded	Gen. Fund		60,000.00		60,000.00			
1000-000-3-1-06-000-000	<b>OFFICE OF THE MUNICIPAL ASSESSOR: Assessment Services Program</b>												
1000-000-3-1-06-000-001	Assessment Services Office Supplies	MASSO	Aug. 2025	Dec. 2025	Realty Tax Updated & Properly Recorded	Gen. Fund		90,000.00		90,000.00			
<b>SOCIAL SERVICES (3000)</b>													
3000-200-3-1-11-000-000	<b>OFFICE OF THE MUNICIPAL HEALTH OFFICER: Health Services Program</b>												
3000-200-3-1-11-000-001	Health Services Office Supplies	MHO	Aug. 2025	Dec. 2025	Efficient and effective health services rendered	Gen. Fund		330,000.00		330,000.00			

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 (In Thousand Pesos)		
			Start Date	Completion Date			Personal Services (PS)	Maintenance and other Operating Expenses (MOOE)	Capital Outlay (CO)	Total 8+9+10	Climate Change Adaptation	Climate Change Mitigation	CC Typology Code
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	(14)
<b>3000-200-3-1-013-000-000 OFFICE OF THE MUNICIPAL SOCIAL WELFARE AND DEVELOPMENT OFFICER: Social Welfare Services</b>													
3000-200-3-1-013-000-001	Social Welfare Services Office Supplies	MSWDO	Aug. 2025	Dec. 2025	All priority social services programs, projects and activities rendered and delivered	Gen. Fund		210,000.00		210,000.00			
3000-200-3-1-013-000-002	Provision of financial Assistance to Individuals in Crisis Situation(AICS)	MO, MSWDO	Aug. 2025	Dec. 2025	Indigent families provided with financial assistance through the AICS	Gen. Fund		301,428.55		301,428.55			
<b>ECONOMIC SERVICES (8000)</b>													
<b>8000-000-3-1-10-000-000 OFFICE OF THE MUNICIPAL ENGINEER: Engineering and Infrastructure Management Services</b>													
8000-000-3-1-10-000-001	Engineering and Infrastructure Management Services Office Supplies	MEO	Aug. 2025	Dec. 2025	Engineering Services Rendered	Gen. Fund		120,000.00		120,000.00			
<b>8000-000-3-2-03-000-000 OFFICE OF THE MUNICIPAL AGRICULTURIST: Agricultural Services</b>													
8000-000-3-2-03-000-001	Agricultural Services Office Supplies	MAO	Aug. 2025	Dec. 2025	Agricultural Production & Livelihood Increased	Gen. Fund		270,000.00		270,000.00			
<b>GRAND TOTAL (SIP NO. 02, CY 2025)</b>						<b>GEN. FUND</b>	<b>-</b>	<b>5,202,927.31</b>	<b>651,707.10</b>	<b>5,854,634.41</b>			

Prepared by:

  
**Engr. JUVILLA D. SY**  
 MPDC  
 Date: Aug. 22, 2025

  
**ANACLETA G. GABRIENTE**  
 Municipal Budget Officer  
 Date: Aug. 22, 2025

Attested by:

  
**HON. MARITESS B. CAYACO - MARCOS**  
 Municipal Mayor  
 Date: Aug. 22, 2025



Republic of the Philippines  
**PROVINCE OF LEYTE**  
Municipality of Pastrana  
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## MUNICIPAL DEVELOPMENT COUNCIL

MINUTES OF THE MEETING OF THE MUNICIPAL DEVELOPMENT COUNCIL (MDC) OF PASTRANA, LEYTE HELD ON AUGUST 22, 2025, AT 1:30 IN THE AFTERNOON AT THE MUNICIPAL AUDITORIUM THIS MUNICIPALITY.

### PRESENT:

1. Hon. MARITISS B. CAYACO-MARCOS - MDC Chairman  
Mun. Mayor Presiding Officer
2. Hon. Nathan G. Letrodo - Member  
SB Member, Committee on Finance
3. Hon. Delma S. Nayad - Member  
Punong Barangay, Aringit
4. Hon. Geraldine C. Austria - Member  
Punong Barangay, Cabaohan
5. Hon. Andy S. Bohol - Member  
Punong Barangay, Calsadahay
6. Hon. Jonell B. Dominico - Member  
Punong Barangay, Cancaraja
7. Hon. Jenelyn G. Arrabas - Member  
Punong Barangay, Canino-an
8. Hon. Christopher P. Ladrera - Member  
Punong Barangay, Capilla
9. Hon. Suzieta M. Omoy - Member  
Punong Barangay, Colawen
10. Hon. Roel L. Repulda - Member  
Punong Barangay, Dumarag
11. Hon. Geneta P. Sevilla - Member  
Punong Barangay, Jones
12. Hon. Philip E. Tanauan - Member  
Punong Barangay, Lanauan
13. Hon. Artemio B. Qutorio - Member  
Punong Barangay, Lima
14. Hon. Teodolo I. Parcero - Member  
Punong Barangay, Macalpi-ay
15. Hon. Allan B. Encina - Member  
Punong Barangay, Manaybanay
16. Hon. Roberto P. Cahinde - Member  
Punong Barangay, Maricum
17. Hon. Armando P. Lagera - Member  
Punong Barangay, Sapsap
18. Hon. Jeboy B. Nobe - Member  
Punong Barangay, Socsocon
19. Hon. Olivia S. Berdan - Member  
Punong Barangay, Tingib
20. Hon. Cita I. Costimiano - Member  
Punong Barangay, Yapad
21. Hon. Aiza G. Silva - Member  
Punong Barangay, District II
22. Hon. Joey L. Dominico - Member  
Punong Barangay, District III

### CSO's:

23. Ms. Herlinda S. Lago - Member  
OSCA Head
24. Ms. Susan Cahayag - Member  
CSO President, LTBS - Irrigators Association, Inc.

25. Mr. Jayson Sudario - Member  
CSO President, Alpha Kappa Rho International Human Service Fraternity & Sorority
26. Me. Virgelio Estabillo - Member  
CSO President, Lan-Mar Irrigators Association, Inc.
27. Ms. Alma Alvarez - Member  
CSO President, Malitbogay Farmers Association
28. Ms. Jennilyn Depaudhon - Member  
CSO President, Lourdes Unified Farmers Association
29. Ms. Trent Letrodo - Member  
CSO President, Dulag Basketball Referees Association

**Representatives:**

30. Alejandro Tangpuz - Representing Hon. Jerlyn C. Borja  
Barangay Secretary of Brgy. Bahay
31. Hon. Racky Labastida - Representing Hon. Alfred Francis A. Nogal  
Sangguniang Barangay Member of Brgy. District IV

**MDC Secretariat:**

32. Engr. Juvilla D. SY - MDC Secretary/MPDC

**Others Present:**

1. Anacleta G. Gabriente - Mun. Budget Officer
2. Rodolfo P. Sapra - Mun. Accountant
3. Engr. Jevia B. Tubis - Mun. Engineer
4. Nona M. Petilla - MSWDO
5. Marites A. Enting - Mun. Assessor
6. Lisa S. Allunam - Mun. Agriculturist
7. Gina Victoria C. Cayaco - MCR
8. Michael M. Castillo - MDRRMO
9. Felipe A. Lomo - SWMO
10. Mernel Grace Gernato - Tourism Officer
11. Joel B. Ranes - Pastrana District Supervisor
12. Engr. Glaiza A. Brazil - DMO I

**MDC Members Absent:**

1. Hon. Roberto S. Berino - Member  
Punong Barangay, District I
2. Hon. Josephine R. Bohol - Member  
Punong Barangay, Arabunog
3. Hon. Francisco F. Jacinto - Member  
Punong Barangay, Guindapunan
4. Hon. Oscar M. Bertulfo - Member  
Punong Barangay, Halaba
5. Hon. Teotimo D. Empillo - Member  
Punong Barangay, Lourdes
6. Hon. Armando A. Nacional - Member  
Punong Barangay, Malitbogay
7. Hon. Arturo D. Empillo, Jr. - Member  
Punong Barangay, Patong
8. Mr. Eduardo Calumag - Member  
CSO President, Canino-an Manaybanay & Capilla (CAMACA)
9. Ms. Nenita Parado - Member  
CSO President, Boses Han Kauswagan Irrigators Association
10. Mr. Oliver Costimiano - Member  
CSO President, Barangay Aringit Farmers Association (BAFA)

**Declaration of Quorum and Call to Order**

The MDC Secretary Engr. Juvilla D. Sy requested everyone to rise for the Opening Prayer and singing of the Philippine National Anthem that was played through an Audio-Visual Presentation.

Afterward, the MDC Secretary conducted a roll call of the members present and informed the body that new sets of CSO representatives had joined, with the majority in attendance. The MDC Secretary then reported to the Presiding Officer, Hon. Maritess B. Cayaco-Marcos, Chairperson of the Municipal Development Council (MDC), the total number of members present at the meeting. With this, the MDC Chairperson declared the existence of a quorum and called the meeting to order at exactly 1:30 in the afternoon.

**Presentation of Agenda of the MDC Meeting**

The MDC Chairperson, Hon. Maritess B. Cayaco-Marcos, requested the MDC Secretary to present to the body the agenda of the meeting. Then, Engr. Juvilla D. Sy, the MDC Secretary, presented the following agenda:

1. Identification and Discussion of Programs, Projects and Activities of the Supplemental Investment Program (SIP) No. 02, C.Y. 2025;
2. Discussion of Programs, Projects and Activities for inclusion in the Annual Investment Program (AIP) for Calendar Year 2026; and
3. Other Matters

**Presentation of the Supplemental Investment Program (SIP) No. 02 for C.Y. 2025:**

At this juncture, Ms. Anacleta G. Gabriente, the Municipal Budget Officer, presented the fund resources under Supplemental Budget No. 02, F.Y. 2025. She then disclosed the total amount of Eleven Million One Hundred Sixty-Four Thousand Four Hundred Fifty Pesos and One Centavos (₱11,164,450.01). She further explained that the said amount was derived from the following sources to wit:

**FUND RESOURCES:**

1. Savings on General Fund F.Y. 2024	- 6,944,405.88
2. F.Y. 2025 Savings on Appropriations	- 4,220,044.13
<b>TOTAL</b>	<b>₱ 11,164,450.01</b>

Afterwards, the MDC Secretary informed the council that there is a need to identify programs, projects and activities (PPAs) for the supplemental budget. She further said that if the identified PPAs were not included in the approved Annual Investment Program for C.Y. 2025 or were in the list of PPAs in the AIP but are short of indicated budget, hence, it must be supplemented to the approved Annual Investment Program (AIP) for CY 2025. However, if the PPAs are already reflected in the approved AIP for the current year but with no fund allocated in the annual budget, then there's no need to include in the supplemental investment program but rather to be included in the supplemental budget PPAs that need funding.

Then, the MDC Secretary proceeded with the slide presentation, detailing the proposed Programs, Projects, and Activities (PPAs) along with the appropriation for each item under Supplemental Investment No. 02 for C.Y. 2025 in the total amount of Five Million Eight Hundred Fifty-Four Thousand Six Hundred Thirty-Four Pesos and Forty-One Centavos (₱5,854,634.41). She discussed the specified amount, as follows:

**PROPOSED PROGRAMS /PROJECTS/ACTIVITIES (PPAs) for SUPPLEMENTAL INVESTMENT PROGRAM (SIP) NO.02 C.Y. 2025**

PARTICULARS/PURPOSE	AMOUNT
<b>OFFICE OF THE MUNICIPAL MAYOR: Executive and Administration Services Program</b>	
Executive and Administrative Services Office Supplies	1,350,000.00
Executive and Administrative Services Other General Services	1,004,870.48
Acquisition of Office Equipment's	201,707.10
Construction of Temporary Motorcycle Terminal	200,000.00
Additional Fund for the Purchase of Lot for Sanitary Landfill	250,000.00
Fund Support for the Local People's Council/ CSO Operation (Trainings& Honorarium)	296,628.28
<b>OFFICE OF THE SANGGUNIANG BAYAN MEMBERS: Legislative Services Program</b>	
Legislative Services Office Supplies	420,000.00
<b>OFFICE OF THE SANGGUNIANG BAYAN MEMBERS: Sb Secretary Services Program</b>	
SB Secretary Services Office Supplies	90,000.00

<b>OFFICE OF THE MUNICIPAL PLANNING &amp; DEVELOPMENT COORDINATOR: Development &amp; Planning Services Program</b>	
Planning & Development Services Office Supplies	120,000.00
<b>OFFICE OF THE MUNICIPAL BUDGET OFFICER: Budgeting Services Program</b>	
Budgeting Services Office Supplies	120,000.00
<b>OFFICE OF THE MUNICIPAL ACCOUNTANT: Accounting Services Program</b>	
Accounting Services Office Supplies	150,000.00
<b>OFFICE OF THE MUNICIPAL TREASURER: Treasury Services Program</b>	
Treasury Services Office Supplies	270,000.00
<b>OFFICE OF THE MUNICIPAL CIVIL REGISTRAR: Civil Registry Services Program</b>	
Civil Registry Services Office Supplies	60,000.00
<b>OFFICE OF THE MUNICIPAL ASSESSOR: Assessment Services Program</b>	
Assessment Services Office Supplies	90,000.00
<b>OFFICE OF THE MUNICIPAL HEALTH OFFICER: Health Services Program</b>	
Health Services Office Supplies	330,000.00
<b>OFFICE OF THE MUNICIPAL SOCIAL WELFARE AND DEVELOPMENT OFFICER: Social Welfare Services</b>	
Social Welfare Services Office Supplies	210,000.00
Provision of Financial Assistance to Individuals in Crisis Situation (AICS)	301,428.55
<b>OFFICE OF THE MUNICIPAL ENGINEER: Engineering and Infrastructure Management Services</b>	
Engineering and Infrastructure Management Services Office Supplies	120,000.00
<b>OFFICE OF THE MUNICIPAL AGRICULTURIST: Agricultural Services</b>	
Agricultural Services Office Supplies	270,000.00
<b>GRAND TOTAL</b>	<b>₱ 5,854,634.41</b>

Likewise presented to the council are the PPAs that were already reflected in the Annual Investment Program C.Y. 2025 but without funds and to be funded in the Supplemental Budget No. 02, F.Y. 2025 are as follows:

**Personal Services**

Salary Adjustment of employees & other benefits:

Mayor's Office	-	1,062,986.36
Sangguninang Bayan Members	-	470,586.72
SB Secretary	-	82,515.52
Planning Office	-	110,507.28
Civil Registrar Office	-	61,089.32
Budget Office	-	106,803.92
Accounting Office	-	141,043.68
Treasury Office	-	232,983.04
MSWDO	-	189,299.84
Assessor's Office	-	84,554.62
Health Office	-	320,010.23
Agriculture Office	-	232,863.76
Engineering Office	-	115,999.84
Terminal Leave Pay Benefits	-	1,000,000.00

**M.O.O.E**

Provision of financial Assistance to Individuals – in Crisis Situation (AICS)	-	1,098,571.45
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**TOTAL = 5,309,815.60**

During the presentation of the proposed PPAs under the Supplemental Investment Plan (SIP) No. 02 for C.Y. 2025, the MDC Chairperson asked the MDC Secretary why it was necessary to propose an additional amount of ₱301,428.55 for AICS. The MDC Secretary explained that the Provision of Financial Assistance to Individuals in Crisis Situation (AICS) required the inclusion of said amount in the proposed supplemental to complete the total budget of ₱1,400,000.00, since the allocation reflected in the AIP was only ₱1,098,571.45. The MDC Chairperson acknowledged the explanation and directed the MDC Secretary to include the said amount.

Furthermore, the MDC Chairperson addressed the Council and emphasized the need to prioritize the Support Fund for the Local People's Council Honorarium, initially allocated at ₱96,628.28. Mr. Napoleon Nombre, HRMO IV, expressed that the amount of ₱96,628.28 would be insufficient for the needs of the CSOs. He explained that it is equally important to provide funds for their capacity-building activities and

trainings, as these would enable the CSOs to become more capable, knowledgeable, and active in participating in the municipality's programs and activities.

In response, the MDC Chairperson asked the Council if they were amenable to allocating additional funds for the CSOs to cover both Honoraria and Training Expenses. After deliberation, the Council agreed to allocate a total amount of ₱296,628.28 as support funds for the CSOs.

Then, the MDC Secretary inquired from the body as to how much should be allocated specifically for the CSO honorarium/incentive. After thorough discussion and exchange of views, the Council agreed to fix the honorarium at ₱500.00 per CSO.

Thereafter, Hon. Philip Tanauan, Punong Barangay of Brgy. Lanauan and Hon. Suzieta M. Omoy, Punong Barangay of Brgy. Colawen, moved for the approval of MDC Resolution No. 4, C.Y. 2025, granting an honorarium of ₱500.00 to each CSO representative present during MDC meetings, and endorsing the same to the Sangguniang Bayan for adoption. The motion was unanimously seconded by other members of the MDC. The MDC passed:

**RESOLUTION NO. 2025-04**  
**Series of 2025**

**“A RESOLUTION PASSED GRANTING AN HONORARIA/INCENTIVE TO ALL CIVIL SOCIETY ORGANIZATION (CSO) MEMBERS OF THE MUNICIPAL DEVELOPMENT COUNCIL (MDC) PRESENT DURING THE MDC MEETINGS IN THE AMOUNT OF FIVE HUNDRED PESOS (₱500.00) EFFECTIVE ON CALENDAR YEAR 2025 AND ENDORSING THE SAME TO THE SANGGUNIANG BAYAN FOR ADOPTION”**

After thorough discussion and exchange of views on the different Programs, Projects and Activities (PPAs) presented, the MDC Chairperson asked the body if they are amenable to each item presented. The body replied that they abide by all the PPA's presented. Then, the MDC Chairperson asked if there were comments and suggestions. Since there were none, the MDC Chairperson requested a motion for the approval of the identified Programs, Projects and Activities (PPAs) under the Supplemental Investment Program (SIP) No. 02, C.Y. 2025.

**Approval of the Supplemental Investment Program (SIP) No. 02 for C.Y. 2025:**

Hon. Delma S. Nayad, Punong Barangay of Brgy. Aringit, Ms. Alma Alvarez, CSO President of Malitbogay Farmers Association, Hon. Cita I. Costimiano, Punong Barangay of Brgy. Yapad and Ms. Jennilyn Depaudhon, CSO President of Lourdes Unified Farmers Association moved to approve the different Programs, Projects and Activities (PPA's) under Supplemental Investment Program (SIP) No. 02 C.Y. 2025 to be funded from the Savings of General Fund F.Y. 2024 in the total amount of **Five Million Eight Hundred Fifty-Four Thousand Six Hundred Thirty-Four Pesos and Forty-One Centavos (₱5,854,634.41)** and to pass a resolution approving and endorsing the same to the Sangguniang Bayan for adoption. The motion was unanimously seconded by other members of the MDC. The MDC passed:

**RESOLUTION NO. 2025-05**  
**Series of 2025**

**“A RESOLUTION APPROVING THE DIFFERENT PROGRAMS, PROJECTS AND ACTIVITIES (PPA's) UNDER THE SUPPLEMENTAL INVESTMENT PROGRAM (SIP) NO. 02, C.Y. 2025 TAKEN FROM THE SAVINGS OF GENERAL FUND IN F.Y. 2024, AND SAVINGS ON FY 2025 APPROPRIATIONS AMOUNTING TO FIVE MILLION EIGHT HUNDRED FIFTY-FOUR THOUSAND SIX HUNDRED THIRTY-FOUR PESOS AND FORTY-ONE CENTAVOS (₱5,854,634.41) AND ENDORSING THE SAME TO THE SANGGUNIANG BAYAN FOR ADOPTION”**

**Presentation of the Annual Investment Program (AIP) for C.Y. 2026:**

The MDC Secretary proceeded to present to the body the second agenda of the meeting, which is the Annual Investment Program (AIP) for Calendar Year 2026. She informed the body that the LGU functionaries initially identified programs, projects and activities for possible inclusion in the Annual Investment Program (AIP) for C.Y. 2026 prior to the MDC meeting. The MDC Secretary then showed the different proposed programs, projects and activities for the Annual Investment Program (AIP) C.Y. 2026 from MS excel using the overhead projector. It covered the different sectors, which are General

Services, Social Services and Other Services, with the corresponding budget. Likewise, she explained that the Annual Investment Program (AIP) is one of the pre-requisite documents prior to the preparation of Annual Budget.

Thereafter, the MDC Secretary presented the details of proposed programs, projects and activities by sector and the funding requirement per regular operational budget item for Maintenance & Other Operating Expenses (MOOE), Capital Outlay and Personal Services (PS) under General Fund, 20% Development Fund, 5% Local Disaster Risk Reduction Management Fund (LDRRMF), and Outside Source as follows:

Program/Project/Activity/ Description	Funding Source	Amount			Total
		Personal Services (PS)	Maintenance and other Operating Expenses (MOOE)	Capital Outlay (CO)	
<b>GENERAL PUBLIC SERVICES</b>					
<b>OFFICE OF THE MUNICIPAL MAYOR: Executive and Administration Services Program</b>					
General Administration of the Executive and Administration Services	Gen. Fund	25,490,325.52	20,000,000.00	10,000,000.00	55,490,325.52
<b>Programs, Projects and Activities</b>					
Conduct of Civil Service Month Celebration	Gen. Fund		500,000.00		500,000.00
Conduct of Independence Day Celebration	Gen. Fund		200,000.00		200,000.00
Conduct of Filipino-Spanish Friendship Day	Gen. Fund		200,000.00		200,000.00
Conduct of Rizal Day Celebration	Gen. Fund		200,000.00		200,000.00
Conduct of Yolanda Commemoration Activity	Gen. Fund		200,000.00		200,000.00
Civil Registration Program	Gen. Fund		200,000.00		200,000.00
Mass Wedding Program - Kasalang Bayan	Gen. Fund		300,000.00		300,000.00
Capacity building/Enhancement training for municipal officials and employees	Gen. Fund		1,000,000.00		1,000,000.00
Procurement of various audio system devices and equipments	Gen. Fund			500,000.00	500,000.00
Scholar Fund Program	Gen. Fund		300,000.00		300,000.00
Implementation of Aral Program Tutor - RA 12028	Gen. Fund		800,000.00		800,000.00
Support to Agricultural Fair Activities	Gen. Fund		400,000.00		400,000.00
Sports Development Program	Gen. Fund		500,000.00		500,000.00
Financial support to athletes	Gen. Fund		300,000.00		300,000.00
Financial assistance and livelihood programs to farmers, Civil Society Organizations (CSO), and other stakeholders	Gen. Fund		5,000,000.00		5,000,000.00
Awarding of best association on the implementation of livelihood activities & organization development	Gen. Fund		300,000.00		300,000.00
Awarding of best barangays operating MRF, Communal garden, Hapag, Walang Gutom Program & household backyard gardening	Gen. Fund		300,000.00		300,000.00
Publishing and Advertising Expenses	Gen. Fund		100,000.00		100,000.00
Fund Provision for the Annual Dues of League of	Gen. Fund		200,000.00		200,000.00

Municipalities in the Philippines (LMP)					
Revenue Campaign Activities	Gen. Fund		500,000.00		500,000.00
Computerization of Real Property Tax (RPT) Database	Gen. Fund		500,000.00		500,000.00
General Revision of Real Property Tax	Gen. Fund		400,000.00		400,000.00
Capacity Enhancement for the Updating of Revenue & Market Code	Gen. Fund		400,000.00		400,000.00
Fund provision for the insurance of Government Buildings	Gen. Fund		300,000.00		300,000.00
Fund provision for the insurance and registration of government vehicles	Gen. Fund		400,000.00		400,000.00
Fund Provision for the inauguration/ blessings of all government facilities in the municipality	Gen. Fund		300,000.00		300,000.00
Relocation Survey for the political boundaries of the municipality	Gen. Fund		500,000.00		500,000.00
Support to Municipal Development Council (MDC) meetings & activities	Gen. Fund		300,000.00		300,000.00
Support to Local Project Monitoring Council (LPMC) meetings & activities	Gen. Fund		200,000.00		200,000.00
Fund allocation for the Local Peoples Council/Civil Society Organizations	Gen. Fund		500,000.00		500,000.00
Financial assistance to Barangays	Gen. Fund		5,000,000.00		5,000,000.00
Support to Katarungang Pambarangay(KP) Operation Program	Gen. Fund		100,000.00		100,000.00
Construction of Perimeter Fence of BFP Building	Gen. Fund			1,000,000.00	1,000,000.00
Construction of Perimeter Fence in the Municipal Compound	Gen. Fund			5,000,000.00	5,000,000.00
Improvement of Municipal Park and Plaza, Phase II	Gen. Fund			5,000,000.00	5,000,000.00
Improvement of Municipal Auditorium, Phase II	Gen. Fund			6,000,000.00	6,000,000.00
Improvement of Municipal Hall: Mayor's Office, HRMO, & Staircase Areas	Gen. Fund			5,000,000.00	5,000,000.00
Upgrading and Rewiring of Electrical System of Municipal Building	Gen. Fund			3,000,000.00	3,000,000.00
Repair of Mun. Treasurer's Office	Gen. Fund			500,000.00	500,000.00
Conduct water potability test for Binahaan river & other source of water for drinking	Gen. Fund		100,000.00		100,000.00
Maintenance and repair of government vehicles	Gen. Fund		500,000.00		500,000.00
Livelihood Assistance to Habal-habal Drivers through Procurement of Sidecar	Gen. Fund		2,000,000.00		2,000,000.00
Livelihood Assistance to Pedicab Drivers through Procurement of E-trike	Gen. Fund		1,500,000.00		1,500,000.00

Procurement and Installation of CCTVs in public places	Gen. Fund			1,000,000.00	1,000,000.00
<b>SUB-TOTAL</b>		<b>25,490,325.52</b>	<b>44,500,000.00</b>	<b>37,000,000.00</b>	<b>106,990,325.52</b>
<b>ECONOMIC DEVELOPMENT PROGRAM</b>					
Fund Provision for the Establishment of Local Economic Enterprises thru Buy & Sell of palay/rice, & Establishment of rice mill & palay dryer	Gen. Fund		7,000,000.00		7,000,000.00
Establishment of LGU KADIWA Center	Gen. Fund		1,000,000.00		1,000,000.00
<b>SUB-TOTAL -SOCIO CULTURAL</b>		<b>0.00</b>	<b>8,000,000.00</b>	<b>0.00</b>	<b>8,000,000.00</b>
<b>SOCIO-CULTURAL AND THE ARTS DEVELOPMENT PROGRAM</b>					
Conduct of Socio-cultural activities: (Pamagpagan Festival & other socio-cultural related activities)	Gen. Fund		4,000,000.00		4,000,000.00
Annual Town Fiesta Celebration	Gen. Fund		1,000,000.00		1,000,000.00
Charter Day Celebration	Gen. Fund		1,000,000.00		1,000,000.00
<b>SUB-TOTAL -SOCIO CULTURAL</b>		<b>0.00</b>	<b>6,000,000.00</b>	<b>0.00</b>	<b>6,000,000.00</b>
<b>TOURISM PROGRAM</b>					
Conduct of Various Tourism related activities	Gen. Fund		800,000.00		800,000.00
Financial Assistance for Pastrana Representative in various regional pageant	Gen. Fund		100,000.00		100,000.00
Conduct/Formulation of Tourism Video, Pastrana Hymn, & Pastrana Jingle	Gen. Fund		400,000.00		400,000.00
Establishment of Tourism Center in Brgy. Tingib	Gen. Fund			5,000,000.00	5,000,000.00
<b>SUB-TOTAL - TOURISM</b>		<b>0.00</b>	<b>1,300,000.00</b>	<b>5,000,000.00</b>	<b>6,300,000.00</b>
<b>SUSTAINABLE EDUCATION PROGRAM</b>					
Support Fund for Gulayan sa Paaralan & Gulayan sa Tahanan Program	Gen. Fund		500,000.00		500,000.00
<b>SUB-TOTAL - SUSTAINABLE EDUCATION</b>		<b>0.00</b>	<b>500,000.00</b>	<b>0.00</b>	<b>500,000.00</b>
<b>SOLID WASTE MANAGEMENT PROGRAM</b>					
Refresher / Reorientation of Municipal Officials and Employees and Barangay / SK Officials on RA 9003 and other Environmental Management related laws	Gen. Fund		300,000.00		300,000.00
Conduct IEC Campaign on proper Solid Waste Management	Gen. Fund		100,000.00		100,000.00
Establishment of Trash bins (Biodegradable, residual, recyclable and hazardous/infectious waste) at the municipal plaza, public market, within the municipal building and etc. "COLOR CODING"	Gen. Fund		200,000.00		200,000.00
Conduct of Tree Planting Activity	Gen. Fund		100,000.00		100,000.00
Conduct Clean-Up Drive activity once a month	Gen. Fund		240,000.00		240,000.00
<b>SUB-TOTAL - SWM</b>		<b>0.00</b>	<b>940,000.00</b>	<b>0.00</b>	<b>940,000.00</b>
<b>LOCAL YOUTH DEVELOPMENT PROGRAM</b>					
Conduct Adolescent Responsible Sexuality Education Program	Gen. Fund		150,000.00		150,000.00
Youth Health Forum	Gen. Fund		250,000.00		250,000.00

Scholarship Program	Gen. Fund		300,000.00		300,000.00
Conduct of Literacy Programs	Gen. Fund		300,000.00		300,000.00
Conduct of continuing and mandatory trainings for Sangguniang Kabataan (SK) and Local Youth Development Council (LYDC)	Gen. Fund		300,000.00		300,000.00
Conduct of Youth Leadership Training	Gen. Fund		300,000.00		300,000.00
Conduct of Linggo ng Kabataan	Gen. Fund		200,000.00		200,000.00
Conduct of Sports Development Training	Gen. Fund		200,000.00		200,000.00
Conduct of Orientation Seminar to Youth Organizations & Youth-Serving Organizations about the Youth Organization Registration Program (YORP) of the National Youth Commission (NYC)	Gen. Fund		100,000.00		100,000.00
Grant of Financial Assistance to Young Individuals competing outside the municipality	Gen. Fund		200,000.00		200,000.00
Grant of Financial Assistance to YORP Registered Youth Organizations & Youth-Serving Organizations	Gen. Fund		300,000.00		300,000.00
Formulation of Local Youth Development Plan	Gen. Fund		300,000.00		300,000.00
Support to LYDC Meetings	Gen. Fund		200,000.00		200,000.00
<b>SUB-TOTAL - LYDP</b>		<b>0.00</b>	<b>3,100,000.00</b>	<b>0.00</b>	<b>3,100,000.00</b>
<b>PUBLIC EMPLOYMENT SERVICE PROGRAM</b>					
Special Program for the Employment of Students (SPES)	Gen. Fund		300,000.00		300,000.00
Special Program for the Employment of Students (SPES) Orientation	Gen. Fund		50,000.00		50,000.00
Career Guidance Counselling	Gen. Fund		300,000.00		300,000.00
Work Immersion to Grade 12 Students for Three(3) High School in the municipality	Gen. Fund				0.00
Career and Employment Coaching to Job Seekers	Gen. Fund		30,000.00		30,000.00
Job & Livelihood Fair	Gen. Fund		100,000.00		100,000.00
Assessment Fees for the TVL students of Three(3) High School in the municipality: NCII for Vocational	Gen. Fund		200,000.00		200,000.00
Support to Skills Enhancement Training	Gen. Fund		100,000.00		100,000.00
Government Internship Program	Gen. Fund		100,000.00		100,000.00
Tulong Alalay sa Taong may Kapansanan (TULAY) Program	Gen. Fund		500,000.00		500,000.00
Community Based & Skills Development Training of students for NCII	Gen. Fund		300,000.00		300,000.00
Kasambahay Day Celebration	Gen. Fund		150,000.00		150,000.00
<b>SUB-TOTAL - PESO</b>		<b>0.00</b>	<b>2,130,000.00</b>	<b>0.00</b>	<b>2,130,000.00</b>
<b>PEACE AND ORDER AND PUBLIC SAFETY PROGRAM</b>					
<b>PEACE AND ORDER</b>					
Conduct trainings for Force Multipliers/BPATs/BPOC/Tanods	Gen. Fund		300,000.00		300,000.00
Capacity building for Lupong Tagapamayapa	Gen. Fund		100,000.00		100,000.00

Fun Ride (Distribution of anti-drug abuse advocacy campaign materials)	Gen. Fund		30,000.00		30,000.00
Conduct capacity building for BADAC	Gen. Fund		100,000.00		100,000.00
Conduct quarterly meeting for MADAC	Gen. Fund		200,000.00		200,000.00
PWUDs screening.	Gen. Fund		50,000.00		50,000.00
Conduct of Ginhawa Program	Gen. Fund		60,000.00		60,000.00
<b>PUBLIC SAFETY</b>					
Conduct orientation on Traffic Rules and Regulations	Gen. Fund		35,000.00		35,000.00
Installation of Traffic Signages	Gen. Fund			70,000.00	70,000.00
Procurement and installation of Fire Hydrant	Gen. Fund			150,000.00	150,000.00
Repair & Maintenance of Fire Trucks	Gen. Fund		100,000.00		100,000.00
Fire Prevention Management Program	Gen. Fund		290,000.00		290,000.00
Provision of fuel allocation & office supplies to BFP	Gen. Fund		120,000.00		120,000.00
<b>SUB-TOTAL - POPS</b>		<b>0.00</b>	<b>1,385,000.00</b>	<b>220,000.00</b>	<b>1,605,000.00</b>
<b>Aid to National Agencies and Barangays</b>					
Support to Commission on Audit/ State Auditor	Gen. Fund		100,000.00		100,000.00
Support to Municipal Trial Court	Gen. Fund		100,000.00		100,000.00
Support to Commission on Elections (COMELEC)	Gen. Fund		100,000.00		100,000.00
Support to Department of Interior and Local Government (DILG) MLGOO Office	Gen. Fund		100,000.00		100,000.00
Support to Philippine National Police Operation	Gen. Fund		200,000.00		200,000.00
Support to Bureau of Fire Protection Operation	Gen. Fund		200,000.00		200,000.00
Support to Bureau of Internal Revenue (BIR)	Gen. Fund		100,000.00		100,000.00
Aid to 29 Component Barangays (Mandatory)	Gen. Fund		29,000.00		29,000.00
<b>SUB-TOTAL - AID TO N.A. &amp; BRGYS.</b>		<b>0.00</b>	<b>929,000.00</b>	<b>0.00</b>	<b>929,000.00</b>
<b>TOTAL - EXECUTIVE SERVICES (OFFICE OF THE MAYOR)</b>		<b>25,490,325.52</b>	<b>68,784,000.00</b>	<b>42,220,000.00</b>	<b>136,494,325.52</b>
<b>OFFICE OF THE SANGGUNIANG BAYAN MEMBERS: Legislative Services Program</b>					
A. General Administration of the Legislative Services	Gen. Fund	27,057,065.28	10,000,000.00	2,000,000.00	39,057,065.28
<b>Programs, Projects and Activities</b>					
Repair and Maintenance of SB Office	Gen. Fund			600,000.00	600,000.00
Publishing & Advertising Expense for Municipal Ordinances	Gen. Fund		500,000.00		500,000.00
Annual Dues for Vice-Mayor's League	Gen. Fund		150,000.00		150,000.00
<b>TOTAL - OFFICE OF THE SANGGUNIANG BAYAN MEMBERS</b>		<b>27,057,065.28</b>	<b>10,650,000.00</b>	<b>2,600,000.00</b>	<b>40,307,065.28</b>
<b>OFFICE OF THE SECRETARY TO THE SANGGUNIANG BAYAN: SB Secretary Services Program</b>					
A. General Administration of the SB Secretary Services	Gen. Fund	2,673,558.38	500,000.00	300,000.00	3,473,558.38
<b>TOTAL - OFFICE OF THE SANGGUNIANG BAYAN: SB Secretary</b>		<b>2,673,558.38</b>	<b>500,000.00</b>	<b>300,000.00</b>	<b>3,473,558.38</b>
<b>OFFICE OF THE MUNICIPAL PLANNING &amp; DEVELOPMENT COORDINATOR: Development &amp; Planning Services Program</b>					

A. General Administration of the Development & Planning Services	Gen. Fund	3,049,795.98	600,000.00	300,000.00	3,949,795.98
<b>TOTAL - OFFICE OF THE MUNICIPAL PLANNING &amp; DEVELOPMENT COORDINATOR</b>		<b>3,049,795.98</b>	<b>600,000.00</b>	<b>300,000.00</b>	<b>3,949,795.98</b>
<b>OFFICE OF THE MUNICIPAL BUDGET OFFICER: Budgeting Services Program</b>					
A. General Administration of the Budgeting Services	Gen. Fund	3,123,934.80	800,000.00	300,000.00	4,223,934.80
<b>TOTAL - OFFICE OF THE MUNICIPAL BUDGET OFFICER</b>		<b>3,123,934.80</b>	<b>800,000.00</b>	<b>300,000.00</b>	<b>4,223,934.80</b>
<b>OFFICE OF THE MUNICIPAL ACCOUNTANT: Accounting Services Program</b>					
A. General Administration of the Accounting Services	Gen. Fund	4,414,940.80	900,000.00	300,000.00	5,614,940.80
<b>TOTAL - OFFICE OF THE MUNICIPAL ACCOUNTANT</b>		<b>4,414,940.80</b>	<b>900,000.00</b>	<b>300,000.00</b>	<b>5,614,940.80</b>
<b>OFFICE OF THE MUNICIPAL CIVIL REGISTRAR: Civil Registry Services Program</b>					
A. General Administration of the Civil Registry Services	Gen. Fund	3,383,608.69	600,000.00	300,000.00	4,283,608.69
<b>TOTAL - OFFICE OF THE MUNICIPAL CIVIL REGISTRAR</b>		<b>3,383,608.69</b>	<b>600,000.00</b>	<b>300,000.00</b>	<b>4,283,608.69</b>
<b>OFFICE OF THE MUNICIPAL TREASURER: Treasury Services Program</b>					
A. General Administration of the Treasury Services	Gen. Fund	5,967,938.50	1,000,000.00	300,000.00	7,267,938.50
<b>TOTAL - OFFICE OF THE MUNICIPAL TREASURER</b>		<b>5,967,938.50</b>	<b>1,000,000.00</b>	<b>300,000.00</b>	<b>7,267,938.50</b>
<b>OFFICE OF THE MUNICIPAL ASSESSOR: Assessment Services Program</b>					
A. General Administration of the Assessment Services	Gen. Fund	2,591,127.24	600,000.00	300,000.00	3,491,127.24
<b>TOTAL - OFFICE OF THE MUNICIPAL ASSESSOR</b>		<b>2,591,127.24</b>	<b>600,000.00</b>	<b>300,000.00</b>	<b>3,491,127.24</b>
<b>TOTAL - GENERAL PUBLIC SERVICES</b>	<b>Gen. Fund</b>	<b>77,752,295.19</b>	<b>84,434,000.00</b>	<b>46,920,000.00</b>	<b>209,106,295.19</b>
<b>SOCIAL SERVICES</b>					
<b>OFFICE OF THE MUNICIPAL HEALTH OFFICER: Health Services Program</b>					
A. General Administration of Health Services	Gen. Fund	16,144,214.39	2,000,000.00	500,000.00	18,644,214.39
<b>Programs, Projects and Activities</b>					
Procurement of Various Medicines	Gen. Fund		5,000,000.00		5,000,000.00
Procurement of medical and laboratory supplies & equipments	Gen. Fund		4,000,000.00		4,000,000.00
Conduct Mass Blood Donation Activity	Gen. Fund		200,000.00		200,000.00
Conduct of 1 1-Day Symposium for High School Students to Promote HIV Awareness & Mental Health	Gen. Fund		65,000.00		65,000.00
Conduct of Health Promotion Activities:					
- Gupit Lupit	Gen. Fund		30,000.00		30,000.00
- Beat the Bisyo Race	Gen. Fund		7,000.00		7,000.00
- Pintayo	Gen. Fund		27,000.00		27,000.00
- Paskuhan sa Barangay	Gen. Fund		7,500.00		7,500.00
Conduct of 1-Day Buntis Congress 2026	Gen. Fund		120,000.00		120,000.00
Healthy Baby Contest	Gen. Fund		50,000.00		50,000.00
Conduct of RPPF (Responsible Parenthood and Family Planning Classes to Women of Reproductive Age	Gen. Fund		25,000.00		25,000.00

Conduct of GINHAWA & Community Drug Rehabilitation Program	Gen. Fund		300,000.00		300,000.00
Orientation Seminar for BHW on Notifiable/Reportable Diseases, Causes & Prevention	Gen. Fund		80,000.00		80,000.00
Training of MESU Staff on Basic Epidemiology, Event-based Surveillance & Disease Surveillance	Gen. Fund		75,000.00		75,000.00
Procurement of ICT equipment & office supplies for the MESU Office	Gen. Fund		50,000.00		50,000.00
Case Investigation Activities in case of Disease Outbreaks	Gen. Fund		50,000.00		50,000.00
Orientation Seminar for Local Aids Council Members on its Role & Functions and HIV Prevention & Control	Gen. Fund		60,000.00		60,000.00
Training for RHU Nurses & Midwives on HIV Counselling & Testing & Facility Based HIV Screening	Gen. Fund		75,000.00		75,000.00
Procurement of HIV test kits	Gen. Fund		40,000.00		40,000.00
Conduct of Promotion & Awareness Campaign on Mental Health	Gen. Fund		120,000.00		120,000.00
Procurement of Mental Medicines	Gen. Fund		300,000.00		300,000.00
Conduct Dental Mission	Gen. Fund		100,000.00		100,000.00
Conduct of BHW & BNS Program Implementation Review & Year End Evaluation	Gen. Fund		240,000.00		240,000.00
Conduct various capacity building/trainings of health workers to deliver health services	Gen. Fund		100,000.00		100,000.00
Mental Health Program: Conduct training on Mental Health and Psycho-social support	Gen. Fund		100,000.00		100,000.00
Conduct activities towards the achievement of Zero Open Defecation status for the municipality	Gen. Fund		150,000.00		150,000.00
Acquisition & Provision of toilet bowls to households to achieve zero open defecation	Gen. Fund			500,000.00	500,000.00
<b>SUB-TOTAL: HEALTH SERVICES</b>	<b>Gen. Fund</b>	<b>16,144,214.39</b>	<b>13,371,500.00</b>	<b>1,000,000.00</b>	<b>30,515,714.39</b>
<b>NUTRITION PROGRAM</b>					
NUTRITION MONTH CELEBRATION	Gen. Fund		300,000.00		300,000.00
Training of Health & Nutrition Workers on Idol Ko Si Nanay	Gen. Fund		50,000.00		50,000.00
Roll out Training of Idol Ko Si Nanay to BHW & BNS	Gen. Fund		100,000.00		100,000.00
Conduct of Adolescent Health and Development thru U4U Fertility Awareness Trainings, Symposium, and Other Related Activities	Gen. Fund		150,000.00		150,000.00
MNIYCF/Nutrition in Emergencies Training for Health & Nutrition Workers	Gen. Fund		85,000.00		85,000.00
Training-Workshop on BNAP Formulation	Gen. Fund		180,000.00		180,000.00

<b>SUB-TOTAL: NUTRITION</b>	Gen. Fund	-	865,000.00	-	865,000.00
<b>TOTAL: HEALTH &amp; NUTRITION</b>	Gen. Fund	16,144,214.39	14,236,500.00	1,000,000.00	31,380,714.39
<b>OFFICE OF THE MUNICIPAL SOCIAL WELFARE &amp; DEVELOPMENT OFFICER: Social Welfare Services</b>					
A. General Administration of Social Welfare Services	Gen. Fund	7,654,087.37	600,000.00	500,000.00	8,754,087.37
<b>Programs, Projects and Activities</b>					
<b>GENDER AND DEVELOPMENT (GAD) PROGRAM</b>					
Provision of financial Assistance to Individuals in Crisis Situation(AICS)	Gen. Fund		3,000,000.00		3,000,000.00
<b>PERSON WITH DISABILITY PROGRAM</b>					
Provision of enhance access of PWDs to basic social services	Gen. Fund		100,000.00		100,000.00
Provision of monthly allowance to the 29 Barangay PWD Presidents	Gen. Fund		105,000.00		105,000.00
Conduct Advocacy Activities during National Disability Rights Week	Gen. Fund		200,000.00		200,000.00
<b>SOLO PARENT WELFARE PROGRAM</b>					
Provision of cash subsidy to eligible Solo Parent	Gen. Fund		100,000.00		100,000.00
Pantawid Pamilyang Pilipino Program (4Ps) - Recognition of 4Ps Pugay Tagumpay - Provision of livelihood assistance to 4Ps Graduate	Gen. Fund		400,000.00		400,000.00
<b>WOMEN'S WELFARE PROGRAM</b>					
-Conduct Womens Forum on Magna Carta of Women & other relevant laws  - Conduct Comprehensive IEC Campaign on VAWC  - Annual observance of the 18 Day to end VAW	Gen. Fund		300,000.00		300,000.00
Capacity building for VAWC Desk Officer in every barangay & LCAT VAWC members	Gen. Fund		200,000.00		200,000.00
Provision of temporary shelter for women and children	Gen. Fund			500,000.00	500,000.00
<b>EDUCATIONAL ENHANCEMENT PROGRAM</b>					
Assistance to Alternative Learning Schools (ALS) project: - transportation and meal allowance of learners for the Accreditation & Equivalency (A&E) test. - registration & uniforms of learners for the boy scout - fund support for ALS-EST training	Gen. Fund		100,000.00		100,000.00
<b>GAD FOCAL POINT SYSTEM</b>					
Conduct GFPS workshop	Gen. Fund		50,000.00		50,000.00
Capacity Building for GRPB, GST, Gender Analysis, Assessment Dev't & Utilization of GAD Tools of MLGU Officials and employees	Gen. Fund		200,000.00		200,000.00
Conduct BGAD Training	Gen. Fund		100,000.00		100,000.00

Workshop formulation on GAD Code that would strengthen Gender responsive agendas	Gen. Fund		100,000.00		100,000.00
Provision of fund for Senior Citizen	Gen. Fund		200,000.00		200,000.00
Proviison of basic social servcies for senior citizens	Gen. Fund		150,000.00		150,000.00
Provision of fund for General Assembly of senior citizen	Gen. Fund		100,000.00		100,000.00
Provision of monthly allowance for Barangay Senior Citizen President	Gen. Fund		300,000.00		300,000.00
Assistance to Octagenarians and Nonagenarians senior citizen	Gen. Fund		1,000,000.00		1,000,000.00
<b>SUB-TOTAL: GAD</b>	<b>Gen. Fund</b>	<b>-</b>	<b>6,705,000.00</b>	<b>500,000.00</b>	<b>₱ 7,205,000.00</b>
<b>LOCAL COUNCIL FOR THE PROTECTION OF CHILDREN (LCPC) PROGRAM</b>					
Conduct enhancement seminar/training on child protection & child rights	Gen. Fund		200,000.00		200,000.00
- Conduct symposium on child protection & child rights among adolescents & youth. Involve educational institution on awareness of teenage pregnancy	Gen. Fund		200,000.00		200,000.00
-Conduct Symposium regarding HIV/AIDS to High School students coming from three different schools. - Voluntary HIV counselling and testing. - Life Skills development for adolescent.	Gen. Fund		200,000.00		200,000.00
Conduct advocacy activities during National Children's Month Celebration	Gen. Fund		100,000.00		100,000.00
Project Bulig to Alternative Learning System (ALS)	Gen. Fund		150,000.00		150,000.00
Programs for the Gifted & Talented students	Gen. Fund		100,000.00		100,000.00
Educational assistance to students at risk of dropping out	Gen. Fund		400,000.00		400,000.00
SPED Fun Day & Learners With Disability(LWD) Day Activity, and Massive registration of CSN	Gen. Fund		100,000.00		100,000.00
Capacity building seminar/training on Child Protection and Child Rights	Gen. Fund		100,000.00		100,000.00
Capacity building for MCPC & BCPC	Gen. Fund		200,000.00		200,000.00
Conduct training for LCPC & BCPC	Gen. Fund		300,000.00		300,000.00
Conduct Life skills training for parents of CICL	Gen. Fund		100,000.00		100,000.00
Conduct capacity training for duty bearers for CICL Interventions Program	Gen. Fund		100,000.00		100,000.00
Registration of all CICL in Child and Youth organization	Gen. Fund				0.00
Psychosocial and Therapeautic Programs	Gen. Fund		50,000.00		50,000.00
Conduct of Quarterly Local Council for the Protection of Children's meeting	Gen. Fund		100,000.00		100,000.00
<b>EARLY CHILDHOOD CARE &amp; DEVELOPMENT PROGRAM</b>					
Conduct Capacity building for Child Development Workers & Child Development Teacher	Gen. Fund		750,000.00		750,000.00

Provision of monthly allowance for Day Care Workers					
Monitoring and Evaluation of DCCs and DCWs					
<b>SUB-TOTAL: LCPC</b>	Gen. Fund	-	3,150,000.00	-	₱ 3,150,000.00
<b>TOTAL: SOCIAL WELFARE SERVICES</b>	Gen. Fund	7,654,087.37	10,455,000.00	1,000,000.00	₱ 19,109,087.37
<b>TOTAL: SOCIAL SERVICES</b>	Gen. Fund	23,798,301.76	24,691,500.00	2,000,000.00	₱ 50,489,801.76
<b>ECONOMIC SERVICES</b>					
<b>OFFICE OF THE MUNICIPAL ENGINEER: Engineering and Infrastructure Management Services</b>					
A. General Administration of Engineering and Infrastructure Services	Gen. Fund	3,914,297.26	600,000.00	300,000.00	4,814,297.26
<b>TOTAL - OFFICE OF THE MUNICIPAL ENGINEER</b>		<b>3,914,297.26</b>	<b>600,000.00</b>	<b>300,000.00</b>	<b>₱ 4,814,297.26</b>
<b>OFFICE OF THE MUNICIPAL AGRICULTURE: Agricultural Services</b>					
a. General Administration of Agriculture Services	Gen. Fund	4,914,590.24	600,000.00	300,000.00	5,814,590.24
<b>Programs, Projects and Activities</b>					
<b>AGRICULTURE DEVELOPMENT PROGRAM</b>					
Conduct of farmers technical briefing, meetings and seminar	Gen. Fund		500,000.00		500,000.00
Procurement of Farm Inputs, Tools and Equipments	Gen. Fund		1,000,000.00		
Procurement of Certified Seeds (Inbred/Hybrid Seeds)	Gen. Fund		2,000,000.00		2,000,000.00
Procurement of Assorted Vegetable Seeds	Gen. Fund		500,000.00		500,000.00
<b>TOTAL - OFFICE OF THE MUNICIPAL AGRICULTURE</b>		<b>4,914,590.24</b>	<b>4,600,000.00</b>	<b>300,000.00</b>	<b>₱ 9,814,590.24</b>
<b>TOTAL - ECONOMIC SERVICES</b>		<b>8,828,887.50</b>	<b>5,200,000.00</b>	<b>600,000.00</b>	<b>₱ 14,628,887.50</b>
<b>20 % DEVELOPMENT FUND</b>					
<b>SOCIAL DEVELOPMENT (3000)</b>					
Procurement of various medical and laboratory equipments	20% D.F.			4,000,000.00	4,000,000.00
Installation of Solar Streetlights in various barangays, Phase III	20% D.F.			15,000,000.00	15,000,000.00
Const. of Toilet Facilities in the Barangay	20% D.F.			2,000,000.00	2,000,000.00
Const. of Level II Water Supply System	20% D.F.			3,000,000.00	3,000,000.00
Construction of Heritage Hall & Educational Hub	20% D.F.			5,000,000.00	5,000,000.00
Construction of Teen Center	20% D.F.			5,000,000.00	5,000,000.00
Improvement and Rehabilitation of Heritage Site (Rizal Monument)	20% D.F.			1,000,000.00	1,000,000.00
<b>ECONOMIC DEVELOPMENT (8000)</b>					
Const. of Post Harvest Storage Facility	20% D.F.			4,000,000.00	4,000,000.00
Installation of Automatic Fire Suppression System (AFSS) Protection for Pastrana Public Market	20% D.F.			2,500,000.00	2,500,000.00
Establishment of Municipal Egg Laying Facility	20% D.F.			3,000,000.00	3,000,000.00
Replacement & Re-installation of Roll-Up Doors in the LGU-DA Warehouse @ Habitat	20% D.F.			200,000.00	200,000.00
Rehabilitation/Reblocking of Municipal Poblacion Roads	20% D.F.			5,000,000.00	5,000,000.00
<b>ENVIRONMENTAL MANAGEMENT (9000)</b>					
Procurement of Garbage Truck	20% D.F.			6,000,000.00	6,000,000.00

Rehabilitation of Residual Containment Area (RCA)	20% D.F.			1,000,000.00	1,000,000.00
<b>TOTAL - 20% DEVELOPMENT FUND</b>		-	-	<b>56,700,000.00</b>	<b>56,700,000.00</b>
<b>LOCAL DISASTER RISK REDUCTION MANAGEMENT FUND</b>					
<b>DISASTER PREVENTION &amp; MITIGATION</b>					
Const. Of Drainage Canal System at Poblacion, Phase I	LDRRMF			10,000,000.00	10,000,000.00
Const. of Flood Control Structure along Udlon Creek	LDRRMF			5,000,000.00	5,000,000.00
Installation of Flood Early Warning System at Binahaan River in Brgy. Tingib	LDRRMF		4,000,000.00		4,000,000.00
Purchase & installation of Municipal wide alarm system	LDRRMF		1,000,000.00		1,000,000.00
Purchase of communication/monitoring equipment's and supplies for DRRM Operation Center	LDRRMF		1,000,000.00		1,000,000.00
<b>DISASTER PREPAREDNESS</b>					
Provision & installation of internet connection, monitor and computer system at the Municipal OPCEN	LDRRMF		2,000,000.00		2,000,000.00
Establishment of storage room & other facilities at the Municipal Evacuation Center	LDRRMF			1,000,000.00	1,000,000.00
Conduct/participate required DRRM related trainings/seminars	LDRRMF		1,000,000.00		1,000,000.00
Capacity development trainings for MDRRMO/PASRU personnel, SRR teams, and volunteers	LDRRMF		1,000,000.00		1,000,000.00
Purchase of rescue tools and equipment's	LDRRMF		2,000,000.00		2,000,000.00
Purchase of medical supplies and equipment's	LDRRMF		500,000.00		500,000.00
Purchase of one (1) unit rescue vehicle for MDRRM Office	LDRRMF		3,000,000.00		3,000,000.00
Purchase of portable generators	LDRRMF			2,000,000.00	2,000,000.00
Operation & Maintenance of 24/7 DRRM OPCEN	LDRRMF		200,000.00		200,000.00
<b>DISASTER RESPONSE</b>					
Logistical support for the activation of Incident Management Team	LDRRMF		500,000.00		500,000.00
Preposition/Procurement of relief goods, camp management kit and supplies	LDRRMF		2,000,000.00		2,000,000.00
<b>REHABILITATION AND RECOVERY</b>					
Rehabilitation of damage infrastructures & facilities	LDRRMF			10,000,000.00	10,000,000.00
Financial assistance to disaster affected families	LDRRMF		5,000,000.00		5,000,000.00
<b>TOTAL - PREPAREDNESS, PREVENTION &amp; MITIGATION, &amp; RESPONSE</b>		-	<b>23,200,000.00</b>	<b>28,000,000.00</b>	<b>51,200,000.00</b>
<b>QUICK RESPONSE FUND</b>					
30% of LDRRMF (Reserved)	LDRRMF		5,000,000.00		5,000,000.00
<b>TOTAL - LDRRM FUND</b>		-	<b>28,200,000.00</b>	<b>28,000,000.00</b>	<b>56,200,000.00</b>
<b>OTHER SOURCES (OUTSIDE)</b>					
Const. of Primary Care Facility (Super Health Center)	NGA			25,000,000.00	25,000,000.00

Construction/Renovation of RHU Building to Two(2) Storey	PGA/NGA		10,000,000.00	10,000,000.00
Establishment and development of park in the municipal plaza & Binahaan River bank areas	NGA		10,000,000.00	10,000,000.00
Concreting of Farm to Market Road in Sitio Moroboro, Brgy. Lanauan, Pastrana, Leyte	NGA		5,000,000.00	5,000,000.00
Concreting of Farm to Market Road in Sitio Bayok, Brgy. Yapad, Pastrana, Leyte	NGA		5,000,000.00	5,000,000.00
Opening/Construction of Farm to Market Road in Brgy. Lanauan to Yapad	NGA		25,000,000.00	25,000,000.00
Improvement & Rehabilitation of Binahan Bridge in Brgy. Tingib as potential tourist spot.	NGA		2,000,000.00	2,000,000.00
Construction of Tourism Center in Brgy. Tingib	NGA		4,000,000.00	4,000,000.00
<b>TOTAL - OTHER SOURCES</b>			<b>86,000,000.00</b>	<b>₱ 86,000,000.00</b>

The funding requirement for the 2026 Annual Investment Program (AIP) has a total amount of **₱473,124,984.45** and the breakdown per sector is shown below:

PER SECTOR	BUDGETARY REQUIREMENT	% TO TOTAL
GENERAL PUBLIC SERVICES	₱ 209,106,295.19	44.20%
SOCIAL SERVICES	₱ 85,489,801.76	18.07%
ECONOMIC SERVICES	₱ 29,328,887.50	6.20%
OTHER SERVICES	₱ 63,200,000.00	13.36%
OTHER SOURCES (OUTSIDE)	₱ 86,000,000.00	18.18%
<b>TOTAL</b>	<b>₱ 473,124,984.45</b>	<b>100.00%</b>

During the discussion on the proposed PPAs for the 2026 Annual Investment Program (AIP), various concerns and suggestions were raised by the heads of each sector. The MDC Chairperson emphasized the importance of addressing open defecation, stressing that priority should be given to the acquisition and provision of toilet bowls for households, as well as the construction of sanitary facilities in the barangays. She further underscored that the barangays should actively contribute to these efforts to achieve Zero Open Defecation in the Municipality by the year 2026.

Also, The MDC Chairperson raised the issue of malnutrition among children, explaining that many children are affected due to lack of proper nutrition. To address this, the Municipality will establish an Egg-Laying Facility, with eggs to be distributed to each barangay, prioritizing pregnant women and children below two years old. The facility will be managed by the Municipal Agriculturist's Office.

Moreover, Mr. Joel B. Ranes, Pastrana District Supervisor, expressed his appreciation to the Municipality of Pastrana for its active support to DepEd, particularly for always including provisions for LSA Teachers in its plans. He noted, however, that the LSA program for teachers has already been discontinued. He then introduced the Joint Memorandum of DepEd and DILG on Republic Act No. 12028, otherwise known as the Academic Recovery and Accessible Learning (ARAL) Program. The memorandum calls for a synchronized effort to institutionalize literacy and learning recovery programs by mobilizing LGUs in support of ARAL, which aims to provide free learning interventions for Kindergarten to Grade 10 learners. Following this, the MDC Secretary included in the AIP the program entitled "Implementation of ARAL Program Tutor - RA 12028".

Afterwards, the MDC Chairperson prioritized providing livelihood assistance to habal-habal and pedicab drivers, noting that habal-habal units are no longer allowed on the roads. The LGU will provide sidecars for habal-habal drivers, along with financial assistance. HRMO IV, Mr. Napoleon Nombre, suggested the purchase of electric bikes. The MDC Chairperson agreed, but clarified that these will be intended for pedicab drivers since electric bikes are not suitable for long-distance travel to far-flung barangays. Ms. Anacleta Gabrienta, Budget Officer, informed the MDC Chairperson that the funds will be charged to the Mayor's Office. The MDC Chairperson concurred and emphasized the plan to gradually transition to more productive modes of transportation.

After thorough discussion and exchange of views on the different programs and projects presented, the MDC Chairperson asked the body if there are comments and suggestions. Since there was none, the MDC Chairperson requested a motion for the approval of the identified programs and projects under the Supplemental Annual Investment Program for Calendar Year 2026.

#### **Approval of the Annual Investment Program (AIP) for C.Y. 2026**

Hon. Allan B. Encina, Punong Barangay of Brgy. Manaybanay, Hon. Christopher L. Ladrera, Punong Barangay of Capilla and Hon. Jonell B. Dominico, Punong Barangay of Cancaraja, and Ms. Susan Cahayag, CSO President of LTBS Irrigators Association move to approve the different Programs, Projects, and Activities (PPA's) under Annual Investment Program (AIP) for C.Y. 2026 with a budgetary requirement of **Four Hundred Seventy-Three Million One Hundred Twenty-Four Thousand Nine Hundred Eighty-Four Pesos and Forty-Five Centavos (P473,124,984.45)**. It was jointly seconded by Hon. Gerladine C. Austria, Punong Barangay of Cabaohan, Hon. Joey Dominico, Punong Barangay of District III, and Ms. Herlinda Lago, OSCA Head. The MDC passed:

#### **RESOLUTION NO. 2025-06 Series of 2025**

**"A RESOLUTION APPROVING THE DIFFERENT PROGRAMS, PROJECTS AND ACTIVITIES (PPAs) FOR THE ANNUAL INVESTMENT PROGRAM (AIP) CALENDAR YEAR 2026 OF THE MUNICIPALITY OF PASTRANA WITH A FUNDING REQUIREMENT OF FOUR HUNDRED SEVENTY-THREE MILLION ONE HUNDRED TWENTY-FOUR THOUSAND NINE HUNDRED EIGHTY-FOUR PESOS AND FORTY-FIVE CENTAVOS ((P473,124,984.45) AND ENDORSING THE SAME TO THE SANGGUNIAN BAYAN FOR ADOPTION"**

#### **Other Matters:**

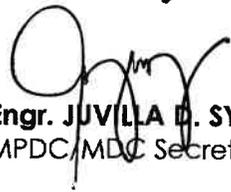
Hon. Jonell B. Dominico, Punong Barangay of Cancaraja, raised a concern regarding the socio-cultural activities for the upcoming Pastrana Day, specifically on whether funds for their participation could be sourced from the barangay funds. Hon. Nathan G. Letrodo, SB Member, Chairman Committee on Finance, emphasized that it is not necessary to spend a large amount just to participate in the activity; what matters most is that everyone enjoys and takes part in the celebration. The MDC Chairperson, Hon. Maritess Cayaco-Marcos, concurred, adding that the Pamagpagan Festival need not be extravagant. She stressed that the focus should be on the story and meaning of the festival rather than on costumes or grandeur. She further recommended conducting deeper research on the Pamagpagan Festival to enhance its appreciation and cultural value.

With no more matters to be discussed and resolved, Hon. Cita I. Costimiano, Punong Barangay of Yapad moved to adjourn the meeting, and was seconded by Hon. Joey L. Dominico, Punong Barangay of District III. The meeting adjourned at 3:35 in the afternoon.

I HEREBY CERTIFY the correctness of the foregoing minutes of meeting of the Municipal Development Council held on August 22, 2025.

Approved:

**Hon. MARITESS B. CAYACO-MARCOS**  
Municipal Mayor/MDC Chairperson

  
**Engr. JUVILLA D. SY**  
MPDC/MDC Secretary



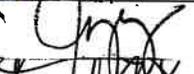
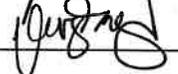
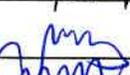
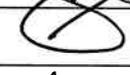
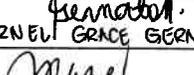
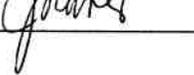
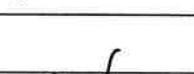
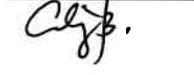
**ATTENDANCE SHEET**

**MUNICIPAL DEVELOPMENT COUNCIL MEETING**

August 22, 2025, 1:30 P.M., Municipal Auditorium

BARANGAY/OFFICE/DESIGNATION	NAME	SIGNATURE
1. Mun. Mayor/MDC Chairperson	HON. MARITNESS B. CAYACOMARCOS	
2. SB Member, Committee on Finance	HON. NATHAN G. LETRODO	
3. ARABUNOG	HON. JOSEPHINE R. BOHOL	
4. ARINGIT	HON. DELMA S. NAYAD	
5. BAHAY	HON. JERLYN C. BORJA	
6. CABAOGHAN	HON. GERALDINE C. AUSTRIA	ALEJANDRO TANGA
7. CALSADAHAY	HON. ANDY S. BOHOL	
8. CANCARAJA	HON. JONELL B. DOMINICO	
9. CANINO-AN	HON. JENELYN G. ARRABAS	
10. CAPILLA	HON. CHRISTOPHER P. LADRERA	
11. COLAWEN	HON. SUZIETA M. OMOY	
12. DUMARAG	HON. ROEL L. REPULDA	
13. GUINDAPUNAN	HON. FRANCISCO F. JACINTO	
14. HALABA	HON. OSCAR M. BERTULFO	
15. JONES	HON. GENETA P. SEVILLA	
16. LANAUAN	HON. PHILIP E. TANAUAN	
17. LIMA	HON. ARTEMIO B. QUITORIO	
18. LOURDES	HON. TEOTIMO D. EMPILLO	
19. MACALPI-AY	HON. TEODOLO I. PARCERO	
20. MALITBOGAY	HON. ARMANDO A. NACIONAL	
21. MANAYBANAY	HON. ALLAN B. ENCINA	
22. MARICUM	HON. ROBERTO R. CAHINDE	
23. PATONG	HON. ARTURO D. EMPILLO, JR.	
24. SAPSAP	HON. ARMANDO P. LAGERA	
25. SOCSOCON	HON. JEBOY B. NOBE	
26. TINGIB	HON. OLIVIA S. BERDAN	
27. YAPAD	HON. CITA I. COSTIMIANO	
28. DISTRICT I	HON. ROBERTO S. BERINO JR.	
29. DISTRICT II	HON. AIZA G. SILVA	
30. DISTRICT III	HON. JOEY L. DOMINICO	
31. DISTRICT IV	HON. ALFRED FRANCIS A. NOGAL	RACKY LABASTIDA
32. OSCA Head	HERLINDA S. LAGO	

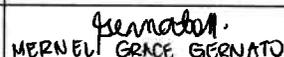
19

33. CSO President, LTBS-Irrigators Association Inc.	SUSAN CAHAYAG	
34. CSO President, Canino-an Manaybanay & Capilla (CAMACA)	EDUARDO CALUMAG	
35. CSO President, Boses Han Kauswagan Irrigators Association	NENITA PARADO	
36. CSO President, Barangay Aringit Farmers Association (BAFA)	OLIVER COSTIMIANO	
37. CSO President, Alpha Kappa Rho International Human Service Fraternity & Sorority	JAYSON SUDARIO	
38. CSO President, Lan-Mar Irrigators Association Inc.	VIRGELIO ESTABILLO	
39. CSO President, Malitbogay Farmers Association	ALMA ALVAREZ	
40. CSO President, Lourdes Unified Farmers Association	JENNILYN DEPAUDHON	
41. CSO President, Dulag Basketball Referees Association	TRENT LETRODO	
42. MPDC	Engr. JUVILLA D. SY	
43. Mun. Budget Officer	ANACLETA G. GABRIENTE	
44. Mun. Accountant	RODOLFO P. SAPRA, CPA	
45. Acting Mun. Treasurer	ROGELIO E. GERILLA	
46. MDRRMO	MICHAEL CASTILLO	
47. Mun. Engineer	Engr. JEVIA B. TUBIS	
48. Mun. Health Officer	Dr. ROLANDO A. SULLA	
49. MSWDO	NONA M. PETILLA	
50. Mun. Agriculture	LISA S. ALLUNAM	
51. Mun. Assessor	MARITES ENTING	
52. MCR	GINA VICTORIA C. CAYACO	
53. HRMO	NAPOLEON P. NOMBRE	
54. Environmental Mgmt. Specialist	FELIPE A. LOMO	
55. LYDO	RAYNARIO C. GALVEZ	
56. TOURISM OFFICER-DESIGNATE	GLENN T. LETRODO	
57. Pastrana District Supervisor	JOEL B. RANES	
58. Pastrana MPS, COP	PCPT JOHN PAUL SILVA	
59. Pastrana BFP, Fire Marshall	SFO4 BENJAMIN F. TAÑALA	

60. DMO I

Engr. GLAIZA A. BRAZIL



  
Mervel Grace Gernato

# MDC MEETING PHOTO DOCUMENTATION

August 22, 2025



