

Item No.: 38
Date: 09 2025 DEC



Republic of the Philippines
PROVINCE OF LEYTE
Provincial Capitol
Tacloban City

-oOo-

PROVINCIAL LEGAL OFFICE

Sangguniang Panlalawigan
Province of Leyte

RECEIVED
DEC 05 2025

Date: _____
By: _____

2nd INDORSEMENT
November 24, 2025

Respectfully returned to the Sangguniang Panlalawigan of Leyte, through the SP Secretary, the attached Ordinance No. 21 series of 2025 of the Sangguniang Bayan of Capoocan, Leyte.

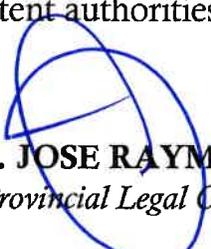
Issues/concerns for review/recommendation/legal opinion is/are as follows:

- Ordinance No. 21 series of 2025: "An Ordinance authorizing the transfer of office on the following Plantilla positions : Internal Auditor III from the Mayors Office to the MIASO, Engineer 1 from the Mayors Office to the MABEO

REVIEW/RECOMMENDATION/LEGAL OPINION:

This office is of the opinion that the subject Ordinance is generally in accordance with its power under Section 447(a)(1)(viii) ¹ of the Local Government Code of 1991 (R.A 7160) in consonance with Section 76 ² subject to Civil Service rules and regulations and to the availability of funds. Hence, we recommend for the declaration of its validity.

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

ATTY. JOSE RAYMUND A. ACOL
Provincial Legal Officer 

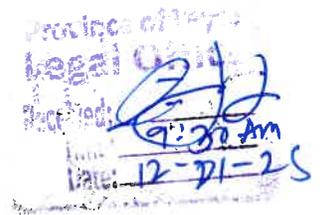
¹(viii) Determine the positions and salaries, wages, allowances and other emoluments and benefits of officials and employees paid wholly or mainly from municipal funds and provide for expenditures necessary for the proper conduct of programs, projects, services, and activities of the municipal government;

² Section 76. Organizational Structure and Staffing Pattern. - Every local government unit shall design and implement its own organizational structure and staffing pattern taking into consideration its service requirements and financial capability, subject to the minimum standards and guidelines prescribed by the Civil Service Commission.

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

1ST INDORSEMENT
28 November 2025



The Provincial Legal Office is respectfully requested to review and submit recommendations on the herein enclosed **Municipal Ordinance No. 21, series of 2025 of the Municipality of Capoocan, Leyte, entitled: An Ordinance authorizing the transfer of office of the following Plantilla positions:**

1. **Internal Auditor III (SG 18) from Mayor's Office to Municipal Internal Audit Service Office (MIASO)**
2. **Engineer I (SG 12) from Mayor's Office to Municipal Agricultural and Biosystems Engineer Office (MABEO)**


FLORINDA JUL S. UYVICO
Secretary to the Sanggunian



Republic of the Philippines
PROVINCE OF LEYTE
Municipality of Capoocan
Office of the Sangguniang Bayan
✉ sbcapoocan@gmail.com / sbcapoocan@yahoo.com
☎ 09976874138

November 28, 2025

THE HONORABLE BODY

Sangguniang Panlalawigan
4th Floor, Provincial Government Complex
West Bypass Road, Campetic
Palo, Leyte

Sangguniang Panlalawigan
Province of Leyte
RECEIVED
Date: NOV 28 2025
By: [Signature]

Dear Gentlemen / Mesdames:

Good Day!

Submitting **Municipal Ordinance No. 21, Series of 2025** of the Sangguniang Bayan of Capoocan, for review of the Honorable Body. **MUNICIPAL ORDINANCE NO. 21, Series of 2025** is entitled, **"AN ORDINANCE AUTHORIZING THE TRANSFER OF OFFICE FOR THE FOLLOWING PLANTILLA POSITIONS:**

1. **Internal Auditor III (SG 18) from Mayor's Office to Municipal Internal Audit Service Office (MIASO)**
2. **Engineer I (SG 12) from Mayor's Office to Municipal Agricultural and Biosystems Engineer Office (MABEO)**

Earliest and favorable action shall be gratefully acknowledged.

Respectfully yours,


JUDE RODILLA TORRE
Secretary to the Sanggunian



Republic of the Philippines
PROVINCE OF LEYTE
Municipality of Capoocan
Office of the Sangguniang Bayan

✉ sbcapoocan@gmail.com / sbcapoocan@yahoo.com
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Sangguniang Panlalawigan
Province of Leyte
RECEIVED

Date: NOV 28 2025
By: [Signature]

SANGGUNIANG BAYAN OF THE MUNICIPAL GOVERNMENT OF CAPOOCAN, LEYTE IN ITS 16th REGULAR SESSION
HELD ON OCTOBER 14, 2025 AT THE MUNICIPAL SESSION HALL LEGISLATIVE BUILDING

MUNICIPAL ORDINANCE NO. 21 SERIES OF 2025

AN ORDINANCE AUTHORIZING THE TRANSFER OF OFFICE FOR THE FOLLOWING PLANTILLA POSITIONS:

1. **Internal Auditor III (SG 18) from Mayor's Office to Municipal Internal Audit Service Office (MIASO)**
2. **Engineer I (SG 12) from Mayor's Office to Municipal Agricultural and Biosystems Engineer Office (MABEO)**

WHEREAS, Section 76 of Republic Act 7160 otherwise known as the Local Government Code of 1991, states that "Every Local Government Unit shall design and implement its own organizational structure and staffing pattern taking into consideration its service requirement and financial capability subject to the minimum standard and guidelines provided by the Civil Service Commission";

WHEREAS, Section 447 (a)(1)(VIII) of the same Code grants the Local Government Unit the authority to create, modify or transfer positions as may be necessary for the efficient and effective governance of the LGU;

WHEREAS, the transfer of the positions aims to promote efficiency in government operations, rationalize personnel deployment and enhance public service delivery;

WHEREFORE, on motion of Honorable Arnold A. Caing, duly seconded by Honorable Von Lito Q. Vallar, Honorable Jaime A. Dalde, Jr. and Honorable Dave A. Nidera, be it:

RESOLVED, as it is hereby resolved that in session assembled, the Sangguniang Bayan of the Municipality of Capoocan, Leyte, enact the following:

Section 1. The following Plantilla Positions are hereby transferred:

1. **Internal Auditor III (SG 18) from Mayor's Office to Municipal Internal Audit Service Office (MIASO)**
2. **Engineer I (SG 12) from Mayor's Office to Municipal Agricultural and Biosystems Engineer Office (MABEO)**

Section 2. The transferred positions shall perform functions aligned with the mandate of the respective offices, in accordance with Civil Service Commission (CSC) rules and regulations, Civil Service Commission (CSC) and Department of Budget and Management (DBM) and other issuances.

Section 3. Repealing Clause. Any ordinance found inconsistent hereof, in whole or in part, is hereby repealed or modified accordingly.

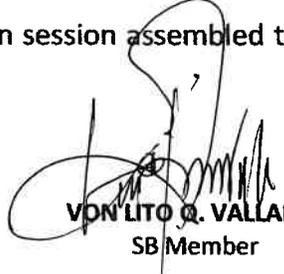
Section 4. Separability Clause. If for any reason or reasons, any part of this Ordinance is declared unconstitutional or invalid, other parts or provisions thereof not affected thereby shall continue to be in full force and effect.

Section 5. Effectivity. This ordinance shall take effect immediately upon its approval and upon compliance of the posting requirements as prescribed under the Local Government Code.

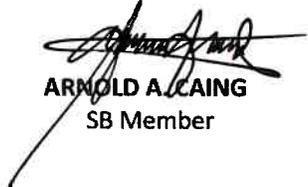
[Signatures of officials]

ENACTED by the Sangguniang Bayan, in session assembled this 14th day of **October, 2025** at Capoocan, Leyte.


GRACIA G. PIGAR
SB Member


VON LITO Q. VALLAR
SB Member


JAIME A. DALDE, JR.
SB Member


ARNOLD A. CAING
SB Member

LANDER JAKE D. ABILLAR
SB Member
(On Official Business)


TERESA C. BALQUIN
SB Member


JOJO N. NEPOMUCENO
SB Member

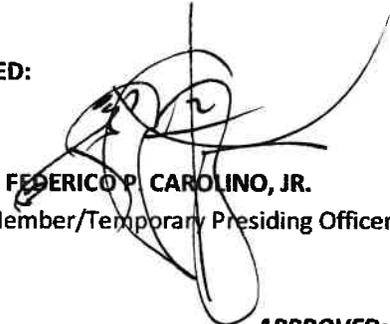
FLORENCE R. CAROLINO-MISAGAL
Ex-Officio Member
Municipal Chapter President
Liga ng mga Barangay
(On Official Business)


DAVE A. NIDERA
Ex-Officio Member
President
Pambayang Pederasyon ng mga Sangguniang Kabataan

I HEREBY CERTIFY to the correctness of the foregoing Ordinance of the Sangguniang Bayan of Capoocan, Leyte.


JUDE N. DELA TORRE
Secretary to the Sanggunian

ATTESTED:


FEDERICO P. CAROLINO, JR.
SB Member/Temporary Presiding Officer

APPROVED:


ATTY. FEDERICO N. CAROLINO, SR.
Municipal Mayor
Date: 11.27.25