

Item No.: 52
Date: 09 2025 DEC



Sangguniang Panlalawigan
Province of Leyte
RECEIVED

Date: DEC 03 2025
By: Jenny

Republic of the Philippines
PROVINCE OF LEYTE
Provincial Capitol
Tacloban City

-oOo-

PROVINCIAL LEGAL OFFICE

Province of Leyte
Legal Office
Released: 12:00
Time: 12-2-25
Date:

2nd INDORSEMENT
November 24, 2025

Respectfully returned to the Sangguniang Panlalawigan of Leyte, through the SP Secretary, the attached Ordinance No. 5 series of 2025 of the Sangguniang Bayan of Abuyog, Leyte.

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

- Ordinance No. 5 series of 2025: “ **2025 Ordinance authorizing the creation of new positions/items in the Municipal Local Government Offices/Departments approving the corresponding funds thereof.**”

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 76² 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
-o0o-

OFFICE OF THE SANGGUNIANG PANLALAWIGAN

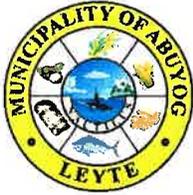
1ST INDORSEMENT
26 November 2025



The Provincial Legal Office is respectfully requested to review and submit recommendations on the herein enclosed **Ordinance No. 05, series of 2025 of the Municipality of Abuyog, Leyte**, entitled: **An Ordinance authorizing the creation of new positions/items under a number of department/offices and provide the corresponding funding for each created position in the Municipal Government of Abuyog, Leyte.**

A handwritten signature in black ink, appearing to be "Florinda Jil S. Uyvico".

FLORINDA JIL S. UYVICO
Secretary to the Sanggunian



Republic of the Philippines
MUNICIPALITY OF ABUYOG
Province of Leyte



Office of the Sangguniang Bayan Secretary

November 25, 2025

FLORINDA JILL S. UYVICO
Secretary to the Sanggunian
Sangguniang Panlalawigan of Leyte
Legislative Building
Capitol Grounds
Tacloban City

Ma'am:

Respectfully transmitting herewith as attached Ordinances of the Sangguniang Bayan of Abuyog, Leyte for the review of the Honorable Sangguniang Panlalawigan, Province of Leyte, to wit:

1. **ORDINANCE NO. 05, S. 2025**

"An Ordinance Authorizing the Creation of New Positions/Items under a Number of Department/Offices and Provide the Corresponding Funding For Each Created Position in the Municipal Government of Abuyog, Leyte."

2. **ORDINANCE NO. 06, S. 2025**

"An Ordinance Creating the Municipal Administrator's Office, Local Youth and Sports Development Office and the Municipal Tourism, Heritage Development, Culture and Arts Office, All of this Local Government Unit of Abuyog, Leyte."

3. **ORDINANCE NO. 07, S. 2025**

"An Ordinance Authorizing the Transfer of Plantilla/Items from the Office of the Municipal Mayor to Municipal Administrator's Office in the Municipal Local Government of Abuyog, Leyte."

4. **ORDINANCE NO. 08, S. 2025**

"An Ordinance Authorizing the Transfer of Plantilla/Items from Municipal Tourism, Culture and Sports Development to Local Youth and Sports Development Office in the Municipal Local Government of Abuyog, Leyte."

5. **ORDINANCE NO. 09, S. 2025**

"An Ordinance Authorizing the Transfer of Plantilla/Items from Municipal Tourism, Culture and Sports Development Office to Municipal Tourism, Heritage Development, Culture and Arts Office in the Municipal Local Government of Abuyog, Leyte."

Thank you and more power.

Very respectfully yours,

ARSENIO Y. VILLOTE
Sangguniang Bayan Secretary



Republic of the Philippines
MUNICIPALITY OF ABUYOG
Province of Leyte



Office of the Sangguniang Bayan

EXCERPT FROM THE MINUTES OF THE 17TH REGULAR SESSION OF THE 20TH HONORABLE SANGGUNIANG BAYAN OF ABUYOG, LEYTE HELD AT ITS SESSION HALL, LEGISLATIVE BUILDING MUNICIPAL COMPOUND, ABUYOG, LEYTE ON OCTOBER 21, 2025.

PRESENT:

- | | |
|-------------------------------|--------------------------------------|
| Hon. Dario P. Llave | Municipal Vice Mayor, Prsdg. Officer |
| Hon. Lemuel Vincent D. Tan | SB Member, Prsdg. Pro-tempore |
| Hon. Felicito V. Topia, Jr. | SB Member |
| Hon. Ma. Amelia C. Gacis | SB Member |
| Hon. Ofelia K. Traya | SB Member |
| Hon. Rodolfo M. Cabias | SB Member, Floor Leader |
| Hon. Roy Percival M. Perez | SB Member |
| Hon. Patrocinio A. Risos, Jr. | SB Member |
| Hon. Erwin V. Belleza | SB Member |
| Hon. Melliza Jane C. Traya | SB Member, SK Fed. President |

ABSENT:

- | | |
|-------------------------|---|
| Hon. John Bill V. Traya | SB Member, ABC President
(Official Travel) |
|-------------------------|---|

ORDINANCE NO. 05, S. 2025
Sponsor: Honorable Erwin V. Belleza

AN ORDINANCE AUTHORIZING THE CREATION OF NEW POSITIONS/ITEMS UNDER A NUMBER OF DEPARTMENT/OFFICES AND PROVIDE THE CORRESPONDING FUNDING FOR EACH CREATED POSITION IN THE MUNICIPAL GOVERNMENT OF ABUYOG, LEYTE

BE IT ORDAINED BY THE 20TH SANGGUNIANG BAYAN OF ABUYOG, LEYTE IN A REGULAR SESSION ASSEMBLED; that:

SECTION 1. TITLE - this ordinance shall be known and referred to as the **2025 ORDINANCE AUTHORIZING THE CREATION OF NEW POSITIONS/ITEMS IN THE MUNICIPAL LOCAL GOVERNMENT OFFICES/DEPARTMENT APPROVING THE CORRESPONDING FUNDS THEREOF**

SECTION 2. SCOPE AND COVERAGE, SOURCE OF AUTHORITY/PURPOSE – this enactment shall be for the purpose of the smooth operation of the concerned office/department and for the effective and efficient delivery of services of the offices mentioned below.

The approved creation of new positions and the provision of corresponding funding are as follows; to wit:

POSITIONS	SALARY GRADE
A. SLAUGHTERHOUSE OPERATION	
1. One (1) Slaughterhouse Master IV	SG-22
B. MUNICIPAL ENGINEERING OFFICE	
1. One (1) Engineer III	SG-19
2. One (1) Engineer II	SG-16
3. One (1) Administrative Aide I (Utility Worker I)	SG-1
C. MUNICIPAL ASSESSOR'S OFFICE	
1. One (1) Local Assessment Operations Officer III	SG-18
2. One (1) Administrative Assistant I (Bookbinder III)	SG-7
D. HUMAN RESOURCE MANAGEMENT OFFICE	
1. One (1) Administrative Assistant I (Bookbinder III)	SG-7
E. OFFICE OF THE MUNICIPAL MAYOR	
1. One (1) Administrative Assistant I (Computer Operator I)	SG-7
F. OFFICE OF THE MUNICIPAL MAYOR (CIVIL SERVICE SECURITY UNIT)	
1. One (1) Traffic Aide III	SG-7
2. One (1) Watchman III	SG-7
G. MUNICIPAL CIVIL REGISTRAR OFFICE	
1. One (1) Population Program Officer I	SG-11
H. MUNICIPAL ENVIRONMENT AND NATURAL RESOURCES OFFICE	
1. One (1) Environmental Management Specialist I	SG-11
I. MARKET OPERATION	
1. One (1) Market Specialist I	SG-11
J. SANGGUNIANG BAYAN OFFICE (SECRETARY TO THE SANGGUNIANG BAYAN)	
1. One (1) Local Legislative Staff Assistant II	SG-8
2. One (1) Administrative Assistant I (Bookbinder III)	SG-7
K. MUNICIPAL HEALTH OFFICE	
1. One (1) Pharmacist III	SG-18
2. One (1) Pharmacist I	SG-11
L. MUNICIPAL ACCOUNTING OFFICE	
1. One (1) Administrative Officer IV (Fiscal Examiner II)	SG-15

SECTION 3. SEPERABILITY CLAUSE. If any part of this ordinance is held unconstitutional or invalid by any court or tribunal or competent authority, no other sections or provisions hereof shall be affected thereby

SECTION 4. EFFECTIVITY. This ordinance shall take effect January 2026.

Approved: October 21, 2025

I HEREBY CERTIFY to the correctness of the foregoing Ordinance No. 05 which was duly enacted by the 20th Sangguniang Bayan during its regular session held on October 21, 2025.


ARSENIO T. VILLOTE
Sangguniang Bayan Secretary

ATTESTED:

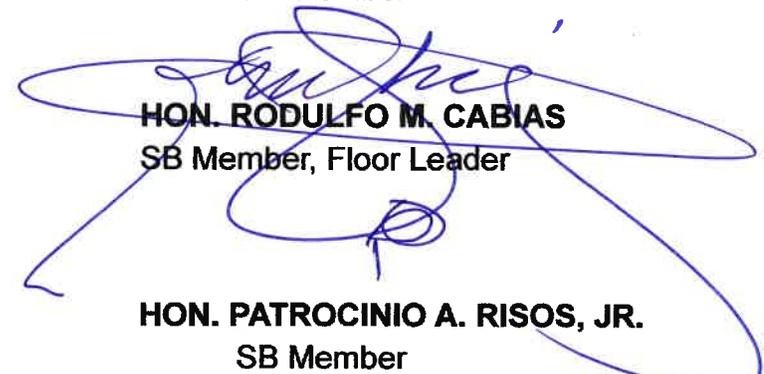

HON. DARIO P. LLEVE
Municipal Vice-Mayor, Presiding Officer


HON. LEMUEL VINCENT D. TAN
SB Member, Prsdg. Pro-tempore

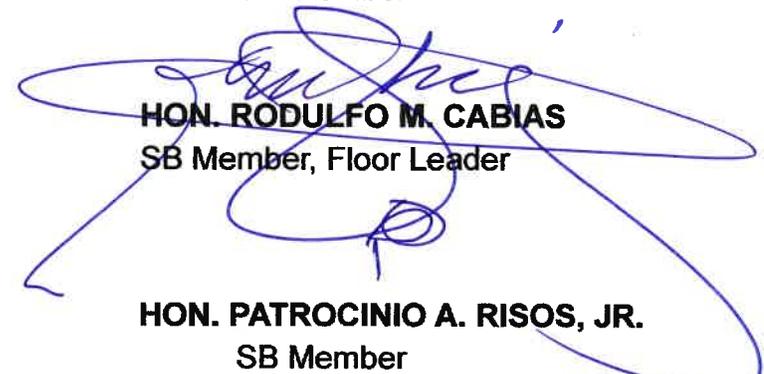

HON. FELICITO V. TOPIA, JR.
SB Member


HON. MA. AMELIA C. GACIS
SB Member


HON. OFELIA K. TRAYA
SB Member


HON. RODULFO M. CABIAS
SB Member, Floor Leader


HON. ROY PERCIVAL M. PEREZ
SB Member


HON. PATROCINIO A. RISOS, JR.
SB Member


HON. ERWIN V. BELLEZA
SB Member

HON. JOHN BILL V. TRAYA
SB Member/ ABC Fed. President
(Official Travel)


HON. MELLIZA JANE C. TRAYA
SB Member/ SK Ped. Pres.

APPROVED:


HON. LEMUEL GIN A. TRAYA
Municipal Mayor

Date: November 25, 2025