

Item No.: 54

Date: 09 2025 DEC.



Republic of the Philippines
PROVINCE OF LEYTE
Provincial Capitol
Tacloban City

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Province of Leyte
Legal Office
Released: [Signature]
Time: 12:20
Date: 12-2-25

Sangguniang Panlalawigan
Province of Leyte
RECEIVED

PROVINCIAL LEGAL OFFICE

Date: DEC 03 2025
By: [Signature]

2nd INDORSEMENT
November 24, 2025

Respectfully returned to the Sangguniang Panlalawigan of Leyte, through the SP Secretary, the attached Ordinance No. 7 series of 2025 of the Sangguniang Bayan of Abuyog, Leyte.

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

- Ordinance No. 7 series of 2025: "An Ordinance authorizing the transfer of Plantilla/items from the Office of the Municipal Mayor to Municipal Administrators Office in the Municipal Local Government of Abuyog, Leyte."

REVIEW/RECOMMENDATION/LEGAL OPINION:

This office is of the opinion that the subject Ordinance is generally in accordance with its power under Section 447(a)(1)(viii)¹ 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

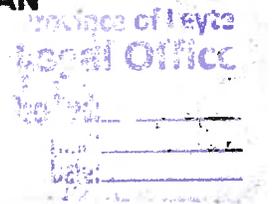
¹(viii) Determine the positions and salaries, wages, allowances and other emoluments and benefits of officials and employees paid wholly or mainly from municipal funds and provide for expenditures necessary for the proper conduct of programs, projects, services, and activities of the municipal government;

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
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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. 07, series of 2025 of the Municipality of Abuyog, Leyte**, entitled: **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.**

FLORINDA JKL 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 18TH REGULAR SESSION OF THE 20TH HONORABLE SANGGUNIANG BAYAN OF ABUYOG, LEYTE HELD AT ITS SESSION HALL, LEGISLATIVE BUILDING MUNICIPAL COMPOUND, ABUYOG, LEYTE ON OCTOBER 28, 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. 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 President |
| Hon. Melliza Jane C. Traya | SB Member, SK Fed. President |

ABSENT:

None

ORDINANCE NO. 07, S. 2025
 Sponsor: Honorable Erwin V. Belleza

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

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

SECTION 1. TITLE - This enactment shall be known as "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"

SECTION 2. SCOPE AND COVERAGE, SOURCE OF AUTHORITY/PURPOSE -

2.1. The said transfer of positions including each corresponding funding is for the smooth operation of the concerned department and/or agency in the Municipal Government of Abuyog, Leyte so as to give effective and efficient delivery of services to the clientele particularly in the following offices mentioned below.

The approved transfer of plantilla/items and the provision of corresponding funding are as follows; to wit:

| POSITIONS | SALARY GRADE |
|---|---------------------|
| 1. MUNICIPAL ADMINISTRATOR (Co-Terminus) | SG-24 |
| 2. COMMUNITY AFFAIRS ASSISTANT II | SG-8 |
| 3. ADMINISTRATIVE AIDE I (Utility Worker I) | SG-1 |

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2.2. The primary purpose of this is to further improve the levels of performance and efficiency of the different department of this agency and to be more responsive to the changing needs and demands of the general public whom we are serving, the following transfer of personnel is hereby approved;

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 28, 2025

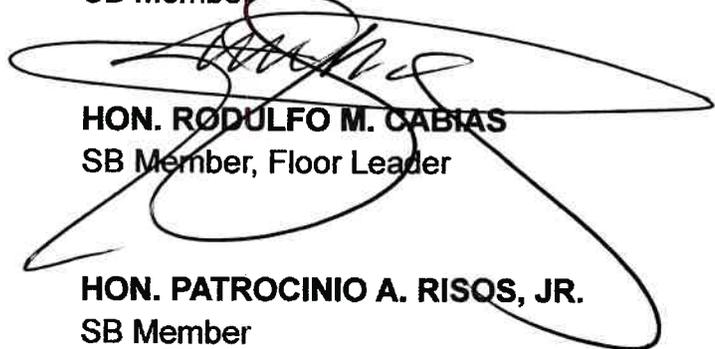
I HEREBY CERTIFY to the correctness of the foregoing Ordinance No. 07 which was duly enacted by the 20th Sangguniang Bayan during its regular session held on October 28, 2025.

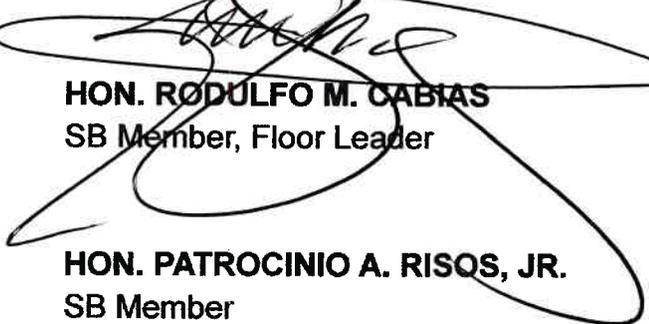
ATTESTED:

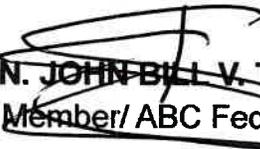

HON. DARIO P. LLEVE
Municipal Vice-Mayor, Presiding Officer


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


HON. MA. AMELIA C. GACIS
SB Member


HON. RODULFO M. CABIAS
SB Member, Floor Leader


HON. PATROCINIO A. RISOS, JR.
SB Member


HON. JOHN BILL V. TRAYA
SB Member/ ABC Fed. President


ARSENIO Y. MELOTE
Sangguniang Bayan Secretary


HON. FELICITO V. TOPIA, JR.
SB Member


HON. OFELIA K. TRAYA
SB Member


HON. ROY PERCIVAL M. PEREZ
SB Member


HON. ERWIN V. BELLEZA
SB Member


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

APPROVED:


HON. LEMUEL BINK. TRAYA
Municipal Mayor

Date: November 25, 2025