



Republic of the Philippines  
**PROVINCE OF LEYTE**  
Provincial Capitol  
Tacloban City

PROVINCE OF LEYTE  
LEGAL OFFICE  
**RELEASED**

By: [Signature]  
Date: 1-26-2026 Time: 9-11

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Sangguniang Panlalawigan  
Province of Leyte  
**RECEIVED**  
Date: IAN 27. 2026  
By: [Signature]

**PROVINCIAL LEGAL OFFICE**

**2<sup>nd</sup> INDORSEMENT**  
January 22, 2026

Respectfully returned to the Sangguniang Panlalawigan of Leyte, through SP Secretary, the attached Ordinance No. 2025-010 of the Sangguniang Bayan of Julita, Leyte.

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

- Ordinance No. 2025-10 entitled: **“An Ordinance creating the Plantlla item position of Legal Officer IV with a Salary Grade 22 etc..”**

**REVIEW/RECOMMENDATION/LEGAL OPINION:**

This office is of the opinion that the subject Ordinance is generally in accordance with its power under Section 76<sup>1</sup> of the Local Government Code of 1991 (R.A 7160) in consonance with Section 447(1)(vii) and (viii)<sup>2</sup> of the same, subject to CSC requirements and availability of funds. Hence, we recommend 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*

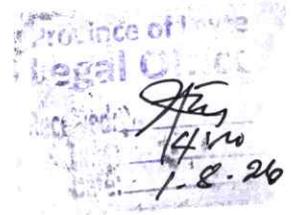
<sup>1</sup>;Section 76. Organizational Structure and Staffing Pattern. - Every local government unit shall design and implement its own organizational structure and staffing pattern taking into consideration its service requirements and financial capability, subject to the minimum standards and guidelines prescribed by the Civil Service Commission.

<sup>2</sup> (vii) Subject to the provisions of this Code and pertinent laws, determine the powers and duties of officials and employees of the municipality;  
(viii) Determine the positions and the salaries, wages, allowances and other emoluments and benefits of officials and employees paid wholly or mainly from city funds and provide for expenditures necessary for the proper conduct of programs, projects, services, and activities of the city government;

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

**1<sup>ST</sup> INDORSEMENT**  
08 January 2026



The Provincial Legal Office is respectfully requested to review and submit recommendations on the herein enclosed **Municipal Ordinance No. 2025-10** of the **Municipality of Julita, Leyte**, entitled: **An Ordinance creating the Plantilla item position of Legal Officer IV with a Salary Grade 22 (Item No. 01/105) at the Office of the Municipal Mayor of the Municipality of Julita, Leyte and appropriating the funds needed thereof.**

A handwritten signature in black ink, appearing to be "F. Uyvico".

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

*Lagarto*  
BENJIE S. LAGARTO  
SB Member



Republic of the Philippines  
**PROVINCE OF LEYTE**  
Municipality of Julita  
-oOo-



**RECEIVED**  
Date: JAN 08 2025  
By: *[Signature]*

**OFFICE OF THE SANGGUNIANG BAYAN**

*[Signature]*  
ROMULO G. DONGHIT, JR.  
SB Member

EXCERPT FROM THE MINUTES OF THE REGULAR SESSION OF THE SANGGUNIANG BAYAN OF JULITA, LEYTE HELD AT THE **MUNICIPAL SESSION HALL OF JULITA, LEYTE ON OCTOBER 28, 2025.**

*[Signature]*  
ALIANA MARIE R. TUBI  
SB Member

**PRESENT:**  
HON. JUDE ANDREI M. ROMUALDEZ *Presiding Officer/Municipal Vice Mayor*  
HON. BENJIE S. LAGARTO *Sangguniang Bayan Member*  
HON. ROMULO G. DONGHIT, JR. *Sangguniang Bayan Member*  
HON. ALIANA MARIE R. TUBI *Sangguniang Bayan Member*  
HON. ALLAN T. NOVALES *Sangguniang Bayan Member*  
HON. ALLAN CHRISTIAN V. AGABE *Sangguniang Bayan Member*  
HON. MARK JOY E. MACASO *Sangguniang Bayan Member*  
HON. ENRICO E. DUQUIATAN *Sangguniang Bayan Member*  
HON. ARTEMIO M. ESPINOSA, SR. *Sangguniang Bayan Member*  
ENGR. NOLIE C. CAÑA *Pres. Ng Liga Ng Mga Barangay Ex-Officio Member*  
HON. JOSE MIGUEL A. TINAYA *Pres. Ng Pambayang Pederasyon Ng Mga Sangguniang Kabataan/ Ex-Officio Member*

*[Signature]*  
ALLAN T. NOVALES  
SB Member

*[Signature]*  
ALLAN CHRISTIAN V. AGABE, RN  
SB Member

*[Signature]*  
MARK JOY E. MACASO  
SB Member

**ABSENT:**  
**NONE**

*[Signature]*  
ENRICO E. DUQUIATAN  
SB Member

**NOW WHEREFORE**, on motion of the **Honorable Allan T. Novales**, **unanimously seconded by all Sangguniang Bayan Members present**, be it;

*[Signature]*  
ARTEMIO M. ESPINOSA, SR.  
SB Member

**RESOLVED AS IT IS HEREBY RESOLVED**, to **ENACT** the herein **ORDINANCE**:

*[Signature]*  
ENGR. NOLIE C. CAÑA  
*Pres. Ng Liga Ng Mga Barangay/ Ex-Officio Member*

**MUNICIPAL ORDINANCE NO. 2025-10**

**AN ORDINANCE CREATING THE PLANTILLA ITEM POSITION OF LEGAL OFFICER IV WITH A SALARY GRADE 22 (ITEM NO. 01/105) AT THE OFFICE OF THE MUNICIPAL MAYOR OF THE MUNICIPALITY OF JULITA, LEYTE AND APPROPRIATING THE FUNDS NEEDED THEREOF.**

*[Signature]*  
JOSE MIGUEL A. TINAYA  
*Pres. Ng Pambayang Pederasyon Ng Mga Sangguniang Kabataan/ Ex-Officio Member*

**NOW THEREFORE**, be it ordained by the Sangguniang Bayan of Julita, Leyte in session assembled that:

*[Signature]*  
FRANCIS R. AVELINO  
SB Secretary

**Section 1. Title**

This shall be known as an *Ordinance Creating the Plantilla Item Position of Legal Officer IV with a Salary Grade 22 (Item No. 01/105) at the Office of the Municipal Mayor of the Municipality of Julita, Leyte and Appropriating the Funds Needed Thereof.*

*[Signature]*  
JUDE ANDREI M. ROMUALDEZ  
Municipal Vice-Mayor

**-over-**

  
BENJIE S. LAGARTO  
SB Member

  
ROMULO G. DONGHIT, JR.  
SB Member

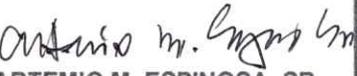
  
ALIANA MARIE R. TUBI  
SB Member

  
ALLAN T. NOVALES  
SB Member

  
ALLAN CHRISTIAN V. AGABE, RN  
SB Member

  
MARK JOY B. MACASO  
SB Member

  
ENRICO E. DUQUIATAN  
SB Member

  
ARTEMIO M. ESPINOSA, SR.  
SB Member

  
ENGR. NOLIE C. CAÑA  
Pres. Ng Liga Ng  
Mga Barangay/  
Ex-Officio Member

  
JOSE MIGUEL A. TINAYA  
Pres. Ng Pambayan Pederasyon  
Ng Mga Sangguniang Kabataan/  
Ex-Officio Member

  
FRANCIS R. AVELINO  
SB Secretary

  
JUDE ANDREI M. ROMUALDEZ  
Municipal Vice-Mayor

**Section 2. New Plantilla Position.**

The following new position is created under the Office of the Municipal Mayor of the Municipality of Julita, Leyte.

*One (1) Legal Officer IV -SG -22 (Item No.01/105).*

**Section 3. Qualification Standard**

- . Education: Bachelor of Laws
- . Training: 4 hours relevant training
- . Experience: 1 year of relevant experience
- . Eligibility: RA 1080, as amended (Lawyer)
- . Office Assignment: Office of the Municipal Mayor
- . Nature of Appointment: Coterminous (Primary Confidential)

**Section 4. Qualifications, Power and Duties/Responsibilities**

The qualifications, powers, duties and responsibilities of the herein enumerated position shall be based on the provisions of the Local Government Code of 1991 and Civil Service Commission (CSC) and other relevant laws.

**Section 5. Appointments**

The appointment on who will be occupying the herein mentioned position shall be within the prescribed qualifications standards and guidelines set by the Civil Service Commission (CSC) and other relevant laws.

**Section 6. Funding Support.**

The newly-created position is made part and integral element of the Plantilla of the Local Government Unit of Julita, Leyte and shall be automatically funded from the Personal Services component of the budget of the municipality

**Section 7. Repealing Clause.**

All previous ordinances and issuances inconsistent with this Ordinance are deemed amended or repealed.

**Section 8. Effectivity.**

This Ordinance shall take effect after the final review of the members of the Sangguniang Panlalawigan of Leyte and the requirement of posting is complied with.

Passed and enacted by the Sangguniang Bayan in session assembled on **October 28, 2025**, Municipality of Julita, Province of Leyte, Philippines.

**I HEREBY CERTIFY** to the correctness and adoption of the foregoing Ordinance.

  
FRANCIS RAAGAS-AVELINO  
Sangguniang Bayan Secretary

ATTESTED:

  
HON. JUDE ANDREI M. ROMUALDEZ  
Honorable Presiding Officer/Municipal Vice-Mayor

-over

**CONCURRED:**

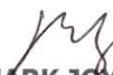
  
**HON. BENJIE S. LAGARTO**  
*SB Member*

  
**HON. ROMULO G. DONGHIT, JR.**  
*SB Member*

  
**HON. ALIANA MARIE R. TUBI**  
*SB Member*

  
**HON. ALLAN T. NOVALES**  
*SB Member*

  
**HON. ALLAN CHRISTIAN V. AGABE, RN**  
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*SB Member*

  
**HON. ARTEMIO M. ESPINOSA, SR.**  
*SB Member*

  
**ENGR. NOLIE C. CAÑA**  
*Pres. Ng Liga Ng Mga Barangay  
Ex-Official*

  
**HON. JOSE MIGUEL A. TINAYA**  
*Pres. Ng Pambayang Pederasyon Ng  
Mga Sangguniang Kabataan  
Ex-Officio Member*

**APPROVED:**

  
**HON. IRVIN R. DY**  
*Municipal Mayor*