



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

Item No.: 34

Date: 03 2026 FEB

PROVINCIAL BUDGET OFFICE

Sangguniang Panlalawigan
 Province of Leyte
RECEIVED

January 29, 2026

Date: 1-29-26
 By: [Signature]

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

RELEASED
 DATE: 1-29-24
 NO. 197
 BY: [Signature]
PBO

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. 03 FY 2025** of the **Municipality of Santa Fe, Leyte** duly enacted by the Sangguniang Bayan through **Appropriation Ordinance No. 2025-020** with a total appropriation in the amount of **Php6,950,000.00** 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 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. 03. Further, that said reversion shall not adversely affect the fiscal standing of the LGU upon the closing of the books of accounts;
2. That the grant of the following allowances/benefits shall be made pursuant to the corresponding guidelines relative thereto:
 - a. Collective Negotiation Agreement (CNA) - Budget Circular No. 2025-2 dated November 19, 2025;
 - b. Gratuity Pay - Budget Circular 2025-4 dated December 16, 2025;
3. That funds are actually available to pay these proposed expenditures and shall be disbursed for the specific purpose(s) for which they have been appropriated pursuant to Sections 335 & 336 of RA 7160.

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

Very truly yours,

LOCAL FINANCE COMMITTEE:

[Signature]
MARIA GINA P. HIPE
 Provincial Budget Officer

[Signature]
RUTH Y. SURPIA
 Provincial Treasurer

[Signature]
AGNES C. RAFON
 Provincial Planning & Development
 Coordinator - Designate

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



OFFICE OF THE SANGGUNIANG PANLALAWIGAN

1ST INDORSEMENT
19 December 2025

The Local Finance Committee is respectfully requested to review and submit recommendations on the herein enclosed **Municipal Ordinance No. 2025-020 of the Municipality of Santa Fe, Leyte**, entitled: **An Ordinance authorizing Supplemental Budget No. 3 CY 2025 in the total amount of Six Million Nine Hundred Fifty Thousand Pesos (P6,950,000.00), together with the Supplemental Investment Program (SIP) No. 4 CY 2025 amounting to P59,175,479.64.**


FLORINDA JILL S. UYVICO
Secretary to the Sanggunian



Republic of the Philippines
PROVINCE OF LEYTE
Municipality of Santa Fe



OFFICE OF THE MAYOR

December 17, 2025

TO THE HONORABLE MEMBERS
SANGGUNIANG PANLALAWIGAN OF LEYTE
Provincial Capitol
By-Pass Road, Palo, Leyte

Sangguniang Panlalawigan
Province of Leyte

RECEIVED

Date: DEC 19 2025
By: _____

Thru: **HON. LEONARDO M. JAVIER**
Vice - Governor
SP Presiding Officer

Gentlemen and Ladies:

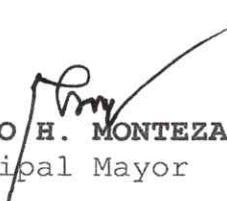
I have the honor to submit herewith to the Honorable Sanggunian of the Province of Leyte, the herein attached **SUPPLEMENTAL BUDGET NO. 03** of the Municipality of Santa Fe, Leyte for CY 2025 in the amount of **PhP 6,950,000.00**, by virtue of Municipal Ordinance No. 2025 - 020 (series of 2025) dated December 16, 2025 in accord with the MDC approved Supplemental Investment Program (SIP) and Local Development Investment Plan (LDIP) in the amount of **PhP 59,175,479.64**.

Said submission is in compliance of RA 7160, the Local Government Code of 1991 and existing budgeting rules, regulations & issuances.

Hoping that your good office act favorably for the requisite BUDGET REVIEW and/or APPROVAL.

Thank you and MORE POWER!

Truly yours,


AMPARO H. MONTEZA
Municipal Mayor



Republic of the Philippines
PROVINCE OF LEYTE
 Municipality of Sta. Fe

SANGGUNIANG BAYAN

THE 2nd SPECIAL SESSION OF THE 13th SANGGUNIANG BAYAN OF SANTA FE, LEYTE, HELD AT THE SANGGUNIANG BAYAN SESSION HALL, SANTA FE, LEYTE ON DECEMBER 16, 2025.

Attendance:

HON. EDUARDO N. TOREROS
 Presiding Officer/Municipal Vice-Mayor

Sangguniang Panlalawigan
 Province of Leyte
RECEIVED
 Date: DEC 19 2025
 By: _____

HON. RODEL L. AJETO
 SB Member
HON. BELEN C. CHUCA
 SB Member
HON. GENY R. ESMERO
 SB Member
HON. LARRY S. ARUTA
 SB Member

HON. ALVIN D. PETILLA
 SB Member
HON. LEAH T. SALCEDA
 SB Member
HON. MARILOU L. MILITANTE
 SB Member/ Liga Pres.

MUNICIPAL ORDINANCE NO. 2025-020

Series of 2025

(Introduced by Committee on Appropriation)

“AN ORDINANCE AUTHORIZING SUPPLEMENTAL BUDGET NO. 3 OF THIS MUNICIPALITY FOR CY 2025, SOURCED FROM CERTIFIED AVAILABLE FUNDS - REVERTED SAVINGS IN THE TOTAL AMOUNT OF SIX MILLION NINE HUNDRED FIFTY THOUSAND PESOS (PHP 6,950,000.00) ONLY, THUS APPROPRIATED FOR PRIORITY PROGRAMS, PROJECTS AND ACTIVITIES (PPAs) AND EXPENDITURES.”

Be it enacted in the special session assembled:

Section 1. The Supplemental Budget No. 3 of the LGU-Santa Fe, Leyte for Calendar Year 2025 in the total amount of **SIX MILLION NINE HUNDRED FIFTY THOUSAND PESOS (PHP 6,950,000.00) ONLY**. The following documents are incorporated herein and made integral part of this Ordinance:

1. Certification of the Municipal Accountant, the Municipal Treasurer and the Municipal Budget Officer on the Availability of Funds/Savings/Unexpended balance of Allotments (Schedule of Savings);
2. Certification of the Municipal Treasurer on the Availability of Cash;
3. Statement of Funding Source (LBP Form No. 8);
4. Statement of Supplemental Appropriation CY 2024 (LBP Form No. 9) in the total amount **SIX MILLION NINE HUNDRED FIFTY THOUSAND PESOS (PHP 6,950,000.00) ONLY**; and,
5. MDC Resolution No. 08 Series of 2025 adopted December 10, 2025 and Approving Supplemental Investment Program (SIP) CY 2025 and Supplemental Local Development Investment Plan (SLDIP) CY 2025.

Aruta L

Toreros

Petilla

Salceda

Militante



Republic of the Philippines
PROVINCE OF LEYTE
Municipality of Sta. Fe

SANGGUNIANG BAYAN

Continuation: Municipal Ordinance No. 2025 – 020
Dated December 16, 2025

page 1 of 4

Section 2. Sources of Funds. Funds shall be taken from savings and reverted funds as enumerated in the Statement of Funding Source (LBP Form No. 8) certified by the Municipal Accountant and Municipal Treasurer.

Section 3. Use of Funds. The amount of **SIX MILLION NINE HUNDRED FIFTY THOUSAND PESOS (PHP 6,950,000.00) ONLY**; is hereby appropriated for Supplemental Budget No. 3 (LBP Form No. 9), for PPAs and expenditures included in the approved Supplemental Investment Program.

Section 4. Fund Utilization.

Section 4.1 Utilization of the funds shall be in accordance with pertinent laws, budgeting and auditing rules and regulations;

Section 4.2 The Government Procurement Act (RA 9184 & ra 12009) and its Implementing Rules and Regulations (IIRR) and the pertinent Government Procurement Policy Board (GPPB) Resolutions and the approved original contracts authorized by the Sangguniang Bayan which lawfully created the outstanding obligations shall be strictly observed in the utilization of funds authorized by this ordinance;

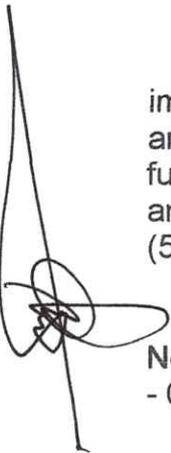
Section 4.3 The responsibility and accountability of the implementation of PPAs and proper utilization and disbursements of funds shall rest upon the Local Chief Executive and other local officials concerned.

Section 4.4. Section 351, Chapter 4 of the Local Government Code (RA 7160) provides that expenditures of funds or use of property in violation of Title Five on Local Fiscal Administration and other laws shall be a personal liability of the official or employee responsible therefore.

Section 5. Other Special Provisions.

a. The LCE Municipal Mayor is hereby vested with the authority to implement the Programs, Projects & Activities (PPAs) under this Supplemental Budget and in the PPAs that were provided in the Annual General Fund Budget for CY 2025 and further authorized to enter into Contract in the implementations of these PPAs as a legal and valid exercise of the LGUs corporate power as provided in Section 22 par (a) subpar (5) of RA 7160, the local Government Code of 1991.

b. The Municipal Officials and Employees is hereby granted Collective Negotiation Agreement (CNA) Incentives in pursuance to DBM Budget Circular No. 2025 - 02 dated November 19, 2025.



Arrola L













Republic of the Philippines
PROVINCE OF LEYTE
Municipality of Sta. Fe

SANGGUNIANG BAYAN

Continuation: Municipal Ordinance No. 2025 – 020
Dated December 16, 2025

page 3 of 4

Section 6. Approval of the Supplemental Investment Program (SIP) No. 4 for FY 2025 of this municipality. The Supplemental Investment Program of same amount of Php 6,950,000.00; is herein approved by virtue of MDC Resolution No. 08 (series of 2025) of the Municipal Development Council of this LGU on December 10, 2025.

Section 7. SEPARABILITY CLAUSE. If for any reason, any section or provisions of this ordinance is declared invalid or unconstitutional, other provisions not affected thereby, shall remain valid and subsisting.

Section 8. EFFECTIVITY. This appropriation ordinance shall take effect immediately.

ENACTED: This 16th day of December 2025 during the 2nd Special Session of the Sangguniang Bayan at the Sangguniang Bayan Session Hall, Santa Fe, Leyte.

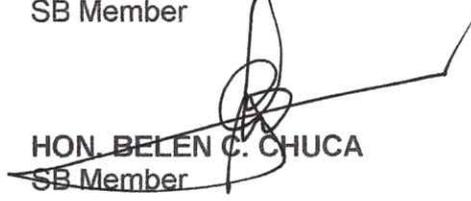
Let copies of this Ordinance be furnished to the Office of the Municipal Mayor Hon. Amparo H. Monteza, to the Local Finance Committee of this LGU, and to all others concerned for their guidance and appropriate action.

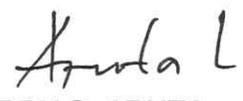
This ordinance is approved unanimously by the Members present.

ATTESTED/APPROVED:


HON. RODEL L. AJETO
SB Member

(Absent)
HON. RICARDO D. FAJARDO
SB Member


HON. BELEN C. CHUCA
SB Member


HON. LARRY S. ARUTA
SB Member


HON. ALVIN D. PETILLA
SB Member


HON. LEAH T. SALCEDA
SB Member



Republic of the Philippines
PROVINCE OF LEYTE
Municipality of Sta. Fe

SANGGUNIANG BAYAN

Continuation: Municipal Ordinance No. 2025 – 020
Dated December 16, 2025

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(Absent)
HON. AMIEL P. ENAGE
SB Member


HON. GENY R. ESMERO
SB Member

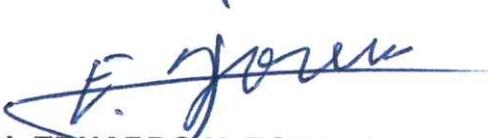

HON. MARILOU L. MILITANTE
SB Member/ Liga Pres.

(On Leave)
HON. JERALD LORENZ NARGA
SB Member/SK Federation President

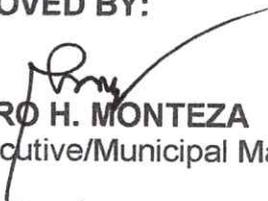
I **HEREBY CERTIFY** to the correctness of the foregoing resolution.


JULIUS XERXES M. OBENQUE
Secretary to the Sangguniang Bayan

ATTESTED BY:


HON. EDUARDO N. TOREROS
Municipal Vice-Mayor
Presiding Officer

APPROVED BY:


HON. AMPARO H. MONTEZA
Local Chief Executive/Municipal Mayor

Date of Approval: 12-16-25



SANGGUNIANG BAYAN

THE 2nd SPECIAL SESSION OF THE 13th SANGGUNIANG BAYAN OF SANTA FE, LEYTE, HELD AT THE SANGGUNIANG BAYAN SESSION HALL, SANTA FE, LEYTE ON DECEMBER 16, 2025.

Attendance:

HON. EDUARDO N. TOREROS
Presiding Officer/Municipal Vice-Mayor

HON. RODEL L. AJETO
SB Member
HON. BELEN C. CHUCA
SB Member
HON. GENY R. ESMERO
SB Member
HON. LARRY S. ARUTA
SB Member

HON. ALVIN D. PETILLA
SB Member
HON. LEAH T. SALCEDA
SB Member
HON. MARILOU L. MILITANTE
SB Member/ Liga Pres.

MUNICIPAL RESOLUTION NO. 2025 – 065
Series of 2025

A RESOLUTION REVERTING FUNDS IN THE AMOUNT OF SIX MILLION NINE HUNDRED FIFTY THOUSAND PESOS (PHP 6,950,000.00) ONLY, WITH THE FOLLOWING BREAKDOWN OF THE SELECTED ITEMS:

- A. PERSONAL SERVICES SAVINGS-IN-APPROPRIATIONS IN THE AMOUNT OF PHP 4,846,400.00;**
- B. MOOE SAVINGS-IN-APPROPRIATIONS IN THE AMOUNT OF PHP 1,483,400.00;**
- C. SPECIAL PURPOSE APPROPRIATIONS (SPA) IN THE AMOUNT OF PHP 620,200.00**

WHEREAS, Hon. Mayor Amparo H. Monteza requested for reversion of funds that will be utilized as Funding Source for a Supplemental Budget of the LGU for CY 2025;

WHEREAS, the MDC resolved to approve and adopt Supplemental Annual Investment Program (SAIP) for the Proposed Supplemental Budget No. 3 of the General Fund in the amount of PhP 59,175,479.64 pursuant to MDC Resolution No. 08, Series of 2025 dated December 10, 2025;

WHEREAS, the Chief Accountant and the Acting Municipal Treasurer confirmed savings-in-appropriations and/or Continuing Appropriations covered by this reversion; and that the amount is CERTIFIED AS TO ACTUAL FUNDS-CASH AVAILABILITY of the said 6,950,000.00 which is the subject of this particular legislation;

WHEREAS, Section 322, Chapter 3, Title five of the Local Government Code (R.A. 7160) on Reversion of Unexpended Balance of Appropriations, Continuing Appropriations provides that unexpended balances of appropriations authorized in the annual appropriations shall revert to the unappropriated surplus of the general fund at the end of the year and shall not thereafter be available except by subsequent enactment; and,

Amparo L. Monteza

B. Monteza

[Signature]

[Signature]



SANGGUNIANG BAYAN

Continuation: Municipal Resolution No. 2025 - 065
Dated December 16, 2025

page 2 of 3

WHEREAS, Section 351, Chapter 4 of the Local Government Code (R.A. 7160) provides that expenditures of funds or use of property in violation of Title five on Local Fiscal Administration and other laws shall be a personal liability of the official or employee responsible therefore.

NOW THEREFORE, on motion of **HON. RODEL L. AJETO**, Committee on Appropriations duly seconded by **All members present**; be it;

RESOLVED AS IT IS HEREBY RESOLVED, TO REVERTING FUNDS IN THE AMOUNT OF SIX MILLION NINE HUNDRED FIFTY THOUSAND PESOS (PHP 6,950,000.00) ONLY, WITH THE FOLLOWING BREAKDOWN OF THE SELECTED ITEMS:

A. PERSONAL SERVICES SAVINGS-IN-APPROPRIATIONS IN THE AMOUNT OF PHP 4,846,400.00;

B. MOOE SAVINGS-IN-APPROPRIATIONS IN THE AMOUNT OF PHP 1,483,400.00;

C. SPECIAL PURPOSE APPROPRIATIONS (SPA) IN THE AMOUNT OF PHP 620,200.00

RESOLVED FURTHER, to furnish copies of this resolution to the Office of the Municipal Mayor, **HON. MAYOR AMPARO H. MONTEZA**; to the Local Finance Committee of this LGU, and to all others concerned for their information and appropriate favorable action.

APPROVED UNANIMOUSLY this 16th day of **December 2025** at the **Sangguniang Bayan Session Hall, Santa Fe, Leyte**.

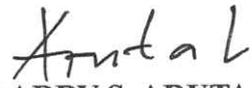
ATTESTED/APPROVED:


HON. RODEL L. AJETO
SB Member

(Absent)
HON. RICARDO D. FAJARDO
SB Member


HON. BELEN C. CHUCA
SB Member

(Absent)
HON. AMIEL P. ENAGE
SB Member


HON. LARRY S. ARUTA
SB Member


HON. ALVIN D. PETILLA
SB Member


HON. LEAH T. SALCEDA
SB Member


HON. MARILOU L. MILITANTE
SB Member/ Liga Pres.



SANGGUNIANG BAYAN

*Continuation: Municipal Resolution No. 2025 - 065
Dated December 16, 2025*

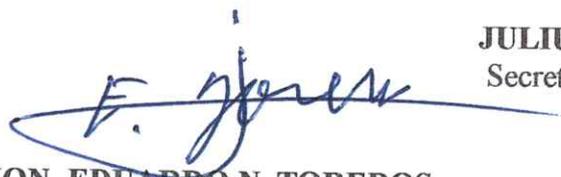
page 3 of 3


HON. GENY R. ESMERO
SB Member

(On Leave)
HON. JERALD LORENZ NARGA
SB Member/SK Federation President

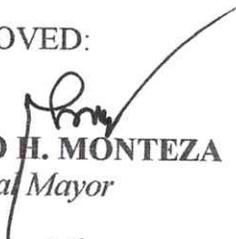
I HEREBY CERTIFY to the correctness of the foregoing resolution.

Attested by:


HON. EDUARDO N. TOREROS
Presiding Officer
Municipal Vice – Mayor


JULIUS XERXES M. OBENQUE
Secretary to the Sangguniang Bayan

APPROVED:


HON. AMPARO H. MONTEZA
Municipal Mayor

Date: 12-16-25



Republic of the Philippines
PROVINCE OF LEYTE
Municipality of Santa Fe

SANGGUNIANG BAYAN

THE 2nd SPECIAL SESSION OF THE 13th SANGGUNIANG BAYAN OF SANTA FE, LEYTE, HELD AT THE SANGGUNIANG BAYAN SESSION HALL, SANTA FE, LEYTE ON DECEMBER 16, 2025.

Attendance:

HON. EDUARDO N. TOREROS
Presiding Officer/Municipal Vice-Mayor

HON. RODEL L. AJETO
SB Member
HON. BELEN C. CHUCA
SB Member
HON. GENY R. ESMERO
SB Member
HON. LARRY S. ARUTA
SB Member

HON. ALVIN D. PETILLA
SB Member
HON. LEAH T. SALCEDA
SB Member
HON. MARILOU L. MILITANTE
SB Member/ Liga Pres.

MUNICIPAL RESOLUTION NO. 2025 – 066
Series of 2025

A RESOLUTION APPROVING AND/OR ADOPTING THE SUPPLEMENTAL INVESTMENT PROGRAM (SIP) NO. 4 FOR CY 2025 OF THIS MUNICIPALITY IN THE AMOUNT OF FIFTY-NINE MILLION ONE HUNDRED SEVENTY – FIVE THOUSAND FOUR HUNDRED SEVENTY – NINE PESOS AND 64/100 (PHP 59,175,479.64) FOR PRIORITY PROGRAMS, PROJECTS AND ACTIVITIES (PPAS) AND EXPENDITURES COVERED BY SUPPLEMENTAL BUDGET NO. 3 OF THIS MUNICIPALITY, CY 2025.

WHEREAS, presented for consideration to this Honorable Sanggunian is the Municipal Development Council (MDC) Resolution No. 8, (series of 2025) of the Municipal Development Council (MDC) of this municipality duly approved by that Local Special Body on December 10, 2025, in the amount of Php 59,175,479.64 intended for priority programs and expenditures;

NOW THEREFORE, on motion of **HON. RODEL L. AJETO**, Committee Chairman on Appropriations duly seconded by **MEMBERS PRESENT**; be it;

RESOLVE AS IT IS HEREBY RESOLVED, TO ADOPT THE SUPPLEMENTAL INVESTMENT PROGRAM (SIP) NO. 4 FOR CY 2025 OF THIS MUNICIPALITY IN THE AMOUNT OF FIFTY-NINE MILLION ONE HUNDRED SEVENTY – FIVE THOUSAND FOUR HUNDRED SEVENTY – NINE PESOS AND 64/100 (PHP 59,175,479.64) FOR PRIORITY PROGRAMS, PROJECTS AND ACTIVITIES (PPAS) AND EXPENDITURES COVERED BY SUPPLEMENTAL BUDGET NO. 4 OF THIS MUNICIPALITY, CY 2025.

RESOLVED FURTHER, to furnish copies of this resolution to the Office of the Municipal Mayor, **HON. MAYOR AMPARO H. MONTEZA**; to the Local Finance Committee of this LGU, and to all others concerned for their information and appropriate favorable action.

Aruta L

Petilla

Toreros

Salceda

Militante



Republic of the Philippines
PROVINCE OF LEYTE
 Municipality of Santa Fe

SANGGUNIANG BAYAN

Continuation: Municipal Resolution No. 2025 – 066
 Dated December 16, 2025

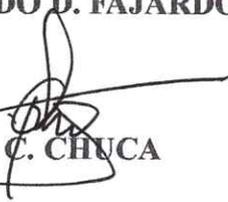
page 2 of 2

APPROVED UNANIMOUSLY this 16th day of **December 2025** at the **Sangguniang Bayan Session Hall, Santa Fe, Leyte.**

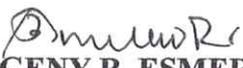
ATTESTED/APPROVED:

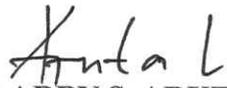

HON. RODELL L. AJETO
 SB Member

(Absent)
HON. RICARDO D. FAJARDO
 SB Member


HON. BELEN C. CHUCA
 SB Member

(Absent)
HON. AMIEL P. ENAGE
 SB Member


HON. GENY R. ESMERO
 SB Member


HON. LARRY S. ARUTA
 SB Member


HON. ALVIN D. PETILLA
 SB Member


HON. LEAH T. SALCEDA
 SB Member

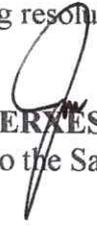

HON. MARILOU L. MILITANTE
 SB Member/ Liga Pres.

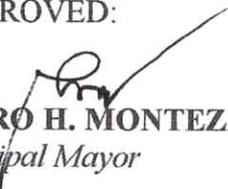
(On Leave)
HON. JERALD LORENZ NARGA
 SB Member/SK Federation President

I HEREBY CERTIFY to the correctness of the foregoing resolution.

Attested by:


HON. EDUARDO N. TOREROS
 Presiding Officer
 Municipal Vice – Mayor


JULIUS XERXES M. OBENQUE
 Secretary to the Sangguniang Bayan

APPROVED:

HON. AMPARO H. MONTEZA
 Municipal Mayor

Date: 12-16-25



Republic of the Philippines
PROVINCE OF LEYTE
 Municipality of Santa Fe



OFFICE OF THE MAYOR

December 12, 2025

The Honorable Sanggunian Members
 Sangguniang Bayan
 LGU - Santa Fe, Leyte

OFFICE OF THE SANGGUNIANG BAYAN
 STA. FE, LEYTE
RECEIVED
 BY: ANALIZA M. VOTE (AN)
 DATE: 12/12/25 TIME: 3:30 PM

Thru: Hon. EDUARDO N. TOREROS
 Municipal Vice - Mayor
 Presiding Officer

Gentlemen and Ladies:

Greetings!

The undersigned earnestly requests this Honorable Sanggunian to convene and conduct a SPECIAL SESSION to properly consider for its AGENDA and APPROVAL the herein priority measure/s, to wit:

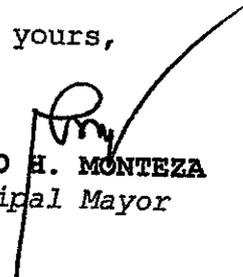
1. A RESOLUTION APPROVING THE REVERSION OF FUNDS OF SELECTED ITEMS UNDER THE PERSONAL SERVICES (PHP 4,846,400,308.00); MOOE (PHP 1,483,400.00) & SPA (Special Purpose Appropriations - PHP 620,200.00) UNDER THE CY 2025 GENERAL FUND BUDGET FOR PRIORITY PROGRAMS, PROJECTS AND ACTIVITIES (PPAs) with an aggregate amount of PHP 6,950,000.00;
2. A RESOLUTION APPROVING THE CY 2026 SUPPLEMENTAL INVESTMENT PROGRAM (SIP) NO. 4, COVERED BY MDC RESOLUTION NO. 08 OF THE MUNICIPAL DEVELOPMENT COUNCIL (MDC) OF THE MUNICIPALITY OF SANTA FE, LEYTE IN THE AMOUNT OF FIFTY NINE MILLION ONE HUNDRED SEVENTY-FIVE THOUSAND FOUR HUNDRED SEVENTY-NINE PESOS AND 64/100 (Php 59,175,479.64); and,
3. ENACTING APPROPRIATION ORDINANCE AS SUPPLEMENTAL BUDGET NO. 3 OF THIS MUNICIPALITY FOR CALENDAR YEAR 2025 IN THE AMOUNT OF SIX MILLION NINE HUNDRED FIFTY THOUSAND PESOS (PHP 6,950,000.00).

Anticipating your appropriate favorable action on the aforesaid REQUEST as CERTIFIED URGENT.

The Special Session will be tomorrow, Tuesday at exactly 2:00 in the afternoon December 16, 2025 at the Municipal Session Hall. I have instructed the Local Finance Committee (LFC) and the Municipal Accountant designate to attend your Special Session to be your Resource Speakers in AID OF LEGISLATION.

Thank you for your usual support and MORE POWER!

Truly yours,


 AMPARO H. MONTEZA
 Municipal Mayor



Republic of the Philippines
PROVINCE OF LEYTE
 Municipality of Santa Fe



Continuation MDC Resolution No.09 Series of 2025
 Dated DECEMBER 10, 2025

Page 2 of 4

CARRIED BY THE MAJORITY.

ADOPTED this 10th of **DECEMBER 2025** at **SANTA FE, LEYTE.**

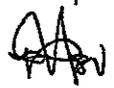
I **HEREBY CERTIFY** to the correctness of the foregoing resolution.


ENGR. MA. CYNTHIA V. LANTAJO
 MPDC - MDC Secretary

Concurred:


Hon. YOLANDA V. PETILLA
 Punong Barangay, Baculanad

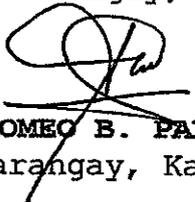

Hon. MARILOU L. MILITANTE
 Punong Barangay, Badiangay


Hon. PANFILO OGAY, JR.
 Punong Barangay, Bulod

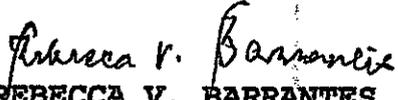

Hon. NORMA M. CALCETA
 Punong Barangay, Catoogan

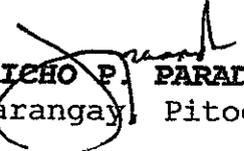

Hon. SHARON O. LATO
 Punong Barangay, Cutay

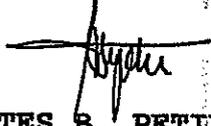

Hon. CESAR C. DUQUE
 Punong Barangay, Gapas


Hon. ROMEO B. PALAMOS
 Punong Barangay, Katipunan

Hon. JERRY F. ALCALA
 Punong Barangay, Milagrosa


Hon. REBECCA V. BARRANTES
 Punong Barangay, Pilit


Hon. JERICHO P. PARADO
 Punong Barangay, Pitogo


Hon. MARITES B. PETILLA
 Punong Barangay, San Juan

Hon. EBE B. CACA
 Punong Barangay, San Isidro



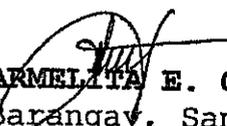
Republic of the Philippines
PROVINCE OF LEYTE
 Municipality of Santa Fe

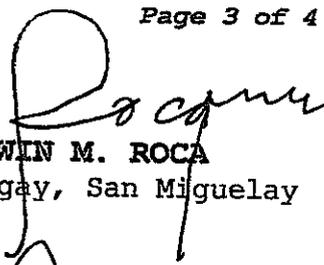


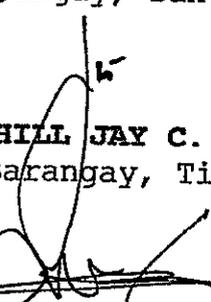
BAGONG PILIPINAS

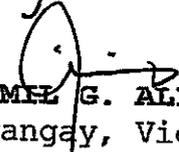
Continuation MDC Resolution No.09 Series of 2025
 Dated DECEMBER 10, 2025

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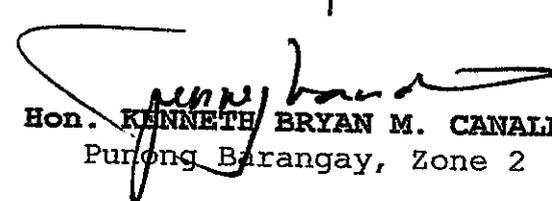

 Hon. CARMELITTA E. CAIRO
 Punong Barangay, San Roque

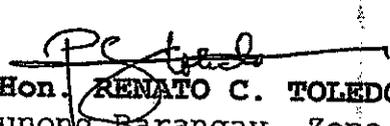

 Hon. ERWIN M. ROCA
 Punong Barangay, San Miguelay

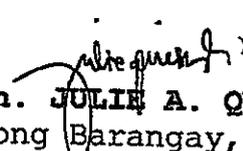

 Hon. DUNHILL JAY C. TAN
 Punong Barangay, Tibak


 Hon. RAMEL G. ALIÑO
 Punong Barangay, Victoria

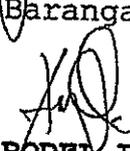

 Hon. CHARLITO L. LAGO
 Punong Barangay, Zone 1

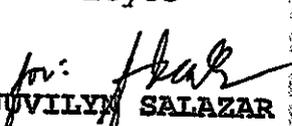

 Hon. KENNETH BRYAN M. CANALES
 Punong Barangay, Zone 2


 Hon. RENATO C. TOLEDO
 Punong Barangay, Zone 3


 Hon. JULIE A. QUEMADO
 Punong Barangay, Zone 4

Cong. FERDINAND MARTIN G. ROMUALDEZ
 or his Representative
 Congressman, 1st District of
 Leyte


 Hon. RODEL L. AJETO
 SB, Committee on Finance
 and Appropriations

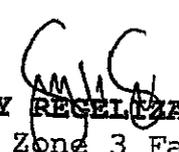

 JUVILYN SALAZAR
 International Institute of
 Rural Reconstruction


 RUEL C. DIALINO
 Saint Isidore Greenfield
 Community Association

JOVITO P. JAMORA
 Bonglas Integrated Services
 Farmers Association

DALMACIO C. SABIO
 SR. San Roque Agriculture
 Cooperative

ILLUMINADO L. LANTAJA, JR.
 San Juan Biasong Farmers
 Association


 JOEY RESELIZA
 Barangay Zone 3 Farmers
 Association



Republic of the Philippines
PROVINCE OF LEYTE
Municipality of Santa Fe



BAGONG PILIPINAS

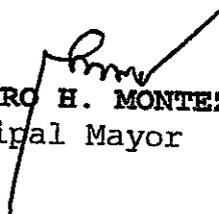
Continuation MDC Resolution No.09 Series of 2025
Dated DECEMBER 10, 2025

Page 4 of 4

ADOLFO L. OLAYA
Saint Isidore Grain Raisers
Irrigators' Association, INC

VENIA N. GRESOLA
San Miguel Farmers
Association

ATTESTED BY:


HON AMPARO H. MONTEZA
Municipal Mayor

**SUPPLEMENTAL INVESTMENT PROGRAM (SIP) NO. 4
MUNICIPALITY OF SANTA FE, LEYTE
CY 2025**

AIP Reference	PROGRAM/PROJECT	IMPLEMENTING	SCHEDULE OF IMPLEMENTATION		EXPECTED OUTPUT(6)	FUNDING SOURCE (7)			AMOUNT IN THOUSAND PESOS					Amount of Climate Change PPAs			
			OFFICE (3)	STARTING (4)		COMPLETION (5)	EXTERNAL	5% GAL FUND	GFB	PERSONAL SERVICES (8)	MOOE (9)	FINANCIAL EXPENSES (10)	CAPITAL OUTLAY (11)	TOTAL (12)	Climate Change Adaption (13)	Climate Change Mitigation (14)	CC Typology Code (15)
	GENERAL SERVICES																
	MUNICIPAL MAYOR'S OFFICE																
1000-000-3-1-01-01	CNA (Officials & Regular Employees)	LCE, Mayor	Dec. 2025	Dec. 2025	Effective and efficient operation on Municipal Governance is maintained			/	1,140,000.00				1,140,000.00				
1000-000-3-1-01-02	CNA (Casual Employees)	LCE, Mayor	Dec. 2025	Dec. 2025				/	705,000.00				705,000.00				
1000-000-3-1-01-03	Consultancy Services - Outstanding Obligations (Nikkos Enage)	LCE, Mayor	Dec. 2025	Dec. 2025				/		20,000.00			20,000.00				
1000-000-3-1-01-04	Honoraria - Outstanding Obligations (Kandice May Macaso 2022-2023)	LCE, Mayor	Dec. 2025	Dec. 2025				/		14,400.00			14,400.00				
1000-000-3-1-01-05	Other General Services	LCE, Mayor	Dec. 2025	Dec. 2025				/		350,000.00			350,000.00				
1000-000-3-1-01-06	Electricity Expenses	LCE, Mayor	Dec. 2025	Dec. 2025				/		400,000.00			400,000.00				
1000-000-3-1-01-07	Fuel, Oil & Lubricants	LCE, Mayor	Dec. 2025	Dec. 2025				/		175,000.00			175,000.00				
1000-000-3-1-01-08	Gratuity Benefits - Job Orders	LCE, Mayor	Dec. 2025	Dec. 2025				/		924,000.00			924,000.00				
1000-000-3-1-01-09	JO's Wage Adjustment	LCE, Mayor	Dec. 2025	Dec. 2025				/		540,100.00			540,100.00				
1000-000-3-1-01-10	Other MOOE	LCE, Mayor	Dec. 2025	Dec. 2025				/		203,000.00			203,000.00				
1000-000-3-1-01-11	Communication Equipment - Outstanding Obligations (Bosjan)	LCE, Mayor	Dec. 2025	Dec. 2025				/				184,900.00	184,900.00				
1000-000-3-1-01-12	Repair & Rehabilitation of Municipal Boundary - Welcome Signages	LCE, Mayor	Dec. 2025	Dec. 2025				/				375,079.64	375,079.64				
1000-000-3-1-01-13	Rehabilitation of Multi-purpose Building Brgy. Zone 3, Santa Fe, Leyte	LCE, Mayor	Dec. 2025	Dec. 2025				/				50,000,000.00	50,000,000.00				
	Sub-total								1,845,000.00	2,626,500.00		50,559,979.64	55,031,479.64				

AIP Reference	PROGRAM/PROJECT	IMPLEMENTING	SCHEDULE OF IMPLEMENTATION		EXPECTED	FUNDING SOURCE (7)			AMOUNT IN THOUSAND PESOS					Amount of Climate Change PPAs			
			STARTING (4)	COMPLETION (5)		OUTPUT (6)	EXTERRNAL	5% CAL FUND	GFB	PERSONAL SERVICES (8)	MOOE (9)	FINANCIAL EXPENSES (10)	CAPITAL OUTLAY (11)	TOTAL (12)	Climate Change Adaption (13)	Climate Change Mitigation (14)	CC Typology Code (15)
	SPECIAL PURPOSE APPROPRIATIONS																
1000-000-3-1-01-14	Senior Citizen's Birthday Regalo	LCE, Mayor	Dec. 2025	Dec. 2025	PPAs implemented			/		485,000.00			485,000.00				
1000-000-3-1-01-15	76th LGU Founding Anniversary / Socio-cultural Activities-Expenses	LCE, Mayor	Dec. 2025	Dec. 2025	PPAs implemented			/		1,100,000.00			1,100,000.00				
1000-000-3-1-01-16	Grants & Donations (Liga ng mga Barangay & SK Fed.)	LCE, Mayor	Dec. 2025	Dec. 2025	PPAs Implemented			/		200,000.00			200,000.00				
1000-000-3-1-01-17	Grants & Donations (Barangay Kagawads & SK Kagawads)	LCE, Mayor	Dec. 2025	Dec. 2025	PPAs implemented			/		280,000.00			280,000.00				
1000-000-3-1-01-18	Grants & Donations (Barangay Functionaries)	LCE, Mayor	Dec. 2025	Dec. 2025	PPAs implemented			/		655,000.00			655,000.00				
1000-000-3-1-01-19	Grants & Donations (NGA's)	LCE, Mayor	Dec. 2025	Dec. 2025	PPAs implemented			/		85,000.00			85,000.00				
1000-000-3-1-01-20	Grants & Donations (DepEd, Elem., SFNHS & Senior High)	LCE, Mayor	Dec. 2025	Dec. 2025	PPAs implemented			/		360,000.00			360,000.00				
1000-000-3-1-01-21	Grants & Donations (Local Special Bodies)	LCE, Mayor	Dec. 2025	Dec. 2025	PPAs implemented			/		189,000.00			189,000.00				
	Sub-total									3,354,000.00			3,354,000.00				
	SANGGUNIANG BAYAN & the Office of the VICE MAYOR																
1000-000-3-1-02-01	CNA (Officials & Regular Employees)	Vice Mayor's Office	Dec. 2025	Dec. 2025	Effective and efficient office function is rendered			/	390,000.00				390,000.00				
1000-000-3-1-02-02	Repair, Improvement & Upgrading of Legislative Building	Vice Mayor's Office	Dec. 2025	Dec. 2025				/				400,000.00	400,000.00				
	Sub-total								390,000.00			400,000.00	790,000.00				
	TOTAL								2,235,000.00	5,980,500.00		50,959,979.64	59,175,479.64				

Prepared by:

ENGR. MA. CYNTHIA V. LANTAJO
Mun. Planning and Dev't Coordinator
Date: 12-10-25


ROMEO A. GRISOLA
Municipal Budget Officer
Date: 12-10-25

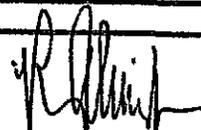
Attested by:


AMPARO H. MONTEZA
Municipal Mayor
Date: 12-10-25

**STATEMENT OF SUPPLEMENTAL APPROPRIATION CY 2025
SANTA FE, LEYTE**

IMPLEMENTING OFFICE	PARTICULARS/OBJECT OF PURPOSE EXPENDITURES	AIP REFERENCE CODE	OBJECT OF EXPENDITURES	ACCOUNT CODE	TOTAL AMOUNT
MAYOR	PS				
	CNA (Officials & Regular Employees)	1000-000-3-1-01-01	Other Personnel Benefits	5-01-04-990	513,000.00
	CNA (Casual Employees)	1000-000-3-1-01-02	Other Personnel Benefits	5-01-04-990	235,000.00
	SUB TOTAL				748,000.00
	MOOE				
	Consultancy Services - Outstanding Obligations (Nikkos Enage)	1000-000-3-1-01-03	Consultancy Services	5-02-11-030	20,000.00
	Honoraria - Outstanding Obligations (Kandice May Macaso 2022-2023)	1000-000-3-1-01-04	Honoraria	5-01-02-100	14,400.00
	Other General Services	1000-000-3-1-01-05	Other General Services	5-02-12-990	350,000.00
	Electricity Expenses	1000-000-3-1-01-06	Electric Expenses	5-02-04-020	400,000.00
	Fuel, Oil & Lubricants	1000-000-3-1-01-07	Fuel, Oil & Lubricants	5-02-03-090	175,000.00
	Gratuity Benefits - Job Orders	1000-000-3-1-01-08	Gratuity	5-02-99-080	924,000.00
	Grants & Donations (AICS)	1000-000-3-1-01-09	Grants & Donations	5-02-99-080	42,000.00
	Other MOOE	1000-000-3-1-01-10	Other MOOE	5-02-99-990	200,000.00
	SUB TOTAL				2,125,400.00
	CAPITAL OUTLAY				
Communication Equipment - Outstanding Obligations (Bosjan)	1000-000-3-1-01-11	Communication Equipment	1-07-05-070	184,900.00	
Repair & Rehabilitation of Municipal Boundary - Welcome Signages	1000-000-3-1-01-12	Other Structures	1-07-04-990	375,000.00	
SUB TOTAL				559,900.00	
TOTAL				3,433,300.00	
SB	PS				
	CNA (Officials & Regular Employees)	1000-000-3-1-02-01	Other Personnel Benefits	5-01-04-990	175,500.00
	SUB TOTAL				175,500.00
	CAPITAL OUTLAY				
Repair, Improvement & Upgrading of Legislative Building	1000-000-3-1-02-02	Buildings	1-07-04-010	400,000.00	
SUB TOTAL				400,000.00	
TOTAL				575,500.00	
SPA	Senior Citizen's Birthday Regalo	1000-000-3-1-01-14	Birthday Regalo	5-02-99-990	476,000.00
	76th LGU Founding Anniversary / Socio-cultural Activities-Expenses	1000-000-3-1-01-15	Socio-cultural Activities	5-02-99-990	599,200.00
	Grants & Donations (Punong Brgys., Brgy. Kagawads, Brgy. Sec. Brgy. Treas. & SK Chairs.)	1000-000-3-1-01-16	Grants & Donations	5-02-99-080	330,000.00
	Grants & Donations (Barangay Functionaries)	1000-000-3-1-01-18	Grants & Donations	5-02-99-080	700,000.00
	Grants & Donations (NGA's)	1000-000-3-1-01-19	Grants & Donations	5-02-99-080	86,000.00
	Grants & Donations (DepEd, Elem., SFNHS & Senior High)	1000-000-3-1-01-20	Grants & Donations	5-02-99-080	357,000.00
	Grants & Donations (FESCA Presidents & OSCA Head)		Grants & Donations	5-02-99-080	21,000.00
	Grants & Donations (Local Special Bodies)		Grants & Donations	5-02-99-080	216,000.00
	Other Professional Services (NGA's)	1000-000-3-1-01-21	Other Professional Services	5-02-11-040	156,000.00
	TOTAL				2,941,200.00
GRAND TOTAL				6,950,000.00	

Prepared:


ROMEO A. GRISOLA
Municipal Budget Officer

Approved:


HON. AMPARO H. MONTEZA
Municipal Mayor



Republic of the Philippines
PROVINCE OF LEYTE
Municipality of Santa Fe

LOCAL FINANCE COMMITTEE

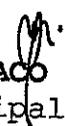
CERTIFICATE OF CASH AVAILABILITY

TO WHOM IT MAY CONCERN:

The undersigned HEREBY CERTIFIES that the amount of **SIX MILLION NINE HUNDRED FIFTY THOUSAND PESOS (Php 6,950,000.00) only**, covered by Supplemental Budget No. 03, FY 2025 of this municipality, is **CASH ACTUALLY AVAILABLE.**

Issued upon request for support basis of the General Fund Supplemental Budget No. 03, FY 2025, this **9TH** day of **December 2025** at **Santa Fe, Leyte.**


JO ANN GRACE M. YU
Municipal Accountant-Des.


CIRIACO L. MONTAÑO
Municipal Treasurer

**STATEMENT OF FUNDING SOURCE
SUPPLEMENTAL BUDGET NO. 3
FY 2025**

SANTA FE, LEYTE

GENERAL FUND (101)

PARTICULARS (1)	ACCOUNT CLASSIFICATIONS (2)	AMOUNT (3)
1.0 New Revenue Source Tax Revenue Loan Proceeds (Borrowings)		
2.0 Actual Collection in Excess of the Estimated Income		
3.0 Savings		6,950,000.00
4.0 Realignment		
TOTAL ESTIMATED INCOME		6,950,000.00

Certified Correct:


CIRIACO L. MONTAÑO
 Municipal Treasurer
 Date: 12-10-25


JO ANN GRACE M. YU
 Municipal Accountant - Des.
 Date: 12-10-25



Republic of the Philippines
PROVINCE OF LEYTE
Municipality of Santa Fe



BAGONG PILIPINAS

LOCAL FINANCE COMMITTEE

**PERSONAL SERVICES (PS)
BALANCE AS OF DECEMBER 9, 2025**

OFFICE	SALARIES	WAGES	PERA	RATA	CLOTHING	LIFE & RETIREMENT	PAG-IBIG	PHILHEALTH	ECC	MID YEAR	YEAR END	CASH GIFT	ANNIVERSARY / LOYALTY	HONORARIA	PEI / MED. ALLOW. & SRI	MONETIZATION	TERMINAL LEAVE	OVERTIME PAY	SUBSISTENCE ALLOW.	HAZARD PAY	LAUNDRY ALLOWANCE	TOTAL	
MA	164,300.48		10,000.00			160,990.83		38,306.42	4,142.54	24,419.00	33,110.00	14,000.00	115,000.00	14,700.00	11,000.00			15,000.00					604,969.27
SB													85,000.00										85,000.00
SB SEC.	288,027.00		26,000.00		4,569.32	22,399.07		10,447.62	10,473.36	85,482.00			45,000.00		7,000.00	19,167.23							518,565.60
MSWDO	204,653.00		48,000.00		14,000.00	44,108.40		10,439.17	2,591.12	36,761.00	17,281.00	10,000.00	20,000.00	24,000.00		95,109.40			50,000.00	50,000.00			626,943.09
MPDC		4,760.14	23,742.00			17,255.40		475.36	2,400.00														48,632.90
MCR	57,486.00	6,540.00	22,392.00		2,486.00	7,250.16	1,400.00	1,510.41	2,495.96	10,148.00		5,000.00	15,000.00		24,000.00	40,218.91							195,927.44
MBO	41,316.00	56,140.30	44,000.00		10,062.14	9,377.20		3,665.56	82.24	20,296.00		10,000.00	35,000.00		64,000.00		62.36	3,303.15					297,304.95
ACCOUNTING		15,932.51			109.40			3,157.76	1,200.00			5,000.00	25,000.00		32,000.00								82,399.67
MTO	172,760.49	3,907.00	102,000.00		35,000.00	53,517.24	1,400.00	12,203.98	5,091.12	45,702.00	29,246.00	26,000.00	35,000.00	44,600.00	35,000.00		569.27	30,000.00					631,997.10
ASSESSOR			2,961.12						191.12														23,152.24
AGRICULTURE			3468.29	1,772.23	7,000.00	17,370.40		6,334.06	1,891.12			5,000.00	35,000.00	17,400.00	5,549.70								100,785.80
ENGINEERING	24,544.00		16,784.00		7,000.00	27,812.88		6,645.96	1,191.12	31,212.00	1,708.00	5,000.00	25,000.00										160,111.07
MDRRMO	370,495.00		20,000.00		7,000.00	56,833.62		20,602.10	2,191.12	70,599.00	58,704.00	5,000.00	25,000.00				13,213.11						710,867.74
HRMO	245,757.00		18,000.00		7,000.00	29,490.84	600.00	6,143.99	1,008.00	23,703.00	29,108.00		5,000.00		7,000.00	17,315.71							390,118.54
PESO	69,178.00		14,000.00		7,000.00	41,209.92	1,200.00	16,658.47	1,200.00	49,213.92	70,599.00	5,000.00	5,000.00		32,000.00								312,259.31
M			8,556.50					764.02	783.06	520.00		5,000.00	12,828.29		5,092.00	4,390.12							57,365.28
GRAND TOTAL	1,638,516.97	87,279.95	359,903.91	1,772.23	101,226.86	487,615.96	4,600.00	137,354.88	36,923.88	398,055.92	239,756.00	95,000.00	502,828.29	100,700.00	254,641.70	218,644.27	13,844.74	48,303.15	56,000.00	50,603.00	12,828.29	4,846,400.00	

Prepared:

Elma T. Pedersen
ELMA T. PEDERSEN
AA III

Certified Correct:

Romeo A. Grisola
ROMEO A. GRISOLA
Municipal Budget Officer

Ciriaco L. Montano
CIRIACO L. MONTAÑO
Municipal Treasurer

Ma. Cynthia V. Lantajo
MA. CYNTHIA V. LANTAJO
MPDC

Jo Ann Grace M. Yu
JO ANN GRACE M. YU, CPA
Municipal Accountant – Des.

Noted:

Amparo H. Monteza
AMPARO H. MONTEZA
Municipal Mayor



LOCAL FINANCE COMMITTEE

BAGONG PILIPINAS

**MOOE
 BALANCE AS OF DECEMBER 9, 2025**

OFFICE	FUEL, OIL & LUBRICANTS	TRAVEL	OTHER SUPPLIES & MATERIALS	TELEPHONE MOBILE	ADVERTISING EXPENSES	CABLE SATELLITE	MAINT. BLDGS. & OTHER STRUCTURE	REP. & MAINT. EQUIPMENT	TOTAL
MAYOR			5,000.00	640,000.00	25,000.00	10,000.00	62,000.00	50,000.00	792,000.00
SB			16,000.00		20,000.00		50,000.00		86,000.00
SP SEC.		9,500.00				10,000.00		10,000.00	20,000.00
ASSESSOR			9,000.00						9,500.00
MSWDO		29,800.00	30,000.00					10,000.00	19,000.00
MCR		59,000.00							59,800.00
MPDC		8,000.00							59,000.00
MDRRMO		58,700.00							8,000.00
MENRO		40,000.00							58,700.00
GSO		20,000.00						1,500.00	41,500.00
LYDO		17,000.00							20,000.00
AGRICULTURE			8,000.00						17,000.00
TOURISM			14,000.00						8,000.00
HRMO		56,000.00						9,000.00	23,000.00
BFP	24,000.00	30,000.00	13,000.00						56,000.00
PNP			20,000.00						13,000.00
BAC			10,000.00						54,000.00
LIGA		20,000.00							20,000.00
ENGINEERING		8,000.00							10,000.00
DILG		35,000.00							20,000.00
COMELEC			35,000.00						8,000.00
MTC		900.00							35,000.00
COOPERATIVE			10,000.00						35,000.00
GRAND TOTAL	24,000.00	391,900.00	170,000.00	640,000.00	45,000.00	20,000.00	112,000.00	80,500.00	1,483,400.00

Prepared:

Elma T. Pedersen
ELMA T. PEDERSEN
 AA III

Certified Correct:

Romeo A. Grisola
ROMEO A. GRISOLA
 Municipal Budget Officer

Ciriaco L. Montano
CIRIACO L. MONTAÑO
 Municipal Treasurer

Ma. Cynthia V. Lantajo
MA. CYNTHIA V. LANTAJO
 MPDC

Jo Ann Grace M. Yu
JO ANN GRACE M. YU, CPA
 Municipal Accountant - Des.

Noted:

Amparo H. Monteza
AMPARO H. MONTEZA
 Municipal Mayor



LOCAL FINANCE COMMITTEE

**SPECIAL PURPOSE APPROPRIATIONS (SPA)
BALANCE AS OF DECEMBER 9, 2025**

OFFICE OF THE MAYOR	OTHER SUPPLIES & MATERIALS	GRANTS & DONATIONS / AWARDS & REWARDS	OTHER MODE	OFFICE SUPPLIES	ANTI ILLEGAL DRUGS CAMPAIGN	INSURANCE EXPENSES	FOOD FOR FRONTLINERS & COVID PATIENTS	MENTAL HEALTH PROGRAM	DRUGS & MEDICINES	TOTAL
TESDA TRAINING PROGRAM ACTIVITIES			25,000.00							
POPS PLAN PPA'S			25,000.00		25,000.00					25,000.00
INFLUENCE BARANGAY TANOD, BHW, BNS & DCW						50,000.00				50,000.00
ELECTION RELATED EXPENSES	40,250.00									50,000.00
BALANCE	40,250.00		50,000.00		25,000.00	50,000.00				40,250.00
										165,250.00
CIVIL REGISTRATION MONTH ACTIVITIES			3,875.00	5,000.00						
BALANCE			3,875.00	5,000.00						8,875.00
										8,875.00
COLLEGE EDUCATION SCHOLARSHIP PROGRAM		54,150.00								
WOMENS MONTH CELEBRATION			1,650.00							54,150.00
4P'S & SUSTAINABLE LIVELIHOOD PROGRAM (SLP) ACTIVITIES			16,650.00							1,650.00
BALANCE		54,150.00	18,300.00							16,650.00
										72,450.00
MUNICIPAL NUTRITION ACTION PPA'S			2,250.00							
HIV AIDS PREVENTION / ORIENTATION & SCREENING	20,000.00			20,000.00						2,250.00
FAMILY PLANNING / RESPONSIVE HEALTH PROGRAM			6,375.00							40,000.00
COVID 19 RESPONSES EXPENSES	10,000.00			10,000.00						6,375.00
BALANCE	30,000.00		8,625.00	30,000.00			10,000.00	20,000.00	50,000.00	100,000.00
							10,000.00	20,000.00	50,000.00	148,625.00
PURCHASE OF PALAY SEEDS (HYBRID & INBRID)										
FERTILIZER & SEEDS VOUCHER DISTRIBUTION										200,000.00
BALANCE										25,000.00
GRAND TOTAL	70,250.00	54,150.00	80,800.00	35,000.00	25,000.00	50,000.00	10,000.00	20,000.00	50,000.00	620,200.00

Prepared:

Elma T. Pedersen
ELMA T. PEDERSEN
AA III

Certified Correct:

Romeo A. Grisola
ROMEO A. GRISOLA
Municipal Budget Officer

Ciriaco L. Montano
CIRIACO L. MONTAÑO
Municipal Treasurer

Ma. Cynthia V. Lantajo
MA. CYNTHIA V. LANTAJO
MPDC

Jo Ann Grace M. Yu
JO ANN GRACE M. YU, CPA
Municipal Accountant – Des.

Noted:

Amparo H. Monteza
AMPARO H. MONTEZA
Municipal Mayor

Republic of the Philippines
PROVINCE OF LEYTE
Municipality of Santa Fe

Sta. Fe LGU Employees Association
(SFLEA)

EXCERPTS FROM THE MINUTES OF THE SFLEA SPECIAL MEETING HELD ON 25 NOVEMBER 2025, A TUESDAY AT AROUND 1:00 IN THE AFTERNOON AT THE NEW CONFERENCE HALL, THIS MUNICIPALITY.

JOINT RESOLUTION No. 01
Series of 2025

A RESOLUTION REQUESTING THE MANAGEMENT THRU THE LOCAL CHIEF EXECUTIVE OF SANTA FE, LEYTE, HONORABLE AMPARO H. MONTEZA TO GRANT AND APPROVE FOR THE RELEASE OF THE COLLECTIVE NEGOTIATION AGREEMENT (CNA) INCENTIVE FOR F.Y. 2025.

WHEREAS, the STA. FE LGU EMPLOYEES ASSOCIATION (SFLEA) with DOLE Registration Certification No. 2384 issued on April 29, 2022 and with CSC Certificate of Accreditation No. 1097 issued on April 27, 2017 is the only registered rank-and-file employees' organization at the Santa Fe Municipal Government, Santa Fe, Leyte.

WHEREAS, the Sta. Fe LGU Employees Association (SFLEA) has a Collective Negotiation Agreement (CNA) executed between the management and the employees' organization accredited by the Civil Service Commission (CSC) with Certificate of Registration-Collective Negotiation Agreement No. 33321 with the period of its effectivity from November 25, 2024 to November 24, 2028.

WHEREAS, the Sta. Fe LGU Employees Association (SFLEA) requesting the Management thru the Local Chief Executive of Santa Fe, Leyte, Honorable Amparo H. Monteza to grant and approve for the release of the Collective Negotiation Agreement (CNA) Incentive for FY 2025.

WHEREAS, pursuant to Department of Budget and Management (DBM) Budget Circular NO. 2025-2 dated November 19, 2025, re: "Guidelines on the Grant of the Collective Negotiation Agreement (CNA) Incentive for FY 2025", is the basis for the grant of CNA Incentive to both management and employees.

WHEREAS, the rate of the CNA Incentive shall not exceed Php 30,000.00 per qualified employee as stipulated in the above DBM-Budget Circular under its Policy Guidelines, Paragraph No. 4.2.3.

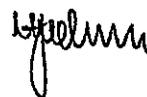
NOW THEREFORE, on motion of JOE V. CARBA, SFLEA Public Relation Officer, duly seconded by all members present, BE IT RESOLVE AS IT IS HEREBY RESOLVED, TO REQUEST THE MANAGEMENT THRU THE LOCAL CHIEF EXECUTIVE OF SANTA FE, LEYTE, HONORABLE AMPARO H. MONTEZA TO GRANT AND APPROVE FOR THE RELEASE OF THE COLLECTIVE NEGOTIATION AGREEMENT (CNA) INCENTIVE FOR F.Y. 2025.

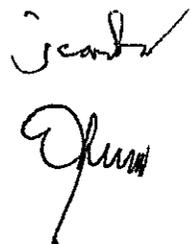
RESOLVED FURTHER, to submit copies of this resolution to the Office of the Mayor, Municipal Budget Office and Accounting Office of Santa Fe, Leyte for the appropriate favorable action.

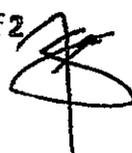
I HEREBY CERTIFY to the correctness of the foregoing. Done this 25th day of November 2025 at the New Conference Hall, Santa Fe, Leyte.


ANGEL C. GOMEZ
SFLEA Secretary





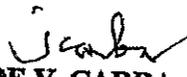






Concurred:


JO ANN GRACE M. YU
Auditor

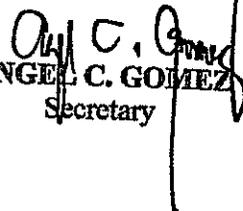

JOE V. CARBA
Public Relation Officer


KANDICE MAY M. MACASO
Public Relation Officer


ELMA T. PEDERSEN
Treasurer

ON LEAVE
ISAGANI M. MONTILLA
Peace Officer

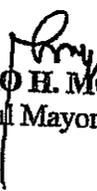

ESTER L. TOREROS
Peace Officer

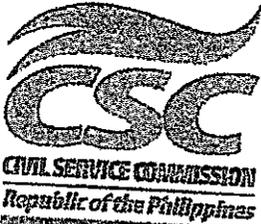

ANGEL C. GOMEZ
Secretary

ON LEAVE
JOHN BENEDICK C. CARBA
Vice-President


FRANCIS LOUIS E. BEDUA
SFLEA President

REQUEST FOR CNA GRANTED AND APPROVED:


HON. AMPARO H. MONTEZA
Municipal Mayor



CERTIFICATE OF REGISTRATION
Collective Negotiation Agreement

No. 3321

Pursuant to Executive Order No. 180 (1987)
and its Implementing Rules and Regulations,
the Collective Negotiation Agreement between the

STA. FE LGU EMPLOYEES ASSOCIATION

and the

MUNICIPAL GOVERNMENT OF SANTA FE
Real Street, Brgy. Zone II, Poblacion, Santa Fe, Leyte

having complied with the prescribed requirements, is hereby
registered and is binding between the parties from

25 November 2024 to 24 November 2028.


ATTY. MARILYN B. YAP
Chairperson

Attested by:


MA. THERESA C. FERNANDEZ
Director IV
Human Resource Relations Office





Republic of the Philippines
PROVINCE OF LEYTE
MUNICIPALITY OF SANTA FE



BAGONG PILIPINAS

LOCAL FINANCE COMMITTEE

CERTIFICATION / JUSTIFICATION FOR CNAI 2025

15 December 2025

TO WHOM THIS MAY CONCERN:

THIS IS TO CERTIFY that the Municipal Government of Santa Fe, Leyte HAVE ACCOMPLISHED AS OF SEPTEMBER 30, 2025 AT LEAST AN AVERAGE OF SEVENTY-FIVE percent (75%) OF ALL THE TARGETS UNDER THE PROGRAMS/PROJECTS/ACTIVITIES (PPAs) approved in the LGU Santa Fe, Leyte's Annual Budget for CY 2025.

Further, this is issued for purposes of the Grant of the CY 2025 Collective Negotiation Agreement Incentives (CNAI) and as a requirement of Local Budget Circular No. 2025-2 dated November 19, 2025 specifically No. 4.0 Policy Guidelines, 4.1.2 Accomplishment of Targets.

Issued upon the request of the interested party **SFLEA**, this 15th day of December 2025 at Santa Fe, Leyte.

ROMEO A. GRISOLA
Municipal Budget Officer

ENGR. MA. CYNTHIA V. LANTAJO
MFDC

CIRIACE L. MONTAÑO
Municipal Treasurer

JO ANN GRACE B. MILITANTE-YU, CPA
Municipal Accountant - designate

NOTED:

AMPARO H. MONTEZA
Municipal Mayor