

Item No.: 10

Date: 02 2026 MAR



Republic of the Philippines
PROVINCE OF LEYTE
Provincial Capitol
Tacloban City

PROVINCE OF LEYTE
LEGAL OFFICE
RELEASED

-oOo-

By: [Signature]
Date: 2-13-26 Time: 9:20

Sangguniang Panlalawigan
Province of Leyte

PROVINCIAL LEGAL OFFICE

RECEIVED

Date: FEB 19 2026
By: _____

2nd INDORSEMENT

February 9, 2026

Respectfully returned to the Sangguniang Panlalawigan of Leyte, through SP Secretary, the attached Ordinance No. 228 series of 2025 of the Sangguniang Bayan of Matag-ob, Leyte.

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

- Ordinance No. 228, series of 2025 entitled: "An Ordinance creating the MPYDO in the Municipal Government of Matag-ob, Leyte"

REVIEW/RECOMMENDATION/LEGAL OPINION:

This office is of the opinion that the subject Ordinance is generally in accordance with its power under Section 76¹ of the Local Government Code of 1991 (R.A 7160) in consonance with Section 443(c)(2)² of the same, subject to CSC rules and the 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 *Y*

¹;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.

^{2 2} Section 443.

(c) The sangguniang bayan may:

(2) Create such other offices as may be necessary to carry out the purposes of the municipal government;

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PROVINCE OF LEYTE
Palo, Leyte
-o0o-

OFFICE OF THE SANGGUNIANG PANLALAWIGAN

PROVINCE OF LEYTE
LEGAL OFFICE

RECEIVED

1st Indorsement
27 January 2026

By: 
Date: 1. 30. 26 Time: 4:24

The Provincial Legal Office is respectfully requested to review and submit recommendations on the herein enclosed **Municipal Ordinance No. 228, s. 2025** of the **Municipality of Matag-ob, Leyte**, entitled: **An Ordinance creating the Municipal Population and Youth Development Office (MPYDO) in the Municipal Government of Matag-ob, Leyte providing funds therefor and other purposes.**

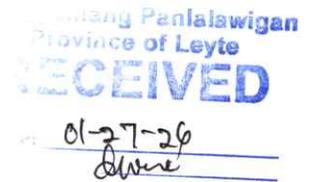

FLORINDA JUL S. UYVICO
Secretary to the Sanggunian



SANGGUNIANG BAYAN

ENDORSEMENT

January 26, 2026



HONORABLE LEONARDO "SANDY" JAVIER
Vice-Governor
Presiding Officer
Sangguniang Panlalawigan of Leyte

Sir:

Respectfully forwarding to your good office the herein attached **Municipal Ordinance No. 228** series 2025, entitled **"AN ORDINANCE CREATING THE MUNICIPAL POPULATION AND YOUTH DEVELOPMENT OFFICE (MPYDO) IN THE MUNICIPAL GOVERNMENT OF MATAG-OB, LEYTE PROVIDING FUNDS THEREFOR AND OTHER PURPOSES"** of the Sangguniang Bayan of Matag-ob, Leyte for review and approval by the Sangguniang Panlalawigan:

Very truly yours,


ANA MARIA SANORIA-ECIJA
Secretary to the Sanggunian

"The Town of United and Happy People"

Second Floor, Legislative Building, Municipal Government Complex, Diversion Road,
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CERTIFICATION OF POSTING

THIS IS TO CERTIFY that copies of **Municipal Ordinance No. 228** series 2025, entitled **"AN ORDINANCE CREATING THE MUNICIPAL POPULATION AND YOUTH DEVELOPMENT OFFICE (MPYDO) IN THE MUNICIPAL GOVERNMENT OF MATAG-OB, LEYTE PROVIDING FUNDS THEREFOR AND OTHER PURPOSES"** of the Sangguniang Bayan of Matag-ob, Leyte are posted in Three (3) conspicuous places within the municipality of Matag-ob, Leyte for three consecutive weeks from December 09, 2025

This certification is issued in compliance with Section 59 of R.A. 7160, otherwise known as the Local Government Code of 1991.

Issued this 26th Day of January, 2026.

Very truly yours,

ANA MARIA SANORIA-ECIJA
Secretary to the Sanggunian

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RECEIVED

Date: 01-28-26
By: [Signature]



I HEREBY CERTIFY that this is a true and accurate copy of the ordinance duly adopted by the Sangguniang Bayan of Matag-ob, Leyte on December 09, 2025.

ANA MARIA SANORIA-ECIJA
Secretary to the Sanggunian

ATTESTED:

HON. ARTEMIO T. ALMOROTO
Senior SB Member

HON. JOEL N. DENOY
SB Member

HON. EVANGELINE C. CARNO
SB Member

HON. RICARDO L. GIVA
SB Member

HON. RODOLFO N. SUÑIR
SB Member

HON. LUZ M. BOLDERO
SB Member

HON. JOSE B. YAP
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HON. EDUARDO I. TOLEDO
SB Member

HON. ANA LOVE D. BORDEN
Ex-Officio Member, SK Fed. Pres.

HON. JOEL G. TACOY
Ex-Officio Member, LNB President

HON. ROMEO N. ALBARIDA
Municipal Vice-Mayor
Presiding Officer

SANGGUNIANG BAYAN

EXCERPTS FROM THE MINUTES OF THE 24th REGULAR SESSION OF THE 12th SANGGUNIANG BAYAN OF MATAG-OB, LEYTE HELD AT THE LEGISLATIVE SESSION HALL ON DECEMBER 09, 2025.

MUNICIPAL ORDINANCE NO. 228

AN ORDINANCE CREATING THE MUNICIPAL POPULATION AND YOUTH DEVELOPMENT OFFICE (MPYDO) IN THE MUNICIPAL GOVERNMENT OF MATAG-OB, LEYTE PROVIDING FUNDS THEREFOR AND OTHER PURPOSES.

Author : Hon. Ana Love D. Borden
Co-authors: Hon. Joel N. Denoy
Hon. Eduardo I. Toledo
Hon. Evangeline C. Carno
Hon. Joel G. Tacoy

EXPLANATORY NOTE:

WHEREAS, Article II, Section 12 of the 1987 Philippine Constitution declares that "The State recognizes the sanctity of family life and shall protect and strengthen the family as a basic autonomous social institution. It shall equally protect the life of the mother and the life of the unborn from conception. The natural and primary right and duty of parents in the rearing of the youth for civic efficiency and the development of moral character shall receive the support of the Government," and Section 13 thereof provides that "The State recognizes the vital role of the youth in nation-building and shall promote and protect their physical, moral, spiritual, intellectual, and social well-being. It shall inculcate in the youth patriotism and nationalism and encourage their involvement in public and **civic affairs**;"

WHEREAS, the Local Government Code of 1991 (Republic Act No. 7160) empowers local government units to establish or reorganize offices necessary to effectively carry out their functions, and specifically under Section 443(c),

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REPUBLIC OF THE PHILIPPINES
 PROVINCE OF LEYTE
MUNICIPAL GOVERNMENT OF MATAG-OB



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ANA MARIA SANORIA-ECIJA
 Secretary to the Sanggunian

ATTESTED:

HON. ARTEMIO T. ALMOROTO
 Senior SB Member

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 SB Member

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 Municipal Vice-Mayor
 Presiding Officer

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authorizes the Sangguniang Bayan to “create such other offices as may be necessary to carry out the purposes of the municipal government” and “consolidate the functions of any office with those of another in the interest of efficiency and economy;”

WHEREAS, the Sangguniang Kabataan Reform Act of 2015 (Republic Act No. 10742), as amended by Republic Act No. 11768, mandates the establishment of a Local Youth Development Office (LYDO) in every local government unit to assist in the formulation and implementation of policies and programs for youth development and participation in governance;

WHEREAS, Executive Order No. 138, s. 2021, entitled “Full Devolution of Certain Functions of the Executive Branch to Local Governments,” directs the transfer of functions, services, and facilities—including those related to population and development—to local government units, thereby reinforcing the need to institutionalize local structures for effective program delivery; **WHEREAS**, in the Municipality of Matag-ob, Leyte Population and Development (POPDEV) programs are currently implemented under the Office of the Municipal Mayor (OMM), while Youth Development programs fall under the Municipal Social Welfare and Development Office (MSWDO), both led by designated officers but without formally established offices;

WHEREAS, integrating the implementation of population and youth development offices into a distinct Municipal Population and Youth Development Office (MPYDO) will promote synergy in planning and execution, avoid duplication of efforts, and optimize the use of human and financial resources in line with the principles of efficiency, economy, and good governance;

WHEREAS, it is the policy of the Municipal Government of Matag-ob to institutionalize mechanisms that ensure integrated, efficient, and sustainable delivery of

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I HEREBY CERTIFY that this is a true and accurate copy of the ordinance duly adopted by the Sangguniang Bayan of Matag-ob, Leyte on December 09, 2025.

ANA MARIA SANORIA-ECIJA
 Secretary to the Sanggunian

ATTESTED:

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 Senior SB Member

HON. JOEL N. DENOY
 SB Member

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 SB Member

HON. RICARDO L. GIVA
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 Ex-Officio Member, LNB President

HON. ROMEO N. ALBARIDA
 Municipal Vice-Mayor
 Presiding Officer

population and youth development programs responsive to the needs of its constituents;

NOW, THEREFORE, on motion of the Hon. Ana Love D. Borden, with the unanimous accord of all other members of the Sangguniang Bayan present, be it

RESOLVED, AS IT IS HEREBY RESOLVED, to enact the following ordinance:

BE IT ORDAINED by the Sangguniang Bayan of Matag-ob, Leyte, in regular session duly assembled, that:

SECTION 1. CREATION OF OFFICE. There is hereby created the Municipal Population and Youth Development Office (MPYDO), under the Office of the Municipal Mayor (OMM) in the Municipal Government of Matag-ob, Leyte

SECTION 2. FUNCTIONS. The Municipal Population and Youth Development Office (MPYDO) shall be the lead office in the formulation, implementation, coordination, and monitoring of programs, projects, and activities that ensure population and youth development in the Municipality of Matag-ob. Its specific functions shall include the following:

- a) Integrate population development principles and youth development priorities into local development plans, investment programs, and policies.
- b) Formulate, implement, and evaluate comprehensive population and youth development programs aligned with national and local development goals.
- c) Implement behavior change communication, advocacy, and education initiatives on responsible parenthood, adolescent reproductive health, gender sensitivity, civic engagement, and other relevant topics.
- d) Provide technical and logistical assistance to the Sangguniang Kabataan and serve as the secretariat to the Municipal Youth Development Council (MYDC) and to the Barangay Service Point Officers (BSPOs).
- e) Manage and operate the Municipal Tertiary Scholarship Program, ensuring equitable access and support to deserving students.

"The Town of United and Happy People"



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ANA MARIA SANORIA-ECIJA
 Secretary to the Sanggunian

ATTESTED:

HON. ARTEMIO T. ALMOROTO
 Senior SB Member

HON. JOEL N. DENOY
 SB Member

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 Municipal Vice-Mayor
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SANGGUNIANG BAYAN

community-based training and enterprise development programs to enhance employability and entrepreneurial capacity among targeted segments of the population.

g) Implement and manage the Technology for Education, Employment, Entrepreneurs, and Economic Development (Tech4ED) Program in coordination with the Department of Information and Communications Technology (DICT), expanding digital inclusion and skills development among the youth and the community.

h) Serve as the local implementing arm of the Commission on Population and Development (CPD) and the National Youth Commission (NYC), aligning local programs with national strategies.

i) Maintain updated demographic and youth development data to inform policymaking and program design.

j) Manage and operate Teen Centers or similar youth facilities established by the LGU, offering a safe and inclusive space for learning, health services, peer education, counseling, and capacity building.

k) Promote and facilitate active youth participation in community development, governance, and decision-making processes.

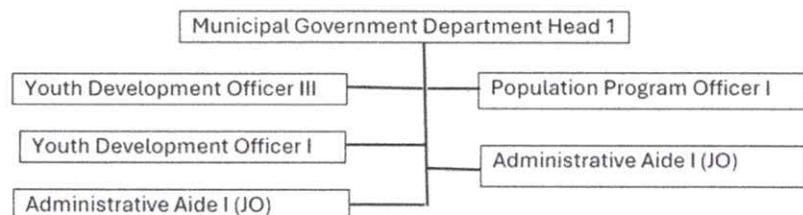
l) Develop and sustain partnerships with civil society, academic institutions, and other government agencies to support population and youth-related initiatives.

m) Perform such other functions as may be prescribed by law or ordinance.

Section 3. Organizational Structure and Staffing Pattern.

Change the position of Youth Development Assistant II to Youth Development Officer I.

A. Presented the office organizational structure as shown below:



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A. Staffing Pattern and Duties and Responsibilities:

1. Municipal Government Department Head I

Salary Grade: 24

Duties and Responsibilities:

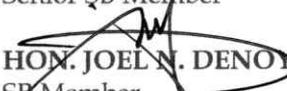
- a) Exercise overall supervision and control over all personnel, programs/projects, and operations of the MPYDO;
- b) Ensure the integration of population and youth development principles into municipal development plans, policies, and investment programs;
- c) Assist the Municipal Mayor in the implementation of the Constitutional provisions relative to population and youth development;
- d) Formulate measures or policy recommendations relative to population and youth development for consideration of the Sangguniang Bayan;
- e) Establish and maintain an updated data bank for program operations, development planning and an educational program to ensure the people's participation in and understanding of population and youth development;
- f) Oversee the implementation of population and development programs, including the Registry of Barangay Inhabitants and Migrants (RBIM) and the Pre-Marriage Orientation and Counselling (PMOC) program;
- g) Supervise the implementation of the devolved CPD programs, namely: Responsible Parenthood and Family Planning (RFPF), Adolescent Health and Development (AHD), Population and Development (POPDEV) Integration;
- h) Direct and coordinate the implementation of youth-related initiatives, including the Youth Organization Registration Program (YORP), SK Mandatory and Continuing Trainings, Municipal Tertiary Scholarship Program (MTSP), Teen Center operations, Tech4ED Center operations, and community training and employment programs;
- i. Oversee coordination with the Commission on Population and Development (CPD), the National Youth Commission (NYC), Technical Education and Skills Development Authority (TESDA), Department of Information and Communications Technology (DICT),

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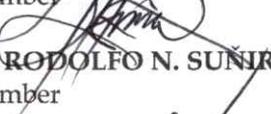
ATTESTED:


HON. ARTEMIO T. ALMOROTO
Senior SB Member


HON. JOEL N. DENOY
SB Member

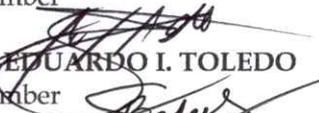

HON. EVANGELINE C. CARNO
SB Member

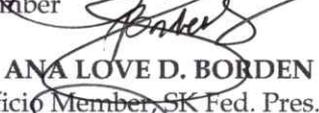

HON. RICARDO L. GIVA
SB Member

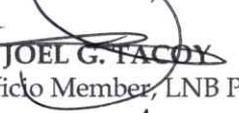

HON. RODOLFO N. SUNIR
SB Member

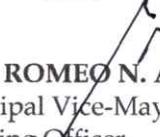

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ANA MARIA SANORIA-ECIJA
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Municipal Vice-Mayor
Presiding Officer

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and other partner agencies;

- j. Provide policy direction, guidance, and support to the Sangguniang Kabataan (SK), Barangay Service Point Officers (BSPOs), and serve as adviser to the Municipal Youth Development Council (MYDC);
- k. Ensure efficient monitoring, evaluation, and reporting of MPYDO programs and accomplishments; and
- l. Perform such other duties and responsibilities as may be assigned by the Municipal Mayor.

2. Youth Development Officer III

Salary Grade: 18

Duties and Responsibilities:

- a) Assist in planning, implementing, and evaluating youth development programs, projects, and activities;
- b) Serve as Technical Support Officer to the Pambayang Pederasyon ng mga Sangguniang Kabataan (PPSK) and Head of the Secretariat of the Municipal Youth Development Council (MYDC);
- c) Manage the operations of the Municipal Tertiary Scholarship Program (MTSP), ensuring compliance with guidelines and equitable access to educational opportunities;
- d) Monitor the operations of the Teen Centers and similar facilities intended for youth development and the Tech4ED Center, ensuring delivery of youth-friendly and community-based services;
- e) Coordinate with national and local agencies for youth training, employment, and skills development initiatives;
- f) Prepare periodic reports on youth matters; and
- g) Perform such other related functions as may be assigned by the Department Head.

3. Youth Development Officer I

Salary Grade: 10

Duties and Responsibilities:

- a) Provide administrative and logistical support in the conduct of youth and community activities;
- b) Assist in maintaining records, reports, and documentation for SK and MYDC programs, projects, and activities;

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- c) Support the implementation of the Municipal Scholarship Program, Teen Center, and Tech4ED operations;
- d) Coordinate with the Sangguniang Kabataan and community organizations for outreach and information dissemination;
- e) Facilitate data gathering and reporting on youth development indicators; and
- f) Perform such other related functions as may be assigned by the Department Head.

4. Population Program Officer I

Salary Grade: 11

Duties and Responsibilities:

- a) Plan, implement, and monitor population and development (PopDev) programs, including Responsible Parenthood and Family Planning (RPPF), Adolescent Health and Development (AHD), and the Registry of Barangay Inhabitants and Migrants (RBIM);
- b) Conduct advocacy and information campaigns on population management, gender sensitivity, and family well-being;
- c) Collect, analyze, and maintain demographic data for policy formulation and program evaluation;
- d) Coordinate with the CPD and other partner agencies in implementing population and development initiatives; and
- e) Perform such other related functions as may be assigned by the Department Head.

5. Administrative Aide I (Job Order) – Two (2) Personnel

Status: Job Order

Duties and Responsibilities:

- a) Provide clerical, logistical, and field support;
- b) Assist in data encoding, filing, communication, and report preparation;
- c) Support the conduct of trainings, meetings, and community activities;
- d) Facilitate coordination with barangay and institutional partners; and

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e) Perform such other related functions as may be assigned by the Department Head.

SECTION 5. FUNDING. Appropriations for Personnel Services, Maintenance and Other Operating Expenses, and Capital Outlay shall be incorporated in the FY 2026 Annual and Supplemental Budgets and every fiscal year thereafter.

SECTION 6. SEPARABILITY CLAUSE. Should any section or provision of this Ordinance be declared by the Courts to be unconstitutional or invalid, such decision shall not affect the validity of the Ordinance as a whole or any part thereof other than the part so declared to be unconstitutional or invalid.

SECTION 7. REPEALING CLAUSE

All municipal ordinances, executive orders, and issuances inconsistent with this Ordinance are hereby repealed or modified accordingly.

SECTION 8. AMENDMENTS CLAUSE. This Ordinance may be amended or modified as necessary through appropriate legislative process.

SECTION 9. EFFECTIVITY CLAUSE. This Ordinance shall take effect upon its approval.

Carried Unanimously.

ADOPTED this 9th day of December 2025.

I HEREBY CERTIFY that this is a true and accurate copy of the ordinance duly adopted by the Sangguniang Bayan of Matag-ob, Leyte on December 09, 2025.

ANA MARIA SANORIA-ECIJA
 Secretary to the Sanggunian

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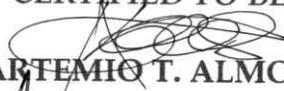
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REPUBLIC OF THE PHILIPPINES
PROVINCE OF LEYTE
MUNICIPAL GOVERNMENT OF MATAG-OB



SANGGUNIANG BAYAN
ATTESTED AND CERTIFIED TO BE DULY ADOPTED:

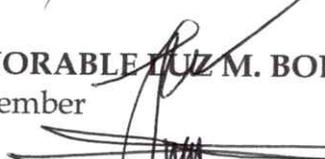

HONORABLE ARTEMIO T. ALMOROTO
Senior SB Member


HONORABLE JOEL N. DENOY
SB Member

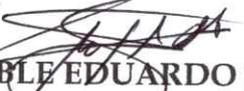

HONORABLE EVANGELINE C. CARNO
SB Member

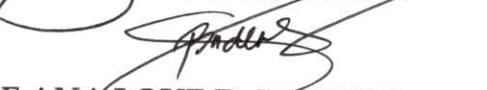

HONORABLE RICARDO L. GIVA
SB Member

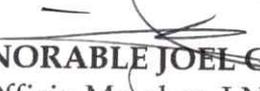

HONORABLE RODOLFO N. SUÑIR
SB Member

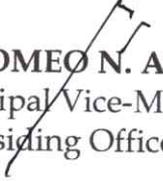

HONORABLE LUZ M. BOLDERO
SB Member


HONORABLE JOSE B. YAP
SB Member

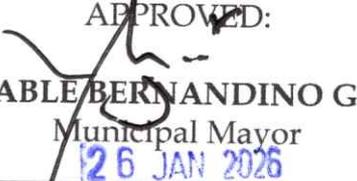

HONORABLE EDUARDO I. TOLEDO
SB Member


HONORABLE ANA LOVE D. BORDEN
Ex-Officio Member, Mun. SK Fed. President


HONORABLE JOEL G. TACOY
Ex-Officio Member, LNB President


HONORABLE ROMEO N. ALBARIDA
Municipal Vice-Mayor
Presiding Officer

APPROVED:


HONORABLE BERNANDINO G. TACOY
Municipal Mayor

12 6 JAN 2026

Date Signed

"The Town of United and Happy People"

Second Floor, Legislative Building, Municipal Government Complex, Diversion Road,
Barangay San Guillermo, Matag-ob, Leyte 6532 The Philippines

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