



Republic of the Philippines
PROVINCE OF LEYTE
Municipality of Palo
-oOo-

Item No.: 14
Date: 02 2026 MAR

PROVINCIAL BUDGET OFFICE

February 25, 2026

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

RELEASED
DATE: 02-25-26
NO. 141
BY: M. J. Javier
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. 04 FY 2025** of the **Municipality San Miguel, Leyte** duly enacted by the Sangguniang Bayan through **Appropriation Ordinance No. 2025-05** with a total appropriation in the amount of **P13,902,808.95** 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. 04. Further, that said reversion will not render an adverse effect on the fiscal standing of the LGU at the closing of the books of accounts;
2. That the procurement of Goods, Supplies, and other related services shall be made in accordance with the provisions of RA 9184 and its Implementing Rules and Regulations;
3. That the appropriation for salaries to officials and employees implementing the Second Tranche Compensation Adjustment under SSL VI for Local Government Personnel from August 2 to December 31 2025 is in accordance with the provisions of Local Budget Circular No. 165 dated July 18, 2025 and the authorized rates thereof under Annex "A-1" & "Annex A-6" and further subject to Sec. 325(a) of RA 7160;
4. That the grant of the Collective Negotiation Agreement (CNA) shall be subject to the procedural guidelines of Budget Circular No. 2025-2 dated November 19, 2025 and said grant shall be sourced out from savings identified in the circular;
5. That the grant of the following benefits shall be made pursuant to the corresponding guidelines relative to:
 - a. One-Time Service Recognition Incentive – Budget Circular No. 2025-3 dated December 15, 2025
 - b. Gratuity Pay – Budget Circular No. 2025-4 dated December 16, 2025
 - c. Year-End Benefits – Budget Circular No. 2016-4
 - d. Hazard Pay – establishment of this benefit/incentive shall be based on the conditions enumerated under the Magna Carta for Public Health Workers and Magna Carta for Public Social Workers and payment shall likewise strictly adhere to the said requirements
 - e. Productivity Enhancement Incentive – Budget Circular No. 2025-13

6. That disbursement of funds shall be for the specific purpose(s) for which they have been appropriated pursuant to Sections 335 & 336 of RA 7160.

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

Very truly yours,

LOCAL FINANCE COMMITTEE:


MARIA GINA P. HIPE
Provincial Budget Officer


RUTH Y. SURPIA
Provincial Treasurer


AGNES C. RAFON
Provincial Planning and Development
Coordinator – Designate

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

1ST INDORSEMENT
23 December 2025

The Local Finance Committee is respectfully requested to review and submit recommendations on the herein enclosed **Appropriation Ordinance No. 2025-05 of the Municipality of San Miguel, Leyte**, entitled: **An Ordinance Authorizing the Supplemental Budget No. 04 for Fiscal Year 2025 in the amount of Thirteen Million Nine Hundred Two Thousand Eight Hundred Eight Pesos and 95/100 (P13,902,808.95).**


FLORINDA J. S. DYVICO
Secretary to the Sanggunian



Date: DEC 23 2025
 By: _____

OFFICE OF THE SANGGUNIANG BAYAN

EXCERPT FROM THE MINUTES OF THE SPECIAL SESSION OF THE SANGGUNIANG BAYAN, SAN MIGUEL, LEYTE, HELD AT THE SESSION HALL, LEGISLATIVE BUILDING, SAN MIGUEL, LEYTE ON DECEMBER 10, 2025

PRESENT:

- | | | |
|--------------------------------|---|--|
| Hon. Estanislao D. Sabdao, Jr. | - | Municipal Vice-Mayor/Presiding Officer |
| Hon. Jerome P. Peñaranda | - | SB Member |
| Hon. Norman Niel G. Martija | - | SB Member |
| Hon. Francis Jay D. Sabdao | - | SB Member |
| Hon. Thelma M. Brazil | - | SB Member |
| Hon. Richard Len B. Lapidario | - | SB Member |
| Hon. Samuel P. Salomon | - | Ex-Officio Member, President, Liga ng mga Barangay |

ABSENT:

- | | | |
|------------------------------|---|--|
| Hon. Danilo L. Aureo | - | SB Member (on official leave) |
| Hon. Letecia G. Espos | - | SB Member (on official leave) |
| Hon. Raul A. Salaño | - | SB Member (on official travel) |
| Hon. Joss Novem B. Labaclado | - | Ex-Officio Member, President, Sangguniang Pambayang Pederasyon (on official leave) |

**Resolution No. 284
 Series of 2025**

WHEREAS, presented for consideration is **Supplemental Budget Number 04 for Fiscal Year 2025 of the Municipality of San Miguel, Leyte** for various expenditures and appropriating the necessary funds for the purpose in the amount of **THIRTEEN MILLION NINE HUNDRED TWO THOUSAND EIGHT HUNDRED EIGHT PESOS AND 95/100 (P13,902,808.95) ONLY**.

NOW THEREFORE, on motion of Hon. Thelma M. Brazil duly seconded by all members present;

RESOLVED, to enact the following ordinance:

APPROPRIATION ORDINANCE NO. 2025-05
Series of 2025

AN ORDINANCE AUTHORIZING SUPPLEMENTAL BUDGET NUMBER 04 INVOLVING AN APPROPRIATION IN THE SUM OF THIRTEEN MILLION NINE HUNDRED TWO THOUSAND EIGHT HUNDRED EIGHT PESOS AND 95/100 (P13,902,808.95) ONLY FOR THE HEREUNDER PURPOSES

BE IT ORDAINED by the Sangguniang Bayan, San Miguel, Leyte, that:

Section 1. The Supplemental Budget No. 04 of the Municipal Government of San Miguel, Leyte for Fiscal Year 2025 in the total amount of **THIRTEEN MILLION NINE HUNDRED TWO THOUSAND EIGHT HUNDRED EIGHT PESOS AND 95/100 (P13,902,808.95) ONLY** is hereby approved for the following purposes, to wit:

I. GENERAL PUBLIC SERVICES

Personal Services (PS)	- P4,194,908.64
Maintenance and Other Operating Expense (MOOE)	- P1,328,400.00
Capital Outlay	- P 181,500.00
Total	P5,704.808.64

Certified Correct:

Attested by:

Concurred:

Secretary to the Sangguniang Bayan

HON. FRANCIS JAY D. SABDAO
 SB MEMBER

HON. ESTANISLAO D. SABDAO, JR.
 Municipal Vice-Mayor/Presiding Officer

HON. THELMA M. BRAZIL
 SB MEMBER

HON. RICHARD LEN B. LAPIDARIO
 SB MEMBER

HON. JEROME P. PEÑARANDA
 SB MEMBER

HON. SAMUEL P. SALOMON
 President, Liga ng mga Barangay

HON. NORMAN NIEL G. MARTIJA
 SB MEMBER

Approved:

ATTY. NORMAN D. SABDAO
 Municipal Mayor

Certified Correct:

II. SOCIAL SERVICES

Personal Services (PS)	- P 948,679.39
Maintenance and Other Operating Expense (MOOE)	- <u>P4,266,033.12</u>
Total	P5,704,808.64

III. ECONOMIC SERVICES

Personal Services (PS)	- P1,468,433.19
Maintenance and Other Operating Expense (MOOE)	- <u>P1,120,075.00</u>
Total	P5,704,808.64

IV. OTHER SERVICES

Personal Services (PS)	- P 133,779.62
Maintenance and Other Operating Expense (MOOE)	- <u>P 261,000.00</u>
Total	P 394,799.62

TOTAL SUPPLEMENTAL APPROPRIATION - P13,902,808.95

The budget documents consisting of the following are incorporated herein and made integral part of this Ordinance, to wit:

1. Statement of Funding Sources (LBP Form No. 8).
2. Statement of Supplemental Appropriation CY 2025 (LBP Form No. 9).
3. Certification of Funds Actually Available pursuant to Section 1 (a) of A.O. No. 47 dated April 12, 1993.
4. Statement of Funds Available for Reversion on Personal Services as of FY 2025 as of December 9, 2025 duly certified by the Acting Municipal Budget Officer and Municipal Accountant.
5. LBP form No. 3 (Plantilla of Personnel FY 2025)
6. MDC Resolution No. 2025-06, Series of 2025 dated December 5, 2025
7. Supplemental Annual Investment Program (AIP) No. 04 for CY 2025

Section 2. Reversion of Appropriation Savings on (a) Personal Services for Vacant/Unfilled Positions FY 2025, as of December 9, 2025. That appropriation savings on Personal Services for Vacant/Unfilled Positions for FY 2025 amounting to **EIGHT MILLION SIX HUNDRED NINETY-NINE THOUSAND FIVE HUNDRED FORTY-SEVEN PESOS & 83/100 (P8,699,547.83) ONLY**; and (b) **Maintenance and Other Operating Expense** amounting to **TWO MILLION NINE HUNDRED NINETY-SEVEN THOUSAND TWO HUNDRED TWENTY-EIGHT PESOS (P2,997,228.00) ONLY** as of November 30, 2025, duly certified by the Local Finance Committee and approved by the Municipal Mayor, respectively are hereby reverted to Unappropriated Surplus and subsequently appropriated under Section 4 of this Ordinance.

Section 3. Sources of Funds. The sources of funds for the Supplemental Budget in the total amount of **THIRTEEN MILLION NINE HUNDRED TWO THOUSAND EIGHT HUNDRED EIGHT PESOS AND 95/100 (P13,902,808.95) ONLY** shall be as follows:

New Revenue Sources	
Philhealth Capitation Fund	P 2,206,033.12
Savings	
Appropriations Savings on Personal Services	P 8,699,547.83
Appropriations Savings on MOOE	<u>P 2,997,228.00</u>
TOTAL SUPPLEMENTAL APPROPRIATION	P 13,902,808.95

Attested by:

Concurred:

HON. FRANCIS JAY D. SABBADO
SB MEMBER

HON. ESTANISLAO D. SABBADO, JR.
Municipal Vice-Mayor/Presiding Officer
SB MEMBER

HON. RICHARD LEN B. LAPIDARIO
SB MEMBER

HON. SAMUEL P. SALCIRON
President, Liga ng mga Barangay

ATTY. NORMAN D. SABBADO
Municipal Mayor

BRYAN NEIL B. BRAZIL
Secretary of the Sangguniang Bayan

HON. JEROME P. PEARARANDA
SB MEMBER

HON. ANDRIMANI NIEL S. MARTHA
SB MEMBER

Section 4. Use of Funds. The amount of **ONE MILLION ONE HUNDRED NINETY-NINE THOUSAND SEVEN HUNDRED NINETY-THREE PESOS AND 92/100 (P1,199,793.92) ONLY** is hereby appropriated for the Supplemental Budget No. 2025-04 of the Municipality of San Miguel, Leyte, as follows:

Attested by:

HON. ESTANISLAO D. SABBAD, JR.
Municipal Vice-Mayor/Residing Officer

Concurred:

HON. THELMA M. BRAZIL
SB MEMBER

HON. JEROME P. PANAYRANDA
SB MEMBER

HON. DANILLO L. LAUREO
SB MEMBER

HON. SAMUEL P. SALOMON
President, Liga ng mga Barangay

HON. FRANCIS JAY D. SABBAD
SB MEMBER

I. GENERAL PUBLIC SERVICES

Personal Services (PS)	- P4,194,908.64
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II. SOCIAL SERVICES

Personal Services (PS)	- P 948,679.39
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Total	<u>P5,704.808.64</u>

III. ECONOMIC SERVICES

Personal Services (PS)	- P1,468,433.19
Maintenance and Other Operating Expense (MOOE)	- P1,120,075.00
Total	<u>P5,704.808.64</u>

IV. OTHER SERVICES

Personal Services (PS)	- P 133,779.62
Maintenance and Other Operating Expense (MOOE)	- P 261,000.00
Total	<u>P 394,799.62</u>

TOTAL SUPPLEMENTAL APPROPRIATION **P13,902,808.95**

Section 4. Separability Clause. If, for any reason, any section or provision of this Ordinance is declared invalid or unconstitutional, other sections or provisions thereof which are not affected thereby shall continue to be in full force and effect.

Section 6. Effectivity. The provisions of this Ordinance shall take effect upon approval.

Section 7. Budget Review. That this Appropriation Ordinance shall be forwarded/submitted to the Sangguniang Panlalawigan, New Capitol Building, Palo, Leyte for review and approval for the budget to become wholly executory.

UNANIMOUSLY APPROVED - **December 10, 2025**

I HEREBY CERTIFY to the correctness of the foregoing resolution.

BRYAN NEIL B. BRAZIL
Secretary to the Sangguniang Bayan

Concurred:


HON. JEROME P. PEÑARANDA
SB Member


HON. FRANCIS JAY D. SABDAO
SB Member

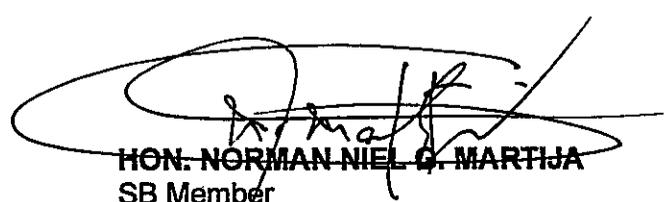

HON. RICHARD LEN B. LAPIDARIO
SB Member

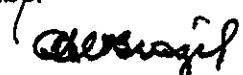
Attested by:

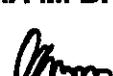

HON. ESTANISLAO D. SABDAO, JR.
Municipal Vice-Mayor/Presiding Officer

Approved:


ATTY. NORMAN D. SABDAO
Municipal Mayor


HON. NORMAN NIEL G. MARTIJA
SB Member


HON. THELMA M. BRAZIL
SB Member


HON. SAMUEL P. SALOMON
Ex-Officio Member, President
Liga ng mga Barangay





Republic of the Philippines
Province of Leyte
MUNICIPALITY OF SAN MIGUEL
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OFFICE OF THE MUNICIPAL MAYOR



December 9, 2025

The Honorable
Members of the Sangguniang Bayan
Municipal Government of San Miguel
Leyte

Thru: **HON. ESTANISLAO D. SABDAO, JR.**
Mun. Vice-Mayor/Presiding Officer

Ladies and Gentlemen:

I have the honor to submit herewith the Supplemental Budget Number 4 of Funds Actually Available for Fiscal Year 2025 for a total proposed appropriation of **THIRTEEN MILLION NINE HUNDRED TWO THOUSAND EIGHT HUNDRED EIGHT PESOS AND 95/100 (P 13,902,808.95)** for authorization of this august body.

Please consider this as an urgent agenda.

Very truly yours,


ATTY. NORMAN D. SABDAO
Municipal Mayor



Republic of the Philippines
PROVINCE OF LEYTE
MUNICIPALITY OF SAN MIGUEL
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OFFICE OF THE MUNICIPAL VICE-MAYOR

EXCERPT FROM THE MINUTES OF THE REGULAR SESSION OF THE SANGGUNIANG BAYAN, SAN MIGUEL, LEYTE, HELD AT THE SESSION HALL, LEGISLATIVE BUILDING, SAN MIGUEL, LEYTE ON DECEMBER 15, 2025

PRESENT:

- | | | |
|--------------------------------|---|--|
| Hon. Estanislao D. Sabdao, Jr. | - | Municipal Vice-Mayor/Presiding Officer |
| Hon. Jerome P. Peñaranda | - | SB Member |
| Hon. Danilo L. Aureo | - | SB Member |
| Hon. Norman Niel G. Martija | - | SB Member |
| Hon. Francis Jay D. Sabdao | - | SB Member |
| Hon. Thelma M. Brazil | - | SB Member |
| Hon. Raul A. Salafio | - | SB Member |
| Hon. Richard Len B. Lapidario | - | SB Member |
| Hon. Samuel P. Salomon | - | Ex-Officio Member, President, Liga ng mga Barangay |
| Hon. Joss Novem B. Labaclado | - | Ex-Officio Member, President, Sangguniang Pambayang Pederasyon |

ABSENT:

- | | | |
|-----------------------|---|-------------------------------|
| Hon. Letecia G. Espos | - | SB Member (on official leave) |
|-----------------------|---|-------------------------------|

Resolution No. 298
Series of 2025

RESOLUTION GRANTING SERVICE RECOGNITION INCENTIVE (SRI) FOR FY 2025 TO ALL MUNICIPAL OFFICIALS AND EMPLOYEES OF THE MUNICIPAL GOVERNMENT OF SAN MIGUEL, LEYTE IN THE AMOUNT OF TWENTY THOUSAND PESOS (P20,000.00) PURSUANT TO ADMINISTRATIVE ORDER NO. 40 DATED DECEMBER 11, 2025

WHEREAS, the grant of Service Recognition Incentive (SRI) to all Municipal Officials and Employees of the Municipal Government of San Miguel, Leyte in the amount of **TWENTY THOUSAND PESOS (P20,000.00)** is authorized under Administrative Order No. 40 dated December 11, 2025 of the Office of the President;

WHEREFORE, on motion of Hon. Richard Len B. Lapidario duly seconded by all the members present;

RESOLVED, AS IT IS HEREBY RESOLVED, to grant Service Recognition Incentive (SRI) for FY 2025 to all Municipal Officials and Employees of the Municipal Government of San Miguel, Leyte in the amount of **TWENTY THOUSAND PESOS (P20,000.00)** pursuant to Administrative Order No. 40 dated December 11, 2025;

RESOLVED FINALLY that a copy of this resolution be furnished to the Municipal Mayor Atty. Norman D. Sabdao, the Municipal Budget Officer, Municipal Accountant, Municipal Treasurer and all others concerned for their information and guidance.

UNANIMOUSLY APPROVED

December 15, 2025

I HEREBY CERTIFY to the correctness of the foregoing resolution.

BRYAN NEIL B. BRAZIL
 Secretary to the Sangguniang Bayan

Attested by:

HON. ESTANISLAO D. SABDAO, JR.
 Municipal Vice-Mayor/Presiding Officer

Concurred by:

HON. JEROME P. PEÑARANDA
 SB MEMBER

HON. DANILLO L. AUREO
 SB MEMBER

HON. NORMAN NIEL G. MARTIJA
 SB MEMBER

HON. FRANCIS JAY D. SABDAO
 SB MEMBER

HON. THELMA M. BRAZIL
 SB MEMBER

HON. RAUL A. SALAFIO
 SB MEMBER

HON. RICHARD LEN B. LAPIDARIO
 SB MEMBER

HON. SAMUEL P. SALOMON
 President, Liga ng mga Barangay

HON. JOSS NOVEM B. LABACLADO
 President, SK Pambayang Pederasyon



Republic of the Philippines
PROVINCE OF LEYTE
MUNICIPALITY OF SAN MIGUEL
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OFFICE OF THE SANGGUNIANG BAYAN

EXCERPT FROM THE MINUTES OF THE REGULAR SESSION OF THE SANGGUNIANG BAYAN, SAN MIGUEL, LEYTE, HELD AT THE SESSION HALL, LEGISLATIVE BUILDING, SAN MIGUEL, LEYTE ON DECEMBER 9, 2025

PRESENT:

Hon. Estanislao D. Sabdao, Jr.	-	Municipal Vice-Mayor/Presiding Officer
Hon. Jerome P. Peñaranda	-	SB Member
Hon. Norman Niel G. Martija	-	SB Member
Hon. Francis Jay D. Sabdao	-	SB Member
Hon. Thelma M. Brazil	-	SB Member
Hon. Raul A. Salafio	-	SB Member
Hon. Richard Len B. Lapidario	-	SB Member
Hon. Samuel P. Salomon	-	Ex-Officio Member, President, Liga ng mga Barangay

ABSENT:

Hon. Danilo L. Aureo	-	SB Member (on official leave)
Hon. Letecia G. Espos	-	SB Member (on official leave)
Hon. Joss Novem B. Labaclado	-	Ex-Officio Member, President, Sangguniang Pambayang Pederasyon (on official leave)

Resolution No. 280
Series of 2025

RESOLUTION GRANTING COLLECTIVE NEGOTIATION AGREEMENT (CNA) INCENTIVE TO ALL MUNICIPAL OFFICIALS AND EMPLOYEES OF THE MUNICIPAL GOVERNMENT OF SAN MIGUEL, LEYTE IN THE AMOUNT OF THIRTY THOUSAND PESOS (P30,000.00) FOR CY 2025

WHEREAS, Collective Negotiation Agreement (CNA) may be granted to both management and rank-and-file employees of agencies with approved and successfully implemented CNAs in recognition of their efforts in accomplishing performance targets at lesser cost, in attaining more efficient and viable operations through cost-cutting measures and systems improvement as authorized under Budget Circular No. 2025-2 dated November 19, 2025 of the Department of Budget and Management;

WHEREAS, the Local Finance Committee presented a Statement of Funds Available for Reversion Sourced Out of CY 2025 MOOE Savings for the grant of CNA Incentive for CY 2025 amounting to **TWO MILLION NINE HUNDRED NINETY-SEVEN THOUSAND TWO HUNDRED TWENTY-EIGHT PESOS (P2,997,228.00) ONLY;**

WHEREFORE, on motion of Hon. Richard Len B. Lapidario duly seconded by all the members present;

RESOLVED, AS IT IS HEREBY RESOLVED, TO GRANT COLLECTIVE NEGOTIATION AGREEMENT (CNA) INCENTIVE TO ALL MUNICIPAL OFFICIALS AND EMPLOYEES OF THE MUNICIPAL GOVERNMENT OF SAN MIGUEL, LEYTE IN THE AMOUNT OF THIRTY THOUSAND PESOS (P30,000.00) FOR CY 2025;

RESOLVED FURTHER that the source of funds for the grant of CNA - CY 2025 shall be sourced solely from the allowable MOOE allotments in FY 2025, as enumerated in item 4.3.6 of Budget Circular 2025 - 2 and as certified by the Local Finance Committee amounting to **TWO MILLION NINE HUNDRED NINETY-SEVEN THOUSAND TWO HUNDRED TWENTY-EIGHT PESOS (P2,997,228.00) ONLY;**

RESOLVED FINALLY that a copy of this resolution is furnished to the Municipal Mayor Norman D. Sabdao, the President of the San Miguel Municipal Employees Association (SAMMEA) and all others concerned for their information and guidance.

UNANIMOUSLY APPROVED

December 9, 2025

I HEREBY CERTIFY to the correctness of the foregoing resolution.

BRYAN NEIL B. BRAZIL
 Secretary to the Sangguniang Bayan

Attested by:

HON. ESTANISLAO D. SABDAO, JR.
 Municipal Vice-Mayor/Presiding Officer

Concurred by:

HON. JEROME P. PEÑARANDA
 SB MEMBER

HON. RAUL A. SALAFIO
 SB MEMBER

HON. NORMAN NIEL G. MARTIJA
 SB MEMBER

HON. RICHARD LEN B. LAPIDARIO
 SB MEMBER

HON. FRANCIS JAY D. SABDAO
 SB MEMBER

HON. SAMUEL P. SALOMON
 President, Liga ng mga Bar.

HON. THELMA M. BRAZIL
 SB MEMBER



Republic of the Philippines
PROVINCE OF LEYTE
MUNICIPALITY OF SAN MIGUEL
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OFFICE OF THE SANGGUNIANG BAYAN

EXCERPT FROM THE MINUTES OF THE REGULAR SESSION OF THE SANGGUNIANG BAYAN, SAN MIGUEL, LEYTE, HELD AT THE SESSION HALL, LEGISLATIVE BUILDING, SAN MIGUEL, LEYTE ON DECEMBER 9, 2025

PRESENT:

- Hon. Estanislao D. Sabdao, Jr. - Municipal Vice-Mayor/Presiding Officer
- Hon. Jerome P. Peñaranda - SB Member
- Hon. Norman Niel G. Martija - SB Member
- Hon. Francis Jay D. Sabdao - SB Member
- Hon. Thelma M. Brazil - SB Member
- Hon. Raul A. Salano - SB Member
- Hon. Richard Len B. Lapidario - SB Member
- Hon. Samuel P. Salomon - Ex-Officio Member, President, Liga ng mga Barangay

ABSENT:

- Hon. Danilo L. Aureo - SB Member (on official leave)
- Hon. Letecia G. Espos - SB Member (on official leave)
- Hon. Joss Novem B. Labaclado - Ex-Officio Member, President, Sangguniang Pambayang Pederasyon (on official leave)

Resolution No. 282
Series of 2025

RESOLUTION REVERTING TO UNAPPROPRIATED BALANCES/ SURPLUS THE AMOUNT OF ELEVEN MILLION SIX HUNDRED NINETY-SIX THOUSAND SEVEN HUNDRED SEVENTY-FIVE PESOS AND 83/100 (P11,696,775.83) ONLY FROM THE PERSONAL SERVICES (PS) SAVINGS AND FROM THE MAINTENANCE AND OTHER OPERATING EXPENSES (MOOE) SAVINGS FOR FY 2025 AND SUBSEQUENTLY BE MADE AVAILABLE TO SUPPORT THE FUNDING REQUIREMENT OF SUPPLEMENTAL BUDGET NO. 04 FY 2025 OF THE MUNICIPALITY OF SAN MIGUEL, LEYTE

WHEREAS, transmitted to the august body is Supplemental Budget No. 04 for Fiscal Year 2025 of the Municipality of San Miguel, Leyte, involving a total appropriation of **THIRTEEN MILLION NINE HUNDRED TWO THOUSAND EIGHT HUNDRED EIGHT PESOS AND 95/100 (P13,902,808.95) ONLY;**

WHEREAS, the Statement of Funding Sources to support the aforementioned Supplemental Budget No. 04 was certified by the Acting Municipal Treasurer Mr. Roberto V. Aguirre and the Municipal Accountant Mr. Ariel B. Abellar on the availability of funds from the Savings on Personal Services (PS) and Savings on Maintenance and Other Operating Expense (MOOE) for FY 2025 in the amount **ELEVEN MILLION SIX HUNDRED NINETY-SIX THOUSAND SEVEN HUNDRED SEVENTY-FIVE PESOS AND 83/100 (P11,696,775.83) ONLY** breakdown as follows

Name of Project	Amount
1. Appropriation Savings on Personal Services (PS)	P 8,669,547.83
2. Appropriation Savings on Maintenance and Other Operating Expenses (MOOE)	<u>P 2,997,228.00</u>
Total	P11,696,775.83

WHEREFORE, on motion of Hon. Richard Len B. Lapidario duly seconded by all members present;

RESOLVED, as it is hereby resolved, to revert, as it is hereby reverted to unappropriated balances/ surplus the amount of **ELEVEN MILLION SIX HUNDRED NINETY-SIX THOUSAND SEVEN HUNDRED SEVENTY-FIVE PESOS AND 83/100 (P11,696,775.83) ONLY** from the Personal Services (PS) savings and from the Maintenance and Other Operating Expenses (MOOE) savings for FY 2025 and subsequently be made available to support the funding requirement of Supplemental Budget No. 04 FY 2025 of the Municipality of San Miguel, Leyte;

RESOLVED FINALLY that copies of this resolution be furnished to members of the Local Finance Committee thru the Municipal Mayor Atty. Norman D. Sabdao and all others concerned for their information and guidance.

UNANIMOUSLY APPROVED

December 9, 2025

I HEREBY CERTIFY to the correctness of the foregoing resolution.

BRYAN NEIL B. BRAZIL
 Secretary to the Sangguniang Bayan

Attested by:

HON. ESTANISLAO D. SABDAO, JR.
 Municipal Vice-Mayor/Presiding Officer

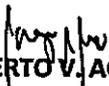
Conceded by:
 HON. JEROME P. PEÑARANDA - SB MEMBER
 HON. RAUL A. SALANO - SB MEMBER
 HON. NORMAN NIEL G. MARTIJA - SB MEMBER
 HON. FRANCIS JAY D. SABDAO - SB MEMBER
 HON. AND LEN B. LAPIDARIO - SB MEMBER
 HON. SAMUEL P. SALOMON - President, Liga ng Barangay
 HON. THELMA M. BRAZIL - SB MEMBER
 HON. OMON - SB MEMBER

STATEMENT OF FUNDING SOURCES (SUPPLEMENTAL BUDGET No.4) FY 2025
Local Government Unit : San Miguel, Leyte

Fund/Special Account: General Fund

Particulars	Account Classification	Amount
1.0 New Revenue Sources		
Philhealth Capitation Fund		2,206,033.12
2.0 Actual Collection in Excess of the Estimated Income		
3.0 Savings		
Appropriation Savings on Personal Services		8,699,547.83
Appropriation Savings on MOOE		2,997,228.00
4.0 Realignment		
Total Estimated Income		13,902,808.95

Certified Correct:


ROBERTO V. AGUIRRE
 Acting-Municipal Treasurer


ARIEL B. ABELLAR
 Municipal Accountant

SUPPLEMENTAL BUDGET NO. 4
STATEMENT OF SUPPLEMENTAL APPROPRIATION CY 2025
SAN MIGUEL, LEYTE

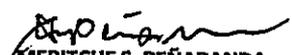
Implementing Office	Particulars/Purpose	AIP Code	Object of Expenditure	Account Code	Amount
OFFICE OF THE MUN. MAYOR	Salaries Adjustment	1000-3-1-01	Personal Services		
	Wages Adjustment		Salaries & Wages- Regular	5-01-01-010	105,599.65
	Year End Bonus Adjustment		Salaries & Wages- Casual	5-01-01-020	13,930.00
	Life & Retirement & Ins. Premium Adjustment		Year End Bonus	5-01-02-140	25,500.00
	Philhealth Premium Adjustment		Life & Retirement & Insurance Premium	5-01-03-010	12,913.16
	Employees Compensation Contribution Adjustment		Philhealth Contribution	5-01-03-030	3,911.43
	CNA Incentive, FY 2025		Employees Compensation Contribution (ECC)	5-01-03-040	139.30
	Service Recognition Incentive, FY 2025		CNA Incentive	5-01-04-990-3	787,500.00
	Productivity Enhancement Incentive, FY 2025		Service Recognition Incentive	5-01-04-990-5	500,000.00
			Productivity Enhancement Incentive	5-01-04-990-4	125,000.00
			Total Personal Services		1,574,493.54
			MOOE		
	Food Supplies/Services Expenses		Representation Expenses	50299030	300,000.00
	Purchase of IT Equipments		Capital Outlay		
			Information & Communication Equipments	10705030	181,500.00
			Other SPA-NOE		
	Human Resource Development - Year-End Assessment		Representation Expenses	50299030	200,000.00
Moral Recovery Program/Municipal Enhancement Program	Other General Services	50212990	75,600.00		
National Gov't. Agencies P/P/As (Mun. Counterpa	Other General Services	50212990	142,800.00		
Mun. Terminal Mgt.-Traffic Enforcement Activities	Other General Services	50212990	110,000.00		
Gratuity/Job Order Cash Gift	Other Bonuses & Allowances	50102990	500,000.00		
Aid to the Barangay	Donation	50299080	2,000,000.00		
	Total Other SPA-NOE		3,028,400.00		
	Total OMM		5,084,393.54		
OFFICE OF THE SAN MIGUEL WATERWORKS SYSTEM	Salaries Adjustment	8000-3-1-01-005	Personal Services		
	Year End Bonus Adjustment		Salaries & Wages- Regular	5-01-01-010	43,191.62
	Life & Retirement & Ins. Premium Adjustment		Year End Bonus	5-01-02-140	8,146.00
	Philhealth Premium Adjustment		Life & Retirement & Insurance Premium	5-01-03-010	7,402.03
	CNA Incentive, FY 2025		Philhealth Contribution	5-01-03-030	1,408.14
	Service Recognition Incentive, FY 2025		CNA Incentive	5-01-04-990-3	300,000.00
	Productivity Enhancement Incentive, FY 2025		Service Recognition Incentive	5-01-04-990-5	200,000.00
			Productivity Enhancement Incentive	5-01-04-990-4	50,000.00
			Total Personal Services		610,147.79
OFFICE OF THE BUSINESS PERMIT & LICENSING OFFICER	Salaries Adjustment	1000-3-1-01-003	Personal Services		
	Life & Retirement & Ins. Premium Adjustment		Salaries & Wages- Regular	5-01-01-010	6,730.00
	Philhealth Premium Adjustment		Life & Retirement & Insurance Premium	5-01-03-010	807.60
	Year End Bonus Adjustment		Philhealth Contribution	5-01-03-030	168.25
	CNA Incentive, FY 2025		Year End Bonus	5-01-02-140	1,346.00
	Service Recognition Incentive, FY 2025		CNA Incentive	5-01-04-990-3	30,000.00
	Productivity Enhancement Incentive, FY 2025		Service Recognition Incentive	5-01-04-990-5	20,000.00
			Productivity Enhancement Incentive	5-01-04-990-4	5,000.00
			Total Personal Services		64,051.85
OFFICE OF THE MUNICIPAL ENVIRONMENTAL AND NATURAL RESOURCES OFFICER (OMENRO)	Salaries Adjustment	8000-3-2-14	Personal Services		
	Year End Bonus Adjustment		Salaries & Wages- Regular	5-01-01-010	5,590.33
	Life & Retirement & Ins. Premium Adjustment		Year End Bonus	5-01-02-140	2,716.00
	Philhealth Premium Adjustment		Life & Retirement & Insurance Premium	5-01-03-010	670.84
	CNA Incentive, FY 2025		Philhealth Contribution	5-01-03-030	139.76
	Service Recognition Incentive, FY 2025		CNA Incentive	5-01-04-990-3	90,000.00
	Productivity Enhancement Incentive, FY 2025		Service Recognition Incentive	5-01-04-990-5	60,000.00
			Productivity Enhancement Incentive	5-01-04-990-4	15,000.00
			Total Personal Services		174,116.93
			Other SPA-NOE		
Clean & Green and Beautification Program	Other Supplies and Materials Expenses	502 03 990	300,000.00		
	Total OMENRO		474,116.93		
OFFICE OF THE HUMAN RESOURCE MANAGEMENT OFFICER	Salaries Adjustment	1000-3-1-01-002	Personal Services		
	Life & Retirement & Ins. Premium Adjustment		Salaries & Wages- Regular	5-01-01-010	6,730.00
	Philhealth Premium Adjustment		Life & Retirement & Insurance Premium	5-01-03-010	807.60
	Year End Bonus Adjustment		Philhealth Contribution	5-01-03-030	168.25
	CNA Incentive, FY 2025		Year End Bonus	5-01-02-140	1,346.00
	Service Recognition Incentive, FY 2025		CNA Incentive	5-01-04-990-3	30,000.00
	Productivity Enhancement Incentive, FY 2025		Service Recognition Incentive	5-01-04-990-5	20,000.00
			Productivity Enhancement Incentive	5-01-04-990-4	5,000.00
			Total Personal Services		64,051.85
OFFICE OF THE SAN MIGUEL PUBLIC CEMETERY	Salaries Adjustment	8000-3-1-01-006	Personal Services		
	Year End Bonus Adjustment		Salaries & Wages- Regular	5-01-01-010	4,140.00
	Life & Retirement & Ins. Premium Adjustment		Year End Bonus	5-01-02-140	828.00
	Philhealth Premium Adjustment		Life & Retirement & Insurance Premium	5-01-03-010	496.80
	CNA Incentive, FY 2025		Philhealth Contribution	5-01-03-030	103.50
	Service Recognition Incentive, FY 2025		CNA Incentive	5-01-04-990-3	60,000.00
	Productivity Enhancement Incentive, FY 2025		Service Recognition Incentive	5-01-04-990-5	40,000.00
			Productivity Enhancement Incentive	5-01-04-990-4	10,000.00
			Personal Services		115,568.30

Implementing Office	Particular Purpose	AIP Code	Category of Expenditure	Account Code	Amount
OFFICE OF THE MUNICIPAL DISASTER RISK REDUCTION & MGMT. OFFICER	Salaries Adjustment Year End Bonus Adjustment Life & Retirement & Ins. Premium Adjustment Philhealth Premium Adjustment CNA Incentive, FY 2025 Service Recognition Incentive, FY 2025 Productivity Enhancement Incentive, FY 2025 Fuel Expenses	9000-3-1-01-004	Personal Services		
			Salaries & Wages- Regular	5-01-01-010	18,994.43
			Year End Bonus	5-01-02-140	2,031.00
			Life & Retirement & Insurance Premium	5-01-03-010	2,279.33
			Philhealth Contribution	5-01-03-030	474.86
			CNA Incentive	5-01-04-990-3	60,000.00
			Service Recognition Incentive	5-01-04-990-5	40,000.00
			Productivity Enhancement Incentive	5-01-04-990-4	10,000.00
			Total Personal Services		133,779.62
			MOOE		
Fuel, Oil and Lubricants Expenses	502 03 090	261,000.00			
			Total OMDRRMO		394,779.62
OFFICE OF THE MUN. VICE-MAYOR/SB	Salaries Adjustment Wages Adjustment Year End Bonus Adjustment Life & Retirement & Ins. Premium Adjustment Philhealth Premium Adjustment CNA Incentive, FY 2025 Service Recognition Incentive, FY 2025 Productivity Enhancement Incentive, FY 2025 Year-end Bonus of Term-End SB Officials Cash Gift of Term-End SB Officials	1000-3-1-02	Personal Services		
			Salaries & Wages- Regular	5-01-01-010	127,251.75
			Salaries & Wages- Casual	5-01-01-020	1,990.00
			Year End Bonus	5-01-02-140	23,283.00
			Life & Retirement & Insurance Premium	5-01-03-010	15,509.01
			Philhealth Contribution	5-01-03-030	1,268.49
			CNA Incentive	5-01-04-990-3	450,000.00
			Service Recognition Incentive	5-01-04-990-5	300,000.00
			Productivity Enhancement Incentive	5-01-04-990-4	75,000.00
			Year-end Bonus	50102140	311,626.00
Cash Gift	50102150	24,500.00			
			Total Personal Services		1,330,428.25
OFFICE OF THE SECRETARY TO THE SANGGUNIANG BAYAN	Salaries Adjustment Year End Bonus Adjustment Life & Retirement & Ins. Premium Adjustment Philhealth Premium Adjustment CNA Incentive, FY 2025 Service Recognition Incentive, FY 2025 Productivity Enhancement Incentive, FY 2025	1000-3-1-03	Personal Services		
			Salaries & Wages- Regular	5-01-01-010	19,541.00
			Year End Bonus	5-01-02-140	3,771.00
			Life & Retirement & Insurance Premium	5-01-03-010	2,344.92
			Philhealth Contribution	5-01-03-030	488.52
			CNA Incentive	5-01-04-990-3	75,575.00
			Service Recognition Incentive	5-01-04-990-5	40,000.00
			Productivity Enhancement Incentive	5-01-04-990-4	10,000.00
			Total Personal Services		151,720.45
OFFICE OF THE MPDC	Salaries Adjustment Year End Bonus Adjustment Life & Retirement & Ins. Premium Adjustment Philhealth Premium Adjustment CNA Incentive, FY 2025 Service Recognition Incentive, FY 2025 Productivity Enhancement Incentive, FY 2025	1000-3-1-04	Personal Services		
			Salaries & Wages- Regular	5-01-01-010	36,270.17
			Year End Bonus	5-01-02-140	5,281.00
			Life & Retirement & Insurance Premium	5-01-03-010	4,352.42
			Philhealth Contribution	5-01-03-030	906.75
			CNA Incentive	5-01-04-990-3	90,000.00
			Service Recognition Incentive	5-01-04-990-5	60,000.00
			Productivity Enhancement Incentive	5-01-04-990-4	15,000.00
			Total Personal Services		211,810.34
OFFICE OF THE MUN. BUDGET OFFICER	Salaries Adjustment Year End Bonus Adjustment Life & Retirement & Ins. Premium Adjustment Philhealth Premium Adjustment CNA Incentive, FY 2025 Service Recognition Incentive, FY 2025 Productivity Enhancement Incentive, FY 2025	1000-3-1-05	Personal Services		
			Salaries & Wages- Regular	5-01-01-010	19,093.00
			Year End Bonus	5-01-02-140	4,193.00
			Life & Retirement & Insurance Premium	5-01-03-010	2,291.16
			Philhealth Contribution	5-01-03-030	477.33
			CNA Incentive	5-01-04-990-3	60,000.00
			Service Recognition Incentive	5-01-04-990-5	40,000.00
			Productivity Enhancement Incentive	5-01-04-990-4	10,000.00
			Total Personal Services		136,054.49
OFFICE OF THE MUN. ACCOUNTANT	Salaries Adjustment Year End Bonus Adjustment Life & Retirement & Ins. Premium Adjustment Philhealth Premium Adjustment CNA Incentive, FY 2025 Service Recognition Incentive, FY 2025 Productivity Enhancement Incentive, FY 2025	1000-3-1-06	Personal Services		
			Salaries & Wages- Regular	5-01-01-010	26,668.64
			Year End Bonus	5-01-02-140	5,397.00
			Life & Retirement & Insurance Premium	5-01-03-010	3,200.24
			Philhealth Contribution	5-01-03-030	666.72
			CNA Incentive	5-01-04-990-3	81,250.00
			Service Recognition Incentive	5-01-04-990-5	56,000.00
			Productivity Enhancement Incentive	5-01-04-990-4	15,000.00
			Total Personal Services		188,182.59
OFFICE OF THE MUN. TRFASIRFR	Salaries Adjustment Year End Bonus Adjustment Life & Retirement & Ins. Premium Adjustment Philhealth Premium Adjustment CNA Incentive, FY 2025 Service Recognition Incentive, FY 2025 Productivity Enhancement Incentive, FY 2025	1000-3-1-07	Personal Services		
			Salaries & Wages- Regular	5-01-01-010	19,756.00
			Year End Bonus	5-01-02-140	2,458.00
			Life & Retirement & Insurance Premium	5-01-03-010	2,370.72
			Philhealth Contribution	5-01-03-030	1,378.81
			CNA Incentive	5-01-04-990-3	120,000.00
			Service Recognition Incentive	5-01-04-990-5	80,000.00
			Productivity Enhancement Incentive	5-01-04-990-4	20,000.00
			Total Personal Services		245,963.53

Implementing Office	Particular Purpose	AIP Code	Category of Expenditure	Account Code	Amount
OFFICE OF THE MUN. ASSESSOR	Salaries Adjustment Year End Bonus Adjustment Life & Retirement & Ins. Premium Adjustment Philhealth Premium Adjustment CNA Incentive, FY 2025 Service Recognition Incentive, FY 2025 Productivity Enhancement Incentive, FY 2025	1000-3-1-08	Personal Services		
			Salaries & Wages- Regular	5-01-01-010	17,732.00
			Year End Bonus	5-01-02-140	3,567.00
			Life & Retirement & Insurance Premium	5-01-03-010	2,127.84
			Philhealth Contribution	5-01-03-030	443.30
			CNA Incentive	5-01-04-990-3	60,000.00
			Service Recognition Incentive	5-01-04-990-5	40,000.00
			Productivity Enhancement Incentive	5-01-04-990-4	10,000.00
	Total Personal Services			133,870.14	
OFFICE OF THE MUN. CIVIL REGISTRAR	Salaries Adjustment Year End Bonus Adjustment Life & Retirement & Ins. Premium Adjustment Philhealth Premium Adjustment CNA Incentive, FY 2025 Service Recognition Incentive, FY 2025 Productivity Enhancement Incentive, FY 2025	1000-3-1-09	Personal Services		
			Salaries & Wages- Regular	5-01-01-010	19,749.00
			Year End Bonus	5-01-02-140	3,669.00
			Life & Retirement & Insurance Premium	5-01-03-010	2,369.88
			Philhealth Contribution	5-01-03-030	493.72
			CNA Incentive	5-01-04-990-3	37,500.00
			Service Recognition Incentive	5-01-04-990-5	24,000.00
			Productivity Enhancement Incentive	5-01-04-990-4	6,500.00
	Total Personal Services			94,281.61	
OFFICE OF THE MUN. ENGINEER	Salaries Adjustment Year End Bonus Adjustment Life & Retirement & Ins. Premium Adjustment Philhealth Premium Adjustment CNA Incentive, FY 2025 Service Recognition Incentive, FY 2025 Productivity Enhancement Incentive, FY 2025	8000-3-1-10	Personal Services		
			Salaries & Wages- Regular	5-01-01-010	32,088.00
			Year End Bonus	5-01-02-140	6,339.00
			Life & Retirement & Insurance Premium	5-01-03-010	3,850.56
			Philhealth Contribution	5-01-03-030	1,216.11
			CNA Incentive	5-01-04-990-3	120,000.00
			Service Recognition Incentive	5-01-04-990-5	80,000.00
	Productivity Enhancement Incentive	5-01-04-990-4	20,000.00		
		Total Personal Services			263,493.67
	Repair & Maintenance-Public Building	1000-3-1-10-010	50213040	160,000.00	
Repair & Maintenance-Other Structures	1000-3-1-10-010	107 04 990	660,075.00		
	Total Other SPA NOE		820,075.00		
	Total OME		1,083,568.67		
OFFICE OF THE MUN. AGRICULTURIST	Salaries Adjustment Year End Bonus Adjustment Life & Retirement & Ins. Premium Adjustment Philhealth Premium Adjustment CNA Incentive, FY 2025 Service Recognition Incentive, FY 2025 Productivity Enhancement Incentive, FY 2025	8000-3-1-11	Personal Services		
			Salaries & Wages- Regular	5-01-01-010	18,571.01
			Year End Bonus	5-01-02-140	6,655.00
			Life & Retirement & Insurance Premium	5-01-03-010	2,228.52
			Philhealth Contribution	5-01-03-030	2,651.97
			CNA Incentive	5-01-04-990-3	150,000.00
			Service Recognition Incentive	5-01-04-990-5	100,000.00
			Productivity Enhancement Incentive	5-01-04-990-4	25,000.00
	Total Personal Services			305,106.50	
OFFICE OF THE MUN. SOCIAL WORKER & DEVT OFFICER	Salaries Adjustment Year End Bonus Adjustment Life & Retirement & Ins. Premium Adjustment Philhealth Premium Adjustment Hazard Pay Adjustment CNA Incentive, FY 2025 Service Recognition Incentive, FY 2025 Productivity Enhancement Incentive, FY 2025	3000-3-2-12	Personal Services		
			Salaries & Wages- Regular	5-01-01-010	47,007.00
			Year End Bonus	5-01-02-140	7,643.00
			Life & Retirement & Insurance Premium	5-01-03-010	5,640.84
			Philhealth Contribution	5-01-03-030	1,175.18
			Hazard Pay	5-01-02-110	8,655.80
			CNA Incentive	5-01-04-990-3	120,000.00
	Service Recognition Incentive	5-01-04-990-5	80,000.00		
	Productivity Enhancement Incentive	5-01-04-990-4	20,000.00		
		Total Personal Services			290,121.82
Community Welfare Program	3000-3-2-12-012-014	50212990	60,000.00		
Barangay Family Welfare Program (Spaghetti Gift)	3000-3-2-12-012-018	502 03 050	2,000,000.00		
	Total Other SPA NOE - OMSWDO		2,060,000.00		
	Total OMSWDO		2,350,121.82		
OFFICE OF THE MUN. HEALTH OFFICER	Salaries Adjustment Year End Bonus Adjustment Life & Retirement & Ins. Premium Adjustment Philhealth Premium Adjustment Hazard Pay Adjustment CNA Incentive, FY 2025 Service Recognition Incentive, FY 2025 Productivity Enhancement Incentive, FY 2025	3000-3-1-13	Personal Services		
			Salaries & Wages- Regular	5-01-01-010	98,893.00
			Year End Bonus	5-01-02-140	16,054.00
			Life & Retirement & Insurance Premium	5-01-03-010	11,867.16
			Philhealth Contribution	5-01-03-030	4,764.86
			Hazard Pay	5-01-02-110	21,075.55
			CNA Incentive	5-01-04-990-3	275,403.00
			Service Recognition Incentive	5-01-04-990-5	184,000.00
			Productivity Enhancement Incentive	5-01-04-990-4	46,500.00
				Total Personal Services	
	Health Care Program (Philhealth sharing)	3000-3-1-13-013-025		661,809.94	
	RHU Medical Supplies/Activity	3000-3-1-13-013-026	502 03 080	1,544,223.18	
	Total NOE		2,206,033.12		
	Total OMSWDO		2,864,590.69		
TOTAL Expenditures					13,902,808.95

Prepared by:

Approved by:


MERITCHE S. PEÑARANDA
OIC-Municipal Budget Officer


ATTY NORMAN D. SABDAO
Municipal Mayor



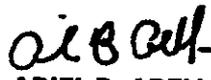
Republic of the Philippines
Province of Leyte
MUNICIPALITY OF SAN MIGUEL
-oOo-

CERTIFICATION OF FUNDS ACTUALLY AVAILABLE

THIS IS TO CERTIFY that total proposed appropriation as of December 9, 2025 amounting to **THIRTEEN MILLION NINE HUNDRED TWO THOUSAND EIGHT HUNDRED EIGHT PESOS AND 95/100 (P 13,902,808.95)** is supported by funds actually available for Supplemental Budget No. 4, FY 2025 pursuant to the provisions of Section 1 (a) of Administrative Order # 47 enacted on April 12, 1993 of the Office of the President Malacañang, Manila

Issued this 9th day of December 2025 to support the FY 2025 Supplemental Budget No. 4 of this Municipality.


ROBERTON W. AGUIRRE
Acting Municipal Treasurer


ARIEL B. ABELLAR
Municipal Accountant

STATEMENT OF FUNDS AVAILABLE FOR REVERSION

Personnel Services FY 2025

As of December 9, 2025

Office	Object of Expenditures	Amount of Appropriation	Amount of Obligation	Amount of Reversion	Augmentation	Unobligated to date	Amount be revert
OFFICE OF THE MUN. MAYOR Vacant Position of Private Secretary II	Salaries	345,720.00	115,240.00			230,480.00	230,480.00
	PERA	24,000.00	8,000.00			16,000.00	16,000.00
	LRIP	41,486.40	13,828.80			27,657.60	27,657.60
	Pag-ibig Contribution	2,400.00	800.00			1,600.00	1,600.00
	Mid-Year Bonus	28,810.00				28,810.00	28,810.00
	Year-End Bonus	28,810.00				28,810.00	28,810.00
	Cash Gift	5,000.00				5,000.00	5,000.00
	Philhealth Contribution	7,778.70	2,592.90			5,185.80	5,185.80
	ECC Contribution	1,200.00	400.00			800.00	800.00
	Clothing/Uniform Expenses						
	Medical Allowance	7,000.00				7,000.00	7,000.00
		492,205.10	140,861.70	-	-	351,343.40	351,343.40
	Vacant Position of Computer Maintenance Technologist I	Salaries	256,608.00		21,384.00	106,920.00	128,304.00
PERA		24,000.00	-	2,000.00	8,000.00	14,000.00	14,000.00
LRIP		41,486.40		2,566.08	17,286.00	21,634.32	21,634.32
Pag-ibig Contribution		2,400.00		200.00	1,000.00	1,200.00	1,200.00
Mid-Year Bonus		21,384.00			21,384.00	-	-
Year-End Bonus		21,384.00				21,384.00	21,384.00
Cash Gift		5,000.00				5,000.00	5,000.00
Philhealth Contribution		7,778.70	-	481.14	3,241.13	4,056.44	4,056.44
ECC Contribution		1,200.00	-	100.00	500.00	600.00	600.00
Clothing/Uniform Expenses							
Medical Allowance		7,000.00				7,000.00	7,000.00
		388,241.10	-	26,731.22	158,331.13	203,178.76	203,178.76
Vacant Position of Executive Assistant II (1)		Salaries	406,248.00	67,708.00	33,854.00	191,628.00	113,058.00
	PERA	24,000.00	4,000.00	2,000.00	6,000.00	12,000.00	12,000.00
	LRIP	48,749.76	8,124.96	4,062.48	12,187.44	24,374.88	24,374.88
	Pag-ibig Contribution	2,400.00	400.00	200.00	600.00	1,200.00	1,200.00
	Mid-Year Bonus	33,854.00			33,854.00	-	-
	Year-End Bonus	33,854.00				33,854.00	33,854.00
	Cash Gift	5,000.00				5,000.00	5,000.00
	Philhealth Contribution	9,140.58	1,523.43	761.72	2,285.15	4,570.29	4,570.29
	ECC Contribution	1,200.00	200.00	100.00		900.00	900.00
	Clothing/Uniform Expenses						
	Medical Allowance	7,000.00				7,000.00	7,000.00
		571,446.34	81,956.39	40,978.20	246,554.59	201,957.17	201,957.17
	Vacant Position of Executive Assistant II (2)	Salaries	406,248.00	67,708.00	33,854.00	169,270.00	135,416.00
PERA		24,000.00	4,000.00	2,000.00	6,000.00	12,000.00	12,000.00
LRIP		48,749.76	8,124.96	4,062.48	12,187.44	24,374.88	24,374.88
Pag-ibig Contribution		2,400.00	400.00	200.00	600.00	1,200.00	1,200.00
Mid-Year Bonus		33,854.00			33,854.00	-	-
Year-End Bonus		33,854.00				33,854.00	33,854.00
Cash Gift		5,000.00				5,000.00	5,000.00
Philhealth Contribution		9,140.58	1,523.43	761.72	2,285.15	4,570.29	4,570.29
ECC Contribution		1,200.00	200.00	100.00		900.00	900.00
Clothing/Uniform Expenses							
Medical Allowance		7,000.00				7,000.00	7,000.00
		571,446.34	81,956.39	40,978.20	224,196.59	224,315.17	190,461.17
Vacant Position of Executive Assistant I		Salaries	318,912.00	79,728.00			239,184.00
	PERA	24,000.00	6,000.00			18,000.00	13,867.00
	LRIP	38,269.44	9,567.36			28,702.08	28,702.08
	Pag-ibig Contribution	2,400.00	600.00			1,800.00	1,800.00
	Mid-Year Bonus	26,576.00	26,576.00			-	-
	Year-End Bonus	26,576.00				26,576.00	26,576.00
	Cash Gift	5,000.00				5,000.00	5,000.00
	Philhealth Contribution	7,175.52	1,793.88			5,381.64	5,381.64
	ECC Contribution	1,200.00	300.00			900.00	900.00
	Clothing/Uniform Expenses						
	Medical Allowance	7,000.00				7,000.00	7,000.00
		457,108.96	124,565.24	-	-	332,543.72	328,411.72

Office	Object of Expenditures	Amount of Appropriation	Amount of Obligation	Amount of Reversion	Augmentation	Unobligated to date	Amount to be reverted	
Vacant Position of Administrative Asst. IV (Mechanic I)	Salaries	145,884.00		12,157.00	60,785.00	72,942.00	72,942.00	
	PERA	24,000.00		2,000.00	8,000.00	14,000.00	14,000.00	
	LRIP	17,506.08			7,294.20	10,211.88	10,211.88	
	Pag-ibig Contribution	2,400.00		200.00	1,000.00	1,200.00	1,200.00	
	Mid-Year Bonus	12,157.00			12,157.00	-	-	
	Year-End Bonus	12,157.00				12,157.00	12,157.00	
	Cash Gift	5,000.00				5,000.00	5,000.00	
	Philhealth Contribution	3,282.39		273.53	1,367.66	1,641.20	1,641.20	
	ECC Contribution	1,200.00		100.00	500.00	600.00	600.00	
	Clothing/Uniform Expenses	7,000.00				7,000.00	7,000.00	
	Medical Allowance	7,000.00				7,000.00	7,000.00	
		237,586.47		-	14,730.53	91,103.86	131,752.08	131,752.08
	Vacant Position of Administrative Aide III (Driver I) 1	Salaries	137,388.00		68,694.00		68,694.00	68,694.00
		PERA	24,000.00		12,000.00		12,000.00	12,000.00
LRIP		16,486.56		8,243.28		8,243.28	8,243.28	
Pag-ibig Contribution		2,400.00		1,200.00		1,200.00	1,200.00	
Mid-Year Bonus		11,449.00		11,449.00		-	-	
Year-End Bonus		11,449.00				11,449.00	11,449.00	
Cash Gift		5,000.00				5,000.00	5,000.00	
Philhealth Contribution		3,091.23		1,545.62		1,545.62	1,545.62	
ECC Contribution		1,200.00		600.00		600.00	600.00	
Clothing/Uniform Expenses		7,000.00				7,000.00	7,000.00	
Medical Allowance		7,000.00				7,000.00	7,000.00	
		226,463.79		-	103,731.90	-	122,731.90	122,731.90
OFFICE OF THE MPDC Vacant Position of ADMINISTRATIVE ASSISTANT III		Salaries	190,896.00	-	95,448.00		95,448.00	95,448.00
		PERA	24,000.00	-	12,000.00		12,000.00	12,000.00
	LRIP	22,907.52		11,453.76		11,453.76	11,453.76	
	Pag-ibig Contribution	2,400.00		1,200.00		1,200.00	1,200.00	
	Mid-Year Bonus	15,908.00		15,908.00		-	-	
	Year-End Bonus	15,908.00				15,908.00	15,908.00	
	Cash Gift	5,000.00				5,000.00	5,000.00	
	Philhealth Contribution	4,295.16	-	2,147.58		2,147.58	2,147.58	
	ECC Contribution	1,200.00	-	600.00		600.00	600.00	
	Clothing/Uniform Expenses	7,000.00				7,000.00	7,000.00	
	Medical Allowance	7,000.00				7,000.00	7,000.00	
		296,514.68	-	138,757.34	-	157,757.34	157,757.34	
	OFFICE OF THE MUN. ACCOUNTANT Vacant Position of Bookkeeper I	Salaries	191,580.00	31,930.00	63,860.00		95,790.00	95,790.00
		PERA	24,000.00	4,000.00	8,000.00		12,000.00	12,000.00
LRIP		22,989.60	3,831.60	7,663.20		11,494.80	11,494.80	
Pag-ibig Contribution		2,400.00	400.00	800.00		1,200.00	1,200.00	
Mid-Year Bonus		15,965.00		15,965.00		-	-	
Year-End Bonus		15,965.00				15,965.00	15,965.00	
Cash Gift		5,000.00				5,000.00	5,000.00	
Philhealth Contribution		4,310.55	718.43	1,436.85		2,155.28	2,155.28	
ECC Contribution		1,200.00	200.00	400.00		600.00	600.00	
Clothing/Uniform Expenses		7,000.00				7,000.00	7,000.00	
Medical Allowance		7,000.00				7,000.00	7,000.00	
		297,410.15	41,080.03	98,125.05	-	158,205.08	158,205.08	
OFFICE OF THE MUN. TREASURER Vacant Position of Mun. Treasurer		Salaries	847,188.00	-	352,995.00	68,047.13	426,145.87	426,145.87
		PERA	24,000.00	-	12,000.00		12,000.00	12,000.00
	Representation Allowance					-	-	
	Transportation Allowance					-	-	
	LRIP	101,662.56	-	50,831.28		50,831.28	50,831.28	
	Pag-ibig Contribution	2,400.00	-	1,200.00		1,200.00	1,200.00	
	Mid-Year Bonus	70,599.00		70,599.00		-	-	
	Year-End Bonus	70,599.00				70,599.00	70,599.00	
	Cash Gift	5,000.00				5,000.00	5,000.00	
	Philhealth Contribution	19,061.73	-	9,530.87		9,530.87	9,530.87	
	ECC Contribution	1,200.00	-	600.00		600.00	600.00	
	Clothing/Uniform Expenses	7,000.00				7,000.00	7,000.00	
	Medical Allowance	7,000.00				7,000.00	7,000.00	
		1,155,710.29	-	497,756.15	68,047.13	589,907.02	589,907.02	
Vacant Position of Market Inspector I	Salaries	164,292.00	-	82,146.00		82,146.00	82,146.00	
	PERA	24,000.00	-	12,000.00		12,000.00	12,000.00	
	LRIP	19,715.04	-	9,857.52		9,857.52	9,857.52	
	Pag-ibig Contribution	2,400.00	-	1,200.00		1,200.00	1,200.00	
	Mid-Year Bonus	13,691.00		13,691.00		-	-	
	Year-End Bonus	13,691.00				13,691.00	13,691.00	
	Cash Gift	5,000.00				5,000.00	5,000.00	
	Philhealth Contribution	3,696.57	-	1,848.29		1,848.29	1,848.29	
	ECC Contribution	1,200.00	-	600.00		600.00	600.00	
	Clothing/Uniform Expenses	7,000.00				7,000.00	7,000.00	
	Medical Allowance	7,000.00				7,000.00	7,000.00	
		261,685.61	-	121,342.81	-	140,342.81	140,342.81	

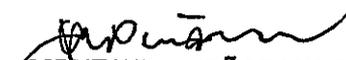
Office	Object of Expenditures	Amount of Appropriation	Amount of Obligation	Amount of Reversion	Augmentation	Unobligated to date	Amount to be reverted
Vacant Position of LOCAL REVENUE COLLECTION OFFICER II	Salaries	345,720.00		172,860.00		172,860.00	172,860.00
	PERA	24,000.00		12,000.00		12,000.00	12,000.00
	LRIP	41,486.40		20,743.20		20,743.20	20,743.20
	Pag-ibig Contribution	2,400.00		1,200.00		1,200.00	1,200.00
	Mid-Year Bonus	28,810.00		28,810.00		-	-
	Year-End Bonus	28,810.00				28,810.00	28,810.00
	Cash Gift	5,000.00				5,000.00	5,000.00
	Philhealth Contribution	7,778.70		3,889.35		3,889.35	3,889.35
	ECC Contribution	1,200.00		600.00		600.00	600.00
	Medical Allowance	7,000.00				7,000.00	7,000.00
		492,205.10	-	240,102.55	-	252,102.55	252,102.55
Vacant Position of RCC II (1)	Salaries	174,288.00		87,144.00		87,144.00	87,144.00
	PERA	24,000.00		12,000.00		12,000.00	12,000.00
	LRIP	20,914.56		10,457.28		10,457.28	10,457.28
	Pag-ibig Contribution	2,400.00		1,200.00		1,200.00	1,200.00
	Mid-Year Bonus	14,524.00		14,524.00		-	-
	Year-End Bonus	14,524.00				14,524.00	14,524.00
	Cash Gift	5,000.00				5,000.00	5,000.00
	Philhealth Contribution	3,921.48		1,960.74		1,960.74	1,960.74
	ECC Contribution	1,200.00		600.00		600.00	600.00
	Clothing/Uniform Expenses	7,000.00				7,000.00	7,000.00
Medical Allowance	7,000.00				7,000.00	7,000.00	
		274,772.04	-	127,886.02	-	146,886.02	146,886.02
Vacant Position of Clerk I	Salaries	137,388.00		68,694.00		68,694.00	68,694.00
	PERA	24,000.00		12,000.00		12,000.00	12,000.00
	LRIP	16,486.56		8,243.28		8,243.28	8,243.28
	Pag-ibig Contribution	2,400.00		1,200.00		1,200.00	1,200.00
	Mid-Year Bonus	11,449.00		11,449.00		-	-
	Year-End Bonus	11,449.00				11,449.00	11,449.00
	Cash Gift	5,000.00				5,000.00	5,000.00
	Philhealth Contribution	3,091.23		1,545.62		1,545.62	1,545.62
	ECC Contribution	1,200.00		600.00		600.00	600.00
	Clothing/Uniform Expenses	7,000.00				7,000.00	7,000.00
Medical Allowance	7,000.00				7,000.00	7,000.00	
		226,463.79	-	103,731.90	-	122,731.90	122,731.90
OFFICE OF THE MUN. ENGINEER Vacant Position of Engineering Aide	Salaries	152,736.00	25,456.00	50,912.00		76,368.00	76,368.00
	PERA	24,000.00	4,000.00	8,000.00		12,000.00	12,000.00
	LRIP	18,328.32	3,054.72	6,109.44		9,164.16	9,164.16
	Pag-ibig Contribution	2,400.00	400.00	800.00		1,200.00	1,200.00
	Mid-Year Bonus	12,728.00	2,121.33	2,121.33		-	-
	Year-End Bonus	12,728.00				12,728.00	12,728.00
	Cash Gift	5,000.00				5,000.00	5,000.00
	Philhealth Contribution	3,436.56	572.76	1,145.52		1,718.28	1,718.28
	ECC Contribution	500.00	83.33	166.67		250.00	250.00
	Clothing/Uniform Expenses	7,000.00				7,000.00	7,000.00
Medical Allowance	7,000.00				7,000.00	7,000.00	
		245,856.88	35,688.15	69,254.96	-	132,428.44	132,428.44
Vacant Position of Carpenter II	Salaries	152,736.00				152,736.00	152,736.00
	PERA	24,000.00				24,000.00	24,000.00
	LRIP	18,328.32				18,328.32	18,328.32
	Pag-ibig Contribution	2,400.00				2,400.00	2,400.00
	Mid-Year Bonus	12,728.00				12,728.00	12,728.00
	Year-End Bonus	12,728.00				12,728.00	12,728.00
	Cash Gift	5,000.00				5,000.00	5,000.00
	Philhealth Contribution	3,436.56				3,436.56	3,436.56
	ECC Contribution	500.00				500.00	500.00
	Clothing/Uniform Expenses	7,000.00				7,000.00	7,000.00
Medical Allowance	7,000.00				7,000.00	7,000.00	
		245,856.88	-	-	-	245,856.88	245,856.88
OFFICE OF THE MUN. SMWS Vacant Position of Bookkeeper I	Salaries	256,608.00	42,768.00	85,536.00		128,304.00	128,304.00
	PERA	24,000.00	4,000.00	8,000.00		12,000.00	12,000.00
	LRIP	30,792.96	5,132.16	10,264.32		15,396.48	15,396.48
	Pag-ibig Contribution	1,200.00	200.00	400.00		600.00	600.00
	Mid-Year Bonus	21,384.00		21,384.00		-	-
	Year-End Bonus	21,384.00				21,384.00	21,384.00
	Cash Gift	5,000.00				5,000.00	5,000.00
	Philhealth Contribution	5,773.68	962.28	1,924.56		2,886.84	2,886.84
	ECC Contribution	1,200.00	200.00	400.00		600.00	600.00
	Clothing/Uniform Expenses	7,000.00				7,000.00	7,000.00
Medical Allowance	7,000.00				7,000.00	7,000.00	
		381,342.64	53,262.44	127,908.88	-	200,171.32	200,171.32

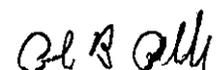
Office	Object of Expenditures	Amount of Appropriation	Amount of Obligation	Amount of Reversion	Augmentation	Unobligated to date	Amount to be reverted
Vacant Position of Assessment Clerk I	Salaries	150,072.00	25,012.00	50,024.00		75,036.00	75,036.00
	PERA	24,000.00	4,000.00	8,000.00		12,000.00	12,000.00
	LRIP	18,008.64	3,001.44	6,002.88		9,004.32	9,004.32
	Pag-ibig Contribution	1,200.00	200.00	400.00		600.00	600.00
	Mid-Year Bonus	12,506.00		12,506.00		-	-
	Year-End Bonus	12,506.00				12,506.00	12,506.00
	Cash Gift	5,000.00				5,000.00	5,000.00
	Philhealth Contribution	3,376.62	562.77	1,125.54		1,688.31	1,688.31
	ECC Contribution	1,200.00	200.00	400.00		600.00	600.00
	Clothing/Uniform Expens	7,000.00				7,000.00	7,000.00
	Medical Allowance	7,000.00				7,000.00	7,000.00
		241,869.26	32,976.21	78,458.42		130,434.63	130,434.63
	Vacant Position of BILL COLLECTOR	Salaries	160,436.38	26,600.00			133,836.38
PERA		24,000.00	4,000.00			20,000.00	20,000.00
LRIP		19,252.37	3,208.73			16,043.64	16,043.64
Pag-ibig Contribution		1,200.00	200.00			1,000.00	1,000.00
Mid-Year Bonus		13,408.00				13,408.00	13,408.00
Year-End Bonus		13,408.00				13,408.00	13,408.00
Cash Gift		5,000.00				5,000.00	5,000.00
Philhealth Contribution		3,609.82	601.64			3,008.18	3,008.18
ECC Contribution		1,200.00	200.00			1,000.00	1,000.00
Clothing/Uniform Expens		7,000.00				7,000.00	7,000.00
Medical Allowance		7,000.00				7,000.00	7,000.00
		255,514.56	34,810.36	-	-	220,704.20	220,704.20
Vacant Position of WATERWORKS TECHNICIAN		Salaries	164,292.00				164,292.00
	PERA	24,000.00				24,000.00	24,000.00
	LRIP	19,715.04				19,715.04	19,715.04
	Pag-ibig Contribution	1,200.00				1,200.00	1,200.00
	Mid-Year Bonus	13,691.00				13,691.00	13,691.00
	Year-End Bonus	13,691.00				13,691.00	13,691.00
	Cash Gift	5,000.00				5,000.00	5,000.00
	Philhealth Contribution	3,696.57				3,696.57	3,696.57
	ECC Contribution	1,200.00				1,200.00	1,200.00
	Clothing/Uniform Expens	7,000.00				7,000.00	7,000.00
	Medical Allowance	7,000.00				7,000.00	7,000.00
		260,485.61	-	-	-	260,485.61	260,485.61
	Vacant Position of Plumber I	Salaries	137,388.00			43,596.08	93,791.92
PERA		24,000.00				24,000.00	24,000.00
LRIP		16,486.56				16,486.56	16,486.56
Pag-ibig Contribution		1,200.00				1,200.00	1,200.00
Mid-Year Bonus		11,449.00				11,449.00	11,449.00
Year-End Bonus		11,449.00				11,449.00	11,449.00
Cash Gift		5,000.00				5,000.00	5,000.00
Philhealth Contribution		3,091.23				3,091.23	3,091.23
ECC Contribution		1,200.00				1,200.00	1,200.00
Clothing/Uniform Expens		7,000.00				7,000.00	7,000.00
Medical Allowance		7,000.00				7,000.00	7,000.00
		225,263.79	-	-	43,596.08	181,667.71	181,667.71
Vacant Position of PIPEFITTER I		Salaries	141,672.00				141,672.00
	PERA	24,000.00				24,000.00	24,000.00
	LRIP	17,000.64				17,000.64	17,000.64
	Pag-ibig Contribution	1,200.00				1,200.00	1,200.00
	Mid-Year Bonus	11,806.00				11,806.00	11,806.00
	Year-End Bonus	11,806.00				11,806.00	11,806.00
	Cash Gift	5,000.00				5,000.00	5,000.00
	Philhealth Contribution	3,187.62				3,187.62	3,187.62
	ECC Contribution	1,200.00				1,200.00	1,200.00
	Clothing/Uniform Expens	7,000.00				7,000.00	7,000.00
	Medical Allowance	7,000.00				7,000.00	7,000.00
		230,872.26	-	-	-	230,872.26	230,872.26
	Vacant Position of WATCHMAN I	Salaries	131,340.00	24,297.90			107,042.10
PERA		24,000.00	4,440.00			19,560.00	19,560.00
LRIP		15,760.80	2,915.75			12,845.05	12,845.05
Pag-ibig Contribution		1,200.00	222.00			978.00	978.00
Mid-Year Bonus		10,945.00				10,945.00	10,945.00
Year-End Bonus		10,945.00				10,945.00	10,945.00
Cash Gift		5,000.00				5,000.00	5,000.00
Philhealth Contribution		2,955.15	546.70			2,408.45	2,408.45
ECC Contribution		1,200.00	222.00			978.00	978.00
Clothing/Uniform Expens		7,000.00				7,000.00	7,000.00
Medical Allowance		7,000.00				7,000.00	7,000.00
		217,345.95	32,644.35	-	-	184,701.60	184,701.60

Office	Object of Expenditures	Amount of Appropriation	Amount of Obligation	Amount of Reversion	Augmentation	Unobligated to date	Amount to be reverted
OFFICE OF THE MUN. Budget Officer Vacant Position of Budget Aide	Salaries	145,884.00				145,884.00	145,884.00
	PERA	24,000.00				24,000.00	24,000.00
	LRIP	17,506.08				17,506.08	17,506.08
	Pag-ibig Contribution	1,200.00				1,200.00	1,200.00
	Mid-Year Bonus	12,157.00				12,157.00	12,157.00
	Year-End Bonus	12,157.00				12,157.00	12,157.00
	Cash Gift	5,000.00				5,000.00	5,000.00
	Philhealth Contribution	3,282.39				3,282.39	3,282.39
	ECC Contribution	1,200.00				1,200.00	1,200.00
	Clothing/Uniform Expens	7,000.00				7,000.00	7,000.00
	Medical Allowance	7,000.00				7,000.00	7,000.00
		236,386.47	-	-	-	236,386.47	236,386.47
OFFICE OF THE MDRR Vacant Position of MDRRMO	Salaries	847,188.00		199,793.00		647,395.00	647,395.00
	PERA	24,000.00				24,000.00	24,000.00
	Representation Allowance	67,500.00				67,500.00	67,500.00
	Transportation Allowance	67,500.00				67,500.00	67,500.00
	LRIP	101,662.56				101,662.56	101,662.56
	Pag-ibig Contribution	2,400.00				2,400.00	2,400.00
	Mid-Year Bonus	70,599.00				70,599.00	70,599.00
	Year-End Bonus	70,599.00				70,599.00	70,599.00
	Cash Gift	5,000.00				5,000.00	5,000.00
	Philhealth Contribution	19,061.73				19,061.73	19,061.73
	ECC Contribution	1,200.00				1,200.00	1,200.00
Clothing/Uniform Expens	7,000.00				7,000.00	7,000.00	
Medical Allowance	7,000.00				7,000.00	7,000.00	
		1,290,710.29	-	199,793.00	-	1,090,917.29	1,090,917.29
Vacant Position of Local DRRM Assistant (1)	Salaries	184,812.00				184,812.00	184,812.00
	PERA	24,000.00				24,000.00	24,000.00
	LRIP	22,177.44				22,177.44	22,177.44
	Pag-ibig Contribution	1,200.00				1,200.00	1,200.00
	Mid-Year Bonus	15,401.00				15,401.00	15,401.00
	Year-End Bonus	15,401.00				15,401.00	15,401.00
	Cash Gift	5,000.00				5,000.00	5,000.00
	Philhealth Contribution	4,158.27				4,158.27	4,158.27
	ECC Contribution	1,200.00				1,200.00	1,200.00
	Clothing/Uniform Expens	7,000.00				7,000.00	7,000.00
	Medical Allowance	7,000.00				7,000.00	7,000.00
		287,349.71	-	-	-	287,349.71	287,349.71
Vacant Position of Local DRRM Assistant (2)	Salaries	184,812.00				184,812.00	184,812.00
	PERA	24,000.00				24,000.00	24,000.00
	LRIP	22,177.44				22,177.44	22,177.44
	Pag-ibig Contribution	1,200.00				1,200.00	1,200.00
	Mid-Year Bonus	15,401.00				15,401.00	15,401.00
	Year-End Bonus	15,401.00				15,401.00	15,401.00
	Cash Gift	5,000.00				5,000.00	5,000.00
	Philhealth Contribution	4,158.27				4,158.27	4,158.27
	ECC Contribution	1,200.00				1,200.00	1,200.00
	Clothing/Uniform Expens	7,000.00				7,000.00	7,000.00
	Medical Allowance	7,000.00				7,000.00	7,000.00
		287,349.71	-	-	-	287,349.71	287,349.71
Office of the Mun. Health Officer Vacant Position of Mun. Health Officer October-December	Salaries	1,129,584.00	847,188.00			282,396.00	282,396.00
	PERA	24,000.00	18,000.00			6,000.00	6,000.00
	Representation Allowance	67,500.00	50,625.00			16,875.00	16,875.00
	Transportation Allowance	67,500.00	50,625.00			16,875.00	16,875.00
	LRIP	135,550.08	101,662.56			33,887.52	33,887.52
	Pag-ibig Contribution	1,200.00	900.00			300.00	300.00
	Mid-Year Bonus	94,132.00	94,132.00			-	-
	Year-End Bonus	94,132.00					
	Cash Gift	5,000.00				94,132.00	94,132.00
	Philhealth Contribution	25,415.64	19,061.73			5,000.00	5,000.00
	ECC Contribution	1,200.00	900.00			6,353.91	6,353.91
Subsistence Allowance	18,000.00	13,500.00			300.00	300.00	
Laundry Allowance	1,800.00	1,350.00			4,500.00	4,500.00	
		1,665,013.72	1,197,944.29	-	-	467,069.43	467,069.43
Vacant Position of Chief of Hospital August-September	Salaries	470,660.00	141,198.00			329,462.00	188,264.00
	PERA	10,000.00	3,000.00			7,000.00	4,000.00
	Representation Allowance	31,875.00	9,562.50			22,312.50	12,750.00
	Transportation Allowance	31,875.00	9,562.50			22,312.50	12,750.00
	LRIP	56,479.20	16,943.76			39,535.44	22,591.68
	Pag-ibig Contribution	10,000.00	3,000.00			7,000.00	4,000.00
	Mid-Year Bonus					-	-
	Year-End Bonus	94,132.00	94,132.00			-	-
	Cash Gift	5,000.00	5,000.00			-	-
	Philhealth Contribution	10,589.85	3,176.96			7,412.90	4,235.94
	ECC Contribution	5,000.00	1,500.00			3,500.00	2,000.00
Subsistence Allowance	7,500.00	2,250.00			5,250.00	3,000.00	
Laundry Allowance	750.00	225.00			525.00	300.00	
		733,861.05	289,550.72	-	-	444,310.34	253,891.62

Office	Object of Expenditures	Amount of Appropriation	Amount of Obligation	Amount of Reversion	Augmentation	Unobligated to date	Amount to be reverted	
Vacant Position of NURSE IV August 1-October 26	Salaries	269,365.00	35,556.18			233,808.82	152,460.59	
	PERA	24,000.00	3,168.00			20,832.00	13,584.00	
	LRIP	32,323.80	4,266.74			28,057.06	18,295.27	
	Pag-ibig Contribution	1,200.00	158.40			1,041.60	679.20	
	Year-End Bonus	53,873.00	7,111.24			53,873.00		
	Cash Gift	5,000.00	660.00			4,340.00		
	Philhealth Contribution	6,060.71	800.01			5,260.70	3,430.36	
	ECC Contribution	1,200.00	158.40			1,041.60	679.20	
	Subsistence Allowance	18,000.00	2,376.00			15,624.00	10,188.00	
	Laundry Allowance	1,800.00	237.60			1,562.40	1,018.80	
		412,822.51	54,492.57	-	-	365,441.18	200,335.42	
Vacant Position of Midwife (1)	Salaries	114,048.00	-			114,048.00	85,536.00	
	PERA	8,000.00	-			8,000.00	6,000.00	
	LRIP	13,685.76	-			13,685.76	10,264.32	
	Pag-ibig Contribution	800.00	-			800.00	600.00	
	Philhealth Contribution	2,851.20	-			2,851.20	2,138.40	
	ECC Contribution	400.00	-			400.00	300.00	
	Subsistence Allowance	18,000.00	-			18,000.00	13,500.00	
			157,784.96	-	-	-	157,784.96	118,338.72
Vacant Position of Midwife (2)	Salaries	114,048.00	-			114,048.00	85,536.00	
	PERA	8,000.00	-			8,000.00	6,000.00	
	LRIP	13,685.76	-			13,685.76	10,264.32	
	Pag-ibig Contribution	800.00	-			800.00	600.00	
	Philhealth Contribution	2,851.20	-			2,851.20	2,138.40	
	ECC Contribution	400.00	-			400.00	300.00	
	Subsistence Allowance	18,000.00	-			18,000.00	13,500.00	
			157,784.96	-	-	-	157,784.96	118,338.72
Office of the Mun. Health Officer Vacant Position of NURSE III	Salaries	541,656.00	-	112,845.00		428,811.00	428,811.00	
	PERA	24,000.00	-	5,000.00		19,000.00	19,000.00	
	LRIP	64,998.72	-	13,541.40		51,457.32	51,457.32	
	Pag-ibig Contribution	1,200.00	-	250.00		950.00	950.00	
	Mid-Year Bonus	45,138.00	-	9,403.75		35,734.25	35,734.25	
	Year-End Bonus	45,138.00	-			45,138.00	45,138.00	
	Cash Gift	5,000.00	-			5,000.00	5,000.00	
	Philhealth Contribution	12,187.26	-	2,539.01		9,648.25	9,648.25	
	ECC Contribution	1,200.00	-	250.00		950.00	950.00	
	Subsistence Allowance	18,000.00	-	3,750.00		14,250.00	14,250.00	
	Laundry Allowance	1,800.00	-	375.00		1,425.00	1,425.00	
	Clothing/Uniform Expens	7,000.00	-			7,000.00	7,000.00	
	Medical Allowance	7,000.00	-			7,000.00	7,000.00	
			774,317.98	-	147,954.16	-	626,363.82	626,363.82
	Vacant Position of ADMINISTRATIVE AIDE VI (Clerk I)	Salaries	132,108.00	-	66,054.00		66,054.00	66,054.00
		PERA	24,000.00	-	12,000.00		12,000.00	12,000.00
		LRIP	15,852.96	-	7,926.48		7,926.48	7,926.48
Pag-ibig Contribution		1,200.00	-	600.00		600.00	600.00	
Mid-Year Bonus		11,449.00	-	11,449.00		-	-	
Year-End Bonus		11,449.00	-			11,449.00	11,449.00	
Cash Gift		5,000.00	-			5,000.00	5,000.00	
Philhealth Contribution		2,972.43	-	1,486.22		1,486.22	1,486.22	
ECC Contribution		1,200.00	-	600.00		600.00	600.00	
Subsistence Allowance		18,000.00	-	9,000.00		9,000.00	9,000.00	
Clothing/Uniform Expens		7,000.00	-			7,000.00	7,000.00	
Medical Allowance		7,000.00	-			7,000.00	7,000.00	
			237,231.39	-	109,115.70	-	128,115.70	128,115.70
TOTAL		14,494,280.35	2,201,788.83	2,287,336.96	831,829.37	9,171,951.09	8,699,547.83	

WE HEREBY CERTIFY that the above Statement of Funds Available for Reversion is true and correct.

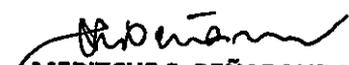

MÉRITCHE S. PEÑARANDA
 OIC-Municipal Budget Officer

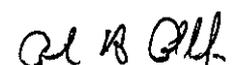

ARIEL B. ABELLAR
 Municipal Accountant

STATEMENT OF FUNDS AVAILABLE FOR REVERSION
Maintenance & Other Operating Expenditures (MOOE) FY 2025
As of December 9, 2025

Office	Object of Expenditure	Amount of Appropriation	Amount of Obligation	Amount of Reversion	Unobligated to date	Amount to be reverted
OFFICE OF THE MUN. MAYOR	Travelling Expenses - Local	501,507.00	207,839.24		293,667.76	243,667.76
	Training Expenses	300,000.00	59,600.00		240,400.00	220,400.00
	Office Supplies Expenses	200,000.00	83,843.15		116,156.85	86,156.85
	Other Supplies and Materials Expenses	297,500.00	27,840.00		269,660.00	239,660.00
	MEMBERSHIP DUES AND CONTRIBUTION TO ORGA	100,000.00	42,400.00		57,600.00	57,600.00
	ADVERTISING EXPENSES	100,000.00			100,000.00	99,880.70
	PRINTING & PUBLICATION EXPENSES	50,000.00	1,000.00		49,000.00	49,000.00
	SUBSCRIPTION EXPENSES	20,000.00			20,000.00	20,000.00
	Repair & Maintenance - Road Improvements	200,000.00			200,000.00	110,000.00
	Repair & Maintenance - Buildings and Other Structur	200,000.00	10,710.00		189,290.00	159,290.00
	Repair & Maintenance - Machinery and Equipment	100,000.00	31,340.00		68,660.00	58,660.00
	Repair & Maintenance - Transportation Equipment	200,000.00	104,472.04		95,527.96	65,527.96
	Repair & Maintenance - Furnitures & Fixtures	100,000.00			100,000.00	100,000.00
	Repair & Maintenance - Other Property, Plant and	100,000.00			100,000.00	100,000.00
TOTAL MOOE	2,469,007.00	569,044.43		1,899,962.57	1,609,843.27	
OFFICE OF THE MUN. TREASURER	Accountable Forms Expenses	80,000.00	76,050.00		3,950.00	3,950.00
	Electricity Expenses	3,609,750.00	2,262,078.54		1,347,671.46	1,040,000.00
	MEMBERSHIP DUES AND CONTRIBUTION TO O	5,000.00			5,000.00	5,000.00
	PRINTING & PUBLICATION EXPENSES	10,000.00			10,000.00	10,000.00
	TOTAL MOOE	3,704,750.00	2,338,128.54		1,366,621.46	1,058,950.00
Office of the Municipal Health Officer						
	PRINTING & PUBLICATION EXPENSES	10,000.00			10,000.00	10,000.00
	Repair & Maintenance - Machinery and Equipment	50,000.00	26,800.00		23,200.00	23,200.00
	Repair & Maintenance - Transportation Equipment	233,940.33	120,590.00		113,350.33	83,350.33
TOTAL MOOE	293,940.33	147,390.00		146,550.33	116,550.33	
Office of the Municipal Budget Officer	Travelling Expenses - Local	80,000.00	13,188.00		66,812.00	52,517.17
	Training & Seminar Expenses	80,000.00	62,200.00		17,800.00	7,800.00
	MEMBERSHIP DUES AND CONTRIBUTION TO O	2,000.00			2,000.00	2,000.00
	PRINTING & PUBLICATION EXPENSES	7,000.00			7,000.00	7,000.00
	Repair & Maintenance - Building & Other Structures	12,152.23			12,152.23	12,152.23
	Repair & Maintenance - Machinery and Equipment	10,000.00	800.00		9,200.00	4,200.00
TOTAL MOOE	191,152.23	76,188.00		114,964.23	85,669.40	
Office of the Municipal Agriculturist	PRINTING & PUBLICATION EXPENSES	4,000.00			4,000.00	4,000.00
	Repair & Maintenance - Building & Other Structures	28,000.00			28,000.00	28,000.00
	Repair & Maintenance - Transportation Equipment	5,000.00			5,000.00	5,000.00
TOTAL MOOE	37,000.00	-		37,000.00	37,000.00	
Office of the Municipal Accountant	Travelling Expenses - Local	50,000.00	1,768.00		48,232.00	20,000.00
	Training Expenses	50,000.00	10,000.00		40,000.00	25,000.00
	PRINTING & PUBLICATION EXPENSES	10,000.00	5,185.00		4,815.00	4,815.00
	Repair & Maintenance - Building & Other Structures	5,000.00			5,000.00	5,000.00
TOTAL MOOE	115,000.00	16,953.00		98,047.00	54,815.00	
Office of the MPDC	Training Expenses	45,000.00	15,600.00		29,400.00	29,400.00
	Repair & Maintenance - Building & Other Structures	5,000.00			5,000.00	5,000.00
TOTAL MOOE	50,000.00	15,600.00		34,400.00	34,400.00	
TOTAL		6,860,849.56	3,163,303.97		3,697,545.59	2,997,228.00

WE HEREBY CERTIFY that the above Statement of Funds Available for Reversion is true and correct.


MERITCHE S. PEÑARANDA
 OIC-Municipal Budget Officer


ARIEL B. ABELLAR
 Municipal Accountant



Republic of the Philippines
Province of Leyte
MUNICIPALITY OF SAN MIGUEL
-oOo-

CERTIFICATION

THIS IS TO CERTIFY that the Local Government Unit of San Miguel, Leyte have accomplished as of September 30, 2025 an average of 75% of all its Planned Programs/Projects/Activities in the approved Annual and Supplemental Budgets for FY 2025 efficiently at lesser cost and generated Maintenance and Other Operating Expenses (MOOE) savings as a fund source for the payment of Collective Negotiation Agreement (CNA) Incentive to all LGU San Miguel Employees per Budget Circular No. 2025-2 dated November 19, 2025.

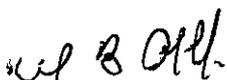
THIS TO CERTIFY FURTHER that the funds source of the FY 2025 Collective Negotiation Agreement (CNA) Incentive was not taken from the balances of allotments for Programs/Projects/Activities which were later discontinued or deferred, and or from distributed or delivered to, or to use by agency clients.

Jointly issued this 9th day of December 2025 at the Local Government Unit of San Miguel, Leyte.


MERITCHE S. PEÑARANDA
OIC-Municipal Budget Officer


ROBERTO V. AGUIRRE
Acting Municipal Treasurer


CHESTERTON O. RYBES
MPDC


ARIEL B. ABELLAR
Municipal Accountant

Approved:


HON. NORMAN D. SABDAO
Municipal Mayor



CERTIFICATE OF ACCREDITATION

No. 1106

TO WHOM IT MAY CONCERN:

This is to certify that the Civil Service Commission has duly accredited the

SAN MIGUEL MUNICIPAL EMPLOYEES ASSOCIATION (SAMMEA)

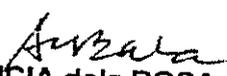
pursuant to the provisions of Executive Order No. 180 dated June 1, 1987 and the Amended Rules and Regulations Governing the Exercise of the Right of Government Employees to Organize, as the sole and exclusive negotiating agent of all the rank-and-file employees in the

MUNICIPAL GOVERNMENT OF SAN MIGUEL Municipal Hall, Libtong, San Miguel, Leyte

As such, it shall represent and bind them in any negotiation with management on terms and conditions of employment not fixed by law.

This Certificate may be cancelled by this Commission upon its own motion or upon petition by any adverse party for cause as provided by law and after due process.

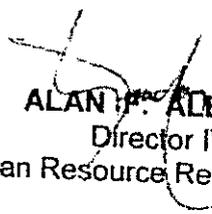
Given this 27th day of June 2017 in Quezon City.

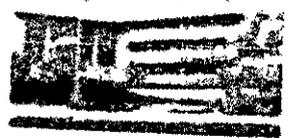

ALICIA dela ROSA - BALA
Chairperson

ROBERT S. MARTINEZ
Commissioner


LEOPOLDO ROBERTO W. VALDEROSA, JR.
Commissioner

Attested by:


ALAN H. ALEGRIA
Director IV
Human Resource Relations Office



COLLECTIVE NEGOTIATION AGREEMENT

KNOW ALL MEN BY THESE PRESENTS:

This **COLLECTIVE NEGOTIATION AGREEMENT (CNA)**, executed by and between:

The **Municipal Government of San Miguel, Leyte**, a local government unit duly organized and existing under and by the virtue of the laws of the Republic of the Philippines, with principal office at the Municipal Hall, San Miguel, Leyte represented herein by its **Municipal Mayor Hon. Atty. NORMAN D. SABDAO** hereinafter referred to as the **First Party**;

-and-

The **San Miguel Municipal Employees Association (SAMMEA)**, an association duly registered with the Civil Service Commission and the Department of Labor and Employment, with office at the Municipal Hall, San Miguel, Leyte, represented herein by its **President, ZOILMAR C. TABALANZA**, hereinafter referred to as the **Second Party**;

WITNESSETH

WHEREAS, the 1987 Constitution of the Republic of the Philippines, among others, provides:

“Article II, Section 18 – The State affirms labor as a primary social and economic force. It shall protect the rights of workers and promote their welfare.”

“Article III, Section 8 – The right of the people, including those employed in the public and private sectors, to form unions, associations or societies for purposes not contrary to law shall not be abridged.”

“Article IX, Section 2 (B) – The right to self – organizations shall not be denied to government employees.”

WHEREAS, the beneficial and harmonious relationship between the **First Party** and the **Second Party** must be expressed in practical terms in ensuring a mutually beneficial and protective existence taking into consideration the terms and conditions of employment in the Civil Service;

WHEREAS, the **First Party** and the **Second Party** now desire to enter into **Collective Negotiation Agreement (CNA)** in observance of democratic practices pursuant to Executive Order No. 180 and its implementing rules, with the end view of facilitating peaceful adjustment of differences that may arise between the parties, and to promote harmony, efficiency and productivity to the end that the **First Party**, the **Second Party** and the general public may benefit industrial peace and harmony in the spirit of cooperation.

NOW THEREFORE, for and in consideration of the foregoing premises, the parties hereby agree this **CNA** stipulated as follows:

ARTICLE I – SCOPE

COLLECTIVE NEGOTIATING UNIT. The **Collective Negotiating Unit** shall consist of all rank – and – file and permanent casual employees of the **MUNICIPALITY** who are members of the **San Miguel Municipal Employees Association (SAMMEA)**, except those occupying management or executive positions including confidential co – terminus and contractual employees, and those specifically excluded by Executive Order No. 180 and its

Implementing Rules. It is understood that, whenever used in this Agreement, the term "employees" refer only to those who are covered within the negotiating unit.

ARTICLE II – ASSOCIATION RECOGNITION

The **First Party** recognizes the **Second Party** as the sole and exclusive negotiating agent of the rank – and – file employees of the Municipal Government of san Miguel, Leyte which is affiliated with the Confederation of Independent Unions in the Public Sector (CIU) and the Local Government Unions of the Philippines (LGUP).

ARTICLE III – ASSOCIATION SECURITY AND CHECK – OFF

Section 1. The **First Party** shall agree to implement automatic payroll deduction for mandatory union dues collected in a regular basis for union members, and shall be remitted within fifteen (15) days of the succeeding month. All other special assessments and contributions shall be accepted for deduction upon presentation of lawful proof of consent from union members.

Section 2. In the implementation of the above provision, the **Second Party** through its Treasurer shall submit to the Municipal Accountant or payroll clerk the list of association members with the corresponding deductions due on the particular period.

Section 3. Clearance forms of employees retiring from the municipal government shall include a portion allotted for clearance from the **Second Party**, provided that the employee is a union member.

ARTICLE IV – FIRST PARTY AND SECOND PARTY RELATIONS

Section 1. The **First Party** shall continue to adhere to the management policy of transparency, fairness and, whenever applicable, participatory management. The **Second Party** shall likewise exercise transparency in transaction by rendering and audited annual report of financial and program operations to its members within the first (1st) quarter of the succeeding year, copy furnished the **First Party**.

Section 2. The **First Party** and the **Second Party** shall endeavor to achieve the planned targets, including the conduct of cost – cutting measure and systems improvement for the effective and efficient delivery of services to the public by ensuring proper implementation of projects and other priority programs at less cost.

Section 3. The **Second Party** shall support and participate in all management programs and projects in the form of direct and active participation in all mandatory celebrations as part of the overall calendar of events for said program.

Section 4. The **Second Party** shall assist management in the implementation of reasonable office rules and regulations. Particularly, the **Second Party** shall adopt a system of policing its own rank and enjoining all employees to comply with the rules on attendance and punctuality, attendance at flag ceremony and the wearing of uniforms and IDs.

ARTICLE V – RECRUITMENT, PROMOTION AND PLACEMENT

Section 1. The **First Party** shall ensure strict adherence to the recruitment, promotion and placement policies under existing laws, rules and regulations.

Section 2. The **First Party** shall acknowledge applications received within fifteen (15) days from receipt thereof. Management personnel actions for the month such as appointments and transfers shall be posted on the bulletin board, within fifteen (15) days from approval of the CSC, for a period of one (1) month.

Section 3. In consonance with Civil Service Rules, the **First Party** shall adhere to a fair promotion system based on the approved Agency Merit Promotion Plan.

Section 4. The Personnel Selection and Promotions Board thru its secretariat shall furnish the second party representative/s upon request on justifiable grounds, copies of the minutes of the proceedings, including evaluation reports in the promotion and selection process considering that the Second Party is represented at the PSPB.

Section 5. In case of death, total or permanent disability or retirement of any union member who has rendered at least fifteen (15) years of service, his/her immediate family member, shall be considered for employment in the Municipal Government subject further to existing CSC Rules and regulations on the matter.

ARTICLE VI – UNION MATTERS

Section 1. The **Second Party** shall enjoy the privilege of using the municipal hall and other municipal facilities for association meetings with advance notice of three (3) days subject to its availability.

Section 2. The **Second Party** shall continue to be provided basic needs of decent office space. Its other needs may be provided subject to their availability.

Section 3. The **Second Party** shall endeavor to safeguard and observe due care in the use of facilities that may be provided by the **First Party**.

Section 4. The **First Party** recognizes association-related activities arising from invitations at the regional/national level of duly recognized accredited public sector associations by the Civil Service Commission. In relation thereto, the **First Party** shall provide full support in the participation of association officers and/or members and shall allow official travel subject to existing rules and regulations on the matter.

Section 5. The **First Party** shall grant official time to concerned association officers and/or members who shall attend scheduled association related activity duly certified by its President. For unscheduled activity, request shall be submitted after the activity provided absence from work will not hamper or prejudice the delivery of public services.

Section 6. The **First Party** shall allow the **Second Party** officers to attend the monthly regular meeting provided schedules of said meeting are given in advance to the respective department heads and their absence will not hamper or prejudice the delivery of public services.

ARTICLE VII – EMPLOYEES WELFARE AND BENEFITS

Section 1. The **First Party** shall provide all departments/offices with fully air-conditioned or well – ventilated rooms and well- maintained comfort rooms with necessary facilities for effective and efficient working conditions pursuant to CSC Memorandum Circular No. 30, Series of 1992. The **Second Party** shall undertake measures for the proper use and maintenance of these facilities.

Section 2. The **First Party** shall assist the **Second Party** in exploring additional employee benefits which may include, but not limited to, medical/dental care, rice, grocery allowance, provided said additional benefits shall be in kind and not in the form of cash, provided that the grant thereof shall be subject to the availability of funds and in compliance with existing legal requirements.

Section 3. The **First Party** shall create a **UNIFORM COMMITTEE** composed of the following:

1. One (1) representative from the First Party
2. One (1) representative from each department
3. Two (2) Second Party Officers

The Committee shall have full responsibility in deciding on the **FINAL** uniform design, color, selection of supplier and recommend the mode of payment. It shall likewise have full responsibility in choosing its Chairperson from among them.

Section 4. The **First Party** shall allow flexible working hours, when the nature of the work and exigency of the service requires, in consonance with the Civil Service Rules and Regulations.

ARTICLE VIII – PERSONNEL DEVELOPMENT

Section 1. The **First Party** shall implement training programs on values formation, skills development and association with assistance from the Second Party.

Section 2. The **First Party** shall continue to grant official time to all employees who wish to take the Board/Bar Review and other examinations.

ARTICLE IX – GRIEVANCE PROCEDURE

Section 1. The parties agree that any complaint arising in the bargaining unit shall be disposed if in accordance with the following procedure:

- a) An oral grievance shall be presented to the department head concerned together with the President of **SAMMEA** and the **SAMMEA** representative of that office.
- b) The department head has three (3) working days from the date of presentation to act on the said oral grievance.
- c) If the complainant is not satisfied with the decision, he has fifteen (15) working days within which to file his complaint in writing to the grievance committee composed of the following:
 - 1) Head of the Administrative Division as Chairman
 - 2) Representative of the Local Chief Executive
 - 3) Municipal Social Welfare Officer
 - 4) SB Member, Chairman on Good Government
 - 5) Sangguniang Bayan Secretary
 - 6) Representative from the employees' Union
 - a) One representative for the first level employees
 - b) One representative for the second level employees
- d) The Grievance Committee has ten (10) working days to conduct an investigation. Within five (5) days after completion of the investigation, a decision shall be rendered.
- e) If the complainant is not satisfied with the decision, he has ten (10) working days upon which to appeal the said decision to the Civil Service Commission to be reckoned on the day of the receipt of the decision.
- f) If no appeal is taken after the lapse of the said period within which to appeal the decision of the Grievance Committee becomes final and executory.
- g) If the complaint is directed towards a department head, the complainant shall file his complaint in writing directly to the grievance committee.

Section 2. The parties shall within ten (10) days from the effectivity of this Agreement constitute the Grievance Committee, and shall formulate its own rules governing investigation and decision of cases.

ARTICLE X – EFFECTIVITY

Section 1. The **COLLECTIVE NEGOTIATION AGREEMENT** shall take effect upon signing thereof and shall be enforced for a period of three (3) years; **PROVIDED**, however, that if no **Collective Negotiation Agreement** shall be concluded after the expiration of the three – year period, this Agreement shall continue to be in full force and effect. A grace period of two (2) months after the date of expiration stipulated herein shall be observed by both parties upon which to enter into a new agreement or reissue this Agreement by giving a new period. Provided, however after the lapse of two months grace period, all provisions hereof are deemed reenacted. Provided further, that those provisions with monetary considerations are subject to the availability of funds.

Section 2. In the event that any provisions of this **Collective Negotiation Agreement (CNA)** shall be declared invalid by any competent court or authority, or amended by legislation, the remaining provisions shall continue to be valid and binding between the parties hereof.

ARTICLE XI – CNA INCENTIVE BONUS

Section 1. Pursuant to PSLMC Resolution No. 4 dated November 14, 2002 and as a gesture of goodwill and benevolence, the First Party agrees that, upon approval and signing, and during the effectivity of this Collective Negotiation Agreement (CNA), the First Party shall grant **CNA INCENTIVE BONUS** in an amount equivalent to 80% of the savings on MOOE after the priority programs and projects, as determined by the First Party, has been satisfied.

Section 2. The **CNA INCENTIVE BONUS** shall be apportioned in the ratio of 20:15:10:5 for:

- 1) each official, other signatories and rank-and-file union member of the municipality
- 2) rank – and – file non – union members
- 3) permanent casual employees

Section 3. For the first year of the grant of this **CNA Incentive Bonus**, only officials, employees or personnel as enumerated above who are in service at the time of signing of this CNA irregardless of their length of service shall qualify for this **CNA Incentive Bonus**. In subsequent years, to qualify for the **CNA Incentive Bonus**, an official, employee or personnel should be in service at the date of the Local Finance Committee's resolution endorsing the budget for the **CNA Incentive Bonus**.

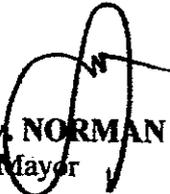
Section 4. Assessment of agency fee shall be imposed on rank – and – file, casuals and job order employees who are not members of the bargaining unit equivalent to 10% of the amount of Incentive Bonus received.

13 NOV 2025

IN WITNESS WHEREOF, the parties hereunto affixed their signature this ____ day of _____ 2025 at Tacloban City

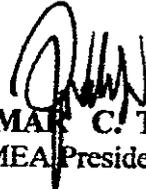
MUNICIPAL GOVERNMENT
OF SAN MIGUEL, LEYTE

By:

HON. Atty.  NORMAN D. SABDAO
Municipal Mayor

SAN MIGUEL MUNICIPAL
EMPLOYEES ASSOCIATION

By:

 ZOILMAR C. TABALANZA
SAMMEA President

Signed in the presence of:

MYLET ^{Agall} A. ELLASO
MELMOURE LESTER S. BALKUS
JESSIE MARIE A. AVILA
NEHRU B. DAS

WILBUR JOSEPH C. DOLAN
SALVADOR C. ARRAY-ANGLAN, JR.
JERICK A. REAZU
JERME A. BALINAGAN
JWONIA B. PRODILOR 3 NOV 2025

SUBSCRIBED AND SWORN to before me this _____ day of _____, affiants HON. Atty. NORMAN D. SABDAO. and ZOILMAR C. TABALANZA, exhibiting before me their Valid ID No. DL # 407-06-000092 issued at _____ on _____ and Valid ID No. DL # 402-07-001655 issued at _____ on _____.

Book No.: 89
Doc. No.: 19
Page No.: XXXV
Series of: 2025

Notary Public
Until Dec. 31,
PTR No. _____
Issued on: _____
Issued at: _____
ATTY. HENRY L. INSPIQUEZ
ROLL OF ATTORNEY NO. 70478
NOTARY PUBLIC FOR TACLOBAN CITY
NOTARIAL COMMISSION NO. 2025-02-82
EXPIRES ON DECEMBER 31, 2025
IBP NO. 499493 01-06-26, LEYTE CHAPTER
PTR NO. 9858285 01-02-25, TABONTABON, LEYTE
MCLE COMPLIANCE NO. VII-0002824, 04-16-2023
2F FIL-CHINESE CHAMBER OF COMMERCE BLDG.
JUSTICE ROMUALDEZ ST., TACLOBAN CITY



Republic of the Philippines
Province of Leyte
MUNICIPALITY OF SAN MIGUEL

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LGU UNION-MANAGEMENT CONSULTATIVE COMMITTEE

RESOLUTION NO. 2025-01

A RESOLUTION RESPECTFULLY RECOMMENDING TO THE OFFICE OF THE LOCAL CHIEF EXECUTIVE OF SAN MIGUEL, LEYTE FOR APPROVAL THE INTERNAL GUIDELINES ON THE PAYMENT OF THE FY 2025 COLLECTIVE NEGOTIATION AGREEMENT (CNA) INCENTIVE TO ALL QUALIFIED OFFICIALS AND EMPLOYEES OF LGU SAN MIGUEL, LEYTE PURSUANT TO DBM BUDGET CIRCULAR NO. 2025-2 dated November 19, 2025.

WHEREAS, by virtue of the subsisting **Collective Negotiation Agreement (CNA)** between LGU San Miguel, Leyte and **SAN MIGUEL MUNICIPAL EMPLOYEES ASSOCIATION (SAMMEA)** and pursuant to DBM Budget Circular No. 2025-2 "Guidelines for the Grant of Collective Negotiation Agreement (CNA) Incentive for CY 2025" dated November 19, 2025, a Collective Negotiation Agreement (CNA) Incentive will be granted;

WHEREAS, pursuant to the Procedural Guidelines set forth in the aforesaid DBM Circular, the LGU Union-Management Consultative Committee was convened to determine if the agency is qualified for the grant of Collective Negotiation Agreement (CNA) Incentive and to formulate the internal guidelines to be followed in the grant of the CNA Incentive, among others;

WHEREAS, the LGU Union Management Consultative Committee has found out that the agency is qualified for the grant of **Collective Negotiation Agreement (CNA) Incentive** and has sufficient savings available out of the allowable MOOE items as certified by the Local Finance Committee;

RESOLVED, to respectfully recommend to the Sangguniang Bayan thru the Local Chief Executive of San Miguel, Leyte for approval the Internal Guidelines on the payment of the FY 2025 Collective Negotiation Agreement (CNA) Incentive to all qualified Officials and Employees of LGU San Miguel, Leyte pursuant to DBM Budget Circular No. 2025-2 as follows:

I. BASIS FOR PAYMENT OF CNA INCENTIVE

- a. The incentive shall be paid in accordance with the provisions, terms and conditions of the CNA, all applicable laws, rules and regulations;
- b. The CNA Incentive for the year shall be one-time benefit to be granted not earlier than December 15, 2025, consistent with the DBM policy on the one-year validity of appropriations and allotments provided under Section 73 of the General Provision of the **FY 2025 GAA**.

II. ENTITLEMENT TO CNA INCENTIVE

The following are entitled to receive the CNA Incentive:

- a. Rank-and-File employees who are members of **SAN MIGUEL MUNICIPAL EMPLOYEES ASSOCIATION (SAMMEA)**;



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Province of Leyte
MUNICIPALITY OF SAN MIGUEL

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- b. Rank-and-File employees who are **not members** of the **SAN MIGUEL MUNICIPAL EMPLOYEES ASSOCIATION (SAMMEA)** but who enjoy or accept benefits under the CNA;
- c. Casual and co-terminus employees whose appointments were passed upon by the Civil Service Commission (CSC);
- d. Department Heads and Municipal Officials;

The following are not entitled to receive the CNA Incentive

- a. Those hired through consultancy, contract of service and Job Order where no employer-employee relationship exists between them and the LGU San Miguel.

III. FUND SOURCES OF THE CNA INCENTIVE

- a. Payment of the CNA Incentive shall be sourced solely from the allowable **Maintenance and Other Operating Expenses (MOOE)** allotments for the year, limited to the following MOOE items:
 - 1. Communication Expenses
 - 2. Repairs and Maintenance Expenses
 - 3. Supplies and Materials Expenses
 - 4. Transportation and Delivery Expenses
 - 5. Travelling Expenses
 - 6. Utility Expenses
 - 7. Printing and Publication Expenses
 - 8. Advertising Expenses; and
 - 9. Subscription Expenses

IV. PAYMENT OF CNA INCENTIVE

- a. The CNA Incentive for **FY 2025** shall be in the amount of **THIRTY THOUSAND PESOS ONLY (Php30,000.00)** per qualified employee;
- b. Payment of CNA Incentive for **FY 2025** shall be determined based on the amount of savings from the above-mentioned **MOOE** items;

V. EFFECTIVITY

These internal guidelines shall take effect immediately.

APPROVED UNANIMOUSLY this 9th day of December 2025 during the Committee Meeting held at the Conference Hall, Municipal Mayor's Office, San Miguel, Leyte.



Republic of the Philippines
Province of Leyte
MUNICIPALITY OF SAN MIGUEL

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ATTESTED BY:

CH
KYLE LINDVY S. DELMO
HRMO II

[Signature]
ZOILMAR C. TABALANZA
SAMMEA President

[Signature]
NOEL S. ACUIN
SAMMEA Vice-President

[Signature]
KATRINA MAE V. VILLEGAS
MSWDO

[Signature]
MERITCHE S. PEÑARANDA
Mun. Budget Officer

[Signature]
JUDITH B. PADILLA
SAMMEA Secretary

[Signature]
ARIEL B. ABELLAR
Municipal Accountant

[Signature]
BRYAN NEIL B. BRAZIL
Secretary to the SB

[Signature]
JESSIE MAR G. AVORQUE
SAMMEA Treasurer

[Signature]
MYLET A. ELLASO
SAMMEA Assistant Treasurer

[Signature]
SALVADOR C. ANGAYANGAY JR.
SAMMEA Auditors

[Signature]
JERICK A. BRAZIL
SAMMEA Auditor

[Signature]
MA. LOURDES V. LABACLADO
Municipal Civil Registrar

[Signature]
MELMOORE LESTER S. BALMES
SAMMEA PIO

[Signature]
ERLITO V. EMBERSO
SAMMEA Sgt. & Arms

[Signature]
WILBUR JOSEPH D. DOSAL
SAMMEA Sgt. & Arms

[Signature]
NEHRU B. ASIS
SAMMEA Buss. Manager

[Signature]
JERME A. SALINASAN
SAMMEA Buss. Manager

[Signature]
Engr. CHONA A. CELECIOS
Municipal Assessor

[Signature]
JOSE V. LABACLADO
Supply Officer

[Signature]
JULIUS AMBIDA
MENRO/MAO Designate

[Signature]
Engr. EDMUNDO B. BRAZIL, JR.
Municipal Engineer

[Signature]
CHESTERTON REYES
MPDC/ MHO

PATRICK NANZ O. BUATIS
COH

[Signature]
ROBERTO V. AGUIRRE
Acting Municipal Treasurer

NANCY B. ARA
WSS II

APPROVED:

[Signature]
HON. Atty. NORMAN D. SABDAO
Municipal Mayor



Republic of the Philippines
PROVINCE OF LEYTE
MUNICIPALITY OF SAN MIGUEL
 -oOo-

OFFICE OF THE SANGGUNIANG BAYAN

EXCERPT FROM THE MINUTES OF THE SPECIAL SESSION OF THE SANGGUNIANG BAYAN, SAN MIGUEL, LEYTE, HELD AT THE SESSION HALL, LEGISLATIVE BUILDING, SAN MIGUEL, LEYTE ON DECEMBER 10, 2025

Concurred by:

PRESENT:

- | | | |
|--------------------------------|---|---|
| Hon. Estanislao D. Sabdao, Jr. | - | Municipal Vice-Mayor/Presiding Officer |
| Hon. Jerome P. Peñaranda | - | SB Member |
| Hon. Norman Niel G. Martija | - | SB Member |
| Hon. Francis Jay D. Sabdao | - | SB Member |
| Hon. Thelma M. Brazil | - | SB Member |
| Hon. Richard Len B. Lapidario | - | SB Member |
| Hon. Samuel P. Salomon | - | -Ex-Officio Member, President, Liga ng mga Barangay |

ABSENT:

- | | | |
|------------------------------|---|--|
| Hon. Danilo L. Aureo | - | SB Member (on official leave) |
| Hon. Letecia G. Espos | - | SB Member (on official leave) |
| Hon. Raul A. Salafio | - | SB Member (on official travel) |
| Hon. Joss Novem B. Labaclado | - | Ex-Officio Member, President, Sangguniang Pambayang Pederasyon (on official leave) |

Resolution No. 283
Series of 2025

RESOLUTION APPROVING THE SUPPLEMENTAL ANNUAL INVESTMENT PROGRAM (AIP) NO. 04 FOR CALENDAR YEAR 2025 OF THE MUNICIPALITY OF SAN MIGUEL, LEYTE AMOUNTING TO THIRTEEN MILLION NINE HUNDRED TWO THOUSAND EIGHT HUNDRED EIGHT PESOS AND 95/100 (P13,902,808.95) ONLY

WHEREAS, presented for consideration is the Supplemental Annual Investment Program (AIP) No. 04 for CY 2025 of the Municipality of San Miguel, Leyte amounting to **THIRTEEN MILLION NINE HUNDRED TWO THOUSAND EIGHT HUNDRED EIGHT PESOS AND 95/100 (P13,902,808.95) ONLY** submitted by the Municipal Mayor for approval;

WHEREAS, aforesaid Supplemental Annual Investment Program (AIP) No. 04 for CY 2025 was duly endorsed by the MDC for approval as embodied by MDC Resolution No. 2025-06, Series of 2025 dated December 5, 2025;

WHEREFORE, on motion of Hon. Thelma M. Brazil duly seconded by all members present;

RESOLVED, as it is hereby resolved, to approve, as it is hereby approved, the Supplemental Annual Investment Program (AIP) No. 04 for CY 2025 of the Municipality of San Miguel, Leyte amounting to **THIRTEEN MILLION NINE HUNDRED TWO THOUSAND EIGHT HUNDRED EIGHT PESOS AND 95/100 (P13,902,808.95) ONLY**;

RESOLVED FURTHER, that MDC Resolution No. 2025-06, Series of 2025 and the prescribed AIP forms were duly signed by authorized signatories and shall be appended and form part of this resolution;

RESOLVED FINALLY that a copy of this resolution be furnished to the Sangguniang Panlalawigan for review and approval, the MDC Chairman, Municipal Mayor Atty. Norman D. Sabdao, the Local Finance Committee, the Municipal Planning and Development Coordinator and all others concerned for their information and guidance.

UNANIMOUSLY APPROVED - December 10, 2025

I HEREBY CERTIFY to the correctness of the foregoing resolution.

BRYAN NEIL B. BRAZIL
 Secretary to the Sangguniang Bayan

Attested by:

HON. ESTANISLAO D. SABDAO, JR.
 Municipal Vice-Mayor/Presiding Officer

Approved:

ATTY. NORMAN D. SABDAO
 Municipal Mayor

HON. JEROME P. PEÑARANDA
 SB MEMBER

HON. NORMAN NIEL G. MARTIJA
 SB MEMBER
 HON. RICHARD LEN B. LAPIDARIO
 SB MEMBER

HON. FRANCIS JAY D. SABDAO
 SB MEMBER
 HON. SAMUEL P. SALOMON
 President, Liga ng mga Barangay

HON. THELMA M. BRAZIL
 SB MEMBER

Approved:
 ATTY. NORMAN D. SABDAO
 Municipal Mayor



Republic of the Philippines
Province of Leyte
MUNICIPALITY OF SAN MIGUEL
-oOo-
OFFICE OF THE MUNICIPAL MAYOR



December 9, 2025

The Honorable
Members of the Sangguniang Bayan
Municipal Government of San Miguel
Leyte

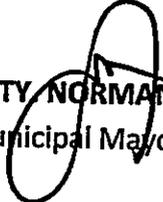
Thru: **HON. ESTANISLAO D. SABDAO, JR.**
Mun. Vice-Mayor/Presiding Officer

Ladies and Gentlemen:

I have the honor to submit herewith MDC Resolution No. 2025-06 RESOLUTION RECOMMENDING TO THE SANGGUNIANG BAYAN OF SAN MIGUEL, LEYTE THE APPROVAL OF FY 2025 SUPPLEMENTAL ANNUAL INVESTMENT PROGRAM NO. 4 THIRTEEN MILLION NINE HUNDRED TWO THOUSAND EIGHT HUNDRED EIGHT PESOS AND 95/100 (P 13,902,808.95) for your appropriate action.

Please consider this as an urgent agenda.

Very truly yours,


ATTY. NORMAN D. SABDAO
Municipal Mayor



MUNICIPAL DEVELOPMENT COUNCIL

**EXCERPT FROM THE MINUTES OF THE MUNICIPAL DEVELOPMENT COUNCIL (MDC)
MEETING HELD ON DECEMBER 5, 2025 AT EXECUTIVE BUILDING, MUNICIPAL
GROUNDS, SAN MIGUEL, LEYTE.**

PRESENT:

- | | | | |
|-------------------------------|---------------------|---------------------------|------------|
| ATTY. NORMAN D. SABDAO | - Presiding Officer | | |
| HON. ALFRED C. TABALANZA, JR. | - Member | HON. EMMA P. BRUN | |
| HON. ERIC C. LESIGUES | - Member | HON. JESSIE E. ASIS | - Member |
| HON. JOVITA L. REBOSO | - Member | HON. DANIEL S. NARRIDO | - Member |
| HON. ROSELDA A. ELBORE | - Member | HON. MARLENE B. SUPATAN | - Member |
| HON. SAMUEL P. SALOMON | - Member | HON. RYAN C. CAJUDO | - Member |
| HON. JOSE MARTIN CALAMAYA | - Member | HON. SONIA A. BIACO | - Member |
| HON. MELCON V. VIADOR | - Member | HON. GAVINO T. VALLERAMOS | - Member |
| HON. ERWIN L. VALERIANO | - Member | HON. NORITA L. ACEBO | - Member |
| HON. WENCESLAO E. BLONES | - Member | EUGENIO VALLERAMOS | - CSO Rep. |
| ZOILMAR C. TABALANZA | - CSO Rep. | ELIZABETH L. DEMAIN | - CSO Rep. |
| CHRISTINE C. ABADA | - CSO Rep. | IAN SANCAJO | - CSO Rep. |

ABSENT:

- | | | | |
|--------------------------|------------|--------------------------|------------|
| HON. THELMA M. BRAZIL | - Member | HON. BENECIO P. ARUTA | - Member |
| HON. LEONARDO T. CADORNA | - Member | HON. MANUEL S. DOMINGUEZ | - Member |
| HON. JOEMER R. LEGO | - Member | REMEGIA LABACLADO | - CSO Rep. |
| ULDARICO ROSADINO | - CSO Rep. | GENEROSO SAPASIP | - CSO Rep. |
| BERNABE LANDRITO | - CSO Rep. | MARIZA L. LABARRO | - CSO Rep. |
| ALLAN LABITAG | - CSO Rep. | RAY AURELL LOBRIGO | - CSO Rep. |

**RESOLUTION NO. 2025-06
Series of 2025**

A RESOLUTION APPROVING THE SUPPLEMENTAL BUDGET NO. 4 FY 2025 IN THE AMOUNT OF THIRTEEN MILLION NINE HUNDRED TWO THOUSAND EIGHT HUNDRED EIGHT PESOS AND NINETY FIVE CENTAVOS (₱13,902,808.95), AND ENDORSING THE SAME TO THE SANGGUNIANG BAYAN OF SAN MIGUEL, LEYTE.

WHEREAS, presented for consideration during the deliberation is the passing of a resolution approving the **SUPPLEMENTAL BUDGET NO. 4 FY 2025;**

WHEREAS, after the presentation and deliberation, the Council agreed to pass this resolution;

NOW THEREFORE, on motion of **Hon. Ryan C. Cajudo**, Punong Barangay of Brgy. Malaguinabot and MDC Member, and duly seconded by **All MDC Members**, be it;

RESOLVED, as it is hereby resolved, to endorse to the Sangguniang Bayan of San Miguel, Leyte the approval of the herein **RESOLUTION APPROVING THE SUPPLEMENTAL BUDGET NO. 4 FY 2025 IN THE AMOUNT OF THIRTEEN MILLION NINE HUNDRED TWO THOUSAND EIGHT HUNDRED EIGHT PESOS AND NINETY FIVE CENTAVOS (₱13,902,808.95), AND ENDORSING THE SAME TO THE SANGGUNIANG BAYAN OF SAN MIGUEL, LEYTE.**

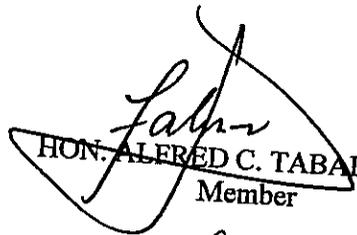
APPROVED UNANIMOUSLY: December 5, 2025.

I HEREBY CERTIFY TO THE CORRECTNESS OF THE FOREGOING RESOLUTION.

~~CHESTERTON O. REYES~~
MDC Secretary

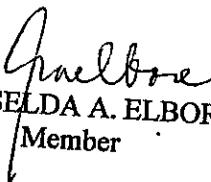
ATTESTED BY:

HON. THELMA BRAZIL
Member


HON. ALFRED C. TABALANZA, JR.
Member


HON. EMMA P. BRUN
Member


HON. JOVITA L. REBOSO
Member


HON. ROSELDA A. ELBORE
Member

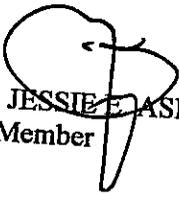

HON. MARLENE SUPATAN
Member


HON. SAMUEL P. SALOMON
Member

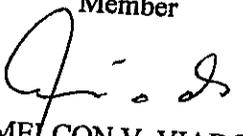

HON. RYAN C. SAUDO
Member

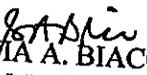
HON. MANUEL S. DOMINGUEZ
Member

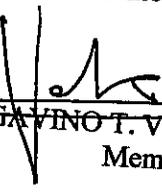
HON. LEONARDO T. CADORNA
Member

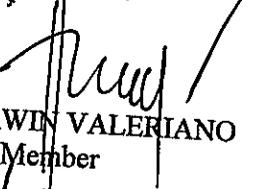

HON. JESSIE E. ASIS
Member


HON. JOSE MARTIN CALAMAYA
Member

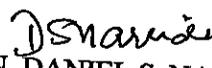

HON. MELCON V. VIADOR
Member


HON. SONIA A. BIACO
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HON. GAVINO T. VALLERAMOS
Member


HON. ERWIN VALERIANO
Member


HON. NORITA L. ACEBO
Member

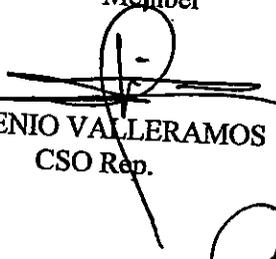

HON. DANIEL S. NARRIDO
Member


HON. WENCESLAO E. BLONES
Member


HON. ERIC C. LESIGUES
Member

HON. BENECIO P. ARUTA
Member

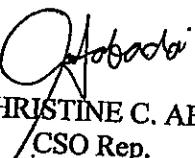
HON. JOEMER R. LEGO
Member


EUGENIO VALLERAMOS
CSO Rep.

REMEGIA LABACLADO
CSO Rep.


ULDARICO ROSADINO
CSO Rep.


ELIZABETH L. DEMAIN
CSO Rep.


CHRISTINE C. ABADA
CSO Rep.


IAN SANCAJO
CSO Rep.

GENEROSO SAPASIP
CSO Rep.

BERNABE LANDRITO
CSO Rep.


ZOILMAR YABALANZA
CSO Rep.

MARIZA L. LABARRO
CSO Rep.

ALLAN LABITAG
CSO Rep.

RAY AURELL LOBRIGO
CSO Rep.

Approved:


ATTY. NORMAN D. SABDAO
Municipal Mayor

**CY 2025 SUPPLEMENTAL
ANNUAL INVESTMENT PROGRAM (AIP) N**

Municipality: SAN MIGUEL, LEYTE

AIP REFERENCE CODE	PROGRAM/PROJECT/ACTIVITY DESCRIPTION	IMPLEMENTING OFFICE DEPARTMENT	SCHEDULE OF IMPLEMENTATION		EXPECTED OUTPUT	FUNDING SOURCE	AMOUNT (In Thousand Pesos)				AMOUNT of Climate Change Expenditure		CC Typology Code (14)	
			STARTING DATE	COMPLETION DATE			Personal Services	Maintenance & Other Operating Expenses	Capital Outlay	TOTAL	Climate Change Adaptation (12)	Climate Change Mitigation (13)		
1000	I. GENERAL PUBLIC SERVICES SECTOR													
1000-000-3-1-01	Executive Services	OMM	December	December	Efficient & effective executive services	General Fund	1,574,493.54	300,000.00	181,500.00	2,055,993.54				
1000-3-1-01-001-003	Human Resource Development - Year-End Assessment	OMM	December	December	Program implemented	General Fund		200,000.00		200,000.00				
1000-3-1-01-001-005	Moral Recovery Program/Municipal Enhancement Program	OMM	December	December	Program implemented	General Fund		75,600.00		75,600.00				
1000-3-1-01-001-015	National Gov't. Agencies P/P/As (Mun. Counterpart)	OMM	December	December	Program implemented	General Fund		142,800.00		142,800.00				
1000-3-1-01-001-011	Mun. Terminal Mgt.-Traffic Enforment Activities	OMM	December	December	Program implemented	General Fund		110,000.00		110,000.00				
1000-3-1-01-001-023	Gratuity/Job Order Cash Gift	OMM	December	December	Program implemented	General Fund		500,000.00		500,000.00				
1000-3-1-01-002	Human Resource Management/Unit	OHRMO	December	December	Efficient & effective Human Resource services	General Fund	64,051.85			64,051.85				
1000-3-1-01-003	Business Permit Licensng & Regulatory System/Unit	BPLRU	December	December	Efficient & effective licensing services	General Fund	64,051.85			64,051.85				
1000-3-1-02	Legislative Services	OMVMSB	December	December	Efficient & effective legislative services	General Fund	1,330,428.25			1,330,428.25				
1000-3-1-02	Legislative Support Services Services	OSSB	December	December	Efficient & effective legislative support services	General Fund	151,720.45			151,720.45				
1000-3-1-04	Planning and Development Coordination Services	OMPDC	December	December	Efficient & effective planning and dev't. coordination services	General Fund	211,810.34			211,810.34				
1000-3-1-05	Budgeting Services	OMBO	December	December	Efficient & effective budgeting services	General Fund	136,054.49			136,054.49				
1000-3-1-06	Accounting Services	OMAc	December	December	Efficient & effective accounting services	General Fund	188,182.59			188,182.59				
1000-3-1-07	Treasury Services	OMT	December	December	Efficient & effective treasury services	General Fund	245,963.53			245,963.53				
1000-3-1-08	Assessment of Real Property Services	OMAs	December	December	Efficient & effective assessment of real property services	General Fund	133,870.14			133,870.14				
1000-3-1-09	Civil Registration Services	OMCR	December	December	Efficient & effective civil registration services	General Fund	94,281.61			94,281.61				
GENERAL PUBLIC SERVICE SECTOR TOTAL								4,194,908.64	1,328,400.00	181,500.00	5,704,808.64			
3000	II. SOCIAL SERVICES SECTOR													
3000-3-1-13	A. HEALTH SERVICES	OMHO	December	December	Efficient & effective social health services	General Fund	658,557.57			658,557.57				
3000-3-1-13-013-025	Health Care Program (Philhealth sharing)	DSWD/MSWD/MHO	December	December	Decreased incidence of malnutrition from 20 % to 18 %	General Fund		661,809.94		661,809.94				
3000-3-1-13-013-026	RHU Medical Supplies/Activity	OMHO	December	December	Decreased incidence of dental carries (15,000 population)	General Fund		1,544,223.18		1,544,223.18				
3000-3-2-12	B. SOCIAL WELFARE SERVICES	OMSWDO	December	December	Efficient & effective social welfare services	General Fund	290,121.82			290,121.82				
3000-3-2-12-012-014	Community Welfare Program	OMSWDO	December	December	Program implemented	General Fund		60,000.00		60,000.00				
3000-3-2-12-012-018	Barangay Family Welfare Program (Spaghetti Gift Giving)	OMSWDO	December	December	Program implemented	General Fund		2,000,000.00		2,000,000.00				
							948,679.39	4,266,033.12		5,214,712.51				

Prepared by:

CHESTERTON O. REYES
Municipal Planning & Development Coordinator

MERITCHE S. PEÑARANDA
OIC-Municipal Budget Officer

Attested by:

ATTY. NORMAN D. SABDAO
Municipal Mayor

**CY 2025 SUPPLEMENTAL
ANNUAL INVESTMENT PROGRAM (AIP) N**

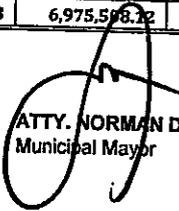
Municipality: SAN MIGUEL, LEYTE

AIP REFERENCE CODE	PROGRAM/PROJECT/ACTIVITY DESCRIPTION	IMPLEMENTING OFFICE DEPARTMENT	SCHEDULE OF IMPLEMENTATION		EXPECTED OUTPUT	FUNDING SOURCE	AMOUNT (In Thousand Pesos)				AMOUNT of Climate Change Expenditure		CC Typology Code (14)
			STARTING DATE	COMPLETION DATE			Personal Services	Maintenance & Other Operating Expenses	Capital Outlay	TOTAL	Climate Change Adaptation (12)	Climate Change Mitigation (13)	
8000	III. ECONOMIC SERVICES SECTOR												
8000-3-2-11	Agricultural Services	OMAg	December	December	Efficient & Effective agricultural services	General Fund	305,106.50						
8000-3-2-14	Environment and Natural Resources Services	OMENRO	December	December	Efficient & Effective Environment and Natural Resources services	General Fund	174,116.93				305,106.50		
800-3-2-14-014-001	Clean & Green and Beautification Program	OMENRO	December	December	Program implemented	General Fund					174,116.93		
8000-3-1-10	Engineering Services	OME	December	December	Efficient & Effective engineering services	General Fund		300,000.00			300,000.00		
1000-3-1-10-010-001	Repair & Maintenance-Public Building	OME	December	December		General Fund	263,493.67				263,493.67		
1000-3-1-10-010-003	Repair & Maintenance-Other Structures	OME	December	December	Beautification Program implemented	General Fund			160,000.00		160,000.00		
	Public Utilities				Maintained Other Structures	General Fund			660,075.00		660,075.00		
8000-3-1-01-005	Operation of San Miguel Waterworks System	OSMWS	December	December	Efficient & Effective waterworks services	General Fund	610,147.79						
8000-3-1-01-008	Operation of San Miguel Public Cemetery	OSMPC	December	December	Efficient & Effective cemetery services	General Fund					610,147.79		A214-01
	ECONOMIC SERVICE SECTOR TOTALS						115,568.30				115,568.30		
9000	IV OTHER SERVICES						1,468,433.19	1,120,075.00	-		2,588,508.19	610,147.79	-
9000-3-1-01-004	1. Disaster Risk Reduction and Management	MDRRMO	December	December	Disaster Risk Reduced/manag	General Fund							
	OTHER SERVICES TOTAL						133,779.62	261,000.00	-		394,779.62		
	Grand Total						6,745,800.83	6,975,508.72	181,500.00		13,902,808.95	610,147.79	-

Prepared by:

CHESTERTON O. REYES
Municipal Planning & Development Coordinator


MERITCHE S. PEÑARANDA
OIC-Municipal Budget Officer

Attested by:

ATTY. NORMAN D. SABDAO
Municipal Mayor

**CY 2025 SUPPLEMENTAL
ANNUAL INVESTMENT PROGRAM (AIP) NO.**

Municipality: SAN MIGUEL, LEYTE

AIP REFERENCE CODE	PROGRAM/PROJECT/ACTIVITY DESCRIPTION	IMPLEMENTING OFFICE DEPARTMENT	SCHEDULE OF IMPLEMENTATION		EXPECTED OUTPUT	FUNDING SOURCE	AMOUNT (In Thousand Pesos)				AMOUNT of Climate Change Expenditure		CC Typology Code (14)	
			STARTING DATE	COMPLETION DATE			Personal Services	Maintenance & Other Operating Expenses	Capital Outlay	TOTAL	Climate Change Adaptation (12)	Climate Change Mitigation (13)		
1000	I. GENERAL PUBLIC SERVICES SECTOR													
1000-000-3-1-01	Executive Services	OMM	December	December	Efficient & effective executive services	General Fund	1,574,493.54	300,000.00	181,500.00	2,055,993.54				
1000-3-1-01-001-003	Human Resource Development - Year-End Assessment	OMM	December	December	Program implemented	General Fund		200,000.00		200,000.00				
1000-3-1-01-001-006	Moral Recovery Program/Municipal Enhancement Program	OMM	December	December	Program implemented	General Fund		75,600.00		75,600.00				
1000-3-1-01-001-015	National Gov't. Agencies P/P/As (Mun. Counterpart)	OMM	December	December	Program implemented	General Fund		142,800.00		142,800.00				
1000-3-1-01-001-011	Mun. Terminal Mgt.-Traffic Enforcement Activities	OMM	December	December	Program implemented	General Fund		110,000.00		110,000.00				
1000-3-1-01-001-023	Gratuity/Job Order Cash Gift	OMM	December	December	Program implemented	General Fund		500,000.00		500,000.00				
1000-3-1-01-002	Human Resource Management/Unit	OHRMO	December	December	Efficient & effective Human Resource services	General Fund	64,051.85			64,051.85				
1000-3-1-01-003	Business Permit Licensing & Regulatory System/Unit	BPLRU	December	December	Efficient & effective licensing services	General Fund	64,051.85			64,051.85				
1000-3-1-02	Legislative Services	OMVM/SB	December	December	Efficient & effective legislative services	General Fund	1,330,428.25			1,330,428.25				
1000-3-1-02	Legislative Support Services Services	OSSB	December	December	Efficient & effective legislative support services	General Fund	151,720.45			151,720.45				
1000-3-1-04	Planning and Development Coordination Services	OMPDC	December	December	planning and dev't. coordination services	General Fund	211,810.34			211,810.34				
1000-3-1-05	Budgeting Services	OMBO	December	December	Efficient & effective budgeting services	General Fund	136,054.49			136,054.49				
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3000-3-1-13-013-026	RHU Medical Supplies/Activity	OMHO	December	December	Decreased incidence of dental caries (15,000 population)	General Fund		1,544,223.18		1,544,223.18				
3000-3-2-12	B. SOCIAL WELFARE SERVICES	OMSWDO	December	December	Efficient & effective social welfare services	General Fund	290,121.82			290,121.82				
3000-3-2-12-012-014	Community Welfare Program	OMSWDO	December	December	Program implemented	General Fund		60,000.00		60,000.00				
3000-3-1-01-001-022	Aid to the Barangay	OMM/OMSWDO	December	December	Aid to the brgys. Provided	General Fund		2,000,000.00		2,000,000.00				
							948,679.39	4,266,033.12	-	5,214,712.51				

Prepared by:

CHESTERON O. REYES
Municipal Planning & Development Coordinator

MERITCHE S. PEÑARANDA
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Municipal Mayor

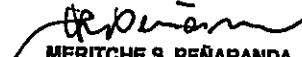
**CY 2025 SUPPLEMENTAL
ANNUAL INVESTMENT PROGRAM (AIP) NO.)**

Municipality: SAN MIGUEL, LEYTE

AIP REFERENCE CODE	PROGRAM/PROJECT/ACTIVITY DESCRIPTION	IMPLEMENTING OFFICE DEPARTMENT	SCHEDULE OF IMPLEMENTATION		EXPECTED OUTPUT	FUNDING SOURCE	AMOUNT (In Thousand Pesos)				AMOUNT of Climate Change Expenditure		CC Typology Code (14)
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8000-3-2-14-014-001	Clean & Green and Beautification Program	OMENRO	December	December	Program Implemented	General Fund		300,000.00		300,000.00			
8000-3-1-10	Engineering Services	OME	December	December	Efficient & Effective engineering services	General Fund	263,493.67			263,493.67			
1000-3-1-10-010-001	Repair & Maintenance-Public Building	OME	December	December	Beautification Program Implemented	General Fund		160,000.00		160,000.00			
1000-3-1-10-010-003	Repair & Maintenance-Other Structures	OME	December	December	Maintained Other Structures	General Fund		660,075.00		660,075.00			
	Public Utilities												
8000-3-1-01-005	Operation of San Miguel Waterworks System	OSMWS	December	December	Efficient & Effective waterworks services	General Fund	610,147.79			610,147.79	610,147.79		A214-01
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	ECONOMIC SERVICE SECTOR TOTALS						1,468,433.19	1,120,075.00	-	2,588,508.19	610,147.79	-	-
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