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

Item No.: 35
Date: 24 2020 FEB

Sangguniang Panlalawigan
Province of Leyte
RECEIVED

PROVINCIAL BUDGET OFFICE Date: FEB 16 2026
By: Jemill

February 16, 2026

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

RELEASED
DATE 2-16-26
NO. 144
BY SJM
PBO

Gentlemen and Ladies:

Pursuant to the provisions of the Local Government Code of 1991 (Republic Act No. 7160), our preliminary review of the **General Fund Supplemental Budget No. 03 FY 2025** of the **Municipality of Barugo, Leyte** duly enacted by the Sangguniang Bayan through **Appropriation Ordinance No. 25 S. 2025** with a total appropriation in the amount of **P11,003,701.79** 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 procurement of Goods, Supplies, Equipment, Civil Works and other related services shall be made in accordance with the provisions of RA 9184 and its Implementing Rules and Regulations;
2. 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. 05. 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;
3. That the grant of the following benefits shall be made pursuant to the corresponding guidelines relative thereto and subject to Section 325(a) of RA 7160;
 - 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 Bonus – Budget Circular No. 2016-4
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 appropriation for salaries to officials and employees implementing the salary schedule for Third Class Municipality shall be pursuant to the provisions provided for under DOF No. 074-204 dated November 5, 2024;
6. That the appropriation for salaries to officials and employees implementing the 2nd Tranche Compensation Adjustment under SSL VI for Local Government Personnel from September to December 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-5" and further subject to Sec. 325(a) of RA 7160;

7. That LGU Barugo, Leyte has already exceeded the 55% Personal Services (PS) Limitation invoked under Section 325(a) of RA 7160, the computation of excess is presented below:

PS COMPUTATION AB 2025

Income from Regular Sources CY 2023	P153,840,627.18	
	X	55%
	<hr/>	
	84,612,344.95	
	<hr/>	
PS CY 2025	79,205,199.40	
Less:		
Terminal Leave		P 6,098,733.33
LEE – PS		3,267,895.84
		<hr/>
NET PS COSTS CY 2025		P79,205,199.40
	<hr/>	
Supplemental Budget No.1 PS	3,388,909.74	
Supplemental Budget No. 2 PS	941,283.12	
Supplemental Budget No. 3 PS	5,247,415.41	
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EXCESS OF PS COSTS		P 4,170,462.72

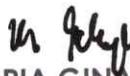
The Local Unit therefore shall not hire additional casuals, create new items or infuse new Personal Services costs until the PS Cap shall be met.

8. 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 **Ordinance No. 25, S. 2025 of the Municipality of Barugo, Leyte**, entitled: **An Ordinance authorizing the Supplemental Budget No. 03, s. 2025 involving an amount of Eleven Million Three Thousand Seven Hundred One Pesos & 79/100 (P11,003,701.79), together with the Supplemental Investment Program (SIP) No. 3 CY 2025 in the amount of P77,271,701.79.**


FLORINDA JILL S. UYVICO
Secretary to the Sanggunian



OFFICE OF THE SANGGUNIANG BAYAN

December 23, 2025

HON. LEONARDO "SANDY" JAVIER, JR.
Vice-Governor/Presiding Officer
Sanggunian Panlalawigan
Province of Leyte

Sangguniang Panlalawigan
Province of Leyte
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By: _____

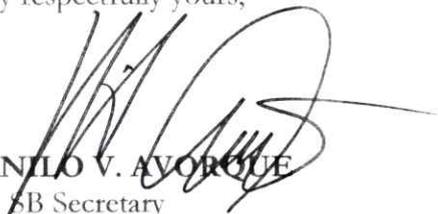
THRU: **FLORINDA JILL S. UYVICO**
Secretary to the Sanggunian
Province of Leyte

Sir:

Respectfully submitted to your good office for review the herein ORDINANCE NO. 25, S. 2025 ENTITLED "AN ORDINANCE AUTHORIZING SUPPLEMENTAL BUDGET NO. 03, S. 2025 INVOLVING AN AMOUNT OF ELEVEN MILLION THREE THOUSAND SEVEN HUNDRED ONE PESOS & 79/100 (P11,003,701.79) ONLY TAKEN FROM SAVINGS FROM THE APPROPRIATIONS FOR PERSONNEL SERVICES CY 2025 AND MOOE CY 2025 INTENDED FOR THE PAYMENTS OF VARIOUS EXPENDITURES IN THE GENERAL FUND OF THE MUNICIPALITY OF BARUGO, LEYTE.

Anticipating your favorable action on this matter.

Very respectfully yours,


DANILO V. AVOROUE
SB Secretary



OFFICE OF THE SANGGUNIANG BAYAN

EXCERPT FROM THE MINUTES OF THE MEETING OF THE 12TH SANGGUNIANG BAYAN OF BARUGO, LEYTE ON ITS 3RD SPECIAL SESSION HELD ON THE 19TH DAY OF DECEMBER 2025, AT THE MUNICIPAL SESSION HALL, LEGISLATIVE BUILDING, BARUGO, LEYTE.

- | | | |
|----------|-------------------------------|--|
| Present: | Atty. Jesus B. Cabanacan | Municipal Vice Mayor |
| | Hon. Josephine C. Tiu | Presiding Officer |
| | Hon. Roselyn L. Baltar | SB Member |
| | Hon. Nikkos Rhet V. Astorga | SB Member |
| | Hon. Sonia A. Cañeda | SB Member |
| | Hon. Charee Mae M. Avila | SB Member |
| | Hon. Eduardo C. Calzita | SB Member |
| | Hon. Joemar Q. Acebo | Liga Ng Mga Barangay President |
| | Hon. Eric C. Hingpis | Pederasyon Ng Mga Sangguniang Kabataan |
| Absent: | Hon. Felix A. Diloy | SB Member |
| | Atty. Harold Edgar C. Apostol | SB Member |

Sangguniang Panlalawigan
Province of Leyte
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By: _____

ORDINANCE NO. 25, S. 2025

AN ORDINANCE AUTHORIZING SUPPLEMENTAL BUDGET NO. 03, S. 2025 INVOLVING AN AMOUNT OF ELEVEN MILLION THREE THOUSAND SEVEN HUNDRED ONE PESOS & 79/100 (P11,003,701.79) ONLY TAKEN FROM SAVINGS FROM THE APPROPRIATIONS FOR PERSONNEL SERVICES CY 2025 AND MOOE CY 2025 INTENDED FOR THE PAYMENTS OF VARIOUS EXPENDITURES IN THE GENERAL FUND OF THE MUNICIPALITY OF BARUGO, LEYTE.

Sponsored by Hon. Josephine C. Tiu

BE IT ORDAINED by the Honorable Members of the Sangguniang Bayan of Barugo, Leyte on its Regular Session assembled to wit:

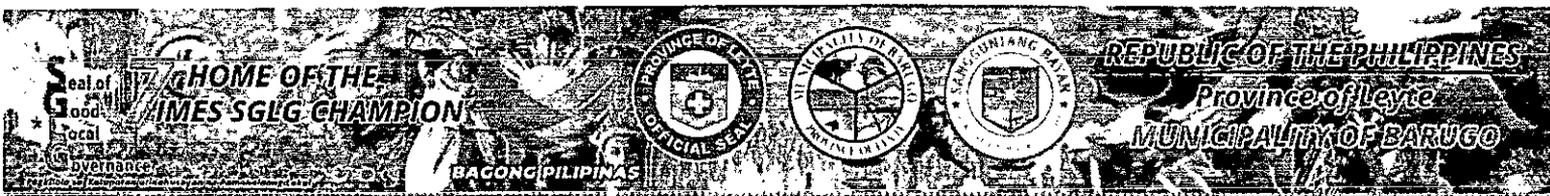
SECTION 1. The Supplemental Budget No. 03, S. 2025 of the Local Government Unit of Barugo, Leyte for Fiscal Year 2025 in the amount of **ELEVEN MILLION THREE THOUSAND SEVEN HUNDRED ONE PESOS & 79/100 (P11,003,701.79)** is hereby **APPROVED**,

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

- Certification of Availability of Funds** dated December 18, 2025 from LGU-Barugo, Leyte signed by Municipal Treasurer Ruth C. Tiu and Municipal Accountant Richel P. Ellaso;
- LBP Form No. 8**, Statement of Funding Sources, Supplemental Budget # 03, Fiscal Year 2025 from LGU-Barugo, Leyte signed by Municipal Accountant, Richel P. Ellaso and Municipal Treasurer, Ruth C. Tiu;
- LBP Form No. 9**, Statement of Supplemental Appropriation, Barugo, Leyte, Supplemental Budget No. 3, CY2025, General Fund from LGU-Barugo, Leyte prepared by Municipal Budget Officer Juana Jennah T. Dela Peña and approved by Local Chief Executive Dr. Aron C. Balais, FPCEM; and,

Barugo Padayon An Gugma!

Municipal Hall, Burgos St. Poblacion District I Barugo, Leyte



OFFICE OF THE SANGGUNIANG BAYAN

Page 2

Ordinance No. 25, Series of 2025

4. **Statement of Funds Available for Reversion** as of December 31, 2025 from LGU-Barugo, Leyte certified correct by Municipal Treasurer, Ruth C. Tiu, Municipal Budget Officer Juana Jennah T. Dela Peña, and Municipal Accountant Richel P. Ellaso, and approved by Local Chief Executive Dr. Aron C. Balais, FPCEM.

SECTION 2. SOURCES OF FUNDS. – The sources of funds for the Supplemental Budget No. 03, S. 2025, in the total amount of **ELEVEN MILLION THREE THOUSAND SEVEN HUNDRED ONE PESOS & 79/100 (P11,003,701.79)** shall be as follows:

Particulars	Account Classification	Amount
1.0 New Revenue Sources	-	-
Tax Revenue	-	-
Loan Proceeds (Borrowings)	-	-
2.0 Actual Collection in Excess of the Estimated Income	-	-
3.0. Savings		-
Unappropriated Cash		
Beginning Balance	-	
4.0 Realignment		
5.0 Reversion		
MOOE CY 2025		2,880,000.00
PS CY 2025		8,123,701.79
	-	
	-	
Total Income	-	11,003,701.79

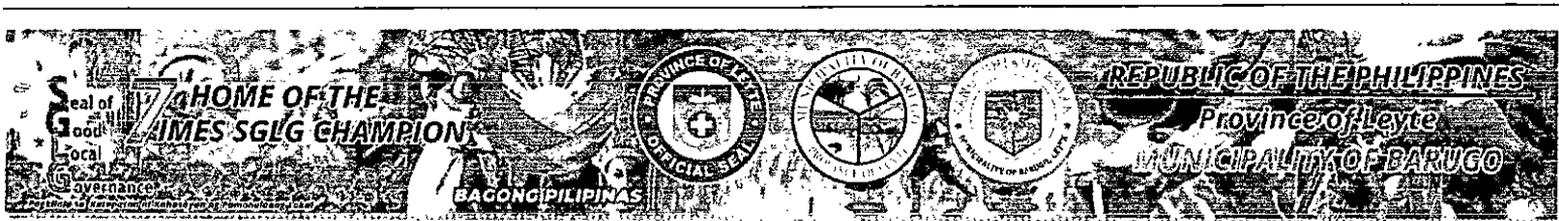
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Ordinance No. 25, Series of 2025

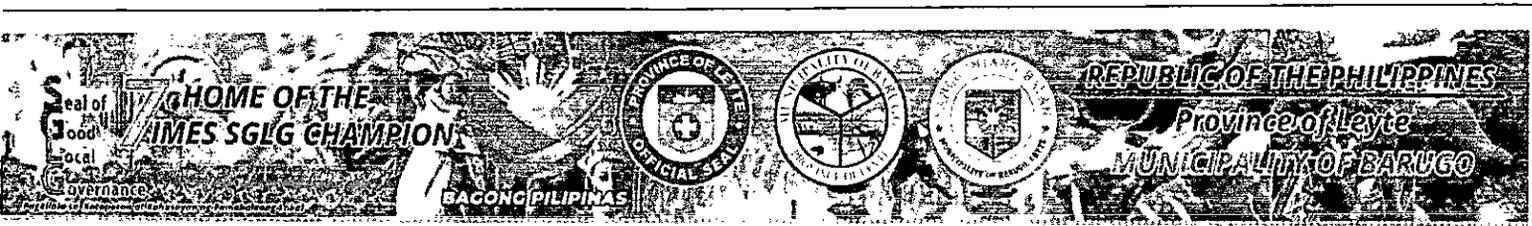
SECTION 3. USE OF FUNDS. – The amount of **ELEVEN MILLION THREE THOUSAND SEVEN HUNDRED ONE PESOS & 79/100 (P11,003,701.79)** is hereby appropriated for the Supplemental Budget No. 03, S. 2025 of the LGU of Barugo, Leyte as follows:

Implementing Office	AIP Ref. Code	Particulars/Purpose	Object Expenditures	Account Code	Amount
MAYOR'S OFFICE	1000-000-3-1-01-001	Salaries- Regular	Salaries & Wages- Regular	5-01-01-010	147,664.00
	1000-000-3-1-01-002	Salaries- Casual	Salaries & Wages- Casual	5-01-01-020	105,696.00
	1000-000-3-1-01-003	GSIS	Retirement & Life Insurance Benefits	5-01-03-010	30,403.20
	1000-000-3-1-01-004	Philhealth	Philhealth Contributions	5-01-03-030	5,700.60
	1000-000-3-1-01-005	Year-end Bonus	Year-end Bonus	5-01-02-140	63,340.00
	1000-000-3-1-01-006	CAN	Other Bonuses & Allowances	5-01-02-990	2,500,000.00
	1000-000-3-1-01-007	SRI	Other Personnel Benefit	5-01-04-990	2,500,000.00
	1000-000-3-1-01-008	Gratuity Pay	Other General Services	5-02-12-990	679,000.00
	1000-000-3-1-01-009	Other General Services	Other General Services	5-02-12-990	600,000.00
	1000-000-3-1-01-010	Other MOOE Barugo	Other MOOE	5-02-99-990	130,000.00
	1000-000-3-1-01-011	Day/Founding Anniversary	Other MOOE	5-02-99-990	24,000.00
	1000-000-3-1-01-012	Socio Cultural Activities	Other MOOE	5-02-99-990	90,000.00
	1000-000-3-1-01-013	Ms Yuletide Gay School Campus Teen Edition 2025	Other MOOE	5-02-99-990	50,000.00
	1000-000-3-1-01-015	Tokens to MDC members	Other MOOE	5-02-99-990	25,000.00
	1000-000-3-1-01-016	GUGMA Farming Financial Assistance to Brgy Pob. Dist I-	Other MOOE	5-02-99-990	140,000.00
	1000-000-3-1-01-017	Repair of Canal Financial Assistance/Incentive to Barugo National High School-	Donations	5-02-99-080	50,000.00
	1000-000-3-1-01-018	Construction of 2 units Guard House	Donations	5-02-99-080	200,000.00

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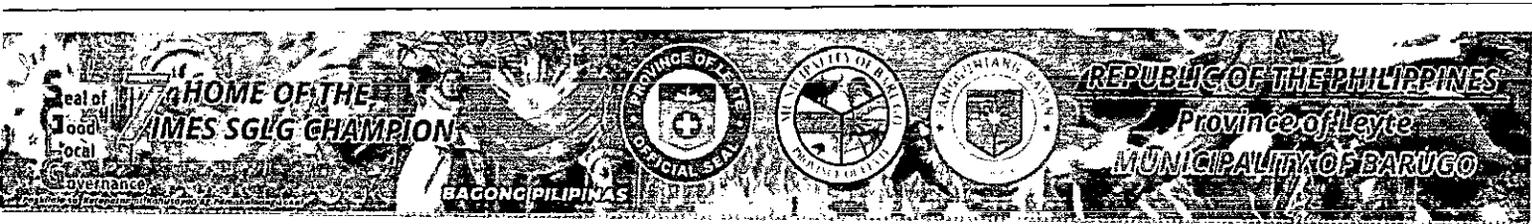


OFFICE OF THE SANGGUNIANG BAYAN

		Financial Assistance/Incentive to the ff Barangays at 50K ;Bulod- Installation of 1 unit Hand pump & Rehabilitation of 2 units Handpump, Domogdog- Installation of Solar Street Lights, Pob Dist I- Repair/Renovation of Multi-Purpose Hall, Santarin - Pathway Zone -2 & Abango- Installation of Steel Gate for Multi-Purpose Hall cum Evacuation Center.	Donations	5-02-99-080	250,000.00
	1000-000-3-1-01-019	Financial Assistance/ Incentive to the ff Barangays at 20k: San Roque- Improvement of Tanod Outpost, Hilaba, Cuta- Purchase of Agricultural Supplies for Hapag Program, Bukid - Purchase of Electrical Supplies & Guindaohan - Rehabilitation of 1unit Waiting Shed	Donations	5-02-99-080	100,000.00
LEGISLATIVE	1000-000-3-1-02-001	Salaries- Regular	Salaries & Wages- Regular	5-01-01-010	376,628.00
	1000-000-3-1-02-002	Salaries- Casual	Salaries & Wages- Casual	5-01-01-020	4,404.00
	1000-000-3-1-02-003	GSIS	Retirement & Life Insurance Benefits	5-01-03-010	45,723.84
	1000-000-3-1-02-004	Philhealth	Philhealth Contributions	5-01-03-030	8,573.22
	1000-000-3-1-02-005	Year-end Bonus	Year-end Bonus	5-01-02-140	95,258.00
	1000-000-3-1-02-006	CAN	Other Bonuses & Allowances	5-01-02-990	380,000.00
	1000-000-3-1-02-007	SRI	Other Personnel Benefit	5-01-04-990	380,000.00
	1000-000-3-1-02-008	Year-end Bonus to outgoing SB Members' Cash Gift to Outgoing SB Members	Year-end Bonus	5-01-02-140	222,903.30
	1000-000-3-1-02-009		Cash Gift	5-01-02-150	7,500.00
SB SECRETARY	1000-000-3-1-04-001	Salaries- Regular	Salaries & Wages- Regular	5-01-01-010	39,144.00
	1000-000-3-1-04-002	GSIS	Retirement & Life Insurance Benefits	5-01-03-010	4,697.28
	1000-000-3-1-04-003	Philhealth	Philhealth Contributions	5-01-03-030	880.74
	1000-000-3-1-04-004	Year-end Bonus	Year-end Bonus	5-01-02-140	9,786.00
	1000-000-3-1-04-005	Training Expenses	Training Expenses	5-02-02-010	29,000.00
TREASURY	1000-000-3-1-05-001	Salaries- Regular	Salaries & Wages- Regular	5-01-01-010	98,980.00

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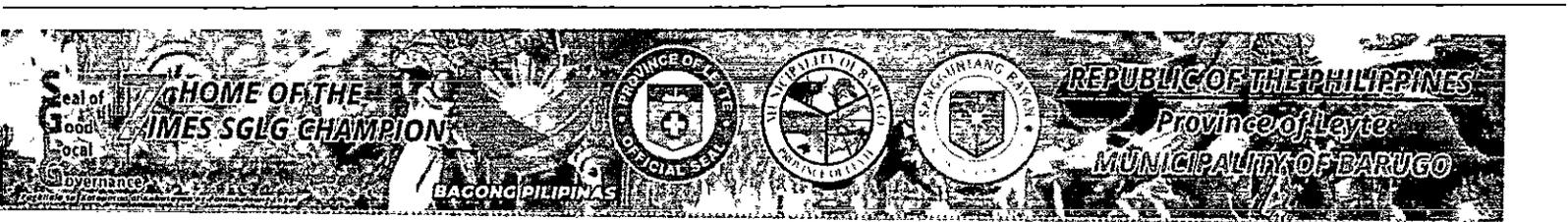
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ASSESSOR	1000-000-3-1-05-002	GSIS	Retirement & Life Insurance Benefits	5-01-03-010	11,877.60
	1000-000-3-1-05-003	Philhealth	Philhealth Contributions	5-01-03-030	2,227.05
	1000-000-3-1-05-004	Year-end Bonus	Year-end Bonus	5-01-02-140	24,745.00
	1000-000-3-1-06-001	Salaries- Regular	Salaries & Wages-Regular	5-01-01-010	45,564.00
ACCOUNTING	1000-000-3-1-06-002	GSIS	Retirement & Life Insurance Benefits	5-01-03-010	5,467.68
	1000-000-3-1-06-003	Philhealth	Philhealth Contributions	5-01-03-030	1,025.19
	1000-000-3-1-06-004	Year-end Bonus	Year-end Bonus	5-01-02-140	11,391.00
	1000-000-3-1-07-001	Salaries- Regular	Salaries & Wages-Regular	5-01-01-010	59,764.00
BUDGET	1000-000-3-1-07-002	GSIS	Retirement & Life Insurance Benefits	5-01-03-010	7,171.68
	1000-000-3-1-07-003	Philhealth	Philhealth Contributions	5-01-03-030	1,344.69
	1000-000-3-1-07-004	Year-end Bonus	Year-end Bonus	5-01-02-140	14,941.00
	1000-000-3-1-08-001	Salaries- Regular	Salaries & Wages-Regular	5-01-01-010	81,304.00
PLANNING	1000-000-3-1-08-002	GSIS	Retirement & Life Insurance Benefits	5-01-03-010	9,756.48
	1000-000-3-1-08-003	Philhealth	Philhealth Contributions	5-01-03-030	1,829.34
	1000-000-3-1-08-004	Year-end Bonus	Year-end Bonus	5-01-02-140	20,326.00
	1000-000-3-1-09-001	Salaries- Regular	Salaries & Wages-Regular	5-01-01-010	39,944.00
ENGINEERING	1000-000-3-1-09-002	GSIS	Retirement & Life Insurance Benefits	5-01-03-010	4,793.28
	1000-000-3-1-09-003	Philhealth	Philhealth Contributions	5-01-03-030	898.74
	1000-000-3-1-09-004	Year-end Bonus	Year-end Bonus	5-01-02-140	9,986.00
	8000-000-3-1-10-001	Salaries- Regular	Salaries & Wages-Regular	5-01-01-010	180,576.00
HEALTH	8000-000-3-1-10-002	GSIS	Retirement & Life Insurance Benefits	5-01-03-010	21,669.12
	8000-000-3-1-10-003	Philhealth	Philhealth Contributions	5-01-03-030	4,062.96
	8000-000-3-1-10-004	Year-end Bonus	Year-end Bonus	5-01-02-140	45,144.00
	3000-200-3-1-11-001	Salaries- Regular	Salaries & Wages-Regular	5-01-01-010	80,152.00
REGISTRAR	3000-200-3-1-11-001	GSIS	Retirement & Life Insurance Benefits	5-01-03-010	9,618.24
	3000-200-3-1-11-002	Philhealth	Philhealth Contributions	5-01-03-030	1,803.42
	3000-200-3-1-11-003	Year-end Bonus Provisions of Incentives to Brgy. Health Workers	Year-end Bonus	5-01-02-140	20,038.00
	3000-200-3-1-11-004	Other MOOE	Other MOOE	5-02-99-990	13,000.00
	3000-200-3-1-11-005	Medical, Dental & Lab Supplies	Medical Dental & Laboratory Supplies Expenses	5-02-03-080	30,000.00
	3000-200-3-1-11-006	Other General Services	Other General Services	5-02-12-990	30,000.00
REGISTRAR	1000-000-3-1-12-001	Salaries- Regular	Salaries & Wages-Regular	5-01-01-010	20,904.00
	1000-000-3-1-12-002	GSIS	Retirement & Life Insurance Benefits	5-01-03-010	2,508.48

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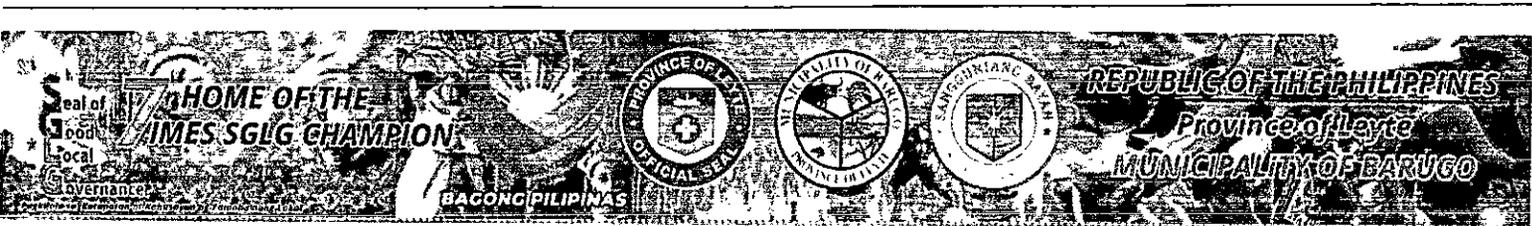
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AGRICULTURE	1000-000-3-1-12-003	Philhealth	Philhealth Contributions	5-01-03-030	470.34
	1000-000-3-1-12-004	Year-end Bonus	Year-end Bonus	5-01-02-140	5,226.00
	8000-000-3-2-03-001	Salaries- Regular	Salaries & Wages- Regular	5-01-01-010	65,124.00
	8000-000-3-2-03-002	GSIS	Retirement & Life Insurance Benefits	5-01-03-010	7,814.88
SOCIAL WELFARE	8000-000-3-2-03-003	Philhealth	Philhealth Contributions	5-01-03-030	1,465.29
	8000-000-3-2-03-004	Year-end Bonus	Year-end Bonus	5-01-02-140	16,281.00
	3000-500-3-1-13-001	Salaries- Regular	Salaries & Wages- Regular	5-01-01-010	70,880.00
	3000-500-3-1-13-002	GSIS	Retirement & Life Insurance Benefits	5-01-03-010	8,505.60
ECCD	3000-500-3-1-13-003	Philhealth	Philhealth Contributions	5-01-03-030	1,594.80
	3000-500-3-1-13-004	Year-end Bonus	Year-end Bonus	5-01-02-140	17,720.00
		Salaries- Regular	Salaries & Wages- Regular	5-01-01-010	45,064.00
		GSIS	Retirement & Life Insurance Benefits	5-01-03-010	5,407.68
INFIRMARY		Philhealth	Philhealth Contributions	5-01-03-030	1,013.94
		Year-end Bonus	Year-end Bonus	5-01-02-140	11,266.00
		Salaries- Regular	Salaries & Wages- Regular	5-01-01-010	71,636.00
		GSIS	Retirement & Life Insurance Benefits	5-01-03-010	8,596.32
BAYVIEW COLLEGE		Philhealth	Philhealth Contributions	5-01-03-030	1,611.81
		Year-end Bonus	Year-end Bonus	5-01-02-140	17,909.00
		Medical Dental & Laboratory Supplies	Medical Dental & Laboratory Supplies Expenses	5-02-03-080	38,000.00
	Wages of COS workers	Other General Services	5-02-12-990	400,000.00	
					11,003,701.79
Total:					11,003,701.79

SECTION 4. Disbursement of these funds is subject to the usual accounting and auditing rules and regulations.

SECTION 5. 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.

Barugo Padayon An Gugma!
Municipal Hall, Burgos St. Poblacion District I Barugo, Leyte



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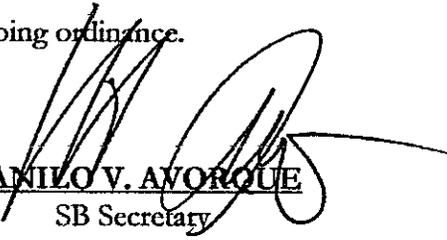
Ordinance No. 25, Series of 2025

SECTION 6. EFFECTIVITY. – The provisions of this Ordinance shall take effect upon its approval.

RESOLVED FURTHER, to furnish copies of this Appropriation Ordinance to the Municipal Budget Officer, Juana Jennah T. Dela Peña, Municipal Accountant Ms. Richel P. Ellaso, and to the Honorable Members of the Sangguniang Panlalawigan of Leyte thru Ms. Maria Gina P. Hipe, Provincial Budget Officer, Province of Leyte, for their information, review and approval.

UNANIMOUSLY APPROVED, this 19th day of December 2025, in Barugo, Leyte.

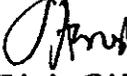
I HEREBY CERTIFY to the correctness of this foregoing ordinance.


DANILO V. AVORQUE
SB Secretary


HON. JOSEPHINE C. TIU
SB MEMBER


HON. ROSELYN L. BALTAR
SB MEMBER.


HON. NIKKOS RHET V. ASTORGA
SB MEMBER


HON. SONIA A. CAÑEDA
SB MEMBER

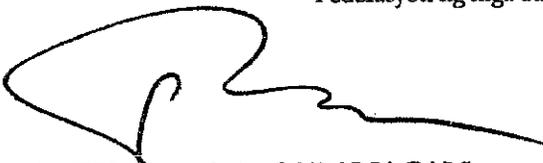

HON. CHARIE MAE M. AVILA
SB MEMBER


HON. EDUARDO C. CALZITA
SB Member


HON. JOEMAR Q. ACEBO
LIGA President


HON. ERIC C. HINGPIS
Pederasyon ng mga Sanggunian Kabataan

ATTESTED BY:

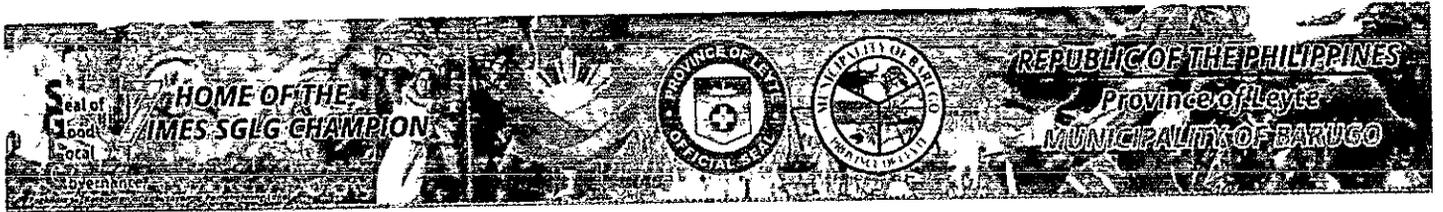

ATTY. JESUS B. CABANACAN
Municipal Vice Mayor
Presiding Officer

APPROVED BY:


HON. ARON C. BALTIS, MD, FPCEM
Municipal Mayor

Barugo Padayon An Gugma!

Municipal Hall, Burgos St. Poblacion District I Barugo, Leyte



CERTIFICATION OF AVAILABILITY OF FUNDS

THIS IS TO CERTIFY that there is an available fund in the amount of **Eleven Million Three Thousand, Seven Hundred One Pesos & 79/100 (P 11,003,701.79)** only to wit:

Reversion of Funds from the following:

Personnel Services CY 2025	-P 8,123,701.79
MOOE CY 2025	- 2,880,000.00

This certification is being issued to establish cash back up for Supplemental Budget No. 3, CY- 2025.

Done this 18th day of December 2025.

RUTH C. TIU
Municipal Treasurer

RICHEL P. ELLASO
Municipal Accountant

Barugo Padayon An Gugma!

Municipal Hall, Burgos St. Poblacion District I Barugo, Leyte

0960-294-9342

lgu.barugo@yahoo.com

Municipality of Barugo, Leyte

STATEMENT OF FUNDING SOURCES
 SUPPLEMENTAL BUDGET # 03
 Fiscal Year- 2025

Barugo, Leyte
 Prov./CityMunicipality

Fund/Special Account GENERAL FUND

Particulars	Account Classification	Amount
1.0 New Revenue Sources		
Tax Revenue		
Loan Proceeds (Borrowings)		
2.0 Actual Collection in Excess of the Estimated Income		
3.0 Savings		
Unappropriated Cash		
Beginning Balance		
4.0 Realignment		
Reversion		
MOOE -CY 2025		2,880,000.00
PS CY 2025		8,123,701.79
Total Income		11,003,701.79

Certified Correct:


RICHEL P. ELLASO
 Municipal Accountant


RUTH C. TIU
 Municipal Treasurer

STATEMENT OF SUPPLEMENTAL APPROPRIATION
Barugo, Leyte
Province/City/Municipality
SUPPLEMENTAL BUDGET NO. 3, CY 2025
GENERAL FUND

Implementing Office	AIP Ref. Code	Particulars/Purpose	Object Expenditures	Account Code	Amount
MAYOR'S OFFICE	1000-000-3-1-01-001	Salaries- Regular	Salaries & Wages-Regular	5-01-01-010	147,664.00
	1000-000-3-1-01-002	Salaries- Casual	Salaries & Wages-Casual	5-01-01-020	105,696.00
	1000-000-3-1-01-003	GSIS	Retirement & Life Insurance Benefits	5-01-03-010	30,403.20
	1000-000-3-1-01-004	Philhealth	Philhealth Contributions	5-01-03-030	5,700.60
	1000-000-3-1-01-005	Year-end Bonus	Year-end Bonus	5-01-02-140	63,340.00
	1000-000-3-1-01-006	CAN	Other Bonuses & Allowances	5-01-02-990	2,500,000.00
	1000-000-3-1-01-007	SRI	Other Personnel Benefit	5-01-04-990	2,500,000.00
	1000-000-3-1-01-008	Gratuity Pay	Other General Services	5-02-12-990	679,000.00
	1000-000-3-1-01-009	Other General Services	Other General Services	5-02-12-990	600,000.00
	1000-000-3-1-01-010	Other MOOE	Other MOOE	5-02-99-990	130,000.00
	1000-000-3-1-01-011	Barugo Day/Founding Anniversary	Other MOOE	5-02-99-990	24,000.00
	1000-000-3-1-01-012	Socio Cultural Activities	Other MOOE	5-02-99-990	90,000.00
	1000-000-3-1-01-013	Ms Yuletide Gay School Campus Teen Edition 2025	Other MOOE	5-02-99-990	50,000.00
	1000-000-3-1-01-015	Tokens to MDC members	Other MOOE	5-02-99-990	25,000.00
	1000-000-3-1-01-016	GUGMA Farming	Other MOOE	5-02-99-990	140,000.00
	1000-000-3-1-01-017	Financial Assistance to Brgy Pob. Dist I- Repair of Canal	Donations	5-02-99-080	50,000.00
	1000-000-3-1-01-018	Financial Assistance/Incentive to Barugo National High School- Construction of 2 units Guard House	Donations	5-02-99-080	200,000.00
	1000-000-3-1-01-019	Financial Assistance/Incentive to the ff Barangays at 50K ;Bulod- Installation of 1 unit Hand pump & Rehabilitation of 2 units Handpump, Domogdog- Installation of Solar Street Lights, Pob Dist I- Repair/Renovation of Multi-Purpose Hall, Santarin & Abango	Donations	5-02-99-080	250,000.00
	1000-000-3-1-01-020	Financial Assistance/ Incentive to the ff Barangays at 20k: San Roque- Improvement of Tanod Outpost, Hilaba, Cuta, Bukid - Purchase of Electrical Supplies & Guindaohan - Rehabilitation of 1unit Waiting Shed	Donations	5-02-99-080	100,000.00
	LEGISLATIVE	1000-000-3-1-02-001	Salaries- Regular	Salaries & Wages-Regular	5-01-01-010
1000-000-3-1-02-002		Salaries- Casual	Salaries & Wages-Casual	5-01-01-020	4,404.00

	1000-000-3-1-02-003	GSIS	Retirement & Life Insurance Benefits	5-01-03-010	45,723.84
	1000-000-3-1-02-004	Philhealth	Philhealth Contributions	5-01-03-030	8,573.22
	1000-000-3-1-02-005	Year-end Bonus	Year-end Bonus	5-01-02-140	95,258.00
	1000-000-3-1-02-006	CAN	Other Bonuses & Allowances	5-01-02-990	380,000.00
	1000-000-3-1-02-007	SRI	Other Personnel Benefit	5-01-04-990	380,000.00
	1000-000-3-1-02-008	Year-end Bonus to outgoing SB Members'	Year-end Bonus	5-01-02-140	222,903.30
	1000-000-3-1-02-009	Cash Gift to Outgoing SB Members	Cash Gift	5-01-02-150	7,500.00
SB SECRETARY	1000-000-3-1-04-001	Salaries- Regular	Salaries & Wages- Regular	5-01-01-010	39,144.00
	1000-000-3-1-04-002	GSIS	Retirement & Life Insurance Benefits	5-01-03-010	4,697.28
	1000-000-3-1-04-003	Philhealth	Philhealth Contributions	5-01-03-030	880.74
	1000-000-3-1-04-004	Year-end Bonus	Year-end Bonus	5-01-02-140	9,786.00
	1000-000-3-1-04-005	Training Expenses	Training Expenses	5-02-02-010	29,000.00
TREASURY	1000-000-3-1-05-001	Salaries- Regular	Salaries & Wages- Regular	5-01-01-010	98,980.00
	1000-000-3-1-05-002	GSIS	Retirement & Life Insurance Benefits	5-01-03-010	11,877.60
	1000-000-3-1-05-003	Philhealth	Philhealth Contributions	5-01-03-030	2,227.05
	1000-000-3-1-05-004	Year-end Bonus	Year-end Bonus	5-01-02-140	24,745.00
ASSESSOR	1000-000-3-1-06-001	Salaries- Regular	Salaries & Wages- Regular	5-01-01-010	45,564.00
	1000-000-3-1-06-002	GSIS	Retirement & Life Insurance Benefits	5-01-03-010	5,467.68
	1000-000-3-1-06-003	Philhealth	Philhealth Contributions	5-01-03-030	1,025.19
	1000-000-3-1-06-004	Year-end Bonus	Year-end Bonus	5-01-02-140	11,391.00
ACCOUNTING	1000-000-3-1-07-001	Salaries- Regular	Salaries & Wages- Regular	5-01-01-010	59,764.00
	1000-000-3-1-07-002	GSIS	Retirement & Life Insurance Benefits	5-01-03-010	7,171.68
	1000-000-3-1-07-003	Philhealth	Philhealth Contributions	5-01-03-030	1,344.69
	1000-000-3-1-07-004	Year-end Bonus	Year-end Bonus	5-01-02-140	14,941.00
BUDGET	1000-000-3-1-08-001	Salaries- Regular	Salaries & Wages- Regular	5-01-01-010	81,304.00
	1000-000-3-1-08-002	GSIS	Retirement & Life Insurance Benefits	5-01-03-010	9,756.48
	1000-000-3-1-08-003	Philhealth	Philhealth Contributions	5-01-03-030	1,829.34
	1000-000-3-1-08-004	Year-end Bonus	Year-end Bonus	5-01-02-140	20,326.00
PLANNING	1000-000-3-1-09-001	Salaries- Regular	Salaries & Wages- Regular	5-01-01-010	39,944.00
	1000-000-3-1-09-002	GSIS	Retirement & Life Insurance Benefits	5-01-03-010	4,793.28
	1000-000-3-1-09-003	Philhealth	Philhealth Contributions	5-01-03-030	898.74
	1000-000-3-1-09-004	Year-end Bonus	Year-end Bonus	5-01-02-140	9,986.00
ENGINEERING	8000-000-3-1-10-001	Salaries- Regular	Salaries & Wages- Regular	5-01-01-010	180,576.00
	8000-000-3-1-10-002	GSIS	Retirement & Life Insurance Benefits	5-01-03-010	21,669.12
	8000-000-3-1-10-003	Philhealth	Philhealth Contributions	5-01-03-030	4,062.96
	8000-000-3-1-10-004	Year-end Bonus	Year-end Bonus	5-01-02-140	45,144.00
HEALTH	3000-200-3-1-11-001	Salaries- Regular	Salaries & Wages- Regular	5-01-01-010	80,152.00
	3000-200-3-1-11-001	GSIS	Retirement & Life Insurance Benefits	5-01-03-010	9,618.24
	3000-200-3-1-11-002	Philhealth	Philhealth Contributions	5-01-03-030	1,803.42

	3000-200-3		Philhealth				
	1-11-002	Philhealth		Contributions	5-01-03-030	1,803.42	
	3000-200-3		Year-end Bonus				
	1-11-003	Year-end Bonus		Year-end Bonus	5-01-02-140	20,038.00	
	3000-200-3		Provisions of Incentives to				
	1-11-004	Brgy. Health Workers		Other MOOE	5-02-99-990	13,000.00	
	3000-200-3		Medical, Dental & Lab				
	1-11-005	Supplies		Medical Dental & Laboratory Supplies Expenses	5-02-03-080	30,000.00	
	3000-200-3		Other General Services				
	1-11-006	Other General Services		Other General Services	5-02-12-990	30,000.00	
	1000-000-3		Salaries- Regular				
REGISTRAR	1-12-001	Salaries- Regular		Salaries & Wages- Regular	5-01-01-010	20,904.00	
	1000-000-3		GSIS				
	1-12-002	GSIS		Retirement & Life Insurance Benefits	5-01-03-010	2,508.48	
	1000-000-3		Philhealth				
	1-12-003	Philhealth		Philhealth Contributions	5-01-03-030	470.34	
	1-12-004	Year-end Bonus		Year-end Bonus	5-01-02-140	5,226.00	
AGRICULTURE	8000-000-3		Salaries- Regular				
	2-03-001	Salaries- Regular		Salaries & Wages- Regular	5-01-01-010	65,124.00	
	8000-000-3		GSIS				
	2-03-002	GSIS		Retirement & Life Insurance Benefits	5-01-03-010	7,814.88	
	8000-000-3		Philhealth				
	2-03-003	Philhealth		Philhealth Contributions	5-01-03-030	1,465.29	
	8000-000-3		Year-end Bonus				
	2-03-004	Year-end Bonus		Year-end Bonus	5-01-02-140	16,281.00	
SOCIAL WELFARE	3000-500-3		Salaries- Regular				
	1-13-001	Salaries- Regular		Salaries & Wages- Regular	5-01-01-010	70,860.00	
	3000-500-3		GSIS				
	1-13-002	GSIS		Retirement & Life Insurance Benefits	5-01-03-010	8,505.60	
	3000-500-3		Philhealth				
	1-13-003	Philhealth		Philhealth Contributions	5-01-03-030	1,594.80	
	3000-500-3		Year-end Bonus				
	1-13-004	Year-end Bonus		Year-end Bonus	5-01-02-140	17,720.00	
ECCD	8000-100-3		Salaries- Regular				
	3-11-001	Salaries- Regular		Salaries & Wages- Regular	5-01-01-010	45,064.00	
	8000-100-3		GSIS				
	3-11-002	GSIS		Retirement & Life Insurance Benefits	5-01-03-010	5,407.68	
	8000-100-3		Philhealth				
	3-11-003	Philhealth		Philhealth Contributions	5-01-03-030	1,013.94	
	8000-100-3		Year-end Bonus				
	3-11-004	Year-end Bonus		Year-end Bonus	5-01-02-140	11,266.00	
INFIRMARY	8000-200-3		Salaries- Regular				
	3-13-001	Salaries- Regular		Salaries & Wages- Regular	5-01-01-010	71,636.00	
	8000-200-3		GSIS				
	3-13-002	GSIS		Retirement & Life Insurance Benefits	5-01-03-010	8,596.32	
	8000-200-3		Philhealth				
	3-13-003	Philhealth		Philhealth Contributions	5-01-03-030	1,611.81	
	8000-200-3		Year-end Bonus				
	3-13-004	Year-end Bonus		Year-end Bonus	5-01-02-140	17,909.00	
BAYVIEW COLLEGE	8000-200-3		Medical Dental & Laboratory				
	3-13-005	Supplies		Medical Dental & Laboratory Supplies Expenses	5-02-03-080	38,000.00	
	8000-100-3		Wages of COS workers				
	3-12-001	Wages of COS workers		Other General Services	5-02-12-990	400,000.00	
						11,003,701.79	
Total						11,003,701.79	

Prepared by:

JUANA JENNAH T. DELA PENA
Municipal Budget Officer

Approved by:

DR. ARON E. BALAIS, PCEM
Local Chief Executive

Collective Negotiation Agreement CY 2025

EXECUTIVE SERVICES

1 DR. ARON C. BALAIS, FPCEM	20,000.00
2 ARMIE C. ELIZONDO	20,000.00
3 MARIA SALVACION VISTO	20,000.00
4 JASMIN CARDENAS	20,000.00
5 MARVIN CASTROVERDE	20,000.00
6 ANGELICA B. ABARCA	20,000.00
7 EDMUND BICOL	20,000.00
8 LUDIVICO PITALBO	20,000.00
9 MONROU AGUIHAP	20,000.00
10 MARWIN SALVACION	20,000.00
11 DINO ALIDO	20,000.00
	220,000.00

CASUAL

1 FERDINAND A. ABARCA	20,000.00
2 ARNEL B. ABEJAR	20,000.00
3 GUILLERMO P. AGOSTO	20,000.00
4 NOAH JAY C. ASPA	20,000.00
5 DEXTER ATIENZA	20,000.00
6 MICHAEL B. BADUYA	20,000.00
7 EDA G. BOLIBAR	20,000.00
8 ALEXIS DOMINIQUE C. BUÑALE	20,000.00
9 FRANC OLIVER A. CAÑEDA	20,000.00
10 GISSI BETH A. CARDINES	20,000.00
11 RENO A. CASTIL	20,000.00
12 RENE B. CELMAR JR.	20,000.00
13 DARNELL C. CORRO	20,000.00
14 JEYZA A. CUESTA	20,000.00
15 MARY JANE C. CUESTA	20,000.00
16 NESSIE D. FIN	20,000.00
17 JAXAN B. GERONA	20,000.00
18 MARK ANTHONY C. LABARRETE	20,000.00
19 RAYAN A. LEAÑO	20,000.00
20 RUBEN M. PANIS JR.	20,000.00
21 RACHEL A. PERALTA	20,000.00
22 RICARDO D. PIGAO	20,000.00
23 MARK ANTHONY SALVACION	20,000.00
	460,000.00

LEGISLATIVE

1 JESUS B. CABANACAN	20,000.00
2 FELIX A. DILOY	20,000.00
3 JOSEPHINE C. TIU	20,000.00
4 ROSELYN C. BALTAR	20,000.00
5 NIKKOS RHET ASTORGA	20,000.00
6 SONIA A. CAÑEDA	20,000.00
7 CHAREE MAE M. AVILA	20,000.00
8 EDUARDO C. CALZITA	20,000.00
9 HAROLD EDGAR C. APOSTOL	20,000.00
10 JOMAR A. ACEBO	20,000.00
11 ERIC C. HINGPIS	20,000.00
12 ANGELA A. MAGADAN	20,000.00
13 IRVIN DUANE G. PENARANDA	20,000.00
14 SAREENA MAE ABIELLE T. ELLA	20,000.00
15 ANDRO FRANCISCO COLIBAO	20,000.00
16 KURT JOHN C. ALDAYA	20,000.00
17 NOEL A. BENUSA	20,000.00
	340,000.00

SB SECRETARY

1 DANILO AVORQUE	20,000.00
2 NÉCITAS CORTON	20,000.00
	40,000.00

PLANNING SERVICES

1 ENGR. JUDITH M. BORREL	20,000.00
2 JANET C. COLIBAO	20,000.00
	40,000.00

CIVIL REGISTRY

1 CATHERINE Z. CONDINO	20,000.00
2 JANICE A. ELLASO	20,000.00
	40,000.00

BUDGET SERVICES

1 JUANA JENNAH T. DELA PENA	20,000.00
2 EDNA ROBENTA	20,000.00
3 CHRISTIA C. BALTAR	20,000.00
4 NELSON COLIBAO	20,000.00
5 OLGA HERNANDEZ	20,000.00
	100,000.00

ACCOUNTING SERVICES

1 RICHEL P. ELLASO	20,000.00
2 MA. HELEN A. CINCO	20,000.00
	40,000.00

TREASURY SERVICES

1 RUTH C. TIU	20,000.00
2 MA. RODESSA CHITH PEÑARAN	20,000.00
3 BERNARDITA D. ABEJAR	20,000.00
4 ARISTLE ALCOBER	20,000.00
5 AMOR BADAJOS	20,000.00
6 MARJURIE LAGUMBAY	20,000.00
7 ROMEO ACEBO	20,000.00
8 GLECY ANN QUIMADA	20,000.00
9 REBLEN MIRC C. UY	20,000.00
	180,000.00

ASSESSMENT SERVICES

1 POLCOMAR P. CANONCE	20,000.00
2 PERCE CIRERA	20,000.00
	40,000.00

ENGINEERING SERVICES

1 ENGR. RANIE N. CEBRANO	20,000.00
2 ENR. MA. RESSA A. DAGA	20,000.00
3 ERVIN BALAIS	20,000.00
4 SALGAR DE VEYRA	20,000.00
5 FREDY B. PANIS	20,000.00
6 MANUEL RUIZ	20,000.00
7 JORGE G. AGOSTO	20,000.00
8 EDGAR BUSTILLO	20,000.00
9 RANDY B. ASTILLA	20,000.00
10 LEOPOLDO AVESTRUZ	20,000.00
11 FLORENTINO AGUJA	20,000.00
12 REYNOLO LABARDA	20,000.00
13 ORLANDO DELMO	20,000.00
14 EDGARDO ALBERCA	20,000.00
15 RODEL AVILA	20,000.00
16 LUCIANO BALAIS	20,000.00
17 ROMNICK C. ACUIN	20,000.00
18 ROLANDO ALBERCA	20,000.00
19 ROLANDO ASTORGA	20,000.00
20 ROCKY A. BALAIS	20,000.00
21 ROMNICK D. ATIENZA	20,000.00
22 ALLAN E. ALCOBER	20,000.00
23 ARNEL C. BATAYCAN	20,000.00
24 RONALD A. DATARIO	20,000.00
25 GERRY A. ESTARDO	20,000.00
	500,000.00

AGRICULTURAL SERVICES

1 ARIEL GAM	20,000.00
2 JOSE CABAZARES JR.	20,000.00
3 RAYMOND L. CULAR	20,000.00
4 LAARNI R. BORERES	20,000.00

5 MELVIN V. BALAIS	20,000.00
6 MARIA ANA M. BALAIS	20,000.00
7 KENNETH R. ARIZA	20,000.00
	140,000.00

HEALTH SERVICES

1 DRA. LOURDES CALZITA	20,000.00
2 WINA B. CASTROVERDE	20,000.00
3 LORENA O. ALBERCA	20,000.00
4 MA. GRACE Q. AVESTRUZ	20,000.00
5 ZENaida ALCOBER	20,000.00
6 FRAMILA R. ROLO-OS	20,000.00
7 MELANIE A. INALISAN	20,000.00
8 ZENaida A. NALDA	20,000.00
9 NOEL Q. AVORQUE	20,000.00
10 RODERICK L. BALAIS	20,000.00
11 JESSA B. CAÑEDA	20,000.00
	220,000.00

BARUGO MUNICIPAL INFIRMARY

1 SHIRLEY C. LAGUNAY	20,000.00
2 JONI T. JAYME	20,000.00
3 ANA DHONNA T. AVILA	20,000.00
4 ROGER RANCE	20,000.00
5 JAMES PATRICK AFABLE	20,000.00
6 JHUN REY CONOS	20,000.00
7 STEAPHANIE TECHIE A. GREEN	20,000.00
8 ROXANNE A. AVILA	20,000.00
9 ROSEMARIE D. ENCINA	20,000.00
10 KYLA D. AUSTRIA	20,000.00
11 ALFRED A. MAGADAN	20,000.00
12 DYNA DIVINA D. PEÑARANDA	20,000.00
13 DANTE B. DE VEYRA	20,000.00
	260,000.00

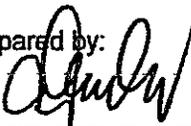
SOCIAL SERVICES

1 KENT ARIZA	20,000.00
2 ROVIANNE THEALENE LAMSIN	20,000.00
3 VILMA G. ARUTA	20,000.00
4 LENNEATE OBAOB	20,000.00
5 VIC A. PANIS	20,000.00
	100,000.00

MAYOR'S OFFICE ECCD

1 ALFRED AGOTE	20,000.00
2 VERGINIA BALTAR	20,000.00
3 MHADELL COSTELO	20,000.00
4 GINALYN CULATA	20,000.00
5 MELANIA OCHENGCO	20,000.00
6 MARJORIE SILLO	20,000.00
7 DEAN MARK C. ABEJAR	20,000.00
8 DOMINADOR ZABALA JR.	20,000.00
	160,000.00

TOTAL 2,880,000.00

Prepared by:

ARMIE C. ELIZONDO
 HRMO

Service Recognition Incentive - 2025

EXECUTIVE SERVICES

1 DR. ARON C. BALAIS, FPCEM	20,000.00
2 ARMIE C. ELIZONDO	20,000.00
3 MARIA SALVACION VISTO	20,000.00
4 JASMIN CARDENAS	20,000.00
5 MARVIN CASTROVERDE	20,000.00
6 ANGELICA B. ABARCA	20,000.00
7 EDMUND BICOL	20,000.00
8 LUDIVICO PITALBO	20,000.00
9 MONROU AGUIHAP	20,000.00
10 MARWIN SALVACION	20,000.00
11 DINO ALIDO	20,000.00
	220,000.00

CASUAL

1 FERDINAND A. ABARCA	20,000.00
2 ARNEL B. ABEJAR	20,000.00
3 GUILLERMO P. AGOSTO	20,000.00
4 NOAH JAY C. ASPA	20,000.00
5 DEXTER ATIENZA	20,000.00
6 MICHAEL B. BADUYA	20,000.00
7 EDA G. BOLIBAR	20,000.00
8 ALEXIS DOMINIQUE C. BUÑALE	20,000.00
9 FRANC OLIVER A. CAÑEDA	20,000.00
10 GISSI BETH A. CARDINES	20,000.00
11 RENO A. CASTIL	20,000.00
12 RENE B. CELMAR JR.	20,000.00
13 DARNELL C. CORRO	20,000.00
14 JEYZA A. CUESTA	20,000.00
15 MARY JANE C. CUESTA	20,000.00
16 NESSIE D. FIN	20,000.00
17 JAXAN B. GERONA	20,000.00
18 MARK ANTHONY C. LABARRETE	20,000.00
19 RAYAN A. LEAÑO	20,000.00
20 RUBEN M. PANIS JR.	20,000.00
21 RACHEL A. PERALTA	20,000.00
22 RICARDO D. PIGAO	20,000.00
23 MARK ANTHONY SALVACION	20,000.00
	460,000.00

LEGISLATIVE

1 JESUS B. CABANACAN	20,000.00
2 FELIX A. DILOY	20,000.00
3 JOSEPHINE C. TIU	20,000.00
4 ROSELYN C. BALTAR	20,000.00
5 NIKKOS RHET ASTORGA	20,000.00
6 SONIA A. CAÑEDA	20,000.00
7 CHAREE MAE M. AVILA	20,000.00
8 EDUARDO C. CALZITA	20,000.00
9 HAROLD EDGAR C. APOSTOL	20,000.00
10 JOMAR A. ACEBO	20,000.00
11 ERIC C. HINGPIS	20,000.00
12 ANGELA A. MAGADAN	20,000.00
13 IRVIN DUANE G. PENARANDA	20,000.00
14 SAREENA MAE ABIELLE T. ELLA	20,000.00
15 ANDRO FRANCISCO COLIBAO	20,000.00
16 KURT JOHN C. ALDAYA	20,000.00
17 NOEL A. BENUSA	20,000.00
	340,000.00

SB SECRETARY

1 DANILO AVORQUE	20,000.00
2 NECITAS CORTON	20,000.00
	40,000.00

PLANNING SERVICES

1 ENGR. JUDITH M. BORREL	20,000.00
2 JANET C. COLIBAO	20,000.00
	40,000.00

CIVIL REGISTRY

1 CATHERINE Z. CONDINO	20,000.00
2 JANICE A. ELLASO	20,000.00
	40,000.00

BUDGET SERVICES

1 JUANA JENNAH T. DELA PENA	20,000.00
2 EDNA ROBENTA	20,000.00
3 CHRISTIA C. BALTAR	20,000.00
4 NELSON COLIBAO	20,000.00
5 OLGA HERNANDEZ	20,000.00
	100,000.00

ACCOUNTING SERVICES

1 RICHEL P. ELLASO	20,000.00
2 MA. HELEN A. CINCO	20,000.00
	40,000.00

TREASURY SERVICES

1 RUTH C. TIU	20,000.00
2 MA. RODESSA CHITH PEÑARAN	20,000.00
3 BERNARDITA D. ABEJAR	20,000.00
4 ARISTLE ALCOBER	20,000.00
5 AMOR BADAJOS	20,000.00
6 MARJURIE LAGUMBAY	20,000.00
7 ROMEO ACEBO	20,000.00
8 GLECY ANN QUIMADA	20,000.00
9 REBLEN MIRC C. UY	20,000.00
	180,000.00

ASSESSMENT SERVICES

1 POLCOMAR P. CANONCE	20,000.00
2 PERCE CIRERA	20,000.00
	40,000.00

ENGINEERING SERVICES

1 ENGR. RANIE N. CEBRANO	20,000.00
2 ENR. MA. RESSA A. DAGA	20,000.00
3 ERVIN BALAIS	20,000.00
4 SALGAR DE VEYRA	20,000.00
5 FREDY B. PANIS	20,000.00
6 MANUEL RUIZ	20,000.00
7 JORGE G. AGOSTO	20,000.00
8 EDGAR BUSTILLO	20,000.00
9 RANDY B. ASTILLA	20,000.00
10 LEOPOLDO AVESTRUZ	20,000.00
11 FLORENTINO AGUJA	20,000.00
12 REYNOLO LABARDA	20,000.00
13 ORLANDO DELMO	20,000.00
14 EDGARDO ALBERCA	20,000.00
15 RODEL AVILA	20,000.00
16 LUCIANO BALAIS	20,000.00
17 ROMNICK C. ACUIN	20,000.00
18 ROLANDO ALBERCA	20,000.00
19 ROLANDO ASTORGA	20,000.00
20 ROCKY A. BALAIS	20,000.00
21 ROMNICK D. ATIENZA	20,000.00
22 ALLAN E. ALCOBER	20,000.00
23 ARNEL C. BATAYCAN	20,000.00
24 RONALD A. DATARIO	20,000.00
25 GERRY A. ESTARDO	20,000.00
	500,000.00

AGRICULTURAL SERVICES

1 ARIEL GAM	20,000.00
2 JOSE CABAZARES JR.	20,000.00
3 RAYMOND L. CULAR	20,000.00
4 LAARNI R. BORERES	20,000.00

5 MELVIN V. BALAIS	20,000.00
6 MARIA ANA M. BALAIS	20,000.00
7 KENNETH R. ARIZA	20,000.00
	140,000.00

HEALTH SERVICES

1 DRA. LOURDES CALZITA	20,000.00
2 WINA B. CASTROVERDE	20,000.00
3 LORENA O. ALBERCA	20,000.00
4 MA. GRACE Q. AVESTRUZ	20,000.00
5 ZENaida ALCOBER	20,000.00
6 FRAMILA R. ROLO-OS	20,000.00
7 MELANIE A. INALISAN	20,000.00
8 ZENaida A. NALDA	20,000.00
9 NOEL Q. AVORQUE	20,000.00
10 RODERICK L. BALAIS	20,000.00
11 JESSA B. CAÑEDA	20,000.00
	220,000.00

BARUGO MUNICIPAL INFIRMARY

1 SHIRLEY C. LAGUNAY	20,000.00
2 JONI T. JAYME	20,000.00
3 ANA DHONNA T. AVILA	20,000.00
4 ROGER RANCE	20,000.00
5 JAMES PATRICK AFABLE	20,000.00
6 JHUN REY CONOS	20,000.00
7 STEAPHANIE TECHIE A. GREEN	20,000.00
8 ROXANNE A. AVILA	20,000.00
9 ROSEMARIE D. ENCINA	20,000.00
10 KYLA D. AUSTRIA	20,000.00
11 ALFRED A. MAGADAN	20,000.00
12 DYNA DIVINA D. PEÑARANDA	20,000.00
13 DANTE B. DE VEYRA	20,000.00
	260,000.00

SOCIAL SERVICES

1 KENT ARIZA	20,000.00
2 ROVIANNE THEALENE LAMSIN	20,000.00
3 VILMA G. ARUTA	20,000.00
4 LENNEATE OBAOB	20,000.00
5 VIC A. PANIS	20,000.00
	100,000.00

MAYOR'S OFFICE ECCD

1 ALFRED AGOTE	20,000.00
2 VERGINIA BALTAR	20,000.00
3 MHADELL COSTELO	20,000.00
4 GINALYN CULATA	20,000.00
5 MELANIA OCHENGCO	20,000.00
6 MARJORIE SILLO	20,000.00
7 DEAN MARK C. ABEJAR	20,000.00
8 DOMINADOR ZABALA JR.	20,000.00
	160,000.00

TOTAL 2,880,000.00

Prepared by:

Armie C. Elizondo
ARMIE C. ELIZONDO
 HRMO

GRATUITY PAY

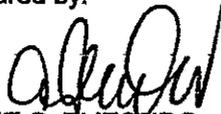
CONTRACT OF SERVICE

1	APOSTOL BARBARA HOLASCA	7,000.00
2	ARPON FRANCISCA BROBO	7,000.00
3	PONFERRADA ETHEL ARUTA	7,000.00
4	PEÑARANDA PAZ APOSTOL ADIZAS MARIGRACE	7,000.00
5	PONFERADA	7,000.00
6	ARPON KLARISSA COLLEN	7,000.00
7	ALCOBER RAVEN JENN	7,000.00
8	ASENIERO MERIAM ALMEDA	7,000.00
9	AVORQUE ZORAIDA GAVERO	7,000.00
10	BALAI EDWIN GARRIDO	7,000.00
11	BALAI JUVY ANN ALVARAN	7,000.00
12	CABUNDOL SARA JEN ADRALES	7,000.00
13	CARDINES MILDRED OBERO	7,000.00
14	CUBILLA RAFAEL	7,000.00
15	CUBILLA ROBERTO HARISCO	7,000.00
16	DE MESA JOSE ARPON	7,000.00
17	GERONA, JAKE ANDRIAN	7,000.00
18	FUENTES MARIAN HINGPIS	7,000.00
19	PONTESOR AMADOR MARGALLO ARUTA, ANGELA CHELSEA	7,000.00
20	OMEGA	7,000.00
21	PONFERRADA, HANNAH	7,000.00
22	ESCOBAR JOAN FRANCES AVILA	7,000.00
23	SENCIO PRIMO NUEVAREZ	7,000.00
24	CULAR EDRIAN BALQUIN	7,000.00
25	CUNANAN JINNY NOI QUINTANA	7,000.00
26	VINCE BRAYAN ADIZAS	7,000.00
27	ESTARDO JUDITH AGOSTO	7,000.00
28	AVORQUE MARY ANN LANANTE	7,000.00
29	CLORES MARY GRACE AVILA	7,000.00
30	BALAI DEVINA ALVARAN	7,000.00
31	MORENO REYCHELLE	7,000.00
32	AVESTRUZ, CEDIE B.	7,000.00
33	CUESTA MIRACLE JOY AYASO	7,000.00
34	ADRALES ESCOLASTICO BRAZIL	7,000.00
35	ALBERCA REDENTOR TIU	7,000.00
36	ALBESA RUEL PELIYO	7,000.00
37	ALCONES ROLLY BIASA ALVARADO MARK ANTHONY	7,000.00
38	RAEL	7,000.00
39	ARIZA JUSTO PACLE	7,000.00
40	ARIZA TORIBIO ADIZAS	7,000.00
41	BUGAIS ARNEL PANIS COLIBAO MA. SHELLA MARIE	7,000.00
42	CACERES	7,000.00
43	CUBILLA NELSON BELLO GUARINO REYNANTE	7,000.00
44	MANAGANTAN	7,000.00
45	DATARIO JARWIN AVORQUE	7,000.00
46	ESPINOSA AMADO AGRAMON	7,000.00
47	PALERACIO RONALD CULAR	7,000.00
48	PEÑARANDA JADE CANEDA	7,000.00
49	SISTER GERMA DRILON	7,000.00
50	SABLAYAN BIENVENIDO ASIS	7,000.00
51	AVESTRUZ OLIVER ACEBO	7,000.00
52	VILLAMOR NESTOR ALCOBER	7,000.00
53	AGUILON RENZY KIEL ASTORGA	7,000.00

54	ARUTA EDGAR CYRUZ	7,000.00
55	PALCONIT JOSELITO SOLAMO	7,000.00
56	SULLA MIKKO JAY NOCETE	7,000.00
57	BALAIS NIÑO CADORNA	7,000.00
	MANDAPAT, LORAIN HONEY	
58	GRACE	7,000.00
59	AVORQUE, ADONES DILOY	7,000.00
60	CALIM SEAN VITAL CATENZA	7,000.00
61	CASTROVERDE , ALLAN , ARUTA	7,000.00
62	ELIZONDO ZAIRA BALAIS	7,000.00
63	TAGHAP KRISTO CARLO PANIS	7,000.00
64	AGOSTO GLORIA BORERES	7,000.00
65	AVESTRUZ ARCHE ADRALES	7,000.00
66	BALAIS, CHRISTOPHER SR.	7,000.00
67	BINAY HILDA AGOSTO	7,000.00
68	LAMASON, IAN KYL B.	7,000.00
69	ROSOS ROMMEL AYUSTRE	7,000.00
70	LAMSIN ELEONOR PANAQ	7,000.00
71	BALAIS REGIE-LYN LIBA	7,000.00
72	CARDINES REYMUND ENOVISO	7,000.00
73	NARIDO NARCISO TALACAY	7,000.00
74	CAÑEZAL CHRISTIAN AVILA	7,000.00
75	CONTE MARY ANN	7,000.00
76	ASTILLA EDWIN VILLAFLORES	7,000.00
77	ASTORGA ROLANDO ARAZA	7,000.00
78	BALTAR ROMELYN MARTIREZ	7,000.00
79	CABELTIS ELDOR ARROJO	7,000.00
80	LAMSIN MARLON CUBILLA	7,000.00
81	JENNYBHAVE COLANTA	7,000.00
82	RODRIGUEZ JANICA APOSTOL	7,000.00
83	SARAH A. TIU	7,000.00
84	CESAR A. SILAY	7,000.00
85	STEVEN RENBERT B. CAJIPE	7,000.00
86	JOHN CARLO ROTILLES	7,000.00
87	JAEL D. DE GUZMAN	7,000.00
88	LODELYN SEGUIRRA	7,000.00
89	MELANIE M. CULAR	7,000.00
90	CHRISTY BASILAN	7,000.00
91	RHEALINA SAAVEDRA	7,000.00
92	SHERELYN DIOSO	7,000.00
93	CHARLES JOSHUA B. OPIASA	7,000.00
94	BAÑEZ, JANET JOYCE AYASO	7,000.00
95	GARCIA, JOJANE GRACE	7,000.00
96	SUMAPIG, JEFF EDISON	7,000.00
97	SUMAPIG, JO ANNE MAY	7,000.00

TOTAL 679,000.00

Prepared by:


ARMIE C. ELIZONDO
 HRMO DESIGNATE

PERSONNEL SCHEDULE FY 2025
LGU: Barugo, Leyte

Item No. Old	New	Position Title	Name of Incumbent	Current Year Authorized Rate/ Annum		Budget Year Proposed Rate/Annum		Increase
				Sept.1 to Dec. 31, 2025	Sept.1 to Dec. 31, 2025	Sept.1 to Dec. 31, 2025	Sept.1 to Dec. 31, 2025	
				SG/STEP	SSL6 -4th class	SG/STEP	SSL6 -3rd class	
					1ST TRANCHE SSL-6 with STEP INCREMENT (LBC-160)		2nd Tranche TRANCHE SSL-6 with STEP INCREMENT (LBC-165)	
Department/Office:		OFFICE OF THE MAYOR						
2000-006		Municipal Mayor	DR. ARON C. BALAIS	SG-27		SG-27		
				S-2	417,384.00	S-2	463,672.00	46,288.00
1997-077		Security Guard III	EDMUND E. BICOL	SG-8		SG-8		
				S-5	63,860.00	S-5	71,148.00	7,288.00
2009-007		Administrative Assistant I (Clerk IV)	LUDIVICO PITALBO	SG-8		SG-8		
				S-5	63,860.00	S-5	71,148.00	7,288.00
1993-078		Farm Worker II	LENEATTE B. UY	SG-4		SG-4		
			<i>Step Increment March 20, 2026</i>	S-3	49,380.00	S-3	54,668.00	5,288.00
2007-010		Administrative Aide II (Messenger)	DINO A. ALIDO	SG-2		SG-2		
				S-5	44,456.00	S-5	49,188.00	4,732.00
2007-005		Administrative Officer (HRMO I)	ANGELICA B. ABARCA	SG-11		SG-11		
				S-1	85,536.00	S-1	96,076.00	10,540.00
2010-011		Administrative Assistant (Private Sec. I) Coterminous	MARVIN G. CASTROVERDE	SG-11		SG-11		
				S-1	85,536.00	S-1	96,076.00	10,540.00
2017-012		Local DRRM Officer II	JASMIN S. CARDENAS	SG-15		SG-15		
				S-3	117,636.00	S-3	131,220.00	13,584.00
2023-001		Senior Labor & Employment Officer	ARMIE C. ELIZONDO	SG-19		SG-19		
				S-1	161,620.00	S-1	180,448.00	18,828.00
2023-008		Administrative Aide III (Utility Worker II-A)	MONROU I AGUIHAP	SG-3		SG-3		
				S-1	45,796.00	S-1	50,728.00	4,932.00
2023-009		Administrative Aide III (Utility Worker II-A)	MARWIN C SALVACION	SG-3		SG-3		
				S-1	45,796.00	S-1	50,728.00	4,932.00
2023-006		Cooperative Development Specialist	MARIA SALVACION C. VISTO	SG-15		SG-15		
				S-1	115,240.00	S-1	128,664.00	13,424.00
		Total			1,296,100.00		1,443,764.00	147,664.00

Department/Office:		OFFICE OF THE MAYOR (Early Childhood Care Development (ECCD))							147,664.00
2023-002		Teacher I	Alfred C Agote	SG-11		SG-11			
				S-1	85,536.00	S-1	96,076.00	10,540.00	
2023-003		Administrative Aide III (Clerk I)	Mhadell C. Costelo	SG-3		SG-3			
				S-1	45,796.00	S-1	50,728.00	4,932.00	
2023-004		Administrative Aide III (Clerk I)	Ginalyn C Culata	SG-3		SG-3			
				S-1	45,796.00	S-1	50,728.00	4,932.00	
2023-005		Administrative Aide III (Clerk I)	Verginia P Baltar	SG-3		SG-3			
				S-1	45,796.00	S-1	50,728.00	4,932.00	
2024-034	2024-034	Administrative Aide III (Utility Worker II-A)	Melania A Ochengco	SG-3		SG-3			
				S-1	45,796.00	S-1	50,728.00	4,932.00	
2024-035	2024-035	Administrative Aide III (Utility Worker II-A)	Marjorie C Sillo	SG-3		SG-3			
				S-1	45,796.00	S-1	50,728.00	4,932.00	
2024-040		Security Guard	Domindaor M. Zabala, Jr.	SG-3		SG-3			
				S-1	45,796.00	S-1	50,728.00	4,932.00	
2024-041		Security Guard	Dean Mark C. Abejar	SG-3		SG-3			
				S-1	45,796.00	S-1	50,728.00	4,932.00	
		Total			406,108.00		451,172.00	45,064.00	

192,728.00

Department/ Office: **OFFICE OF THE VICE MAYOR**

2010-012	Municipal Vice-Mayor	ATTY JESUS B CABANACA	SG-25 S-1	321,624.00	SG-25 S-1	357,528.00	35,904.00
2010-013	SB-MEMBER	FELIX A DILOY	SG-24 S-1	282,396.00	SG-24 S-1	314,192.00	31,796.00
2010-014	SB-MEMBER	JOSEPHINE C TIU	SG-24 S-2	287,004.00	SG-24 S-2	319,108.00	32,104.00
2010-015	SB-MEMBER	ROSELYN BALTAR	SG-24 S-1	282,396.00	SG-24 S-1	314,192.00	31,796.00
2010-016	SB-MEMBER	NIKKOS RHET V ASTORC	SG-24 S-2	287,004.00	SG-24 S-2	319,108.00	32,104.00
2010-017	SB-MEMBER	SONIA A CAÑEDA	SG-24 S-1	282,396.00	SG-24 S-1	314,192.00	31,796.00
2010-018	SB-MEMBER	CHAREE MAE M AVIL	SG-24 S-1	282,396.00	SG-24 S-1	314,192.00	31,796.00
2010-019	SB-MEMBER	EDUARDO C CALZITA	SG-24 S-2	287,004.00	SG-24 S-2	314,192.00	27,188.00
2010-020	SB-MEMBER	ATTY HAROLD EDGAR C APOSTOL	SG-24 S-1	282,396.00	SG-24 S-1	314,192.00	31,796.00
2010-021	LIGA PRESIDENT	JOEMAR ACEBO	SG-24 S-1	282,396.00	SG-24 S-1	314,192.00	31,796.00
2010-022	SK-FEDERATION PRESIDE	ERIC C. HINGPIS	SG-24 S-1	282,396.00	SG-24 S-1	314,192.00	31,796.00
2010-005	Administrative Aide III (Utility Worker II-A)	ANA ANGELA A. MAGADAN	SG-3 S-1	45,796.00	SG-3 S-1	50,728.00	4,932.00
2006-006	Administrative Aide III (Utility Worker II-A)	IRVIN DUANE G. PEÑARANT	SG-3 S-1	45,796.00	SG-3 S-1	50,728.00	4,932.00
2010-026	Administrative Assistan (Clerk IV)	SAREENA MAE ABIELLE T. ELLASO	SG-8 S-1	61,604.00	SG-8 S-1	68,632.00	7,028.00
2023-011	Administrative Aide III (Utility Worker II-A)	ANDRO FRANCISCO COLIBA	SG-3 S-1	45,796.00	SG-3 S-1	50,728.00	4,932.00
2024-042	Administrative Aide III (Utility Worker II-A)	KURT JOHN C. ALDAYA	SG-3 S-1	45,796.00	SG-3 S-1	50,728.00	4,932.00
	Total			3,404,196.00		3,780,824.00	376,628.00

569,356.00

Department/Office: **OFFICE OF THE SB SECRETARY**

1995-021	1995-021	Board Secretary V (Sangguniang Bayan Sec)	DANILO AVORQUE	SG-24 S-8	316,136.00	SG-24 S-8	350,180.00	34,044.00
2003-000	2003-000	Administrative Aide III	NECITAS CORTON	SG-3 S-8	48,316.00	SG-3 S-8	53,416.00	5,100.00
		TOTAL			364,452.00		403,596.00	39,144.00

608,500.00

Department/Office: **MUNICIPAL PLANNING & DEVELOPMENT OFFICE**

2003-002		Municipal Govt. Dept. Hea (MPCD)	Engr. JUDITH M. BORREL	SG-24 S-8	316,136.00	SG-24 S-8	350,180.00	34,044.00
2007-013		Administrative Aide VI (Data Controller I)	JANET C COLIBAO	SG-6 S-1	54,764.00	SG-6 S-1	60,664.00	5,900.00
					370,900.00		410,844.00	39,944.00

648,444.00

Department/Office: **CIVIL REGISTRY OFFICE**

1992-048		Registration Officer I (Civil Registry Clerk)	JANICE A ELLASO	SG-10 S-1	73,144.00	SG-10 S-1	81,876.00	8,732.00
2023-12		Registration Officer II	CATHERINE Z CONDIN	SG-14 S-1	106,304.00	SG-14 S-1	118,476.00	12,172.00
					179,448.00		200,352.00	20,904.00

669,348.00

Department/Office: **ENGINEERING OFFICE**

1994-069	Mun. Gov't Dep't. Head (Municipal Engineer)	ENGR. RANIE N. CEBRAN	SG-24 S-1	282,396.00	SG-24 S-1	314,192.00	31,796.00
2022-028	Engineer II	ENGR. MA. RESA A. DAGA	SG-16 S-1	124,848.00	SG-16 S-1	139,392.00	14,544.00
2022-029	Const. & Maint. Gen. Foremen	ERVIN L. BALAIS	SG-11 S-1	85,536.00	SG-11 S-1	96,076.00	10,540.00
1993-035	Const. & Maint. Gen. Foremen	SALGAR B. DE VEYRA	SG-11 S-1	85,536.00	SG-11 S-1	96,076.00	10,540.00
2008-007	Administrative Assistant (Mechanic III)	FREDDIE B. PANIS	SG-9 S-6	69,488.00	SG-9 S-6	77,344.00	7,856.00
2024-027	Engineering Assistant	ROCKY A BALAIS	SG-8 S-1	61,604.00	SG-8 S-1	68,632.00	7,028.00
1995-076	Administrative Assistant (Labor Gen. Foreman)	MANUEL A. RUIZ	SG-8 S-5	63,860.00	SG-8 S-5	71,148.00	7,288.00
2009-002	Welder I	JORGE G. AGOSTO	SG-4 S-6	50,524.00	SG-4 S-6	55,884.00	5,360.00
2006-007	Administrative Aide IV (Electrician I)	EDGAR S BUSTILLO	SG-4 S-1	48,628.00	SG-4 S-1	53,864.00	5,236.00
2006-009	Administrative Aide IV (Driver)	RANDY B. ASTILLA	SG-4 S-4	49,760.00	SG-4 S-4	55,068.00	5,308.00
1999-036	Administrative Aide III (Carpenter I-B)	ROMNICK D ATIENZA	SG-3 S-1	45,796.00	SG-3 S-1	50,728.00	4,932.00
1992-058	Light Equipment Operator	LEOPOLDO C. AVESTRUZ, JR	SG-2 S-2	43,448.00	SG-2 S-2	48,112.00	4,664.00
2007-003	Light Equipment Operator	FLORENTINO D. AGUIRRE	SG-2 S-4	44,120.00	SG-2 S-4	48,824.00	4,704.00
2010-027	Light Equipment Operator	REYNOLO LABARDA	SG-2 S-5	44,456.00	SG-2 S-5	49,188.00	4,732.00
1992-039	Administrative Aide III (Utility Worker II-A)	ORLANDO O. DELMO	SG-3 S-4	46,864.00	SG-3 S-4	51,864.00	5,000.00
2007-002	Administrative Aide III (Groundsman Gardener)	EDGARDO A. ALBERC	SG-3 S-7	47,952.00	SG-3 S-7	53,028.00	5,076.00
1992-043	Administrative Aide III (Utility Worker II-A)	RODEL A. AVILA	SG-3 S-2	46,152.00	SG-3 S-2	51,108.00	4,956.00
1992-041	Administrative Aide III (Utility Worker II-A)	LUCIANO A BALAIS	SG-3 S-1	45,796.00	SG-3 S-1	50,728.00	4,932.00
2007-012	Administrative Aide III (Utility Worker II-A)	ROMNICK C. ACUIN	SG-3 S-1	45,796.00	SG-3 S-1	50,728.00	4,932.00
				1,332,560.00		1,481,984.00	149,424.00
1997-038	Administrative Aide III (Utility Worker II-A)	ROLANDO C. ALBERC	SG-3 S-7	47,952.00	SG-3 S-7	53,028.00	5,076.00
1999-044	Administrative Aide III (Utility Worker II-A)	ARNEL C BATAYCAN	SG-3 S-1	45,796.00	SG-3 S-1	50,728.00	4,932.00
1992-045	Administrative Aide III (Utility Worker II-A)	GERRY A ESTARDO	SG-3 S-1	45,796.00	SG-3 S-1	50,728.00	4,932.00
1992-046	Administrative Aide III (Utility Worker II-A)	ALLAN E ALCOBER	SG-3 S-1	45,796.00	SG-3 S-1	50,728.00	4,932.00
1992-047	Administrative Aide III (Utility Worker II-A)	RONALD A DATARIO	SG-3 S-1	45,796.00	SG-3 S-1	50,728.00	4,932.00
2006-001	Admin Aide VI (Electrician II)	ROLANDO A ASTORGA <i>Step Increment January 9, 2026</i>	SG-6 S-1	54,764.00	SG-6 S-2	61,112.00	6,348.00
		Sub-Total		285,900.00		317,052.00	31,152.00
		Total		1,618,460.00		1,799,036.00	180,576.00

1,135,536.00

Department/Office: **AGRICULTURE OFFICE**

2010-037	Mun. Gov't. Dept. Head	ARIEL B. GAM	SG-24 / S-5	301,292.00	SG-24 / S-5	334,344.00	33,052.00
1995-5594 58	Agricultural Technologist	JOSE C. CABAZARES, JR	SG-10 / S-4	74,996.00	SG-10 / S-4	83,848.00	8,852.00
2023-014	Farm Worker I	RAYMOND L CULAR	SG-2/ S-1	43,116.00	SG-2/ S-1	47,760.00	4,644.00
2023-015	Farm Worker I	LAARNI R BORERES	SG-2/ S-1	43,116.00	SG-2/ S-1	47,760.00	4,644.00
2023-016	Farm Worker I	MELVIN V BALAIS	SG-2/ S-1	43,116.00	SG-2/ S-1	47,760.00	4,644.00

2023-017	Farm Worker I	MARIA ANA M BALAIS	SG-2/ S-1	43,116.00	SG-2/ S-1	47,760.00	4,644.00
2023-018	Farm Worker I	KENNETH R ARIZA	SG-2/ S-1	43,116.00	SG-2/ S-1	47,760.00	4,644.00
	TOTAL			591,868.00		656,992.00	65,124.00

1,200,660.00

Department/Office: HEALTH OFFICE

2007-006	Mun. Department Head/ Municipal	DRA. LOURDES CALZ	SG-24/ /S-7	414,740.00	SG-24/ /S-7	430,956.00	16,216.00
1993-31-4	Nurse II	RODERICK L BALAIS	SG-16/ /S-1	166,464.00	SG-16/ /S-1	174,240.00	7,776.00
1993-31-2	Nurse II	WINA CASTROVERDE	SG-16/ /S-2	168,208.00	SG-16/ /S-2	175,984.00	7,776.00
1993-33-26	Midwife II	JEZZA CAÑEDA	SG-11/ /S-1	114,048.00	SG-11/ /S-1	120,096.00	6,048.00
1993-33-23	Midwife II	LORENA O. ALBERCA	SG-11/ /S-4	117,508.00	SG-11/ /S-4	123,556.00	6,048.00
1993-33-10	Midwife II	GRACE Q. AVESTRUZ	SG-11/ /S-3	116,340.00	SG-11/ /S-3	122,388.00	6,048.00
1993-33-15	Midwife II	ZENAIDA A. ALCOBER	SG-11/ /S-8	122,348.00	SG-11/ /S-8	128,396.00	6,048.00
1993-33-25	Midwife II	FRAMILA R. ROLO-OS	SG-11/ /S-1	114,048.00	SG-11/ /S-1	120,096.00	6,048.00
1993-33-13	Midwife II	MELANIE A. INALISAN	SG-11/ /S-1	114,048.00	SG-11/ /S-1	120,096.00	6,048.00
1993-33-12	Midwife II	ZENAIDA A. NALDA	SG-11/ /S-8	122,348.00	SG-11/ /S-8	128,396.00	6,048.00
2022-001	Pharmacist	NOEL AVORQUE	SG-11/ /S-1	114,048.00	SG-11/ /S-1	120,096.00	6,048.00
	TOTAL			1,684,148.00		1,764,300.00	80,152.00

1,280,812.00

Department/Office: BARUGO MUNICIPAL INFIRMARY

2024-003	Chief of Hospital	JAKKO JAKE K DUBLADO	SG-24/ S-1	376,528.00	SG-24/ S-1	392,740.00	16,212.00
2022-005	Medical Technologist II	SHIRLEY C. LAGUNAY	SG-15/ S-1	153,652.00	SG-15/ S-1	160,832.00	7,180.00
2022-006	Nurse II	JONI T. JAYME	SG-16/ /S-1	166,464.00	SG-16/ /S-1	174,240.00	7,776.00
2022-007	Nurse I	STEPHANIE TECHIE A ADIZAS	SG-15/ /S-1	153,652.00	SG-15/ S-1	160,832.00	7,180.00
2022-008	Nurse I	ROXANNE A AVILA	SG-15/ /S-1	153,652.00	SG-15/ S-1	160,832.00	7,180.00
2022-009	Nurse I	ROSEMARIE D ENCINA	SG-15/ /S-1	153,652.00	SG-15/ S-1	160,832.00	7,180.00
2022-12	Nursing Attendant I	ANA DHONNA T. AVILA	SG-4/ S-1	64,836.00	SG-4/ S-1	67,332.00	2,496.00
2022-13	Nursing Attendant I	KYLA DT AUSTRIA	SG-4/ S-1	64,836.00	SG-4/ S-1	67,332.00	2,496.00
2022-14	Nursing Attendant I	ALFRED A MAGADAN	SG-4/ S-1	64,836.00	SG-4/ S-1	67,332.00	2,496.00

2022-15	Nursing Attendant I	DYNA DIVINA D PEÑARANDA	SG-4 / S-1	64,836.00	SG-4 / S-1	67,332.00	2,496.00
2022-16	Admin Aide III (Driver	ROGER A. RANCE	SG-3 / S-1	61,060.00	SG-3 / S-1	63,408.00	2,348.00
2022-17	Admin Aide III (Driver	DANTE B DE VEYRA	SG-3 / S-1	61,060.00	SG-3 / S-1	63,408.00	2,348.00
2022-18	Admin Aide I	JAMES PATRICK B. AFABLE	SG-1 / S-1	54,120.00	SG-1 / S-1	56,244.00	2,124.00
2022-19	Admin Aide I	JHUN REY E. CONOS	SG-1 / S-1	54,120.00	SG-1 / S-1	56,244.00	2,124.00
TOTAL				1,647,304.00		1,718,940.00	71,636.00

1,352,448.00

Department/Office: MUNICIPAL SOCIAL WELFARE & DEVELOPMENT OFFICE

2007-007	Mun. Gov't. Dep't Head I/ Mun. Social Welfare	KENT R. ARIZA	SG-24 /S-2	287,004.00	SG-24 /S-2	319,108.00	32,104.00
1994-56-29	Youth Dev. Officer III	ROVIANNE THEALENE LAMSIN	SG-18 /S-2	148,628.00	SG-18 /S-2	165,864.00	17,236.00
1993-005	Daycare Worker II	VILMA G. ARUTA	SG-8 / S-8	65,612.00	SG-8 / S-8	73,096.00	7,484.00
1994-071	Daycare Worker II	LEANETTE U. OBAOB	SG-8 / S-1	61,604.00	SG-8 / S-1	68,632.00	7,028.00
1995-070	Daycare Worker II	VIC A. PANIS	SG-8 / S-1	61,604.00	SG-8 / S-1	68,632.00	7,028.00
TOTAL				624,452.00		695,332.00	70,880.00

TOTAL

1,423,328.00

Prepared by:


ARMIE C. ELIZONDC
HRMO-Designate

Reviewed:


JUANA JENNA T. DELA PEÑA
Local Budget Officer

Approved:


DR. ARUNA BALAIS CEM
Local Chief Executive

CASUAL PERSONNEL SCHEDULE FY 2025
LGU: Barugo, Leyte

Department/Office: **MAYOR'S OFFICE**

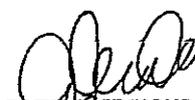
Item No.	Position Title	Name of Incumbent	Current Year Authorized Rate/ Annum		Budget Year Proposed Rate/Annum		Increase/ Decrease
			Sept.1 to Dec. 31, 2025		Sept.1 to Dec. 31, 2025		
			SG/ STEP	SSL6 -4th class 1ST TRANCHE SSL-6 with STEP INCREMENT (LBC-160)	SG/ STEP	SSL6 -3rd class 2nd Tranche TRANCHE SSL-6 with STEP INCREMENT (LBC-165)	
1	CASUAL /Admin Aide I	GISSI BETH A. CARDINES	GS-1	40,592.00	GS-1	44,996.00	4,404.00
2	CASUAL /Admin Aide I	NOAH JAY C. ASPA	GS-1	40,592.00	GS-1	44,996.00	4,404.00
3	CASUAL /Admin Aide I	RENE B. CELMAR, JR	GS-1	40,592.00	GS-1	44,996.00	4,404.00
4	CASUAL /Admin Aide I	DEXTER ATIENZA	GS-1	40,592.00	GS-1	44,996.00	4,404.00
5	CASUAL /Admin Aide I	MARY JANE CUESTA	GS-1	40,592.00	GS-1	44,996.00	4,404.00
6	CASUAL /Admin Aide I	JEZZA A. CUESTA	GS-1	40,592.00	GS-1	44,996.00	4,404.00
7	CASUAL /Admin Aide I	FERDINAND A. ABARCA	GS-1	40,592.00	GS-1	44,996.00	4,404.00
8	CASUAL /Admin Aide I	EDA C. BOLIBAR	GS-1	40,592.00	GS-1	44,996.00	4,404.00
9	CASUAL /Admin Aide I	ALEXIS DOMINIQUE C. BUÑALE	GS-1	40,592.00	GS-1	44,996.00	4,404.00
10	CASUAL /Admin Aide I	DARNELL C. CORRO	GS-1	40,592.00	GS-1	44,996.00	4,404.00
11	CASUAL /Admin Aide I	JAXAN B. GERONA	GS-1	40,592.00	GS-1	44,996.00	4,404.00
12	CASUAL /Admin Aide I	MARK ANTHONY C. LABARRETT	GS-1	40,592.00	GS-1	44,996.00	4,404.00
13	CASUAL /Admin Aide I	RYAN A LEAÑO	GS-1	40,592.00	GS-1	44,996.00	4,404.00
14	CASUAL /Admin Aide I	RACHEL A. PERALTA	GS-1	40,592.00	GS-1	44,996.00	4,404.00
15	CASUAL /Admin Aide I	MICHAEL B. BADUYA	GS-1	40,592.00	GS-1	44,996.00	4,404.00
16	CASUAL /Admin Aide I	RENO A CASTIL	GS-1	40,592.00	GS-1	44,996.00	4,404.00
17	CASUAL /Admin Aide I	MARK ANTHONY SALVACIO	GS-1	40,592.00	GS-1	44,996.00	4,404.00
18	CASUAL /Admin Aide I	RICARDO D PIGAO	GS-1	40,592.00	GS-1	44,996.00	4,404.00
19	CASUAL /Admin Aide I	NESSIE FIN	GS-1	40,592.00	GS-1	44,996.00	4,404.00
20	CASUAL /Admin Aide I	FRANC OLIVER A CAÑEDA	GS-1	40,592.00	GS-1	44,996.00	4,404.00
21	CASUAL /Admin Aide I	GLENN ALICIO	GS-1	40,592.00	GS-1	44,996.00	4,404.00
22	CASUAL /Admin Aide I	ARNEL ABEJAR	GS-1	40,592.00	GS-1	44,996.00	4,404.00
23	CASUAL /Admin Aide I	RUBEN PANIS	GS-1	40,592.00	GS-1	44,996.00	4,404.00
24	CASUAL /Admin Aide I	GUILLERMO P AGOSTO	GS-1	40,592.00	GS-1	44,996.00	4,404.00
Total				974,208.00		1,079,904.00	105,696.00

Department/Office: VICE MAYOR'S OFFICE							
	CASUAL /Admin Aide I	NOEL BENUSA	GS-1	40,592.00	GS-1	44,996.00	4,404.00
Total				40,592.00		44,996.00	4,404.00

TOTAL

110,100.00

Prepared by:


ARME FELIZONDO
 HRMO Designate

Reviewed:


JUANA JENNA T. DELA PEÑA
 Local Budget Officer

Approved:


DR. RINA C. VALAIS
 Local Chief Executive



OFFICE OF THE SANGGUNIANG BAYAN

EXCERPT FROM THE MINUTES OF THE MEETING OF THE 12TH SANGGUNIANG BAYAN OF BARUGO, LEYTE ON ITS 3RD SPECIAL SESSION HELD ON THE 19TH DAY OF DECEMBER 2025, AT THE MUNICIPAL SESSION HALL, LEGISLATIVE BUILDING, BARUGO, LEYTE.

- | | | |
|----------|-------------------------------|--|
| Present: | Atty. Jesus B. Cabanacan | Municipal Vice Mayor |
| | Hon. Josephine C. Tiu | Presiding Officer |
| | Hon. Roselyn L. Baltar | SB Member |
| | Hon. Nikkos Rhet V. Astorga | SB Member |
| | Hon. Sonia A. Cañeda | SB Member |
| | Hon. Charee Mae M. Avila | SB Member |
| | Hon. Eduardo C. Calzita | SB Member |
| | Hon. Joemar Q. Acebo | Liga Ng Mga Barangay President |
| | Hon. Eric C. Hingpis | Pederasyon Ng Mga Sangguniang Kabataan |
| Absent: | Hon. Felix A. Diloy | SB Member |
| | Atty. Harold Edgar C. Apostol | SB Member |

RESOLUTION NO. 214, S. 2025

A RESOLUTION PASSED APPROVING THE REVERSION OF FUNDS IN THE TOTAL AMOUNT OF ELEVEN MILLION THREE THOUSAND SEVEN HUNDRED ONE PESOS AND 79/100 (P11,003,701.79) ONLY TAKEN FROM SAVINGS FROM PERSONAL SERVICES FOR CY 2025 AND MAINTENANCE AND OTHER EXPENSES (MOOE's) TO THE GENERAL FUNDS INTENDED FOR THE VARIOUS EXPENDITURES IN THE MUNICIPALITY OF BARUGO, LEYTE.

WHEREAS, presented for consideration during the deliberation is the request for the reversion of funds from various savings from Personal Services and appropriations from Maintenance and Other Operating Expenses (MOOE) for CY.2025, to the General Funds intended for the various expenditures in the general fund of the Municipality of Barugo, Leyte;

WHEREAS, these accumulated amount of **ELEVEN MILLION THREE THOUSAND, SEVEN HUNDRED ONE PESOS & 79/100 (P11,003,701.79)** are certified balances from the various appropriations of the Local Government Unit of Barugo, Leyte, as a result of the prudent fiscal management exercised by the present administration in order to finance future and urgent expenditures:

WHEREAS, it is imperative to augment the appropriation in the general funds to maximize the use of these local resources and to provide allocations for the implementation of programs, projects and activities, including urgent and priority expenditures for the payment of various expenditures in the general funds of the Municipality of Barugo, Leyte.

NOW THEREFORE;

ON MOTION of Hon. Josephine C. Tiu, jointly seconded by Hon. Sonia A. Cañeda and Hon. Eric C. Hingpis, **RESOLVED**, as it is hereby resolved, to pass this resolution approving the reversion of fund in the amount of **ELEVEN MILLION THREE THOUSAND, SEVEN HUNDRED ONE PESOS & 79/100 (P11,003,709.79)** only taken from savings from Personnel Services CY 2025 and savings from MOOE's intended for the various expenditures in the general funds of Barugo, Leyte.

RESOLVED FURTHER, to furnish copies of this resolution to Juana Jennah T. Dela Peña, Municipal Budget Officer, Ms. Richel P. Ellaso, Municipal Accountant and to the Honorable Members of the Sangguniang Panlalawigan of Leyte thru Ms. Maria Gina P. Hipe, Provincial Budget Officer, Province of Leyte, for their information, review and approval.

Barugo Padayon An Gugma!
Municipal Hall, Burgos St. Poblacion District I Barugo, Leyte

Handwritten signatures and initials are present throughout the page, including a large signature on the right side and several initials on the left and bottom.

OFFICE OF THE SANGGUNIANG BAYAN

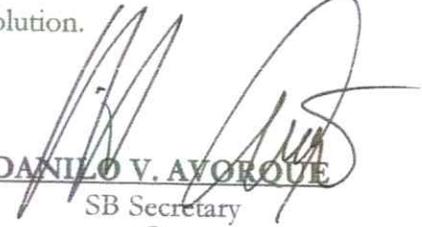
Page 2
Resolution No. 214, 2025

APPROVED this 19th day of December, 2025 in Barugo, Leyte.

I hereby certify to the correctness of the foregoing resolution.



HON. JOSEPHINE C. TIU
SB MEMBER



DANILO V. AVOROUE
SB Secretary



HON. ROSELYN L. BALTAR
SB MEMBER



HON. NIKKOS RHET V. ASTORGA
SB MEMBER



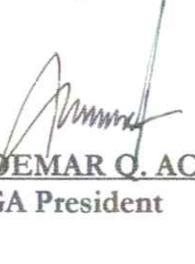
HON. SONIA A. CAÑEDA
SB MEMBER



HON. CHAREE MAE M. AVILA
SB MEMBER



HON. EDUARDO C. CALZITA
SB Member



HON. JOEMAR O. ACEBO
LIGA President



HON. ERIC C. HINGPIS
Pederasyon ng mga Sanggunian Kabataan

ATTESTED BY:



ATTY. JESUS B. CABANACAN
Municipal Vice Mayor
Presiding Officer

APPROVED BY:



HON. ARON C. BALTES, MD, FPCEM
Municipal Mayor

Statement of Funds Available for Reversion

Personal Services

As of December 31, 2025

Office 1	Object of Expenditures 2	Amount of Appropriation 3	Amount of Obligation 4	Unobligated to date 5	Amount to be Reverted 6
MAYOR'S	Salaries - Casual	2,800,848.00	2,655,556.07	145,291.93	100,000.00
	PERA	885,890.89	793,363.91	92,526.98	92,526.98
	Clothing/Uniform Allowance	294,000.00	280,000.00	14,000.00	14,000.00
	PBB	2,100,000.00	1,939,074.55	160,925.45	160,925.45
	Mid-year Bonus	583,194.67	370,344.00	212,850.67	212,850.67
	Year-end Bonus	620,498.56	554,074.20	66,424.36	26,424.36
	Cash Gift	200,000.00	174,500.00	25,500.00	25,500.00
	Retirement & Life Insurance	804,955.24	774,799.22	30,156.02	15,000.00
	PAG-Ibig Contributions	88,600.00	80,200.00	8,400.00	8,400.00
	Employee's Compensation	49,187.55	39,711.56	9,475.99	9,475.99
	Insurance				
Terminal Leave	170,575.28	81,833.47	88,741.81	81,833.47	
Vice Mayor's Office					
	Salaries - Regular	10,249,440.00	10,107,427.32	142,012.68	60,000.00
	Salaries - Casual	243,552.00	162,368.00	81,184.00	81,184.00
	PERA	432,000.00	395,727.29	36,272.71	36,272.71
	Clothing/Uniform Allowance	126,000.00	112,000.00	14,000.00	14,000.00
	PAG-Ibig Contributions	43,200.00	38,600.00	4,600.00	4,600.00
	Employee's Compensation	21,600.00	19,300.00	2,300.00	2,300.00
	Insurance				
	Terminal Leave	2,156,182.04	2,132,578.71	23,603.33	23,603.33
	Monetization	220,000.00	98,401.97	121,598.03	121,598.03
Treasury					
	Salaries - Regular	2,983,188.00	2,729,982.76	253,205.24	207,000.00
	PERA	288,000.00	256,000.00	32,000.00	32,000.00
	Mid-year Bonus	248,599.00	231,974.00	16,625.00	16,625.00
	Cash Gift	60,000.00	49,000.00	11,000.00	11,000.00
	PAG-Ibig Contributions	28,800.00	25,600.00	3,200.00	3,200.00
	Employee's Compensation	14,400.00	12,800.00	1,600.00	1,600.00
	Insurance				
	Terminal Leave	100,000.00	99,952.91	47.09	47.09
	Overtime Pay	40,000.00		40,000.00	40,000.00
Assessment					
	Salaries - Regular	1,235,654.00	1,149,460.69	86,193.31	70,000.00
	PERA	72,000.00	62,000.00	10,000.00	10,000.00
	Cash Gift	15,000.00	10,000.00	5,000.00	5,000.00
	PAG-Ibig Contributions	7,200.00	6,200.00	1,000.00	1,000.00
	Employee's Compensation	3,600.00	3,100.00	500.00	500.00
	Insurance				
Accounting Office					
	Overtime Pay	70,000.00	69,636.96	363.04	363.04
	Mid-Year Bonus	134,771.00	134,367.00	404.00	404.00
Budget Office					
	PERA	114,000.00	90,000.00	24,000.00	24,000.00
	Representation Allowance	115,406.25	104,625.00	10,781.25	10,781.25
	Transportation Allowance	115,406.25	104,625.00	10,781.25	10,781.25
	Clothing/Uniform Allowance	28,000.00	21,000.00	7,000.00	7,000.00
	PAG-Ibig Contributions	11,400.00	9,000.00	2,400.00	2,400.00
	Employee's Compensation	5,700.00	4,500.00	1,200.00	1,200.00
	Insurance				
Planning Office					
	Representation Allowance	90,000.00	76,500.00	13,500.00	13,500.00
	Transportation Allowance	90,000.00	76,500.00	13,500.00	13,500.00
	Terminal Leave	282,897.00	275,494.48	7,402.52	7,402.52
Engineering Office					
	PERA	614,000.00	590,272.75	23,727.25	23,727.25
	Clothing Allowance	182,000.00	175,000.00	7,000.00	7,000.00
	Cash Gift	135,000.00	128,000.00	7,000.00	7,000.00
	PAG-Ibig Contributions	61,400.00	59,200.00	2,200.00	2,200.00
	Employee's Compensation	30,700.00	29,542.67	1,157.33	1,157.33
	Insurance Premiums				
Health Services					
	Representation Allowance	76,500.00	70,125.00	6,375.00	6,375.00
	Transportation Allowance	76,500.00	70,125.00	6,375.00	6,375.00
	Subsistence Allowance	216,000.00	194,795.45	21,204.55	21,204.55
	Laundry	21,600.00	19,329.55	2,270.45	2,270.45
	Hazard Pay	720,000.00	649,318.18	70,681.82	70,681.82
	Cash Gift	60,000.00	50,000.00	10,000.00	10,000.00
	Terminal Pay	170,079.00	165,767.68	4,311.32	4,311.32

Municipal Civil Registry					
	PERA	72,000.00	50,545.46	21,454.54	21,454.54
	Clothing Allowance	21,000.00	7,000.00	14,000.00	14,000.00
	Mid-year Bonus	124,346.00	123,896.00	450.00	450.00
	Cash Gift	15,000.00	14,000.00	1,000.00	1,000.00
	PAG-Ibig Contributions	7,200.00	5,200.00	2,000.00	2,000.00
	Employees Compensation Insurance Premiums	3,600.00	2,600.00	1,000.00	1,000.00
Municipal Agriculture					
	Salaries - Regular	1,773,184.00	1,693,078.38	80,105.62	
	PERA	168,000.00	153,318.18	14,681.82	14,681.82
	Mid-year Bonus	147,765.33	94,072.00	53,693.33	53,693.33
	PAG-Ibig Contributions	16,800.00	15,800.00	1,000.00	1,000.00
	Employee's Compensation Insurance	8,400.00	7,878.39	521.61	521.61
Municipal Social Welfare Development					
	Salaries - Regular	1,885,380.00	1,616,093.59	269,286.41	172,838.79
	PERA	120,000.00	103,185.43	16,814.57	16,814.57
	Representation Allowance	76,500.00	60,562.50	15,937.50	15,937.50
	Transportation Allowance	76,500.00	60,562.50	15,937.50	15,937.50
	Mid-year Bonus	157,115.00	140,712.00	16,403.00	16,403.00
	PAG-Ibig Contributions	12,000.00	10,600.00	1,400.00	1,400.00
	Employee's Compensation Insurance	6,000.00	5,300.00	700.00	700.00
	Hazrd Pay	50,000.00		50,000.00	50,000.00
	Subsistence Allowance	36,000.00		36,000.00	36,000.00
Barugo Municipal Infirmary/ Barugo Municipal Community Pharmacy					
	Salaries	5,443,866.00	4,125,551.55	1,318,314.45	1,318,314.45
	PERA	348,000.00	278,000.00	70,000.00	70,000.00
	Representation Allowance	76,500.00	57,375.00	19,125.00	19,125.00
	Transportation Allowance	76,500.00	57,375.00	19,125.00	19,125.00
	Clothing Allowance	98,000.00	70,000.00	28,000.00	28,000.00
	Subsistence Allowance	270,000.00	174,000.00	96,000.00	96,000.00
	Laundry	27,000.00	15,450.00	11,550.00	11,550.00
	Hazard Pay	900,000.00	595,000.00	305,000.00	305,000.00
	Mid-year Bonus	328,224.09		328,224.09	328,224.09
	Year-end Bonus	495,485.00	411,826.00	83,659.00	83,659.00
	Cash Gift	75,000.00	70,000.00	5,000.00	5,000.00
	Retirement & Life Insurance	653,263.92	495,591.14	157,672.78	157,672.78
	PAG-Ibig Contributions	34,800.00	27,800.00	7,000.00	7,000.00
	Philhealth Contributions	136,096.65	103,207.96	32,888.69	32,888.69
	Employee's Compensation Insurance	17,400.00	13,900.00	3,500.00	3,500.00
ECCD					
	Salaries	1,218,324.00	1,078,569.85	139,754.15	139,754.15
	PERA	192,000.00	169,818.22	22,181.78	22,181.78
	Clothing Allowance	56,000.00	49,000.00	7,000.00	7,000.00
	Mid-year Bonus	101,527.00	11,449.00	90,078.00	90,078.00
	Retirement & Life Insurance	146,198.88	129,743.96	16,454.92	16,454.92
	PAG-Ibig Contributions	19,200.00	17,800.00	1,400.00	1,400.00
	Philhealth Contributions	30,458.10	27,928.19	2,529.91	2,529.91
	Employee's Compensation Insurance	9,600.00	8,524.90	1,075.10	1,075.10
Barugo Bayview College					
	Salaries	2,116,320.00		2,116,320.00	2,116,320.00
	PERA	128,000.00		128,000.00	128,000.00
	PEI	30,000.00		30,000.00	30,000.00
	Clothing Allowance	35,000.00		35,000.00	35,000.00
	Mid-year Bonus	169,232.00		169,232.00	169,232.00
	Year-end Bonus	190,616.00		190,616.00	190,616.00
	Cash Gift	30,000.00		30,000.00	30,000.00
	Retirement & Life Insurance	253,958.40		253,958.40	253,958.40
	PAG-Ibig Contributions	12,800.00		12,800.00	12,800.00
	Philhealth Contributions	52,908.00		52,908.00	52,908.00
	Employee's Compensation Insurance	6,400.00		6,400.00	6,400.00
	Honorarium	155,000.00		155,000.00	155,000.00
	TOTAL	69,053,548.01	59,131,132.09	9,922,415.92	8,123,701.79

WE HEREBY CERTIFY jointly that the above statement of funds available for reversion is true and correct.


RUTH C. TIU
Local Treasurer


JUANA JENNA F. DELA PEÑA
Local Budget Officer


RICHEL P. ELLASO
Local Accountant


DR. ARON C. BALALA, FPCEM
Local Chief Executive

**Statement of Funds Available for Reversion
MAINTENANCE & OTHER OPERATING EXPENSES (MOOE)
FOR Collective Negotiation Agreement**

As of December 15, 2025

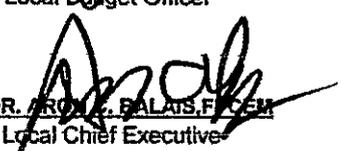
Office 1	Object of Expenditures 2	Amount of Appropriation 3	Amount of Obligation 4	Unobligated to date 5	Amount to be Reverted 6
MAYOR'S OFFICE					
	Travelling Expenses	300,000.00	133,541.52	166,458.48	119,697.00
	Office Supplies Expense	670,000.00	602,548.00	67,452.00	67,000.00
	Other Supplies & Materials Expense	650,000.00	483,345.00	166,655.00	166,000.00
	Postage & courier Services	3,000.00	1,125.00	1,875.00	1,875.00
	Repairs & Maintenance - Machinery & Equipment	131,389.78	12,850.00	118,539.78	30,731.00
NGAs	Travelling Expenses	15,000.00		15,000.00	15,000.00
	Office Supplies Expense	55,000.00	19,990.00	35,010.00	35,010.00
Treasury	Accountable Forms	125,000.00	124,650.00	350.00	350.00
	Water Expenses	500,000.00	415,346.97	84,653.03	84,000.00
	Electricity Expenses	3,782,267.66	3,352,468.05	429,799.61	140,000.00
Assessor	Travelling Expenses	40,000.00		40,000.00	40,000.00
	Postage & courier Services	1,300.00		1,300.00	1,300.00
Accounting	Travelling Expenses	50,000.00	23,268.96	26,731.04	26,731.04
Budget	Travelling Expenses	40,000.00		40,000.00	40,000.00
MPDC	Travelling Expenses	40,000.00		40,000.00	40,000.00
Engineering	Travelling Expenses	40,000.00		40,000.00	40,000.00
	Other Supplies & Materials Expense	100,000.00	16,685.05	83,314.95	83,314.95
	Fuel, oil & lubricants	3,100,000.00	3,095,427.40	4,572.60	4,572.60
	R&M-Transportation Equipment	800,000.00	436,455.00	363,545.00	363,545.00
	R&M-Building & Other Structures	1,500,000.00	797,788.75	702,211.25	702,211.25
	R&M Infrastructure Asseys	100,000.00		100,000.00	100,000.00
	R&M Machinery & Equipment	433,000.00	187,401.12	245,598.88	245,598.88
	R&M- Parks & Green Spcaces	50,000.00	39,400.00	10,600.00	10,600.00
Health	Travelling Expenses	150,000.00	106,940.00	43,060.00	13,201.27
	Drugs & Medicines	1,000,000.00	977,566.10	22,433.90	22,433.90
	Telephone Expense- Mobile	21,600.00	10,146.65	11,453.35	11,453.35
	Internet Subscription	30,000.00	24,363.82	5,636.18	5,636.18
Civil Registry	Postage & courier Services	2,000.00		2,000.00	2,000.00
	Accountable Forms	20,000.00	2,745.00	17,255.00	17,255.00
Agriculture	Other Supplies & Materials Expense	50,000.00	1,432.00	48,568.00	48,568.00
MSWDO	Travelling Expenses	40,000.00	26,310.00	13,690.00	13,690.00
BMI	Travelling Expenses	50,000.00	35,393.44	14,606.56	14,606.56
	Drugs & Medicines	2,000,000.00	1,953,744.48	46,255.52	46,255.52
	Office Supplies Expense	50,000.00	22,636.50	27,363.50	27,363.50
	Fod Supplies Expense	200,000.00	102,531.20	97,468.80	
	R&M- Machinery & Equipment	50,000.00		50,000.00	50,000.00
ECCD	Travelling Expenses	50,000.00		50,000.00	50,000.00
	Office Supplies Expense	100,000.00		100,000.00	100,000.00
	Other Supplies & Materials Expense	100,000.00		100,000.00	100,000.00
	TOTAL			3,433,457.43	2,880,000.00

WE HEREBY CERTIFY jointly that the above statement of funds available for reversion is true and correct.


RUTH C. TRIU
Local Treasurer


JUANA JENNAH T. DELA PENA
Local Budget Officer


RACHEL P. ELLASO
Local Accountant


DR. ARON L. BALAIS
Local Chief Executive



OFFICE OF THE SANGGUNIANG BAYAN

EXCERPT FROM THE MINUTES OF THE MEETING OF THE 12TH SANGGUNIANG BAYAN OF BARUGO, LEYTE ON ITS 3RD SPECIAL SESSION HELD ON THE 19TH DAY OF DECEMBER 2025, AT THE MUNICIPAL SESSION HALL, LEGISLATIVE BUILDING, BARUGO, LEYTE.

- | | | |
|----------|-------------------------------|---|
| Present: | Atty. Jesus B. Cabanacan | Municipal Vice Mayor
Presiding Officer |
| | Hon. Josephine C. Tiu | SB Member |
| | Hon. Roselyn L. Baltar | SB Member |
| | Hon. Nikkos Rhet V. Astorga | SB Member |
| | Hon. Sonia A. Cañeda | SB Member |
| | Hon. Charee Mae M. Avila | SB Member |
| | Hon. Eduardo C. Calzita | SB Member |
| | Hon. Joemar Q. Acebo | Liga Ng Mga Barangay President |
| | Hon. Eric C. Hingpis | Pederasyon Ng Mga Sangguniang Kabataan |
| Absent: | Hon. Felix A. Diloy | SB Member |
| | Atty. Harold Edgar C. Apostol | SB Member |

RESOLUTION NO. 213, S. 2025

A RESOLUTION PASSED ADOPTING THE SUPPLEMENTAL INVESTMENT PROGRAM (SIP) NO. 03 CY 2025 UNDER THE MUNICIPAL DEVELOPMENT COUNCIL (MDC) RESOLUTION NO. 006, S. 2025, DATED DECEMBER 17, 2025 OF THE MUNICIPALITY OF BARUGO, LEYTE, AMOUNTING TO SEVENTY-SEVEN MILLION TWO HUNDRED SEVENTY-ONE THOUSAND SEVEN HUNDRED ONE PESOS & 79/100 (P77,271,701.79).

WHEREAS, on December 17, 2025, the Municipal Development Council (MDC) of the Municipality of Barugo, Leyte has unanimously approved and passed the MDC Resolution No. 06, Series of 2025 entitled "*A RESOLUTION APPROVING THE SUPPLEMENTAL INVESTMENT PROGRAM NO. 03 CY 2025 OF THE MUNICIPALITY OF BARUGO, LEYTE IN THE AMOUNT OF SEVENTY-SEVEN MILLION TWO HUNDRED SEVENTY-ONE THOUSAND SEVEN HUNDRED ONE PESOS & 79/100 (P77,271,701.79)*". The MDC resolved further to endorse the said Supplemental Investment Program No. 03 CY 2025, to the Sangguniang Bayan of Barugo, Leyte for its adoption;

WHEREAS, on December 17, 2025, the Sangguniang Bayan of Barugo, Leyte received a letter from Hon. Aron C. Balais, MD, FPCEM, Municipal Mayor of the Municipality of Barugo, Leyte respectfully requesting the passing of a resolution for the adoption of the Supplemental Investment Program No. 03 CY 2025 amounting to **SEVENTY-SEVEN MILLION TWO HUNDRED SEVENTY-ONE THOUSAND SEVEN HUNDRED ONE PESOS & 79/100 (P77,271,701.79).**

WHEREAS, on December 19, 2025, Special Session the Sangguniang Bayan of Barugo, Leyte thoroughly discussed and deliberated the Supplemental Investment Program No. 03 CY 2025;

ON MOTION of Hon. Josephine C. Tiu, jointly seconded by Hon. Eduardo nC. Calzita, Hon. Sonia A. Cañeda, Hon. Roselyn L. Baltar and Nikkos Rhet V. Astorga, **RESOLVED**, as it is hereby resolved, to pass this Resolution Adopting the Supplemental Investment Program (SIP) No. 03 CY 2025 under the Municipal Development Council (MDC) Resolution No. 06, S. 2025 dated December 17, 2025 of the Municipality of Barugo, Leyte, amounting to **SEVENTY-SEVEN MILLION TWO HUNDRED SEVENTY-ONE THOUSAND SEVEN HUNDRED ONE PESOS & 79/100 (P77,271,701.79).**

Handwritten signatures and initials are present at the bottom of the page, including a large signature on the right side and several initials on the left and bottom.

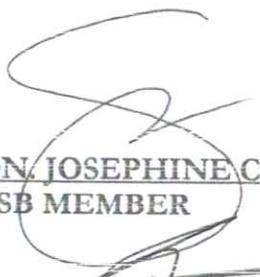
OFFICE OF THE SANGGUNIANG BAYAN

Page 2
Resolution No. 213, S.2025

RESOLVED FURTHER, to furnish copies of this Resolution to the Municipal Development Council, Engr. Juddith M. Borrel, Municipal Planning and Development Officer, Ms. Richel L. Ellaso, Municipal Accountant and to Ms. Juannah Jennah De la Peña, Municipal Budget Officer all of Barugo, Leyte, and to all other offices concerned for their information and guidance.

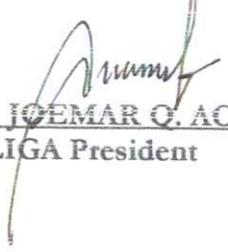
ADOPTED this 19th day of December, 2025 in Barugo, Leyte.

I hereby certify to the correctness of the foregoing resolution.


HON. JOSEPHINE C. TIU
SB MEMBER


HON. NIKKOS RHET V. ASTORGA
SB MEMBER

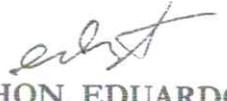

HON. CHAREE MAE M. AVILA
SB MEMBER


HON. JOEMAR O. ACEBO
LIGA President


DANILO V. AVOROUE
SB Secretary

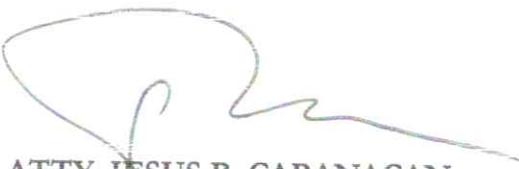

HON. ROSELYN L. BALTAR
SB MEMBER


HON. SONIA A. CAÑEDA
SB MEMBER

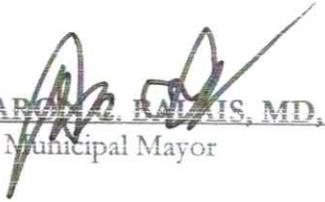

HON. EDUARDO C. CALZITA
SB MEMBER


HON. ERIC C. HINGPIS
Pederasyon ng mga Sanggunian Kabataan

ATTESTED BY:


ATTY. JESUS B. CABANACAN
Municipal Vice Mayor
Presiding Officer

APPROVED BY:


HON. ARNOLD A. BALAIS, MD, FPCEM
Municipal Mayor



MUNICIPAL DEVELOPMENT COUNCIL

*Resolution No. 06
Series of 2025*

A RESOLUTION APPROVING THE SUPPLEMENTAL INVESTMENT PROGRAM NO. 3 CY 2025, OF THE MUNICIPALITY OF BARUGO, LEYTE IN THE AMOUNT OF SEVENTY SEVEN MILLION TWO HUNDRED SEVENTY ONE THOUSAND SEVEN HUNDRED ONE AND 79/100 PESOS (PHP 77,271,701.79)

WHEREAS, Section 109 paragraph 2 of the Local Government Code of 1991 provides that the Local Development Council shall “formulate the medium-term and annual public investment programs”;

WHEREAS, LGU Barugo, Leyte has formulated Supplemental Investment Program to address priority programs, activities, and projects intended for the welfare of the municipality;

WHEREAS, presented for consideration during the deliberation is the passing of a resolution approving the Supplemental Investment Program No. 3 CY 2025 of the Municipality of Barugo, Leyte in the amount ***SEVENTY SEVEN MILLION TWO HUNDRED SEVENTY ONE THOUSAND SEVEN HUNDRED ONE AND 79/100 PESOS (PHP 77,271,701.79)***;

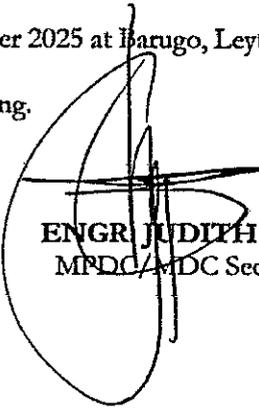
NOW THEREFORE, on motion presented by **HON. DAYNA T. NIVAL**, Punong Barangay of Barangay Abango Barugo, Leyte and unanimously duly seconded by all members present, be it.

RESOLVED as it is hereby resolved, that a resolution be passed approving the SUPPLEMENTAL INVESTMENT PROGRAM No. 3 CY 2025 of the Municipality of Barugo, Leyte in the amount of ***SEVENTY SEVEN MILLION TWO HUNDRED SEVENTY ONE THOUSAND SEVEN HUNDRED ONE AND 79/100 PESOS (PHP 77,271,701.79)***.

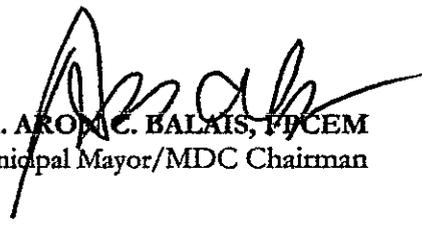
RESOLVED further that the same be endorsed to the Sangguniang Bayan Council for their adoption.

Unanimously approved this 17th day of December 2025 at Barugo, Leyte, Philippines.

I hereby certify to the correctness of the foregoing.


ENGR. JUDITH M. BORREL
MPDC/MDC Secretariat

Attested by:


DR. ARON C. BALAIS, FPCEM
Municipal Mayor/MDC Chairman



OFFICE OF THE MUNICIPAL PLANNING AND DEVELOPMENT COORDINATOR

1 MINUTES OF THE MEETING OF THE MUNICIPAL DEVELOPMENT COUNCIL
2 FOR THE LAST QUARTER OF CY 2025 HELD ON DECEMBER 17, 2025 AT EDS
3 TRAINING HALL, BARUGO, LEYTE

4 Before proceeding with the meeting proper, Dr. Aron C. Balais, FPCEM *the Municipal Mayor/MDC*
5 *Chairperson* acknowledge the presence of the Punong Barangays who attended, member of the CSO's,
6 Sangguniang Bayan Member/Committee Chair on Finance and Appropriation, Hon. Josephine C. Tiu,
7 Hon. Joemar Q. Acebo, Liga ng mga Barangay President and the Municipal Budget Officer Ma'am
8 Juana Jennah T. Dela Peña.

9
10 **PRELIMINARIES**

11 The meeting was called to order at 9:50 o'clock in the morning with an audio-visual presentation of
12 the preliminaries.

13
14 **ATTENDANCE:** (please refer to the Attendance Sheet)

15
16 **DECLARATION OF QUOROM, ACKNOWLEDGEMENT OF THE PARTICIPANTS**
17 **AND CALL TO ORDER**

18 The MDC Chairperson, Dr. Aron C. Balais, FPCEM requested the Secretariat for the attendance to
19 determine if there is a quorum, hence, there was a quorum. Engr. Judith M. Borrel, MPDC/MDC
20 Secretariat acknowledged the participants.

21
22 Before proceeding to the reading and approval of the minutes, the MDC Chairperson clarified to Hon.
23 Marjorie Gallano, *Punong Barangay of Brgy. Cuta*, that her requested project is already included in the list
24 of projects for the Supplemental Investment Program scheduled for February 2026. The MDC
25 Chairperson expecting that the winners of the KASADOK Awards would be present to specify how
26 they intend to utilize their cash incentives or financial assistance, particularly in identifying the specific
27 projects or activities to be implemented this year to their respective barangays. The MDC Chairperson
28 further clarified that some PPAs included in the Supplemental Investment Program No. 3, CY 2025,
29 need to be utilized by the end of this year to meet the utilization rate requirements for the Seal of
30 Good Local Governance (SGLG). The MDC Chairperson further expressed maybe, by next year, the
31 incentives for the KASADOK Awards may be increased in order to further motivate the Barangay
32 Councils to be pro-active and enable to implement additional projects for their respective barangays
33 using the incentives provided by the Local Government Unit.

34
35 **READING AND APPROVAL OF THE PREVIOUS MINUTES**

36 Hon. Lilibeth D. Magsoling, *Punong Barangay of Brgy. Bulod* moved to dispense with the reading of the
37 previous minutes as copies were furnished to the members before the meeting, which was duly
38 seconded by Hon. Anthony Mesam G. Brazil, *Punong Barangay of Pob. District III*. The MDC
39 Chairperson, Dr. Aron C. Balais, FPCEM proceed to the correction per page of the previous minutes.

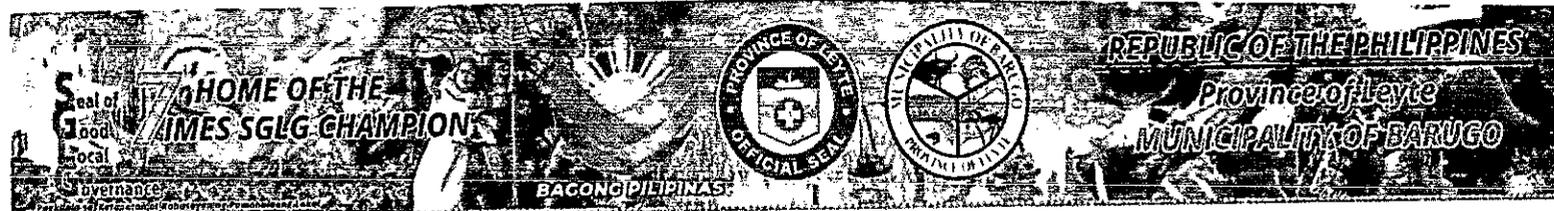
40
41 With no further corrections, the MDC Chairperson called for a motion to approve the minutes of the
42 previous meeting. The motion was moved by Hon. Lucila Apostol, *Punong Barangay of Barangay*
43 *Guindaohan*, and was duly seconded by Hon. Maribel Panao, *Punong Barangay of Barangay Pitogo*. With no
44 objections or further concerns raised, the MDC Chairperson approved the minutes of the previous
45 meeting.

46
47 The MDC Chairperson informed the Council that, after the MDC Meeting, a pre-MDC meeting will
48 be conducted to discuss and identify the priority projects of the barangays and the Civil Society
49 Organizations (CSOs).

50
51 Prior to the presentation of agenda, Engr. Judith M. Borrel, MPDC/MDC Secretariat first discussed
52 Executive Order No. 45A, Series of 2025, entitled "*Reconstituting the Municipal Development*
53 *Council of the Municipality of Barugo, Leyte; Identifying its Members, Their Duties and*
54 *Functions, and for Other Purposes.*"

Barugo Padayon An Gugma!

Municipal Hall, Burgos St. Poblacion District I Barugo, Leyte



OFFICE OF THE MUNICIPAL PLANNING AND DEVELOPMENT COORDINATOR

55 She emphasized the need to reorganize the CSO members of the Council, as the three-year term of
56 the Local Chief Executive has already ended, along with the terms of the CSO representatives who
57 are members of the Municipal Development Council (MDC). With the commencement of a new term
58 of the Local Chief Executive, there is likewise a need to appoint new CSO members to the MDC, as
59 the former CSO members of the MDC ends their term.

60
61 Furthermore, Engr. Judith M. Borrel, *MPDC/MDC Secretariat* discussed the Executive Order No.
62 45A, Series of 2025, entitled "Reconstituting the Municipal Development Council of the Municipality of Barugo,
63 Leyte; Identifying its Members, Their Duties and Functions, and for Other Purposes." and formally acknowledged
64 the new set of CSO members of the Municipal Development Council. She clarified that each Civil
65 Society Organization has only one selected representative, chosen by all the members of the
66 organization, who will represent their organization in the Municipal Development Council.

67 68 PRESENTATION OF AGENDA

69 The MDC Chairman presented the agenda for the meeting as follows:

- 70 1. Supplemental IP No. 3 CY 2025
- 71 2. Other Matters.

72
73 The *MDC Chairperson* emphasized that any clarifications or concerns not covered in the main agenda
74 should be raised and discussed under Other Matters during this Municipal Development Council
75 Meeting.

76
77 The *MDC Chairperson* asked if there were any other matters to be discussed. With no additional
78 concerns raised, the MDC Chairperson then called for a motion to approve the agenda. The motion
79 was moved by Hon. Josephine C. Tiu, *Sangguniang Bayan Member/Committee Chair on Finance and*
80 *Appropriation* and was duly seconded by Mr. Arnulfo B. Briones, *President, Canomantag Farmers and*
81 *Fisherfolks Association*.

82
83 The MDC Chairperson stated that the other concern will be continue after the presentation of the
84 third Agenda.

85 86 1. Supplemental IP No. 3 CY 2025

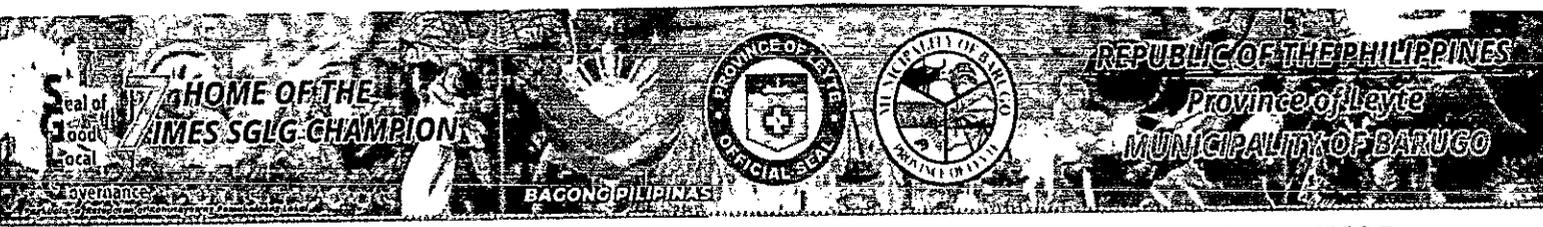
87 Engr. Judith M. Borrel, *MPDC/MDC Secretariat* presented the Supplemental IP No. 3 CY 2025.
88 During the presentation, Engr. Judith M. Borrel, *MPDC/MDC Secretariat* emphasized the programs,
89 projects, and activities (PPAs) under Supplemental Investment Plan No. 3 CY 2025 and informed the
90 Council of the sources of funds for these PPAs. She further stated that the proposed funding sources
91 include the reversion of Personal Services, Maintenance and Other Operating Expenses (MOOE), and
92 other sources such as outsourced or LGU funds. In total, the proposed Supplemental Investment Plan
93 for CY 2025 amounts to *Seventy-One Million Two Hundred Seventy-One Thousand and Seven*
94 *Hundred One 79/100 pesos (₱71,271,701.79)*.

95
96 During the discussion led by the *MDC Secretariat* on the programs, projects, and activities (PPAs) under
97 the Mayor's Office, particularly the Financial Assistance for Poblacion District I for the Repair of the
98 Canal, it was noted that the project was requested by Hon. Arnel Asis, *Punong Barangay of Poblacion*
99 *District I*. The MDC Chairperson, together with the *Municipal Engineer*, Engr. Ranie N. Cebrano
100 conducted an inspection of the canal in the barangay and personally witnessed its current condition,
101 which requires immediate action due to its present state. The MDC Chairperson further stated that if
102 the allocated funds are not sufficient at this time, the concerned officials may coordinate with the
103 Office of the Mayor for the inclusion of additional funding in the next Supplemental Investment
104 Program for CY 2026 to adequately address the remaining requirements for the proper repair of the
105 said canal.

106
107 Engr. Judith M. Borrel, *MPDC/MDC Secretariat*, emphasized to the concerned barangays who won the
108 KASADOK Awards—under the gold and bronze categories, based on the results of the Seal of Good

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109 Local Governance for Barangays—that they should finalize their proposed projects in order to fully
110 utilize the allocated budget by the end of this year.
111

112 The *MDC Secretariat*, informed the Council that the proposed projects under the Support to Barangay
113 Development Program (SBDP) shall be implemented subject to compliance with existing guidelines
114 and the availability of funds. A total amount of Ten Million Pesos (P10,000,000.00) under the special
115 fund or national government fund has been allocated to Barangay Abango, Barugo, Leyte, for the
116 Concreting of Farm-to-Market Road (Phase I and II) and the construction of a one (1)-Storey School
117 Building. She further stated that these programs, projects, and activities (PPAs) are based on the results
118 of the validation conducted by the DILG National.
119

120 The *MDC Secretariat*, also discussed the proposed Establishment of Solid Waste Management (SWM)
121 Facilities and Equipment. She added that the total funds for this project will be sourced from other
122 and local funds, and that the LGU will need to secure a loan in order to provide an immediate solution
123 to the municipality's growing solid waste problem.
124

125 The *MDC Chairperson* explained the necessity of securing a loan for the Establishment of Solid Waste
126 Management Facilities and the acquisition of equipment due to the current condition of the municipal
127 dumpsite located in Barangay Bukid. The Chairperson further emphasized that, as presented during
128 the recent State of the Municipality Address (SOMA), the present condition of the dumpsite
129 underscores the urgent need to address the municipality's growing solid waste management problem.
130 He further explained that the acquisition of specialized equipment is necessary to reduce the volume
131 of waste, citing that with the use of such equipment, a truckload of garbage entering the facility may
132 be significantly reduced and would result only in a minimal amount of residual ash after the waste is
133 processed.
134

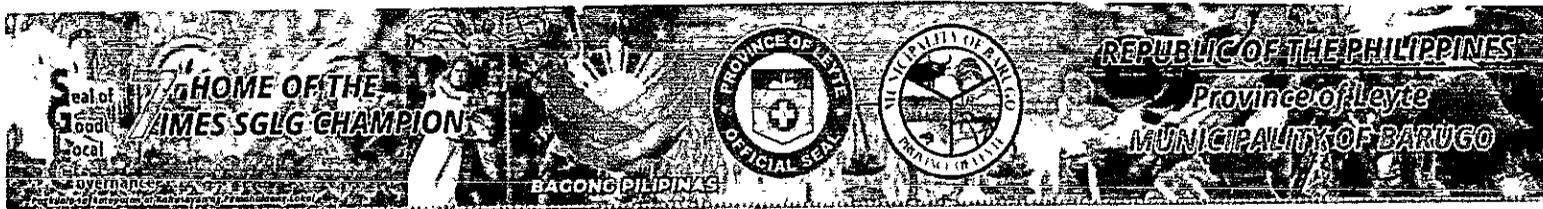
135 The *MDC Chairperson* emphasized that the Local Government Unit of Barugo must establish its own
136 sanitary landfill in order to comply with the requirements of the DILG and the National Seal of Good
137 Local Governance (SGLG) assessment. It was noted that the LGU of Barugo was previously able to
138 meet the requirement through a Memorandum of Agreement (MOA) with the Local Government
139 Unit of San Miguel, which has an existing sanitary landfill. To acquire and operate its sanitary landfill,
140 the LGU of San Miguel obtained a loan amount higher than the proposed loan to be secured by the
141 LGU of Barugo from the Development Bank of the Philippines (DBP).
142

143 At present, the Local Government Unit of Barugo owns a parcel of land located in Barangay Duka,
144 Barugo, Leyte, which is proposed to be utilized for the establishment of Evacuation Center and Solid
145 Waste Management facilities and equipment.
146

147 The *MDC Chairperson* further reported that, with regard to the temporary Municipal Recovery Facility
148 located in Barangay Bukid, Barugo, Leyte, a private agency has committed to donate an evacuation
149 center. The Local Government Unit of Barugo plans to construct the evacuation center at the said
150 site. It was also proposed that the rear portion of the evacuation center be designated as a municipal
151 warehouse to serve both the municipality and its thirty-seven (37) barangays. Any machinery and
152 equipment that are no longer in use may be stored in the facility, properly labeled according to the
153 barangay to which they belong, to facilitate easier identification, repair, and possible future use.
154

155 The *MDC Secretariat*, clarified that the approved Waste Management (SWM) Facilities and Equipment
156 is P36,000,000.00, and not P30,000,000.00. She further explained that this amount is the one approved
157 by the Sangguniang Bayan, authorizing the Municipal Mayor to secure a loan from the Development
158 Bank of the Philippines (DBP). This information was confirmed by Hon. Josephine C. Tiu, Committee
159 Chair on Finance and Appropriations. She likewise apologized to the Council for the inadvertent error
160 regarding the stated amount.
161

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162 The *MDC Chairperson* expressed hope that the municipality's local income, which increased from
163 ₱17,000,000.00 last year to ₱22,000,000.00 to date, will continue to grow. He further expressed
164 optimism that the municipality could achieve a local income target of ₱35,000,000.00 to
165 ₱40,000,000.00 next year, citing the contribution of local economic enterprises such as Barugo
166 Bayview College, Barugo Therapy Center, and other municipal enterprises. These initiatives, help
167 increase local income, enabling the implementation of more projects aligned with the needs of the
168 Barugunons.

169
170 The *MDC Chairperson* expressed hope that, should the municipality's local income increase, the Local
171 Government Unit may be able to establish a dialysis center by next year, 2026 to 2027, for the benefit
172 of the residents of Barugo. He emphasized that a significant number of constituents are suffering from
173 illnesses requiring regular dialysis treatment. The establishment of a local dialysis center would spare
174 patients from traveling to other areas for treatment and would enable them to receive dialysis services
175 within the municipality, free of charge.

176
177 The *MDC Secretariat* clarified the earlier correction regarding the loanable amount and stated that the
178 total amount for **Supplemental Investment Program No. 3, CY 2025** is *Seventy-Seven Million*
179 *Two Hundred Seventy-One Thousand Seven Hundred One Pesos and Seventy-Nine*
180 *Centavos 79/100 (₱77,271,701.79).*

181
182 The MDC Chairman asked if there were any other clarifications or questions not covered under the
183 other matters.

184
185 Mr. Renato Claros, *Representative of Kabalikat Civicom* raised a question regarding the KASADOK
186 Awards incentives, asking why the Silver Award incentive was not included this year.

187
188 The *MDC Secretariat* stated that although the Municipal Mayor expressed the intention to allocate
189 incentives or financial assistance for the Silver Awardees of the KASADOK Awards, the *Municipal*
190 *Accountant*, Ms. Richel P. Ellaso, explained that appropriate measures still need to be determined to
191 ensure that the release of such incentives or financial assistance to civil society organizations and
192 individual awardees will be in accordance with the Commission on Audit (COA) guidelines and
193 standards, noting that the process for granting and receiving incentives or financial assistance differs
194 for civil society organizations and individual awardees compared to barangays.

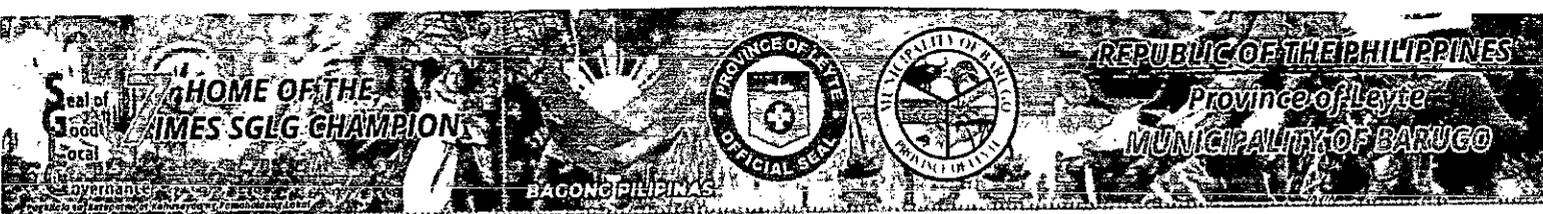
195
196 The *MDC Chairperson* stated that, in order to facilitate the granting of awards to civil society
197 organizations (CSOs) and individual awardees, a resolution will be drafted and endorsed to the
198 Sangguniang Bayan to include these sectors among those eligible to claim incentives or financial
199 assistance from the Local Government Unit of Barugo. He further assured that during the next
200 Municipal Development Council (MDC) meeting for the supplemental budget next year, and upon
201 the approval of the corresponding resolution by the Sangguniang Bayan, the incentives will be released
202 accordingly.

203
204 In addition, Hon. Maria Marita Q. Babor, *Punong Barangay of Barangay Calingcaguing*, suggested that the
205 incentives or financial assistance granted by the Local Government Unit to Civil Society Organizations
206 (CSOs) and individual awardees be coursed through the barangay. She further noted that the barangay
207 has an existing Memorandum of Agreement (MOA) with the Local Government Unit to facilitate the
208 implementation of the proposed projects of the award recipients.

209
210 The *MDC Chairperson* inquired of Mr. Renato Claros, *Representative of Kabalikat Civicom*, whether they
211 currently have a proposed project to implement using their incentives. Mr. Claros responded that, at
212 present, they plan to purchase a repeater. The MDC Chairperson emphasized the need to prepare a
213 proposal, program of work, and other necessary documents to implement such a project. She further
214 noted that, due to the requirements and processing time for these documents, it would not be feasible
215 to complete the project within the current year, even if funds were released immediately.

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216

217 The *MDC Chairperson* expressed the preference that the incentives be released next year, to allow
218 adequate time for the awardees—both civil society organizations (CSOs) and individual awardees—to
219 carefully plan and prepare their proposed projects. This approach ensures that the projects will be
220 implemented properly, without rushing, and in accordance with the correct procedures.

221

222 The *MDC Chairperson* expressed his gratitude to the *Liga ng mga Barangay President*, Hon. Joemar Q.
223 Acebo, for his support of the programs, projects, and activities proposed by the Municipal Mayor, and
224 for his exemplary leadership of the 37 Puniong Barangays of Barugo, Leyte.

225

226 Hon. Giovanni Dante, *Punong Barangay of Barangay San Roque* inquired to the MDC Chairperson
227 regarding the schedule for the release of incentives or financial assistance.

228

229 In response, Ma'am Juana Jennah T. Dela Peña, *the Municipal Budget Officer* explained the process for
230 claiming incentives or financial assistance from the Local Government Unit of Barugo. She stated that
231 the PPA's must first be approved in the current MDC Meeting, after which a supplemental budget will
232 be prepared, since these funds cannot be added to the annual budget. Once the supplemental budget
233 is approved, the funds become available. The Barangay Council will then decide on the proposed
234 project to implement and pass a barangay resolution addressed to the Municipal Mayor. A
235 Memorandum of Agreement (MOA) will be conducted between the barangay and the LGU.

236

237 The *Municipal Budget Officer*, added that if the Barangay Council already has a proposed project, they
238 should inform her so that she can assist in arranging the project title, without the need for further
239 approval from the Sangguniang Bayan. After which vouchers and other supporting documents can be
240 processed for the issuance of a check from the treasury office. She further added that it is necessary
241 to pass the barangay resolution within the current year so that the proposed project can be labeled as
242 payable for next year, 2026. However, if the resolution is not passed this year, it is still acceptable, as
243 the fund is a continuing appropriation and is already included in the capital outlay.

244 Since there were no clarifications/queries raised, the MDC Chairperson asked for a motion for the
245 approval of Supplemental Investment Program No. 3 CY 2025 amounting to *Seventy-Seven*
246 *Million Two Hundred Seventy-One Thousand Seven Hundred One Pesos and Seventy-Nine*
247 *Centavos 79/100 (P77,271,701.79)*. Hon. Dayna T. Nival, Punong Barangay of Brgy. Abango moved
248 for the approval of the Supplemental Investment Plan No. 3 CY 2025 amounting to *Seventy-*
249 *Seven Million Two Hundred Seventy-One Thousand Seven Hundred One Pesos and Seventy-*
250 *Nine Centavos 79/100 (P77,271,701.79)* and it was duly seconded by all members present. Hence,
251 Resolution No. 06 s. 2025 approving the Supplemental Investment Program No. 3 CY 2025 of
252 the Municipality of Barugo, Leyte in the amount of *Seventy-Seven Million Two Hundred*
253 *Seventy-One Thousand Seven Hundred One Pesos and Seventy-Nine Centavos 79/100*
254 *(P77,271,701.79)* was passed.

255 Ma'am Juana Jennah T. Dela Peña, *Municipal Budget Officer* reminded the KASADOK Bronze
256 Awardee's that the incentives or financial assistance intended for barangay projects may be charged to
257 the Maintenance and Other Operating Expenses (MOOE), with an amount of P20,000.00 per
258 awardee. For example, Barangay Bukid plans to purchase electrical supplies. She further explained that
259 if the funds are not utilized within the current year, they may be reverted, requiring the barangay to
260 wait for the beginning balance and re-appropriate the funds in the following year. She emphasized
261 that, to avoid this, the proposed project of the barangay must be submitted to the Office of the Budget
262 Officer before the end of the year.

263 No issues and concerns to discussed.

264

ADJOURNMENT

266 The meeting formally adjourned at 10:52 o'clock in the morning.

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0960-294-9342

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Municipality of Barugo, Leyte



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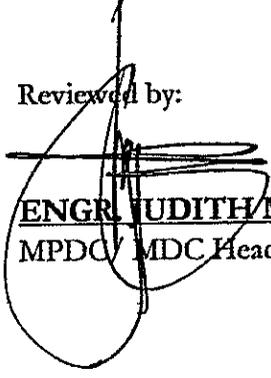
267 After the adjournment of the meeting, the *MDC Chairperson* distributed tokens to all members of the
268 Municipal Development Council as a gesture of appreciation for their continued support and active
269 participation in the various programs, projects, and activities of the Local Government Unit of Barugo,
270 Leyte.

271
272 I hereby certify to the correctness of the foregoing minutes.

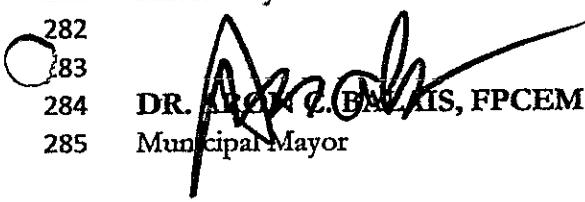
273
274
275 Prepared by:

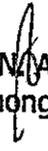
276
277
278 JANET C. COLIBAO
279 AA VI/ MDC Secretariat- Staff

Reviewed by:

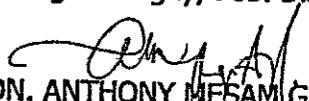

280
281 ENGR. JUDITH M. BORREL
282 MPDC/ MDC Head Secretariat

283
284 Attested by:

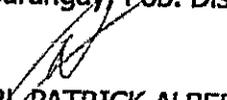

285 DR. ARON C. BALAIS, FPCEM
Municipal Mayor

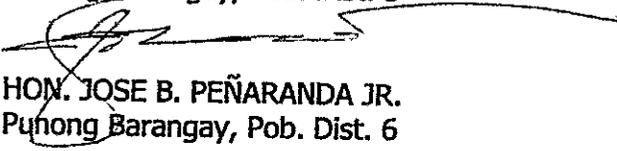

HON. JARNEL A. ASIS
Punong Barangay, Pob. Dist. 1

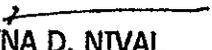

HON. ARNULFO N. BENUSA
Punong Barangay, Pob. Dist. 2


HON. ANTHONY MESAM G. BRAZIL
Punong Barangay, Pob. Dist. 3

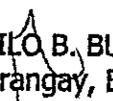

HON. LITO A. PADILLA
Punong Barangay, Pob. Dist. 4

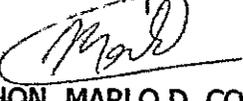

HON. EARL PATRICK ALBERCA
Punong Barangay, Pob. Dist. 5


HON. JOSE B. PEÑARANDA JR.
Punong Barangay, Pob. Dist. 6

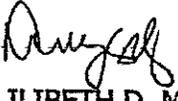

HON. DYNA D. NIVAL
Punong Barangay, Abango


HON. JOEMAR Q. ACEBO
Punong Barangay, Amahit


HON. DANILO B. BUGAL
Punong Barangay, Balire


HON. MARLO D. CORRO
Punong Barangay, Balud


HON. RAUL I. ELMIDO
Punong Barangay, Bukid


HON. LILIBETH D. MAGSOLING
Punong Barangay, Bulod


HON. IGNACIO A. AGUJA
Punong Barangay, Hinugayan

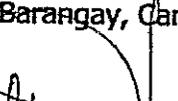

HON. RUPERTA Q. ALDAYA
Punong Barangay, Busay

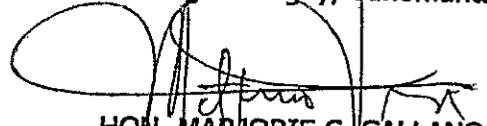

HON. FERDINAND C. ADIZAS
Punong Barangay, Cabarasan


HON. LEO C. ALVARAN
Punong Barangay, Caboloan


HON. MARIA MARITA Q. BABOR
Punong Barangay, Calingcaguing

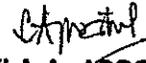

HON. MELVIN C. GERALDO
Punong Barangay, Can-isak


HON. ERNESTO A. BELLO
Punong Barangay, Canomantag

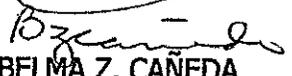

HON. MARJORIE C. GALLANO
Punong Barangay, Cuta

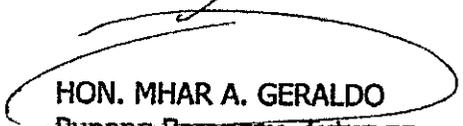

HON. FRANCISCO A. BALAIS
Punong Barangay, Domogdog

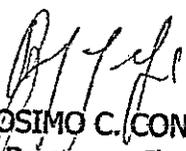

HON. EDWIN A. ALBERCA
Punong Barangay, Duka


HON. LUCILA A. APOSTOL
Punong Barangay, Guindaohan

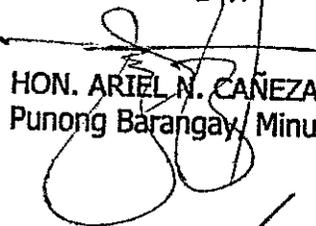

HON. ALEX C. GERALDO
Punong Barangay, Hiagsam

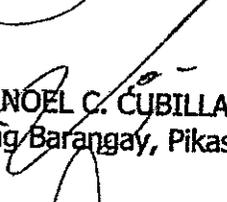

HON. BELMA Z. CANEDA
Punong Barangay, Hilaba

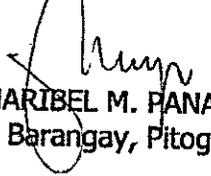

HON. MHAR A. GERALDO
Punong Barangay, Tutug-an


HON. ZOSIMO C. CONOS
Punong Barangay, Ibag


HON. FILIPE C. CIRERA
Punong Barangay, Minuhang

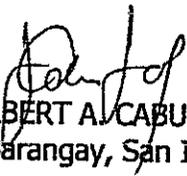

HON. ARIEL N. CAÑEZAL
Punong Barangay, Minuswang


HON. NOEL C. CUBILLA
Punong Barangay, Pikas


HON. MARIBEL M. PANA
Punong Barangay, Pitogo

HON. NOEL A. ELIZONDO
Punong Barangay, Pongso

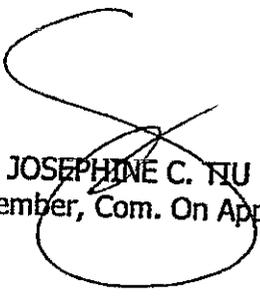

HON. NOE P. CABELTIS
Punong Barangay, Roosevelt


HON. GILBERT A. CABUNDOL
Punong Barangay, San Isidro


HON. GIOVANNI A. DANTE
Punong Barangay, San Roque

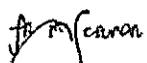

HON. NICOLAS A. BUSTILLO
Punong Barangay, Santarin


HON. FARO C. LAMSIN
Punong Barangay, Sta. Rosa


HON. JOSEPHINE C. TIU
SB Member, Com. On Appropriation

INOCENTES A. ARUTA
Co-Chairperson/President, MPC

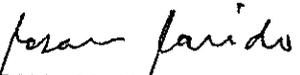

ELMER ESCOBER
President, PITUGHISAN
IRRIGATORS ASSOC., INC.


GIL ACUIN
President, CDP654 RICE FARMERS
IRRIGATORS ASSOC., INC.


OLYMPIA COLIBAO
President, BARUGO CALBUSCA
IRRIGATORS SERVICE ASSOC., INC.

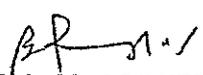

ROQUE A. ARIZA
President, CANSAGAYA BIAI

FLORA D. BUENA
President, CFMPC


ROSANA M. NARIDO
Pres., ABANGO SMALL COCONUT
FARMERS ASSOC.

IDA PEÑARANDA
President, BRPA


MARVIN DADIS
President, BARUGO SMD ASSOC.

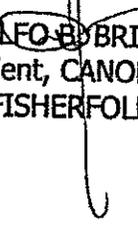

BENILDA A. MADRONERO
President, KATARUNGAN LEYTE
AGRICO AGRICULTURAL COOP.

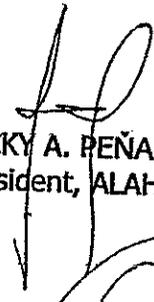

RICHARD NEGROS
President, BWADAP


MARGIE E. ALCOY
President, AMW ASSOC.


GERRY C. ASIS
President, ASSOC. OF FISHERMEN
OF BRGY. SANTARIN


RENATO L. DELGADO
President, CAMBIHANG VENDORS ASSOC.

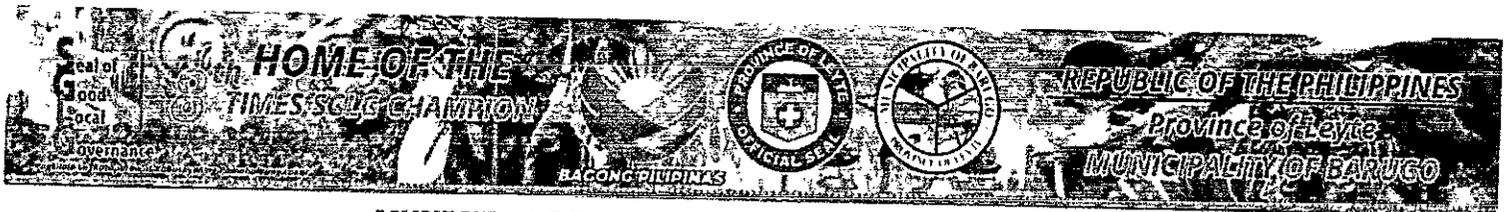

ARNULFO BYBRIONES
President, CANOMANTAG FARMERS
AND FISHERFOLKS ASSOC.


RICKY A. PEÑARANDA
President, ALAHAG BI Inc.


MARVIN G. CASTROVERDE
President, KABALIKAT CCL INC.


LINO P. LABARDA
Pres., BARUGO SC ASSOC.

EDMOND BALAIS
President, PIKAS FARMERS ASSOC.



MUNICIPAL DEVELOPMENT COUNCIL (MDC) MEETING

EDS Training Hall Barugo, Leyte

Wednesday, December 17, 2025

ATTENDANCE SHEET

No.	NAME OF MEMBERS	DESIGNATION/OFFICE	NAME OF REPRESENTATIVE, if any	SEX		SIGNATURE
				M	F	
1	HON. ARON C. BALAIS	MUNICIPAL MAYOR		√		
2	HON. JOSEPHINE C. TIU	SB MEMBER/ CHAIR. ON APPROPRIATION	U		√	
3	INOCENTES ARUTA	PRES. MUNICIPAL PEOPLE'S COUNCIL		√		
4	ENGR. JUDITH M. BORREL	MPDC			√	
5	HON. ARNEL A. ASIS	PB DIST. I		√		
6	HON. ARNULFO N. BENUSA	PB DIST. II	<i>Hon. Angelica Borquina</i>			
7	HON. ANTHONY MESAM G. BRAZIL	PB DIST. III		√		
8	HON. LITO A. PADILLA	PB DIST. IV		√		
9	HON. EARL PATRICK ALBERCA	PB. DIST. V		√		
10	HON. JOSE B. PEÑARANDA JR.	PB. DIST. VI		√		
11	HON. DYNA D. NIVAL	PB. ABANGO			√	
12	HON. JOEMAR Q. ACEBO	PB. AMAHIT		√		
13	HON. DANILO B. BUGAL	PB. BALIRE		√		
14	HON. MARLO D. CORRO	PB. BALUD		√		
15	HON. RAUL I. ELMIDO	PB. BUKID		√		
16	HON. LILIBETH D. MAGSOLING	PB. BULOD			√	
17	HON. RUPERTA Q. ALDAYA	PB. BUSAY			√	
18	HON. FERDINAND C. ADIZAS	PB. CABARASAN		√		
19	HON. LEO C. ALVARAN	PB. CABOLOAN		√		
20	HON. MARIA MARITA Q. BABOR	PB. CALINGCAGUING			√	
21	HON. MELVIN C. GERALDO	PB. CAN-ISAK		√		
22	HON. ERNESTO A. BELLO	PB. CANOMANTAG		√		
23	HON. MARJORIE C. GALLANO	PB. CUTA			√	
24	HON. FRANCISCO A. BALAIS	PB. DOMOGDOG		√		
25	HON. EDWIN A. ALBERCA	PB. DUKA		√		
26	HON. LUCILA A. APOSTOL	PB. GUINDAOHAN			√	
27	HON. ALEX C. GERALDO	PB. HIAGSAM		√		
28	HON. BELMA Z. CAÑEDA	PB. HILABA			√	
29	HON. IGNACIO A. AGUJA	PB. HINUGAYAN		√		
30	HON. ZOSIMO C. CONOS	PB. IBAG		√		
31	HON. FILIPE C. CIRERA	PB. MINUHANG		√		
32	HON. ARIEL N. CAÑEZAL	PB. MINUSWANG		√		
33	HON. NOEL A. CUBILLA	PB. PIKAS		√		
34	HON. MARIBEL M. PANAQ	PB. PITOGO			√	
35	HON. NOEL A. ELIZONDO	PB. PONGSO		√		
36	HON. NOE P. CABELTIS	PB. ROOSEVELT		√		

37	HON. GILBERT A. CABUNDOL	PB. SAN ISIDRO		✓		
38	HON. GIOVANNI A. DANTE	PB. SAN ROQUE		✓		
39	HON. NICOLAS A. BUSTILLO	PB SANTARIN		✓		
40	HON. FARO C. LAMSIN	PB. STA. ROSA	AGNES BARRIO	✓		
41	HON. MHAR A. GERALDO	PB. TUTUG-AN		✓		
42	ARNULFO B. BRIONES	PRES. CANOMANTAG FARMERS AND FISHERFOLKS ASSOCIATION		✓		
43	ELMER ESCOBER	PRES. PITUGHISAN IRRIGATORS ASSOCIATION, INC.		✓		
44	GIL ACUIN	PRES. CDP654 RICE FARMERS IRRIGATORS ASSOC., INC.	MARIE JOO CALAGA	✓		
45	OLYPMIA COLIBAO	PRES. BARUGO CALBUSCA IRRIGATORS SERVICE ASSOC., INC.			✓	
46	ROQUE A. ARIZA	PRES. CANSAGAYA BIAI			✓	
47	FLORA D. BUENA	PRES. CUTA FARMERS MULTI-PURPOSE COOP.	SURKINDA A ASTORGA		✓	
48	ROSANA M. NARIDO	PRES. ABANGO SMALL COCONUT FARMERS ASSOC.			✓	
49	IDA PEÑARANDA	PRES. BARUGO ROSCAS PRODUCERS ASSOC.			✓	
50	MARVIN DADIS	PRES. BARUGO SINGLE MOTORCYCLE DRIVER'S ASSOC.		✓		
51	BENILDA A. MADRONERO	PRES. KATARUNGAN LEYTE AGRICO AGRICULTURAL COOP.			✓	
52	RICHARD NEGROS	PRES. BARUGO WORKERS ASSOC. OF DIFFERENTLY-ABLED PERSON		✓		
53	MARGIE E. ALCOY	PRES. ABANTE MINUHANGNON WOMENS ASSOC.			✓	
54	GERRY C. ASIS	PRES. ASSOC. OF FISHERMEN OF BRGY. SANTARIN		✓		
55	RENATO L. DELGADO	PRES. CAMBIHANG VENDORS ASSOC.		✓		
56	RICKY A. PEÑARANDA	PRES. ALAHAG BIAI		✓		
57	MARVIN G. CASTROVERDE	PRES. KABALIKAT CIVIC COMMUNICATORS LEYTE INC.	LEONATO CLAROS	✓		
58	LINO P. LABARDA	PRES. BARUGO SENIOR CITIZENS ASSOC.		✓		
59	EDMOND BALAIS	PRES. PIKAS FARMERS ASSOC.		✓		
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MUNICIPALITY OF BARUGO
CY 2025 SUPPLEMENTAL INVESTMENT PROGRAM No.3
BY PROGRAM/PROJECT/ACTIVITY BY SECTOR

AIP REFERENCE CODE	PROGRAM/PROJECT/ACTIVITY DESCRIPTION	IMPLEMENTING OFFICE/DEPARTMENT	SCHEDULE OF IMPLEMENTATION		EXPECTED OUTPUT	FUNDING SOURCE	PERSONAL SERVICES	MAINTENANCE & OTHER OPERATION EXPENSES	CAPITAL OUTLAY	TOTAL	Climate Change Adaption (12)	Climate Change Mitigation (13)	CC Typology Code (14)
			STARTING DATE	COMPLETION DATE									
GENERAL PUBLIC SERVICES													
EXECUTIVE OFFICE													
1000-000-3-1-01-001	Salaries-Regular	Mayor's Office	December	December	Salaries for Regular employees provided.	General Fund	147,664.00			147,664.00			
1000-000-3-1-01-002	Salaries-Casual	Mayor's Office	December	December	Salaries for Casual employees provided.	General Fund	105,696.00			105,696.00			
1000-000-3-1-01-003	GSIS Contribution	Mayor's Office	December	December	GSIS Contribution provided.	General Fund	30,403.20			30,403.20			
1000-000-3-1-01-004	PhilHealth Contribution	Mayor's Office	December	December	PhilHealth Contribution provided.	General Fund	5,700.60			5,700.60			
1000-000-3-1-01-005	Year-End Bonus	Mayor's Office	December	December	Year-End Bonus provided.	General Fund	63,340.00			63,340.00			
1000-000-3-1-01-006	Collective Negotiation Agreement Incentive	Mayor's Office	December	December	Collective Negotiation Agreement Incentive provided.	General Fund	2,500,000.00			2,500,000.00			
1000-000-3-1-01-007	Service Recognition Incentive	Mayor's Office	December	December	Service Recognition Incentive provided.	General Fund	2,500,000.00			2,500,000.00			
1000-000-3-1-01-008	Gratuity Pay	Mayor's Office	December	December	Gratuity Pay provided.	General Fund	679,000.00			679,000.00			
1000-000-3-1-01-009	Other General Service	Mayor's Office	December	December	Other General Service provided.	General Fund		800,000.00		800,000.00			
1000-000-3-1-01-010	Other MOOE	Mayor's Office	December	December	Other MOOE provided.	General Fund		198,000.00		198,000.00			
1000-000-3-1-01-011	Barugo Day Celebration/Founding Anniversary	Mayor's Office	December	December	Barugo Day Celebration/Founding Anniversary conducted.	General Fund		24,000.00		24,000.00			
1000-000-3-1-01-012	Socio Cultural Activities	Mayor's Office	December	December	Socio Cultural Activities conducted.	General Fund		90,000.00		90,000.00			
1000-000-3-1-01-013	Ms. Yuletide Gay School Campus Teen Edition 2025	Mayor's Office	December	December	Ms. Yuletide Gay School Campus Teen Edition 2025 conducted.	General Fund		50,000.00		50,000.00			
1000-000-3-1-01-014	Tokens to MDC members	Mayor's Office	December	December	Tokens to MDC members provided.	General Fund		25,000.00		25,000.00			
1000-000-3-1-01-015	GUGMA Farming	Agriculture Office	December	December	GUGMA Farming conducted.	General Fund		140,000.00		140,000.00			
1000-000-3-1-01-016	Financial Assistance to Brgy Pob. Dist I- Repair of Canal	Engineering Office	December	December	Financial Assistance to Brgy Pob. Dist I (Repair of Canal) provided.	General Fund		50,000.00		50,000.00	50		A114-05

1000-000-3-1-01-017	Financial Assistance/Incentive to Barugo National High School- Construction of 2 units Guard House	Engineering Office	December	December	Financial Assistance/Incentive to Barugo National High School (Construction of 2 units Guard House) provided.	General Fund		200,000.00		200,000.00			
1000-000-3-1-01-018	Financial Assistance/Incentive to the following Barangays at Php 50,000.00: 1. Bulod- Installation of 1 unit Hand pump & Rehabilitation of 2 units Handpump 2. Domogdog- Installation of Solar Street Lights 3. Pob Dist I- Repair/Renovation of Multi-Purpose Hall 4. Santarin - Pathway Zone -2 5. Abango- Installation of Steel Gate for Multi-Purpose Hall cum Evacuation Center	Engineering Office	December	December	Financial Assistance/Incentive to the following Barangays at Php 50,000.00 provided.	General Fund		250,000.00		250,000.00	50		A634-03
1000-000-3-1-01-019	Financial Assistance/ Incentive to the following Barangays at Php 20,000.00: 1. San Roque- Improvement of Tanod Outpost 2. Hilaba- Purchase of Agricultural Supplies for Hapag Program 3. Cuta- Purchase of Agricultural Supplies for Hapag Program 4. Bukid - Purchase of Electrical Supplies 5. Guindaohan - Rehabilitation of 1 unit Waiting Shed	Engineering Office	December	December	Financial Assistance/ Incentive to the following Barangays at Php 20,000.00 provided.	General Fund		100,000.00		100,000.00			
1000-000-3-1-01-020	Establishment of SWM Facilities	MENR Office	December	December	SWM Facilities established.	General Fund			56,000,000.00	56,000,000.00		56000	M324-02
LEGISLATIVE OFFICE													
1000-000-3-1-02-001	Salaries-Regular	Legislative Office	December	December	Salaries for Regular employees provided.	General Fund	376,628.00			376,628.00			
1000-000-3-1-02-002	Salaries-Casual	Legislative Office	December	December	Salaries for Casual employees provided.	General Fund	4,404.00			4,404.00			
1000-000-3-1-02-003	GSIS Contribution	Legislative Office	December	December	GSIS Contribution provided.	General Fund	45,723.84			45,723.84			
1000-000-3-1-02-004	PhilHealth Contribution	Legislative Office	December	December	PhilHealth Contribution provided.	General Fund	8,573.22			8,573.22			
1000-000-3-1-02-005	Year-End Bonus	Legislative Office	December	December	Year-End Bonus provided.	General Fund	95,258.00			95,258.00			
1000-000-3-1-02-006	Collective Negotiation Agreement Incentive	Legislative Office	December	December	Collective Negotiation Agreement Incentive provided.	General Fund	380,000.00			380,000.00			
1000-000-3-1-02-007	Service Recognition Incentive	Legislative Office	December	December	Service Recognition Incentive provided.	General Fund	380,000.00			380,000.00			

1000-000-3-1-02-008	Year-end Bonus to End-Term SB Members	Legislative Office	December	December	Year-end Bonus to End-Term SB Members provided.	General Fund	222,903.30			222,903.30			
1000-000-3-1-02-009	Cash Gift to End-Term SB Members	Legislative Office	December	December	Cash Gift to End-Term SB Members provided.	General Fund	7,500.00			7,500.00			
SB SECRETARY OFFICE													
1000-000-3-1-04-001	Salaries-Regular	SB Secretary Office	December	December	Salaries for Regular employees provided.	General Fund	39,144.00			39,144.00			
1000-000-3-1-04-002	GSIS Contribution	SB Secretary Office	December	December	GSIS Contribution provided.	General Fund	4,697.28			4,697.28			
1000-000-3-1-04-003	PhilHealth Contribution	SB Secretary Office	December	December	PhilHealth Contribution provided.	General Fund	880.74			880.74			
1000-000-3-1-04-004	Year-End Bonus	SB Secretary Office	December	December	Year-End Bonus provided.	General Fund	9,786.00			9,786.00			
1000-000-3-1-04-005	Training Expenses	SB Secretary Office	December	December	Training Expenses provided.	General Fund		29,000.00		29,000.00			
TREASURY OFFICE													
1000-000-3-1-05-001	Salaries-Regular	Treasurer Office	December	December	Salaries for Regular employees provided.	General Fund	98,980.00			98,980.00			
1000-000-3-1-05-002	GSIS Contribution	Treasurer Office	December	December	GSIS Contribution provided.	General Fund	11,877.60			11,877.60			
1000-000-3-1-05-003	PhilHealth Contribution	Treasurer Office	August	December	PhilHealth Contribution provided.	General Fund	2,227.05			2,227.05			
1000-000-3-1-05-004	Year-End Bonus	Treasurer Office	December	December	Year-End Bonus provided.	General Fund	24,745.00			24,745.00			
ASSESSOR OFFICE													
1000-000-3-1-06-001	Salaries-Regular	Assessor Office	December	December	Salaries for Regular employees provided.	General Fund	45,564.00			45,564.00			
1000-000-3-1-06-002	GSIS Contribution	Assessor Office	December	December	GSIS Contribution provided.	General Fund	5,467.68			5,467.68			
1000-000-3-1-06-003	PhilHealth Contribution	Assessor Office	December	December	PhilHealth Contribution provided.	General Fund	1,025.19			1,025.19			
1000-000-3-1-06-004	Year-End Bonus	Assessor Office	December	December	Year-End Bonus provided.	General Fund	11,391.00			11,391.00			
ACCOUNTING OFFICE													
1000-000-3-1-07-001	Salaries-Regular	Accounting Office	December	December	Salaries for Regular employees provided.	General Fund	59,764.00			59,764.00			
1000-000-3-1-07-002	GSIS Contribution	Accounting Office	December	December	GSIS Contribution provided.	General Fund	7,171.68			7,171.68			
1000-000-3-1-07-003	PhilHealth Contribution	Accounting Office	December	December	PhilHealth Contribution provided.	General Fund	1,344.69			1,344.69			
1000-000-3-1-07-004	Year-End Bonus	Accounting Office	December	December	Year-End Bonus provided.	General Fund	14,941.00			14,941.00			
BUDGET OFFICE													
1000-000-3-1-08-001	Salaries-Regular	Budget Office	December	December	Salaries for Regular employees provided.	General Fund	81,304.00			81,304.00			
1000-000-3-1-08-002	GSIS Contribution	Budget Office	December	December	GSIS Contribution provided.	General Fund	9,756.48			9,756.48			

1000-000-3-1-08-003	PhilHealth Contribution	Budget Office	December	December	PhilHealth Contribution provided.	General Fund	1,829.34			1,829.34			
1000-000-3-1-08-004	Year-End Bonus	Budget Office	December	December	Year-End Bonus provided.	General Fund	20,326.00			20,326.00			
PLANNING OFFICE													
1000-000-3-1-08-001	Salaries-Regular	Planning Office	December	December	Salaries for Regular employees provided.	General Fund	39,944.00			39,944.00			
1000-000-3-1-08-002	GSIS Contribution	Planning Office	December	December	GSIS Contribution provided.	General Fund	4,793.28			4,793.28			
1000-000-3-1-08-003	PhilHealth Contribution	Planning Office	December	December	PhilHealth Contribution provided.	General Fund	898.74			898.74			
1000-000-3-1-08-004	Year-End Bonus	Planning Office	December	December	Year-End Bonus provided.	General Fund	9,986.00			9,986.00			
REGISTRAR OFFICE													
1000-000-3-1-12-001	Salaries-Regular	Registrar Office	December	December	Salaries for Regular employees provided.	General Fund	20,904.00			20,904.00			
1000-000-3-1-12-002	GSIS Contribution	Registrar Office	December	December	GSIS Contribution provided.	General Fund	2,508.48			2,508.48			
1000-000-3-1-12-003	PhilHealth Contribution	Registrar Office	December	December	PhilHealth Contribution provided.	General Fund	470.34			470.34			
1000-000-3-1-12-004	Year-End Bonus	Registrar Office	December	December	Year-End Bonus provided.	General Fund	5,226.00			5,226.00			
TOTAL							8,089,747.73	1,956,000.00	56,000,000.00	66,045,747.73	100	56000	
SOCIAL WELFARE SERVICES													
SOCIAL WELFARE OFFICE													
3000-500-3-1-13-001	Salaries-Regular	Health Office	December	December	Salaries for Regular employees provided.	General Fund	70,880.00			70,880.00			
3000-500-3-1-13-002	GSIS Contribution	Health Office	December	December	GSIS Contribution provided.	General Fund	8,505.60			8,505.60			
3000-500-3-1-13-003	PhilHealth Contribution	Health Office	December	December	PhilHealth Contribution provided.	General Fund	1,594.80			1,594.80			
3000-500-3-1-13-004	Year-End Bonus	Health Office	December	December	Year-End Bonus provided.	General Fund	17,720.00			17,720.00			
HEALTH OFFICE													
3000-200-3-1-11-001	Salaries-Regular	Health Office	December	December	Salaries for Regular employees provided.	General Fund	80,152.00			80,152.00			
3000-200-3-1-11-002	GSIS Contribution	Health Office	December	December	GSIS Contribution provided.	General Fund	9,618.24			9,618.24			
3000-200-3-1-11-003	PhilHealth Contribution	Health Office	December	December	PhilHealth Contribution provided.	General Fund	1,803.42			1,803.42			
3000-200-3-1-11-004	Year-End Bonus	Health Office	December	December	Year-End Bonus provided.	General Fund	20,038.00			20,038.00			
3000-200-3-1-11-005	Provisions of Incentives to Brgy. Health Workers	Health Office	December	December	Incentives to Brgy. Health Workers provided.	General Fund		13,000.00		13,000.00			
3000-200-3-1-11-006	Medical, Dental & Lab Supplies	Health Office	December	December	Medical, Dental & Lab Supplies expenses provided.	General Fund		30,000.00		30,000.00			

3000-200-3-1-11-007	Other General Services	Health Office	December	December	Other General Services provided.	General Fund		30,000.00		30,000.00				
TOTAL								210,312.06	73,000.00		283,312.06	0	0	
ECONOMIC SERVICES														
ENGINEERING OFFICE														
8000-000-3-1-10-001	Salaries-Regular	Engineering Office	December	December	Salaries for Regular employees provided.	General Fund		180,576.00		180,576.00				
8000-000-3-1-10-002	GSIS Contribution	Engineering Office	December	December	GSIS Contribution provided.	General Fund		21,669.12		21,669.12				
8000-000-3-1-10-003	PhilHealth Contribution	Engineering Office	December	December	PhilHealth Contribution provided.	General Fund		4,062.96		4,062.96				
8000-000-3-1-10-004	Year-End Bonus	Engineering Office	December	December	Year-End Bonus provided.	General Fund		45,144.00		45,144.00				
8000-000-3-1-10-005	Concreting of Farm-to-Market Road at Brgy. Abango Barugo, Leyte (Phase I)	Engineering Office	December	December	Farm-to-Market Road at Brgy. Abango Barugo, Leyte concreted (Phase I).	Outsource			2,500,000.00	2,500,000.00				
8000-000-3-1-10-006	Concreting of Farm-to-Market Road at Brgy. Abango Barugo, Leyte (Phase II)	Engineering Office	December	December	Farm-to-Market Road at Brgy. Abango Barugo, Leyte concreted (Phase II).	Outsource			2,500,000.00	2,500,000.00				
8000-000-3-1-10-007	Construction of One-Storey School Building at Brgy. Abango Barugo, Leyte	Engineering Office	December	December	One-Storey School Building at Brgy. Abango Barugo, Leyte constructed.	Outsource			5,000,000.00	5,000,000.00				
AGRICULTURE OFFICE														
8000-000-3-2-03-001	Salaries-Regular	Engineering Office	December	December	Salaries for Regular employees provided.	General Fund		65,124.00		65,124.00				
8000-000-3-2-03-002	GSIS Contribution	Engineering Office	December	December	GSIS Contribution provided.	General Fund		7,814.88		7,814.88				
8000-000-3-2-03-003	PhilHealth Contribution	Engineering Office	December	December	PhilHealth Contribution provided.	General Fund		1,465.29		1,465.29				
8000-000-3-2-03-004	Year-End Bonus	Engineering Office	December	December	Year-End Bonus provided.	General Fund		16,281.00		16,281.00				
TOTAL								342,137.25	10,000,000.00	10,342,137.25	0	0		
ECONOMIC ENTERPRISES														
ECCD OFFICE														
8000-100-3-3-11-001	Salaries-Regular	ECCD Office	December	December	Salaries for Regular employees provided.	General Fund		45,064.00		45,064.00				
8000-100-3-3-11-002	GSIS Contribution	ECCD Office	December	December	GSIS Contribution provided.	General Fund		5,407.68		5,407.68				
8000-100-3-3-11-003	PhilHealth Contribution	ECCD Office	August	December	PhilHealth Contribution provided.	General Fund		1,013.94		1,013.94				
8000-100-3-3-11-004	Year-End Bonus	ECCD Office	December	December	Year-End Bonus provided.	General Fund		11,266.00		11,266.00				
BARUGO BAYVIEW COLLEGE														
8000-100-3-3-12-001	Wages of Contract of Service workers	Barugo Bayview College	December	December	Wages of Contract of Service workers provided.	General Fund		400,000.00		400,000.00				

BARUGO MUNICIPAL INFIRMARY

8000-200-3-3-13-001	Salaries-Regular	Barugo Municipal Infirmary	December	December	Salaries for Regular employees provided.	General Fund	71,636.00			71,636.00				
8000-200-3-3-13-002	GSIS Contribution	Barugo Municipal Infirmary	December	December	GSIS Contribution provided.	General Fund	8,596.32			8,596.32				
8000-200-3-3-13-003	PhilHealth Contribution	Barugo Municipal Infirmary	August	December	PhilHealth Contribution provided.	General Fund	1,611.81			1,611.81				
8000-200-3-3-13-004	Year-End Bonus	Barugo Municipal Infirmary	December	December	Year-End Bonus provided.	General Fund	17,909.00			17,909.00				
8000-200-3-3-13-005	Medical Dental & Laboratory Supplies	Barugo Municipal Infirmary	December	December	Medical Dental & Laboratory Supplies expenses provided.	General Fund		38,000.00		38,000.00				
TOTAL								562,504.75	38,000.00	0.00	600,504.75	0	0	
GRAND TOTAL								9,204,701.79	2,067,000.00	68,000,000.00	77,271,701.79	100	58000	

Prepared by:

ENGR. JUDITH M. BORREL
MPDC

JUANA JENNAH T. DELA PENA
Municipal Budget Officer

Approved by:

DR. ARDYN C. BALAIS
Municipal Mayor

JOINT RESOLUTION NO. 2025-001

BAMEA- Management Consultative Committee

A RESOLUTION SETTING UP THE GUIDELINES ON THE GRANT OF FY 2025 COLLECTIVE NEGOTIATION AGREEMENT (CNA) INCENTIVE TO ALL OFFICIALS & EMPLOYEES OF THE LOCAL GOVERNMENT OF BARUGO, LEYTE.

WHEREAS, PSLMC Resolution No. 2, S. 2022, authorize the management and the accredited employees to enter into Collective Negotiations on terms and conditions of employment which are not fixed by law;

WHEREAS, Barugo Municipal Employees Association (BAMEA) is the sole, exclusive and legitimate bargaining unit in the Local Government of Barugo having been registered and accredited by Civil Service Commission as evidenced by CSC Resolution No. 040567 dated May 04, 2024;

WHEREAS, budget Circular No. 2025-2 dated November 19, 2025 issued by the DBM sets up the guidelines on the Grant of Collective Agreement (CNA) Incentive for FY 2025;

WHEREAS, BMCC has resolved and recommended to adopt the pertinent provision of the said circular with respect to the grant of the CNA Incentive for FY 2025 to all officials and employees of the Municipal Government of Barugo;

WHEREFORE, in order to justify the amount given to each qualified employees the **BMCC RESOLVED** to adopt the guidelines based on employees contribution to the accomplishment of performance target, efficiency, productivity, or profitability as determined by the agency which are as follows:

Section 1. The CNA Incentive FY 2025 for the Municipal Government of Barugo shall be granted to all qualified employees;

a.) The CNA shall be a rice subsidy in the amount;

- 1.) Municipal Mayor/ Municipal Vice- Mayor/ SB Members/ Department Heads- P30, 000.00
- 2.) Rank and File/ Casuals- P30, 000.00

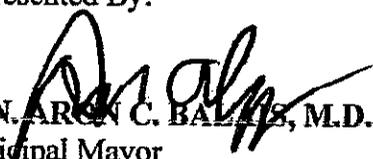
b.) The Agency Fee of One Thousand Pesos (P1,000.00) shall be deducted from the incentive bonus for the non-members of the BAMEA.

c.) Those who are on the approved leave with pay or on scholarship grants, on authorized attendance to training courses, seminars or similar activities shall be entitled to the CNA Incentive since they are still considered in government services.

ADOPTED AND APPROVED this 5th day of December 2025 at the Municipal Building, Barugo, Leyte.

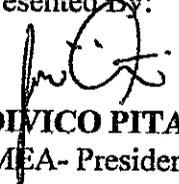
MANAGEMENT PANEL

Represented By:


HON. ARON C. BALLAS, M.D., FPCEM
Municipal Mayor

BAMEA

Represented By:


LUDIVICO PITALBO
BAMEA- President

COLLECTIVE NEGOTIATION AGREEMENT

KNOW ALL MEN BY THESE PRESENTS;

This COLLECTIVE NEGOTIATION AGREEMENT (CNA) is entered into and executed by and between;

The **MUNICIPAL GOVERNMENT OF BARUGO**, duly organized and existing in virtue of the law of the Republic of the Philippines with principal office address at Municipal Hall, Barugo, Leyte represented by **HON. ARON C. BALAIS, MD, FPCEM**, Municipal Mayor, herein after referred to as the **MUNICIPAL GOVERNMENT**;

and

The **BARUGO MUNICIPAL EMPLOYEES ASSOCIATION (BAMEA)**, with office address at Burgos Street, Municipal Compound, Barugo, Leyte represented herein by its President **MR. LUDIVICO PITALBO** herein referred to as **BAMEA**.

WITNESSETH

WHEREAS, the Constitution of the Republic of the Philippines, among other, provides;

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

"Article II, Section 18 – The state affirms labor as primary, social, and economic force that shall protect the rights of workers and promote their welfare".

WHEREAS, Executive Order 180 which provides the guidelines on the exercise of this Constitutional right likewise grants government employees to be represented in labor management committee, work councils and other forms of workers participation scheme for the furtherance and protection of their rights;

WHEREAS, the BAMEA, an existing association of the municipal employees of Barugo, Leyte and duly registered and recognized with Bureau of Labor and Employment, and with the Civil Service Commission, Manila with Certificate of Registration No. 1318 dated 23rd day of October 2003.

WHEREAS, to ensure that the right to self – organization is availed to the fullest and exercised to the largest possible, and in order to promote harmonious working relationship between the association and management; enhance the employees, welfare and productivity; contribute to the attainment of a responsible public service, in general and the goals of the Municipal Government, in particular, the parties herein unto mutually agree to enter into Collective Negotiation Agreement.

NOW, THEREFORE, for and in consideration of the foregoing premises and in furtherance of the harmonious working relation between the Municipal Government and the BAMEA, the parties hereto present, manifest, agree and adopt the following covenants.

ARTICLE I

SCOPE OF COVERAGE

Section 1. All benefits and privileges granted in this Agreement shall also be enjoyed by all regular; elective of the Executive and Legislative Department and others of the Municipal

Government of Barugo subject to special assessment to rank and file, non – members as provided by the PSLMC Resolution No. series of 1993.

ARTICLE II

RIGHTS AND CONDITIONS TO SELF – ORGANIZATION

Section 2. The BAMEA members shall not be discriminated against in respect of their employment by reason of their membership with the association.

Section 3. The BAMEA's right to self – organization includes, but not limited to its right to affiliate to any federation, alliance or confederation of its own choice in order to achieve a certain degree of unity, dynamism and strength to confront its management.

Section 4. The BAMEA shall act as vigilant agent for effective, efficient, honest and courteous public service, and at all times be accountable to the people, render service with utmost responsibility, integrity, loyalty, patriotism and justice, and lead a modest life.

Section 5. The Municipal Government, LCE and members authorize the Disbursing Officer, automatically to deduct from the payroll of BAMEA members for legal fees, dues and other service authorized contributions owing the association from the members thereof. Said deductions shall be turned over directly to the BAMEA treasurer who shall turnover same with the association's depository bank.

Section 6. The Municipal Government shall allow and authorize the attendance of BAMEA Officers, and members on official time, in the conduct of general assembly, meetings, trainings, seminars, convention, symposia and similar gatherings, subject to COA rules and regulations.

ARTICLE III

MUNICIPAL GOVERNMENT AND BAMEA RELATIONS

Section 1. The Municipal Government shall continue to adhere to the government policy of transparency and participate management.

Section 2. The Municipal Government shall endeavor to institutionalize consultations with the BAMEA management policy changes.

Section 3. The Municipal Government shall deal only through and directly with the BAMEA on all matters and issues affecting the rights, benefits and interest of all rank-and-file employees in relation to the terms conditions of their employment.

Section 4. The BAMEA recognizes that high wages/salaries and benefits can be achieved by maintaining and promoting the highest level of efficiency and productivity. The BAMEA therefore, agrees to cooperate with the efforts of the Municipal Government in affecting efficiency and economy, and in its effort to eliminate waste, and promote safety and good will between the management and its employees.

Section 5. The BAMEA shall attend and participate in all activities of the Municipal Government which requires the participation of the association.

Section 6. Clearance for retirement of BAMEA members from Municipal Government of Barugo should be deferred until the retiree has been cleared of hi/her accountabilities/liabilities with the association by the BAMEA Treasurer.

Article IV

RECRUITEMENT, PROMOTION AND PLACEMENT

Section 1. The Municipal Government shall ensure strict adherence to the recruitment, promotion and placement policies under existing law rules and regulations.

Section 2. The Municipal Government through the appointing authority, shall within the prescribed reglamentary period, act appropriately on appointments of the employees based on the

qualifications of candidates as evaluated by the Personnel Selection and Promotions Board in the filling-up of vacant positions in conformity with the Civil Service rules and regulations.

Section 3. The Municipal Government shall adopt a fair promotion system based on the Municipal Merit and Promotion Plan (MPP) approved by the Civil Service Commission. The said MPP shall be jointly formulated, implemented and regularly reviewed by the Municipal Government and the BAMEA representative.

Section 4. The Municipal Government agrees that whenever possible, no lateral entry shall be allowed or hired whenever there are qualified covered employees available within the agency where the vacancy exist.

Article V

HUMAN RESOURCE DEVELOPMENT

Section 1. The Municipal Government shall implement training programs on value formation, skills development and unionism.

Section 2. The Municipal Government shall develop a career development program for all municipal employees, and shall establish a Personnel Development Committee (PDC) to implement the selection procedure for attendance in training/seminars/study and/or scholarship grants, both local or foreign, without however jeopardizing work schedules. The Local Chief Executive or its representative, the HRMO and the BAMEA representative shall compose the above committee and formulate policies and procedures to implement this plan.

Section 3. The Municipal government shall provide opportunities for employees professional development and institutionalize Paid Education Level (PEL) and allow personnel who are undergraduate/under board or who wish to take a Bar/Board Licensure Examination to go on study leave on official time, provided, however that the availment of said leave benefits is authorized under Civil Service law, rules, and regulations.

Article VI

UNION MATTERS, WORKING CONDITIONS, TRANSPORTATION AND COMMUNICATION

Section 1. The Municipal Government shall recognize all official BAMEA activities as official time. The Local Executive shall be notified in advance and give consent to such activities.

Section 2. The Municipal Government shall authorize the display of BAMEA bulletin board as designated by LCE, authorize the BAMEA to have an office space as well as allow the use/access of office equipment and facilities, transportation and communication facilities such as but not limited to telephone, computer, fax machine, copying machine, bulletin boards, etc.

Section 3. So far as allowable, the Municipal government shall make available its vehicle(s) with driver for transporting BAMEA employees in case of calamities and other emergencies

Section 4. The BAMEA be afforded a humane and acceptable working environment that promotes, develops, sustains and satisfies the physical, economic, psycho-social and spiritual well-being of the employees such as but not limited to a well-maintained, properly lighted/ventilated and ample office space; well-maintained office equipment, furniture and fixtures; and adequate office supplies; regularly cleaned and hygienic comfort rooms for men and women; supply and safe drinking water in the workplace; medical and dental clinic services; free annual physical examination as maybe necessary; first aid facilities; proper waste disposal and appropriate smoking area in the workplace.

Article VII

WELFARE BENEFITS, LEAVE PRIVILEGES, OVERTIME SERVICES AND INCENTIVE AWARDS

Section 1. The Municipal Government shall establish a "Loan Assistance Program" for qualified BAMEA members; and shall endeavor to extend support to the BAMEA economic activities such as employees cooperative and livelihood projects and other welfare programs.

Section 2. Subject to existing laws and unless further revoked by subsequent laws the Municipal Government shall continue the provisions of existing benefits to all entitled employees.

Section 3. The Municipal government shall develop and implement the Annual Incentives and Awards System.

Section 4. The Municipal government shall endeavor to continually grant salary increments to qualified employees who have rendered continuous satisfactory service in a particular position for at least three (3) years, subject to availability funds.

Section 5. Pursuant to the Joint CSC-DBM MC No. 1, series of 1990, the Municipal Government shall endeavor to grant productivity to qualified employees who rendered "very satisfactory" or "outstanding" performance in assigned functions for two (2) consecutive rating periods, subject to availability of funds.

Section 6. Employees shall continue to enjoy all existing rights and economic benefits provided by law, rules and regulations.

Section 7. The Municipal government shall provide BAMEA members with the leave benefits with pay to wit:

a) Seven (7) working days paternity leave for fathers whose legal wives gives birth

b) Three (3) working days for special leave privileges such as:

1. Personal milestone
2. Parental Obligations
3. Filial obligations
4. Domestic emergencies
5. Personal transactions
6. Calamity, accident hospitalization leave

The foregoing provisions in Section 7 hereof are non-cumulative and cannot be converted into its money value. Such leaves shall not be charge deducted from the employees accumulated leave credits.

Section 8. The Municipal government shall provide leave credits or compensatory day off in lieu of over time without pay subject to CSC rules and regulations.

Section 9. The Municipal government shall grant a rice allowance to all Government employees and Officials and to be given at the end of the year.

Article VIII

STRIKES AND CONCERTED ACTIONS

Section 1. Unless provided by enabling laws/status, the right to strikes given to unions in private sector. IS NOT APPLICABLE TO BAMEA. In pursuance to pertinent provisions of existing law and CSC issuance, rules and regulations, all BAMEA officers and members are prohibited from staging strikes, demonstration, mass leave, walk – outs that will result in temporary stoppage of public service.

Section 2. The parties hereto agree stipulate, that:

The BAMEA's right to peaceful concerted activities to be correctly interpreted as a freedom of expression is a right to express dissent of BAMEA members on certain issues and policies which include SIGNING AND POSTING OF PETITION PAPERS, HUNGER STRIKES, WEARING OF BLACK ARMED BANDS, NOON BREAK RALLY. The BAMEA's peaceful concerted activities are democratic rights to express grievances and gain attention as well as public support. It should not be construed as STRIKE; It will not be done in a manner and at a time that may result in temporary stoppage of public service.

ARTICLE IX

FRIEVANCE MACHINERY

Section 1. The Municipal Government shall establish a Grievance Machinery pursuant to CSC Memorandum Circular No. 45 series 1989 and CSC Resolution No. 89 – 204 as an effective mechanism to settle dispute arising out of employer – employee relation so as to create an atmosphere conducive to harmonious relationship and improved employees morale within the system.

Section 2. A Grievance Committee is hereby created with the following composition:

1. One (1) member from the Municipal government or its representative to act a Chairman
2. One (1) representative from Salary Grade 24
3. HRMO
4. One (1) alternative should the issues involve a member of the grievance committee.

Section 3. Definition of terms. For purpose of this Agreement, the following terms are considered:

1. Complaint – an employees expressed feelings (written or spoken / oral) of the dissatisfaction with some aspects of his working conditions, relationship or status.

2. Grievance – refers to a complaint in writing which has, in the first instance and in the employee's opinion, been ignored, over – ridden or dropped without due consideration. It may also be written complaint emanating from the general public or clientele against any municipal grievance.

3. Grievance Procedure – the method of determining and finding the best way to remedy the specific cause or causes of the complaint or grievance.

Section 4. The following are basic principles in the resolution of grievance:

1. The resolution of grievances should be aimed at the achievement of a sound and fair settlement between the Municipal government and the BAMEA and not for the sake of "winning" the case.

2. The Municipal government and the BAMEA should encourage the settlement of grievances which do not involved broad question of policy or of contract interpretation through their respective representatives and should delegate to the latter the sufficient authority for them to accomplish this end.

No grievance – complaint shall be filled with the Grievance Committee unless it was referred for settlement by the Head of the Department to which the complaint belongs.

3. Public interest shall be primordial in the settlement of grievance in order not to impair efficient public service to the constituencies.

Section 5. Grievance Procedure. The following procedures are hereby adopted in filing a resolution of grievances:

1. A verified complaint shall be filed with the grievance Committee specifically stating the following:

- a. Name of the complaint
- b. Position held (Title/Designation)
- c. Section / Department
- d. Nature and detail of grievance
- e. Signature of complaint
- f. Certification that no settlement was reached in the department level

2. The committee shall upon receipt of the complaint, set the hearing of the same within five (5) working days and shall furnish the complaint with a copy of its decision within five (5) working days after the investigation and hearing.

Section 6. Appeal. If complaint is not satisfied with the decision of the Grievance committee, an appeal thereof may be taken to the Local Chief Executive within three (3) days from the receipt of the Committee Decision by the complaint. The LCE shall act on the appeal within a period of ten (10) days from the date of filling of the appeal.

If the complaint is not satisfied with the decision of the Local Chief Executive, either or both parties may request the conciliation/mediation of the Civil Service Commission which shall render its decision within fifteen (15) working days from receipt of the request.

The decision of the Commission is final, binding and executor unless an appeal from said decision is brought to the proper courts.

Appeal to the Courts by either party shall be in accordance with rules of Court.

Section 7. In case of complaints by the general public or clientele against any municipal employee of the Municipal Government, the following procedures shall be observed.

1. The Municipal government and the BAMEA shall cause the verification of the complaint prior to filling of the same with the Grievance Committee.

2. The Grievance Committee upon acquiring jurisdiction over the case/complaint shall cause the immediate hearing of the same and furnish both parties with a copy of its decision within five (5) working days after the termination of its hearing.

3. If the decision of the Grievance Committee requires the filling of an Administrative sanction, the same shall be forwarded within three (3) working days to the Local Chief Executive of the Municipal Government for implementation within five (5) working days upon receipt of said decision copy furnished both parties concerned and the Civil Service Commission.

4. An Administrative action imposed on the erring employee by the Local Chief Executive on the Municipal Government may be appealed to the Civil Service Commission by the erring / aggrieved employee within ten (10) days whose decision shall be rendered within fifteen (15) days and such decision shall become final, binding and executor unless the same is appealed to proper court, and which appeal shall be in accordance with the Rules of Court.

ARTICLE X

WORKING COMMITTEE

Section 1. The Municipal Government and the BAMEA shall form a joint committee charged with monitoring the effective implementation of this CAN which shall be composed of the HRMO, one (1) representative of Management, the BAMEA President and two (2) members of the BAMEA (non-officer).

ARTICLE XI

EFFECTIVITY

Section 1. The COLLECTIVE NEGOTIATION AGREEMENT shall take effect upon signing by the parties hereof this COVENANT and shall be enforced for a period of two (2) years; provided, however, that if no Collective Negotiation Agreement shall be considered after the expiration of the two year period, this Agreement shall continue to be in full force and effect.

Section 2. In the event that any of the provisions of this CAN shall be declared invalid by any competent authority or court or amended by legislation, the remaining provisions shall continue to be valid binding between the parties hereof.

ARTICLE XII

COLLECTIVE NEGOTIATION AGREEMENT INCENTIVE BONUS

As a gesture of goodwill and benevolence, the Municipal Government agrees that once the Collective Negotiation Agreement is approved and signed by the parties, it shall grant each Municipal Officials, employees and other workers in the municipal government who have been performing their duties and responsibilities in the nature of regular employees and still connected with the municipal

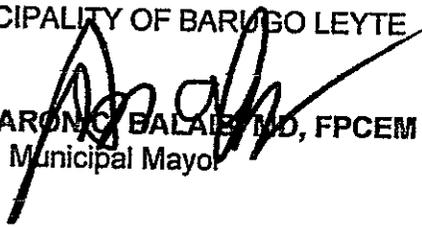
government of Barugo, Leyte as of the Incentive Bonus, in such amount as maybe agreed by both parties subject to existing accounting and auditing laws, rules and regulations as per guidelines stipulated hereunder:

"GUIDELINES ON THE GRANT OF THE COLLECTIVE NEGOTIATION AGREEMENT INCENTIVE BONUS"

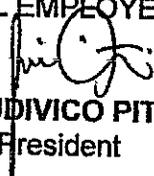
1. The Local Government Unit shall grant each local official and regular employees of the Local government of Barugo, Leyte an incentive bonus provided they have rendered four (4) months continuous service and all appointed and confirmed in a regular capacity as of the signing of Collective Negotiation Agreement (CNA), subject to the availability of funds.
2. The agency fee on One Thousand Pesos (Php 1, 000.00) shall be conducted from the incentive bonus for the non-members of the BAMEA.
3. The guidelines shall be subject to confirmation and / or adoption by the Sangguniang Bayan.

IN WITNESS WHEREOF, the parties hereto, by their authorize representatives, have executed this COLLECTIVE NEGOTIATIONS AGREEMENT this _____ day of 11 DEC 2025 at Barugo, Leyte Philippines.

MUNICIPALITY OF BARUGO LEYTE


HON. ARON C. BALALA, MD, FPCEM
Municipal Mayor

BARUGO MUNICIPAL EMPLOYEES ASSOCIATION


MR. LUDIVICO PITALBO
President

CTC. NO.
Issued on _____
Issued at Barugo, Leyte

CTC NO.
Issued on _____
Issued at Barugo, Leyte


BERNADITA D. ABEJAR
BAMEA Treasurer

SIGNED IN THE PRESENCE OF:

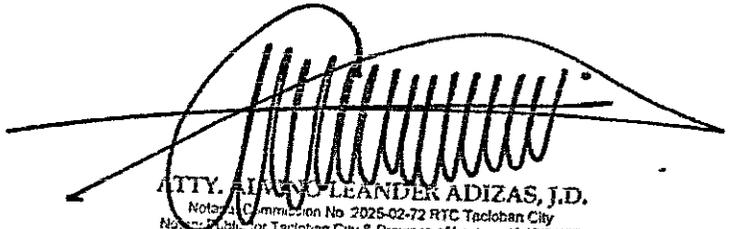

GLECY ANN D. QUIMADA
BAMEA Secretary

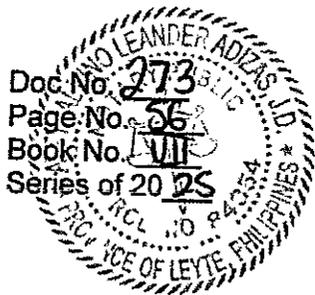
ACKNOWLEDGEMENT

Republic of the Philippines)
Province of Leyte) S.S
ITACLOBAN CITY ✓)

BEFORE ME A NOTARY PUBLIC, this 20 day of DEC 2025, 2025 at TACLOBAN CITY Philippines, personally appeared above mentioned parties with Community Tax Certificate indicated above, known to me known to the same persons who executed the foregoing instrument consisting of 10 including this page and have acknowledge that the same is their free and voluntary act and deed.

SIGNED AND SEALED


ATTY. SIMONO LEANDER ADIZAS, J.D.
Notary Commission No. 2025-02-72 RTC Tacloban City
Notary Public for Tacloban City & Province of Leyte until 12/31/26
TDCI & Partners Law Offices
3rd Floor Insular Life Bldg. Avenida Jelezanos, Tacloban City
Rm No 847 1 May 9 2023
PRT No. PL0038032/January 4 2025 P
2025 IBP QR No. 443994/Decemb
MULE Compliance No. VIII 000872


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Page No. 56
Book No. VII
Series of 20 25
PROVINCE OF LEYTE PHILIPPINES

BARUGO MUNICIPAL EMPLOYEES ASSOCIATION
Burgos Street, Municipal Building
Barugo, Leyte
CSC & DOLE Registration No. 1318 dated October 23, 2003

CERTIFICATION

THIS IS TO CERTIFY that the following are the incumbent officers of Barugo Municipal Employees Association to wit:

LUDIVICO PITALBO	PRESIDENT
CATHERINE Z. CONDINO	VICE-PRESIDENT
GLECY ANN D. QUIMADA	SECRETARY
BERNARDITA ABEJAR	TREASURER
RODESSA CHITH P. CABALONA	AUDITOR
ARISTLE ALCOBER	AUDITOR
ROVIANNE THEALENE LAMSIN	P. I. O
PERCE CIRERA	SGT. AT ARMS
LEANETTE UY – OBAOB	MUSE
MANUEL RUIZ	ESCORT

This certification is issued upon request of the interested party for whatever legal purpose/s it may serve this 3rd day of December 2025 at Barugo, Leyte, Philippines.

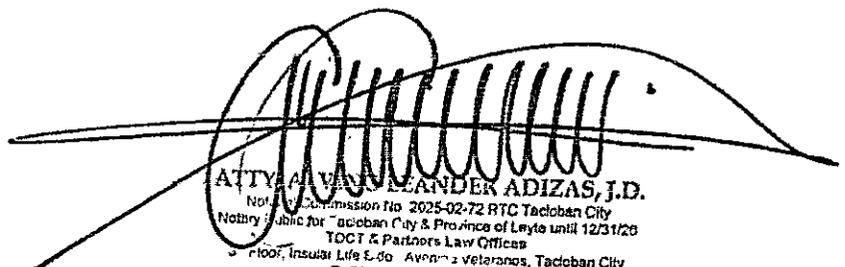

GLECY ANN D. QUIMADA
Secretary

20 DEC 2025

Sworn and subscribed before me this _____ day of December 2025.

SIGNED AND SEALED




ATTY. ARVIN LEANDER ADIZAS, J.D.
Notary Commission No. 2025-02-72 RTC Tacloban City
Notary Public for Tacloban City & Province of Leyte until 12/31/26
TOCT & Partners Law Offices
10000 Insular Life Bldg. Avonza veterans, Tacloban City
Roll No. 1
PTR No. P100360
2025-02-72
MULE Compliance No. VIII 003752 v. 101 April 14, 2028