

Item No.: 01

Date: 09 2026 MAR



Republic of the Philippines
PROVINCE OF LEYTE
Provincial Capitol
Tacloban City

PROVINCE OF LEYTE
LEGAL OFFICE
RELEASED

By: [Signature]
Date: 2.24.26 Time: 11:20

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Sangguniang Panlalawigan
Province of Leyte

RECEIVED

Date: FEB 25 2026
By: _____

PROVINCIAL LEGAL OFFICE

2nd INDORSEMENT

February 13, 2026

Respectfully returned to the Sangguniang Panlalawigan of Leyte, through SP Secretary, the attached Ordinance No. 2026-001 of the Sangguniang Bayan of Sta Fe, Leyte.

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

- Ordinance No. 2026-001 entitled: **“An Ordinance abolishing the regular position of the Municipal Disaster Risk Reduction Management Officer V with Salary Grade 24 in the Municipality of Santa Fe, Leyte.”**

REVIEW/RECOMMENDATION/LEGAL OPINION:

This office is of the opinion that the subject Ordinance is generally in accordance with its power under Section 76¹ of the Local Government Code of 1991 (R.A 7160) in consonance with Section 447(1)(vii) and (viii)² of the same. Hence, we recommend the declaration of its validity.

We hope to have assisted you with this request. Please note that the opinion rendered by this Office are based on the facts available and may vary or change when additional facts and documents are presented or changed. This opinion is likewise without prejudice to the opinions rendered by higher and competent authorities and/or the courts.

ATTY. JOSE RAYMUND A. ACOL
Provincial Legal Officer *λ*

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

² (vii) Subject to the provisions of this Code and pertinent laws, determine the powers and duties of officials and employees of the municipality;

(viii) Determine the positions and the salaries, wages, allowances and other emoluments and benefits of officials and employees paid wholly or mainly from city funds and provide for expenditures necessary for the proper conduct of programs, projects, services, and activities of the city government;

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

PROVINCE OF LEYTE
LEGAL OFFICE

RECEIVED
By: 
Date: 2.6.26 Time: 9:20

1ST Indorsement
12 February 2026

The Provincial Legal Office is respectfully requested to review and submit recommendations on the herein enclosed **Municipal Ordinance No. 2026-001, series of 2026** of the **Municipality of Santa Fe, Leyte**, entitled: **An Ordinance abolishing the regular position of the Municipal Disaster Risk Reduction Management Officer V with Salary Grade 24 in the Municipality of Santa Fe, Leyte.**


FLORINDA JILL S. UYVICO
Secretary to the Sanggunian



Republic of the Philippines
PROVINCE OF LEYTE
Municipality of Santa Fe
OFFICE OF THE SANGGUNIANG BAYAN

MUNICIPAL ORDINANCE NO. 2026-001

SERIES OF 2026

**AN ORDINANCE ABOLISHING THE
REGULAR POSITION OF THE
MUNICIPAL DISASTER RISK
REDUCTION MANAGEMENT OFFICER
V WITH SLARY GRADE 24 IN THE
MUNICIPALITY OF SANTA FE, LEYTE**



Republic of the Philippines
PROVINCE OF LEYTE
Municipality of Santa Fe

Sangguniang Panlalawigan
Province of Leyte
RECEIVED

Date: FEB 12 2026
By: Jxm

SANGGUNIANG BAYAN SECRETARY

INDORSEMENT

RESPECTFULLY FORWARDED to the Sangguniang Panlalawigan of the Province of Leyte, Tacloban City, the herein attachment ***Municipal Ordinance No. 2026 – 001 (Series of 2026)*** of the Sangguniang Bayan, this Municipality entitled ***“An Ordinance Abolishing the Regular Position of the Municipal Disaster Risk Reduction Management Officer V with Salary Grade 24 in the Municipality of Santa Fe, Leyte”***, duly approved by said August Body on ***January 12, 2026***, hereby recommending your appropriate favourable action.

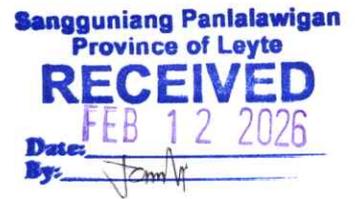

JULIUS XERXES M. OBENQUE
Secretary to the Sanggunian

Copy Furnished:

- *The Municipal Mayor*
- *The Municipal Disaster Risk Reduction Management Office (MDRRMO)*
- *The Human Resource Management Office (HRMO)*
- *All in Santa Fe, Leyte*



Republic of the Philippines
PROVINCE OF LEYTE
Municipality of Santa Fe



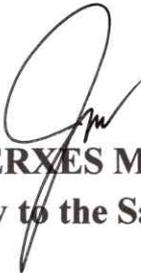
SANGGUNIANG BAYAN SECRETARY

CERTIFICATION OF POSTING

TO WHOM IT MAY CONCERN:

This is to certify that copies of Municipal Ordinance of the herein attached “**Municipal Ordinance No. 2026 – 001 (Series of 2026)** of the Sangguniang Bayan, this Municipality, entitled “*An Ordinance Abolishing the Regular Position of the Municipal Disaster Risk Reduction Management Officer V with Salary Grade 24 in the Municipality of Santa Fe, Leyte*”, duly approved and/or enacted by said August Body on *January 12, 2026*, has been posted in at least three (3) conspicuous places in the municipality. One copy was posted at the bulletin board at the lobby of the municipal hall, one at the HRMO and one at the Municipal Gymnasium.

ISSUED this 19th day of **January 2026** at Santa Fe, Leyte.


JULIUS XERXES M. OBENQUE
Secretary to the Sanggunian



Sangguniang Panlalawigan
Province of Leyte
RECEIVED

MUNICIPAL ORDINANCE NO. 2026-001
Series of 2026

Date: FEB 12 2026
By: [Signature]

AN ORDINANCE ABOLISHING THE REGULAR POSITION OF THE MUNICIPAL DISASTER RISK REDUCTION MANAGEMENT OFFICER V WITH SALARY GRADE 24 IN THE MUNICIPALITY OF SANTA FE, LEYTE.

Author/Sponsor: Hon. ALVIN D. PETILLA
Chairperson, Committee on Personnel Administration & Appointment

Co-Sponsors: HON. RODEL L. AJETO
HON. RICARDO D. FAJARDO
HON. BELEN C. CHUCA
HON. AMIEL P. ENAGE
HON. GENY R. ESMERO
HON. LARRY S. ARUTA
HON. LEAH T. SALCEDA
HON. MARILOU L. MILITANTE

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

WHEREAS, after a thorough review and assessment of the functions and organizational structure of the Municipal Disaster Risk Reduction Management Office, it has been determined that the position of *Municipal Disaster Risk Reduction Management Officer V with Salary Grade 24* is no longer existing.

WHEREAS, instead of **Municipal Disaster Risk Reduction Management Officer V**, plantilla position should be **Local Disaster Risk Reduction Management Officer** with same **Salary Grade 24** as per *Civil Service Commission (CSC) Memorandum Circular (MC) No. 6, series of 2023, Annex C-3 QS for Department Head and Assistant Department Head positions created under Special laws and Republic Act No. 10121 or the Philippine Disaster Risk Reduction and Management (DRRM) Act of 2010.*

NOW THEREFORE, be it ordained by the Municipality of Santa Fe, in session duly assemble:

SECTION 1. ABOLITION OF THE POSITION- The regular position of *Municipal Disaster Risk Reduction Management Officer V with Salary Grade 24* under the Municipal Disaster Reduction Management Office is hereby abolished effective upon the approval of this Ordinance.

SECTION 2. SEPARABILITY CLAUSE - If any provision of this Ordinance is declared invalid or unconstitutional, the remaining provisions shall remain in full force and effect.

SECTION 3. REPEALING CLAUSE- All ordinances, resolutions, and other inconsistent with this Ordinance are hereby repealed or modified accordingly.

SECTION 4. EFFECTIVITY CLAUSE - This ordinance shall take effect after three (3) consecutive weeks by way of posting copies at the bulletin board of the municipal building and in at least three (3) conspicuous places within the municipality of Santa Fe, Leyte.

[Signatures: Alvin D. Petilla, Rodel L. Ajeto, Ricardo D. Fajardo, Amiel P. Enage, Geny R. Esmero, Larry S. Aruta, Leah T. Salceda, Marilou L. Militante, Eduardo N. Toreros]



Republic of the Philippines
 Province of Leyte
 MUNICIPALITY OF SANTA FE
OFFICE OF THE SANGGUNIANG BAYAN

Continuation: Municipal Ordinance No. 2026-001
 Dated January 12, 2026

page 2 of 2

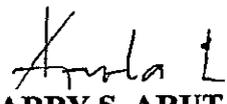
ENACTED: This 12th day of January 2026 during the 2nd Regular Session of the 13th Sangguniang Bayan at the Sangguniang Bayan Session Hall, Santa Fe, Leyte.

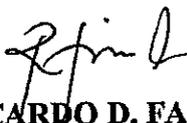
Let copies of this Ordinance be furnished to the Office of the Municipal Mayor Hon. Amparo H. Monteza, to the Human Resource and Management Office of this LGU, and to all others concerned for their guidance and appropriate action.

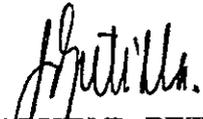
This ordinance is approved unanimously.

ATTESTED APPROVED:


HON. RODEL L. AJETO
 SB Member

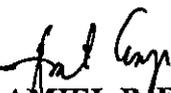

HON. LARRY S. ARUTA
 SB Member


HON. RICARDO D. FAJARDO
 SB Member


HON. ALVIN D. PETILLA
 SB Member


HON. BELEN C. CHUCA
 SB Member


HON. LEAH T. SALCEDA
 SB Member


HON. AMIEL P. ENAGE
 SB Member

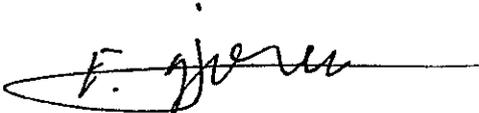

HON. MARLOUL MILITANTE
 Liga Pres. / SB Member


HON. GENY R. ESMERO
 SB Member

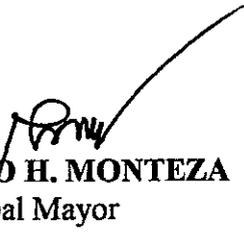
I HEREBY CERTIFY to the correctness of the foregoing Ordinance.


JULIUS XERXES M. OBENQUE
 Secretary to the Sanggunian

ATTESTED BY:


HON. EDUARDO N. TOREROS
 Municipal Vice Mayor
 Presiding Officer

APPROVED:


HON. AMPARO H. MONTEZA
 Municipal Mayor
 Date: _____