



PROVINCIAL BUDGET OFFICE

Sangguniang Panlalawigan
Province of Leyte

RECEIVED

Date: MAR 25 2026

By: Jenn H.

RELEASED

DATE: 3-25-24

NO. 109

BY: JM

PBO

March 23, 2026

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

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. 02 FY 2025** of the **Municipality of Mayorga, Leyte** duly enacted by the Sangguniang Bayan through **Appropriation Ordinance No. 2, series of 2025** with a total appropriation in the amount of **Php2,659,723.73** reveals compliance with the same law and its implementing Rules and Regulations.

It is therefore recommended for approval subject to the following conditions:

1. That the reversion of appropriations is duly authorized by the concerned officials and is backed up by cash collections and are made available to support the expenditures under Supplemental Budget No. 02. Further, that said reversion shall not adversely affect the fiscal standing of the LGU upon the closing of the books of accounts;
2. That the grant of the following allowances/benefits shall be made pursuant to the corresponding guidelines relative thereto:
 - a. Service Recognition Incentive (SRI) - Budget Circular 2025-3 dated December 15, 2025;
 - b. Gratuity Pay - Budget Circular 2025-4 dated December 16, 2025;
 - c. Terminal Leave Benefits - CSC guidelines and Budget Circular No. 2016-2
3. That funds are actually available to pay these proposed expenditures and shall be disbursed for the specific purpose(s) for which they have been appropriated pursuant to Sections 335 & 336 of RA 7160.

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

Very truly yours,

LOCAL FINANCE COMMITTEE:


MARIA GINA P. HIPE
Provincial Budget Officer

ON OFFICIAL TRAVEL
RUTH Y. SURPIA
Provincial Treasurer


AGNES C. RAFON
Provincial Planning & Development
Coordinator - Designate

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



OFFICE OF THE SANGGUNIANG PANLALAWIGAN

1ST Indorsement
22 January 2026

The Local Finance Committee is respectfully requested to review and submit recommendations on the herein enclosed **Appropriation Ordinance No. 02, series of 2025 of the Municipality of Mayorga, Leyte, entitled: An Ordinance authorizing Supplemental ^{Budget} No. 2, series of 2025** involving the amount of Two Million Six Hundred Fifty-Nine Thousand Seven Hundred Twenty-Three Pesos and Seventy-Three Centavos (P2,659,723.73), together with Supplemental Annual Investment Plan (SAIP) for FY 2025 amounting to P2,539,723.73.


FLORINDA JILL S. UYVICO
Secretary to the Sanggunian



Republic of the Philippines
Province of Leyte
MUNICIPALITY OF MAYORGA



-oOo-

**APPROPRIATION ORDINANCE NO. 2
SERIES OF 2025**

“AN ORDINANCE AUTHORIZING SUPPLEMENTAL BUDGET NO. 2 SERIES OF 2025 INVOLVING THE AMOUNT OF TWO MILLION SIX HUNDRED FIFTY-NINE THOUSAND SEVEN HUNDRED TWENTY-THREE PESOS AND SEVENTY-THREE CENTAVOS (PHP 2,659,723.73) TO COVER VARIOUS EXPENDITURES OF THE LOCAL GOVERNMENT UNIT OF MAYORGA, LEYTE.”

SPONSOR: HON. JAIRO C. BELTRAN



Republic of the Philippines
Province of Leyte
Municipality of Mayorga
-oOo-



OFFICE OF THE SANGGUNIANG BAYAN

22 January 2026

Sangguniang Panlalawigan
Province of Leyte
RECEIVED

Date: JAN 22 2026
By: Jenny H

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

Sir:

Respectfully transmitting herewith to the Honorable Sangguniang Panlalawigan of Province of Leyte, the **APPROPRIATION ORDINANCE NO. 02, series of 2025 embodying SUPPLEMENTAL BUDGET NO. 2** of the Municipality of Mayorga, Leyte. Subject Appropriation Ordinance is being forwarded to Honorable Body for review in compliance to Republic Act No. 7160.

Enclosed likewise is the Supplemental Budget and Supplemental Annual Investment Plan for FY 2025 of the Municipality of Mayorga, Leyte.

Please find them in order. Your favorable action hereof is pure and simple dedication to serve.

Very truly yours,


HANZEL L. CREBILLO
Secretary to the Sanggunian



OFFICE OF THE SANGGUNIANG BAYAN

HANZEL L. CREBILLO
Secretary to the Sanggunian

ATTESTED:

**Sangguniang Panlalawigan
Province of Leyte**

RECEIVED

JAN 22 2026

HON. SERGIO I. ZABALA
Municipal Vice Mayor
Presiding Officer

HON. JAIR C. BELTRAN
SB Member/Floor Leader

HON. MARCIANO Z. ALICANDO
SB Member

HON. MARK CLOYD M. TAN-PIENGCO
SB Member/Pro Tempore

HON. RONNIE S. SABALLA
SB Member

HON. CRISANTO C. CABAObAO, JR.
SB Member

HON. HENRY B. LAGARTO
SB Member

HON. ISRAEL C. LUMPAS
SB Member

APPROVED:

HON. ALEXANDER S. DE PAZ
Municipal Mayor

EXCERPT FROM THE MINUTES OF THE 1ST SPECIAL SESSION OF THE MEMBERS OF THE SANGGUNIANG BAYAN OF MAYORGA, LEYTE HELD AT THE SESSION HALL, LEGISLATIVE BUILDING MAYORGA, LEYTE ON DECEMBER 18, 2025.

PRESENT:

- | | |
|---------------------------------------|---|
| HON. SERGIO I. ZABALA | - Municipal Vice Mayor
Presiding Officer |
| HON. JAIR C. BELTRAN | - SB Member/Floor Leader |
| HON. MARCIANO Z. ALICANDO | - SB Member |
| HON. MARK CLOYD M. TAN-PIENGCO | - SB Member/Pro-Tempore |
| HON. RONNIE S. SABALLA | - SB Member |
| HON. CRISANTO C. CABAObAO, JR. | - SB Member |
| HON. HENRY B. LAGARTO | - SB Member |
| HON. ISRAEL C. LUMPAS | - SB Member |

ABSENT:

- | | |
|------------------------------------|--|
| HON. JOSEPH A. AMANTE | - SB Member
(On Sick Leave) |
| HON. SOTERO G. ABRAHAN, JR. | - LnBP President
Ex-Officio Member |
| HON. NIÑA A. CADUCIO | - PnSK President
Ex-Officio Member
(On Sick Leave) |

APPROPRIATION ORDINANCE. 02
Series of 2025

“AN ORDINANCE AUTHORIZING SUPPLEMENTAL BUDGET NO. 2 SERIES OF 2025 INVOLVING THE AMOUNT OF TWO MILLION SIX HUNDRED FIFTY-NINE THOUSAND SEVEN HUNDRED TWENTY-THREE PESOS AND SEVENTY-THREE CENTAVOS (PHP 2,659,723.73) TO COVER VARIOUS EXPENDITURES OF THE LOCAL GOVERNMENT UNIT OF MAYORGA, LEYTE.”

Sponsor: Hon. Jairo C. Beltran

WHEREAS, Section 16 of Republic Act 7160 otherwise known as the Local Government Code of 1991 grants the Local Government Units the authority to exercise powers for efficient and effective governance and those which are essential to the promotion of the general welfare;

WHEREAS, Administrative Order (AO) No. 40 dated December 11, 2025 authorizes the grant of a one-time Service Recognition Incentive (SRI) for FY 2025 at a uniform rate not exceeding Twenty Thousand Pesos (Php 20,000.00) for each government employee;

WHEREAS, Administrative Order (AO) No. 39 dated December 11, 2025 authorizes the grant of a one-time Gratuity Pay for FY 2025 at

a uniform rate not exceeding Seven Thousand Pesos (Php 7,000.00) for each government employee:

WHEREAS, the Municipal Government of Mayorga has available budget savings for the Grant of the one-time Service Recognition Incentive (SRI) Permanent Employees and Elected Officials as well as the Grant of the one-time Gratuity Pay to Job Order Employees of this municipality:

WHEREAS, the Municipal Government of Mayorga, which adheres to the policy and commitment of looking after the best welfare and well-being of its employees and their families, is grateful and eagerly implementing the windfall that will certainly benefit and boost the morale of municipal government employees:

WHEREAS, in the exercise of its discreet and prudent legislative functions, following the mandate provided for under RA 7160, the Sangguniang Bayan of Mayorga is satisfied with the final embodied set forth therein:

WHEREFORE, on motion by the Hon. Jairo C. Beltran, duly seconded by the Hon. Mark Cloyd M. Tan-piengco; be it

NOW, THEREFORE, BE IT ENACTED, AS IT IS HEREBY ENACTED, BY THE MEMBERS OF THE SANGGUNIANG BAYAN OF MAYORGA, IN SESSION ASSEMBLED, BY VIRTUE OF THE POWERS VESTED IN IT BY LAW, THAT:

SECTION 1. The Supplemental Budget No. 2 series of 2025 of the Local Government Unit of Mayorga for Fiscal Year 2025 Involving the Amount of Two Million Six Hundred Fifty-nine Thousand Seven Hundred Twenty-three Pesos and Seventy-three Centavos (Php 2,659,723.73) to Cover Various Expenditures of the Local Government of Mayorga, Leyte, is hereby approved.

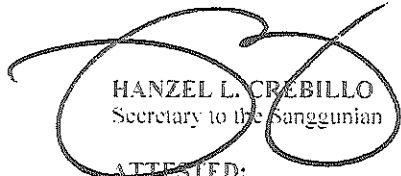
The supplemental budget documents consisting of the following are incorporated herein and made integral part of this Ordinance:

1. Statement of Funding Source
2. Statement of Supplemental Appropriation for FY 2025
3. Certification of the Availability of Fund

SECTION 2. SOURCE OF FUNDS. The Sources of funds for the Supplemental Budget in the amount of Two Million Six Hundred Fifty-nine Thousand Seven Hundred Twenty-three Pesos and Seventy-three Centavos (Php 2,659,723.73) from the Savings Out of Vacant Positions under Personal Services from July to December 2025 shall be as follows:


STATEMENT OF FUNDING SOURCE

Supplemental Budget No. 2
Fiscal Year (FY) 2025
Municipality of Mayorga, Leyte
GENERAL
Fund/Special Account


HANZEL L. CREBILLO
Secretary to the Sanggunian

ATTESTED:


HON. SERGIO I. ZABALA
Municipal Vice Mayor or
Presiding Officer


HON. JAIRO C. BELTRAN
SB Member Floor Leader


HON. MARCIANO Z. ALICANDO
SB Member


HON. MARK CLOYD M. TAN-PIENGCO
SB Member Pro Tempore


HON. RONNIE S. SABALLA
SB Member


HON. CRISANTO C. CABAObAO, JR.
SB Member


HON. HENRY B. LAGARTO
SB Member


HON. ISRAEL C. LUMPAS
SB Member

APPROVED:


HON. ALEXANDER S. DE PAZ
Municipal Mayor

HANZEL E. CREBILLO
Secretary to the Sanggunian

ATTESTED:

HON. SERGIO J. ZABALA
Municipal Vice Mayor
Presiding Officer

HON. JAMES E. BELTRAN
SB Member/Chief Leader

HON. MARCIANO Z. ALICANDO
SB Member

HON. MARK CLOYD M. TAN-PIENGCO
SB Member/Pro Tempore

HON. RONNIE S. SABALLA
SB Member

HON. CRISANTO C. CABAUBAO, JR.
SB Member

HON. HENRY B. LACARTO
SB Member

HON. ISRAEL O. LIMPAS
SB Member

APPROVED:

HON. ALEXANDER S. DE PAZ
Municipal Mayor

	Particulars	Account Classification	Amount
	(1)	(2)	(3)
1.0	New Revenue Resources		
	Tax Revenue		
	Loan Proceeds (Borrowings)		
2.0	Actual Collection in excess of the estimated Income		
3.0	Savings		
4.0			
5.0	5.1 Reversion: from unfilled positions of Different Offices from July to December 2025 as follows:		
	Mayors Office (1) Security Officer (Item # 1-B)		110,903.63
	Mayors Office (1) LDRRMO I (Item # 8-B)		189,092.68
	Mayors Office (1) AA-IV Driver- I (Item # 6)		54,448.22
	Mayors Office (1) AA-IV Driver- II (Item #8-C)		73,926.17
	Mayors Office (1) AA-III Utility Worker- II (Item # 8-D)		72,630.87
	VM & SB Office (1) Admin Aide III (Item # 11-C)		110,903.63
	Municipal Treasurer's Office, RCC- II (Item #29)		71,700.32
	Municipal Treasurer's Office, RCC- II (Item #31)		71,700.32
	Municipal Treasurer's Office, AA-III (Item #32)		72,997.54
	Municipal Civil Registrar's Office (LCR-I) (Item # 38)		647,814.13
	Municipal Engineering Office (I) Bookbinder-III (Item # 41)		109,019.76
	Municipal Engineering Office (I) Laborer- I (Item # 44)		100,664.76
	Municipal Engineering Office (I) Laborer- I (Item # 47)		65,866.09
	Municipal Health Office Laboratory Aide-I (Item # 52-A)		84,107.38
	Municipal Agriculturist Office (I) Agriculturist- II (Item #56-A)		247,534.70
	Mun. Social Welfare & Dev't Office (MSWDO) (Item # 60)		576,414.13
		Sub-Total	2,659,723.73

SECTION 3. USE OF FUNDS. The amount of Two Million Six Hundred Fifty-nine Thousand Seven Hundred Twenty-three Pesos and Seventy-three Centavos (Php 2,659,723.73) from the Savings Out of Vacant Positions under Personal Services from July to December 2025 is hereby appropriated for the Supplemental Budget No. 2 series of 2025 of the Local Government Unit of Mayorga, as follows:


Implementing Office	Particular Purpose	AIP Ref.Code	Object of Expenditure	Account Code	Amount
1	2	3	4	5	6
Mayor's Office	Grant of SRI 13 @ 20,000.00	1000-3-1-01	Other Personal Benefits	(5-01-04-990)	260,000.00
V-Mayor/SB	Grant of SRI 15 @ 20,000.00	1000-3-1-02	Other Personal Benefits	(5-01-04-990)	300,000.00
MPDC Office	Grant of SRI 3 @ 20,000.00	1000-3-1-03	Other Personal Benefits	(5-01-04-990)	60,000.00

ATTESTED:



HON. SERGIO D. ZABALA
 Municipal Vice Mayor
 Presiding Officer



HON. JAIR J. BELTRAN
 SB Member/Pro Leader


HON. MARCIANO Z. ALICANDO
 SB Member


HON. MARK CLOYD M. TAN-PIENGCO
 SB Member/Pro Tempore


HON. RONNIE S. SABALLA
 SB Member


HON. CRISANTO C. CABAObAO, JR.
 SB Member


HON. HENRY B. LACARTA
 SB Member


HON. ISRAEL C. LUPIAS
 SB Member

APPROVED:


HON. ALEXANDER S. DE PAZ
 Municipal Mayor

MCR Office	Grant of SRI 1 @ 20,000.00	1000-3-1-04	Other Personal Benefits	(5-01-04- 990)	20,000.00
Engineering Off.	Grant of SRI 7 @ 20,000.00	1000-3-1-01	Other Personal Benefits	(5-01-04- 990)	140,000.00
Budget Office	Grant of SRI 1 @ 20,000.00	1000-3-1-05	Other Personal Benefits	(5-01-04- 990)	20,000.00
Treasury Off.	Grant of SRI 8 @ 20,000.00	1000-3-1-06	Other Personal Benefits	(5-01-04- 990)	160,000.00
Assessors Off.	Grant of SRI 2 @ 20,000.00	1000-3-1-07	Other Personal Benefits	(5-01-04- 990)	40,000.00
Accounting Off.	Grant of SRI 3 @ 20,000.00	1000-3-1-08	Other Personal Benefits	(5-01-04- 990)	60,000.00
MSWD Office	Grant of SRI 5 @ 20,000.00	1000-3-1-01	Other Personal Benefits	(5-01-04- 990)	100,000.00
RHU Office	Grant of SRI 11 @ 20,000.00	1000-3-1-02	Other Personal Benefits	(5-01-04- 990)	220,000.00
Agriculture Off.	Grant of SRI 6 @ 20,000.00	1000-3-1-02	Other Personal Benefits	(5-01-04- 990)	120,000.00
			Sub-Total for Grant of Service Recognition Incentive (SRI)		1,500,000.00
Mayor's Office	Grant of Gratuity Pay for 153 Job Order Employees @ 5,000.00 = 765,000.00	1000-14	Other General Services	5-02-12-990	765,000.00
			Sub-Total for Grant of Gratuity Pay for Job Order Employees		765,000.00
Mayor's Office	Terminal Leave Benefits				394,723.73
			Sub-Total for Grant of Terminal Leave Benefits		394,723.73
Total Appropriations					2,659,723.73

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

SECTION 5. EFFECTIVITY. This Ordinance shall take effect upon approval.

UNANIMOUSLY APPROVED. DECEMBER 18, 2025.

I **HEREBY CERTIFY** to the correctness of the foregoing Appropriation Ordinance which was duly approved by the Sangguniang Bayan during its Special Session held on December 18, 2025.


HANZEL L. GREBILLO
 Secretary to the Sanggunian



Republic of the Philippines
Province of Leyte
MUNICIPALITY OF MAYORGA
-aCo-

Office of the Municipal Mayor

December 17, 2025

HON. SERGIO I. ZABALA
Municipal Vice-Mayor
LGU Mayorga, Leyte

Dear Vice-Mayor Zabala:


Respectfully transmitting herewith, the **Supplemental Budget Plan No.2 FY 2025**, for legislative review and approval of the Sangguniang Bayan.


Respectfully,


ALEXANDER SALVADOR DE PAZ
Municipal Mayor

III Municipal Hall, Pob. Zone III, Mayorga, Leyte

 www.facebook.com/LGUMAYORGA

 lgumayorga2019@gmail.com

 0917-127-1476


STATEMENT OF SUPPLEMENTAL APPROPRIATION (FY 2025)

Local Government Unit (LGU) of **Mavorga, Leyte**

Supplemental Budget **No. 2**

Implementing Office	Particular / Purpose	AIP Ref. Code	Object of Expenditure	Account Code	Amount
1	2	3	4	5	6
Mayor's Office	Grant of SRI 13 @ 20,000.00	1000-3-1-01	Other Personal Benefits	(5-01-04-990)	260,000.00
V-Mayor / SB	Grant of SRI 15 @ 20,000.00	1000-3-1-02	Other Personal Benefits	(5-01-04-990)	300,000.00
MPDC Office	Grant of SRI 3 @ 20,000.00	1000-3-1-03	Other Personal Benefits	(5-01-04-990)	60,000.00
MCR Office	Grant of SRI 1 @ 20,000.00	1000-3-1-04	Other Personal Benefits	(5-01-04-990)	20,000.00
Engineering Off.	Grant of SRI 7 @ 20,000.00	8000-3-1-01	Other Personal Benefits	(5-01-04-990)	140,000.00
Budget Office	Grant of SRI 1 @ 20,000.00	1000-3-1-05	Other Personal Benefits	(5-01-04-990)	20,000.00
Treasury Off.	Grant of SRI 8 @ 20,000.00	1000-3-1-06	Other Personal Benefits	(5-01-04-990)	160,000.00
Assessors Off.	Grant of SRI 2 @ 20,000.00	1000-3-1-07	Other Personal Benefits	(5-01-04-990)	40,000.00
Accounting Off.	Grant of SRI 3 @ 20,000.00	1000-3-1-08	Other Personal Benefits	(5-01-04-990)	60,000.00
MSWD Office	Grant of SRI 5 @ 20,000.00	3000-3-1-01	Other Personal Benefits	(5-01-04-990)	100,000.00
RHU Office	Grant of SRI 11 @ 20,000.00	3000-3-1-02	Other Personal Benefits	(5-01-04-990)	220,000.00
Agriculture Off.	Grant of SRI 6 @ 20,000.00	8000-3-1-02	Other Personal Benefits	(5-01-04-990)	120,000.00
Sub-Total for Grant of Service Recognition Incentive (SRI)					1,500,000.00
Mayor's Office	Grant of Gratuity Pay for (153) Job Order (JO) Employees @ 5,000.00 = 765,000.00	1000--14	Other General Services	5-02-12-990	765,000.00
Sub-Total for Grant of Gratuity Pay for Job Order Employees					765,000.00
Mayor's Office	Terminal Leave Benefits				394,723.73
Sub-total for Terminal Leave Benefits					394,723.73
Total Appropriations					2,659,723.73

Prepared:


RICARDO G. GUIRON
Local Budget Officer


ALEXANDER SALVADOR DE PAZ
Local Chief Executive



OFFICE OF THE SANGGUNIANG BAYAN

EXCERPT FROM THE MINUTES OF THE 1st SPECIAL SESSION OF THE MEMBERS OF THE SANGGUNIANG BAYAN OF MAYORGA, LEYTE HELD AT THE SESSION HALL, LEGISLATIVE BUILDING MAYORGA, LEYTE ON DECEMBER 18, 2025.

PRESENT:

HON. SERGIO I. ZABALA	- Municipal Vice Mayor Presiding Officer
HON. JAIRO C. BELTRAN	- SB Member/Floor Leader
HON. MARCIANO Z. ALICANDO	- SB Member
HON. MARK CLOYD M. TAN-PIENGCO	- SB Member/Pro-Tempore
HON. RONNIE S. SABALLA	- SB Member
HON. CRISANTO C. CABAObAO, JR.	- SB Member
HON. HENRY B. LAGARTO	- SB Member
HON. ISRAEL C. LUMPAS	- SB Member

ABSENT:

HON. JOSEPH A. AMANTE	- SB Member (On Sick Leave)
HON. SOTERO G. ABRAHAN, JR.	- LnBP President Ex-Officio Member
HON. NIÑA A. CADUCIO	- PnSK President Ex-Officio Member (On Sick Leave)

RESOLUTION NO. 2025-77

“A RESOLUTION REVERTING TO THE UNAPPROPRIATED BALANCE/SURPLUS THE AMOUNT OF TWO MILLION SIX HUNDRED FIFTY-NINE THOUSAND SEVEN HUNDRED TWENTY-THREE PESOS AND SEVENTY-THREE CENTAVOS (PHP 2,659,723.73) FROM THE UNFILLED POSITIONS OF DIFFERENT OFFICES IN LGU-MAYORGA FROM JULY TO DECEMBER OF CY 2025 AND BE MADE AVAILABLE TO SUPPORT THE FUNDING REQUIREMENTS OF SUPPLEMENTAL BUDGET NO. 2 FY 2025 OF THE LOCAL GOVERNMENT UNIT OF MAYORGA.”

Sponsor: Hon. Jairo C. Beltran

WHEREAS, received by the Office of the Sangguniang Bayan is the General Fund Supplemental Budget No. 2 for Fiscal Year 2025 of the Local Government Unit of Mayorga, involving a total appropriation in the amount of Two Million Six Hundred Fifty-nine Thousand Seven Hundred Twenty-three Pesos and Seventy-three Centavos (Php 2,659,723.73);

WHEREAS, Section 322 of the Local Government Code provides that: balances of appropriations authorized in the annual appropriations ordinance shall revert to the surplus of the general fund at the end of the fiscal year and shall not thereafter be available for expenditure except by subsequent enactment:

HANZEL L. CREBILLO
Secretary to the Sanggunian

ATTESTED:

HON. SERGIO I. ZABALA
Municipal Vice Mayor
Presiding Officer

HON. JAIRO C. BELTRAN
SB Member/Floor Leader

HON. MARCIANO Z. ALICANDO
SB Member

HON. MARK CLOYD M. TAN-PIENGCO
SB Member/Pro Tempore

HON. RONNIE S. SABALLA
SB Member

HON. CRISANTO C. CABAObAO, JR.
SB Member

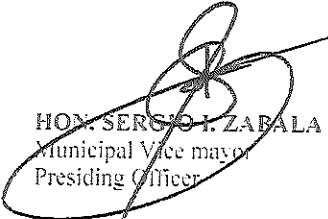
HON. HENRY B. LAGARTO
SB Member

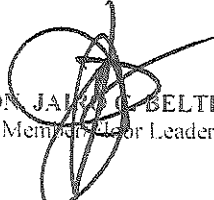
HON. ISRAEL C. LUMPAS
SB Member

APPROVED:

HON. ALEXANDER S. DE PAZ
Municipal Mayor

ATTESTED:



HON. SERGIO I. ZABALA
Municipal Vice Mayor
Presiding Officer


HON. JAIRO C. BELTRAN
SB Member/Floor Leader


HON. MARCIANO Z. ALICANDO
SB Member


HON. MARK CLOYD M. TAN-PIENGCO
SB Member/Pro Tempore


HON. RONNIE S. SABALLA
SB Member


HON. CRISANTO C. CABAObAO, JR.
SB Member


HON. HENRY B. LAGARTO
SB Member


HON. ISRAEL C. LUMPAS
SB Member

APPROVED:


HON. ALEXANDER S. DE PAZ
Municipal Mayor

WHEREAS, the Statement of Funding Source to support the transmitted Supplemental Budget No. 2 FY 2025 was certified and submitted by Levy C. Lumpas, Municipal Treasurer and Atty. Nico R. Lumpas, CPA, Municipal Accountant on the availability of funds from Unfilled Positions of Different Offices in LGU-Mayorga from July to December of CY 2025 in the total amount of Two Million Six Hundred Fifty-nine Thousand Seven Hundred Twenty-three Pesos and Seventy-three Centavos (Php 2,659,723.73):

WHEREAS, there is a need for a reversion from the Unfilled Positions of Different Offices in LGU-Mayorga from July to December of CY 2025 amounting to Two Million Six Hundred Fifty-nine Thousand Seven Hundred Twenty-three Pesos and Seventy-three Centavos (Php 2,659,723.73) to be made available for re-appropriation to fund the subject Supplemental Budget No. 2 of FY 2025:

WHEREAS, this August Body, upon careful evaluation, deemed it proper to approve the said reversion to finance Supplemental Budget No. 2 FY 2025 of the Local Government Unit of Mayorga, Leyte;

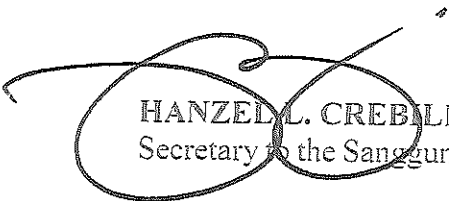
NOW THEREFORE, on motion of the Hon. Jairo C. Beltran, duly seconded En masse; be it

RESOLVED, AS IT IS HEREBY RESOLVED, TO REVERT TO THE UNAPPROPRIATED BALANCE/SURPLUS THE AMOUNT OF TWO MILLION SIX HUNDRED FIFTY-NINE THOUSAND SEVEN HUNDRED TWENTY-THREE PESOS AND SEVENTY-THREE CENTAVOS (PHP 2,659,723.73) FROM THE UNFILLED POSITIONS OF DIFFERENT OFFICES IN LGU-MAYORGA FROM JULY TO DECEMBER OF CY 2025 AND BE MADE AVAILABLE TO SUPPORT THE FUNDING REQUIREMENTS OF SUPPLEMENTAL BUDGET NO. 2 FY 2025 OF THE LOCAL GOVERNMENT UNIT OF MAYORGA:

RESOLVED FINALLY, that copies of this Resolution be submitted to the Office of the Sangguniang Panlalawigan of Leyte, through the Provincial Budget Officer, copy furnished the Municipal Mayor, MPDC, Municipal Budget Officer, Municipal Treasurer, Municipal Accountant and other concerned offices for their information and guidance.

UNANIMOUSLY APPROVED. DECEMBER 18, 2025.

I HEREBY CERTIFY to the correctness of the foregoing Resolution which was duly approved by the Sangguniang Bayan during its Special Session held on December 18, 2025.


HANZEL L. CREBILLO
Secretary to the Sanggunian

STATEMENT OF FUNDS AVAILABLE FOR REVERSION

As of Dec., 2025

Mavrogo, Levice

Office	Object of Expenditure	Amount of Appropriation for 6 months	Amount of Obligation	Unobligated to Date	Amount to be Reversed
6 mos. Salary of Security Guard-I (Item # 1-B)	PS	68,694.00	-	68,694.00	68,694.00
6 mos. ACA/PERA	PS	12,000.00	-	12,000.00	12,000.00
Cash Gift	PS	-	-	-	-
Clothing & Uniform Allowance	PS	7,000.00	-	7,000.00	7,000.00
Mid-year Bonus	PS	11,449.00	-	11,449.00	11,449.00
Year-end bonus	PS	-	-	-	-
6 mos. GSIS Contribution	PS	8,243.28	-	8,243.28	8,243.28
6 mos. Pag-ibig contribution	PS	1,200.00	-	1,200.00	1,200.00
6 mos. Philhealth Contribution	PS	1,717.35	-	1,717.35	1,717.35
6 mos. ECC contribution	PS	600.00	-	600.00	600.00
					110,903.63
6 mos. Salary of LDRRMO I (Item # 8-B)	PS	128,304.00	-	128,304.00	128,304.00
6 mos. PERA of LDRRMO-I	PS	12,000.00	-	12,000.00	12,000.00
Cash Gift of LDRRMO-I	PS	-	-	-	-
Clothing & Uniform Allowance of LDRRMO-I	PS	7,000.00	-	7,000.00	7,000.00
Mid year bonus of LDRRMO-I	PS	21,384.00	-	21,384.00	21,384.00
Year-end bonus of LDRRMO-I	PS	-	-	-	-
6 mos. Life & retirement GSIS	PS	15,396.48	-	15,396.48	15,396.48
6 mos. Pag-ibig contribution of LDRRMO-I	PS	1,200.00	-	1,200.00	1,200.00
6 mos. Philhealth contribution of LDRRMO-I	PS	3,207.60	-	3,207.60	3,207.60
6 mos. ECC contribution of LDRRMO-I	PS	600.00	-	600.00	600.00
					159,692.03

STATEMENT OF FUNDS AVAILABLE FOR REVERSION

As of Dec., 2025

Manoza, Leve

	Object of Expenditure	Amount of Appropriation for 6 months	Amount of Obligation	Unobligated to Date	Amount to be Reverted
3.5 mos. Salary of AA-III (Driver I) (Item # 6)	PS	70,296.00	41,006.00	29,290.00	29,290.00
3.5 mos. ACA/PERA	PS	12,000.00	3,000.00	4,000.00	4,000.00
Cash Gift	PS	5,000.00	-	5,000.00	5,000.00
Clothing & Uniform Allowance	PS	7,000.00	7,000.00	-	-
Year-End Bonus	PS	11,716.00		11,716.00	11,716.00
	PS				
3.5 mos. GSIS Contribution	PS	8,435.52	5,620.00	2,815.52	2,815.52
3.5 mos. Pag-ibig contribution	PS	1,200.00	500.00	700.00	700.00
3.5 mos. Philhealth Contribution	PS	1,577.10	1,050.40	526.70	526.70
3.5 mos. ECC contribution	PS	600.00	200.00	400.00	400.00
					5,468.42
2.5 mos. Salary of AA-IV (Driver II) (Item # 8-C)	PS	72,942.00	30,392.50	42,549.50	42,549.50
2.5 mos. ACA/PERA	PS	12,000.00	7,000.00	5,000.00	5,000.00
Cash Gift	PS				
Clothing & Uniform Allowance	PS	7,000.00		7,000.00	7,000.00
Year-end Bonus	PS	12,157.00		12,157.00	12,157.00
	PS				
2.5 mos. GSIS Contribution	PS	8,753.04	3,647.10	5,105.94	5,105.94
2.5 mos. Pag-ibig	PS	1,200.00	500.00	700.00	700.00
2.5 mos. Philhealth Contribution	PS	1,823.55	759.83	1,063.73	1,063.73
2.5 mos. ECC contribution	PS	600.00	250.00	350.00	350.00
					79,926.17

STATEMENT OF FUNDS AVAILABLE FOR REVERSION

As of Dec., 2025

Mayorza, Leatrice

	Object of Expenditure	Amount of Appropriation for 6 months	Amount of Obligation	Unobligated to Date	Amount to be Reverted
2.5 mos. Salary of (RCC-I) Rev. Collection Clerk (Item # 29)	PS	77,424.00	25,808.00	51,616.00	51,616.00
2.5 mos. PERA	PS	12,000.00	4,000.00	8,000.00	8,000.00
Cash Gift	PS			-	-
Clothing & Uniform Allowance	PS	7,000.00		7,000.00	7,000.00
Year-end bonus	PS	12,904.00	12,904.00	-	-
	PS				
2.5 mos. Life & retirement contribution GSIS	PS	9,290.88	3,096.96	6,193.92	6,193.92
2.5 mos. Pag-ibig contribution	PS	1,200.00	4,000.00	2,800.00	2,800.00
2.5 mos. Philhealth contribution	PS	1,935.60	645.20	1,290.40	1,290.40
2.5 mos. ECC contribution	PS	600.00	200.00	400.00	400.00
					71,700.32
6 mos. Salary of (RCC-I) Rev. Collection Clerk (Item # 31)	PS	77,424.00	25,808.00	51,616.00	51,616.00
2.5 mos. PERA	PS	12,000.00	4,000.00	8,000.00	8,000.00
Cash Gift	PS			-	-
Clothing & Uniform Allowance	PS	7,000.00		7,000.00	7,000.00
Mid year bonus	PS	12,904.00	12,904.00	-	-
2.5 mos. Life & retirement contribution GSIS	PS	9,290.88	3,096.96	6,193.92	6,193.92
2.5 mos. Pag-ibig contribution	PS	1,200.00	4,000.00	2,800.00	2,800.00
2.5 mos. Philhealth contribution	PS	1,935.60	645.20	1,290.40	1,290.40
2.5 mos. ECC contribution	PS	600.00	200.00	400.00	400.00
					71,700.32

STATEMENT OF FUNDS AVAILABLE FOR REVERSION

As of Dec., 2025

Mavoyza, Levice

	Object of Expenditure	Amount of Appropriation for 6 months	Amount of Obligation	Unobligated to Date	Amount to be Reverted
3.5 mos. Salary of (AA- III) (Item # 32)	PS	70,296.00	23,432.00	46,864.00	46,864.00
3.5 mos. PERA	PS	12,000.00	8,000.00	4,000.00	4,000.00
Cash Gift	PS				
Clothing & Uniform Allowance	PS	7,000.00		7,000.00	7,000.00
Year - End bonus	PS	11,716.00		11,716.00	11,716.00
3.5 mos. Life & retirement contribution GSIS	PS	6,275.52	4,183.68	2,091.84	2,091.84
3.5 mos. Pag-ibig contribution	PS	1,200.00	800.00	400.00	400.00
3.5 mos. Philhealth contribution	PS	2,177.10	1,451.40	725.70	725.70
3.5 mos. ECC contribution	PS	600.00	400.00	200.00	200.00
					22,927.54
6 mos. Salary of Municipal Civil Registrar (Item # 38)	PS	423,594.00		423,594.00	423,594.00
6 mos. RA of Mun. Civil Registrar	PS	35,700.00		35,700.00	35,700.00
6 mos. TA of Mun. Civil Registrar	PS	35,700.00		35,700.00	35,700.00
6 mos. ACA/PERA of Mun. Civil Registrar	PS	12,000.00		12,000.00	12,000.00
Clothing & Uniform Allowance of Mun. Civil Registrar	PS	7,000.00		7,000.00	7,000.00
Mid year Bonus of Mun. Civil Registrar	PS	70,599.00		70,599.00	70,599.00
6 mos. GSIS Contribution of Municipal Civil Registrar	PS	50,831.28		50,831.28	50,831.28
6 mos. Pag-ibig contribution of Mun. Civil Registrar	PS	1,200.00		1,200.00	1,200.00
6 mos. Philhealth contribution of Mun. Civil Registrar	PS	10,589.85		10,589.85	10,589.85
6 mos. ECC contribution of Mun. Civil Registrar	PS	600.00		600.00	600.00
					647,894.13

STATEMENT OF FUNDS AVAILABLE FOR REVERSION

As of Dec., 2025

Maricopa, Levee

	Object of Expenditure	Amount of Appropriation for 6 months	Amount of Obligation	Unobligated to Date	Amount to be Reverted
3.5 mos. Salary of (AA-I) Bookbinder- III (Item # 41)	PS	87,144.00	18,155.00	68,989.00	68,989.00
3.5 mos. PERA	PS	12,000.00	-	12,000.00	12,000.00
Cash Gift	PS	-	-	-	-
Clothing & Uniform Allowance	PS	7,000.00	-	7,000.00	7,000.00
Year-end bonus	PS	14,524.00	-	14,524.00	14,524.00
3.5 mos. Life & retirement contribution GSIS	PS	9,384.48	4,692.24	4,692.24	4,692.24
3.5 mos. Pag-ibig contribution	PS	1,200.00	300.00	900.00	900.00
3.5 mos. Philhealth contribution	PS	2,178.60	1,564.08	614.52	614.52
3.5 mos. ECC contribution	PS	600.00	300.00	300.00	300.00
				409,694.76	
6 mos. Salary of (AA-I) Laborer- I (Item # 44)	PS	60,888.00	-	60,888.00	60,888.00
6 mos. PERA	PS	12,000.00	-	12,000.00	12,000.00
Cash Gift	PS	-	-	-	-
Clothing & Uniform Allowance	PS	7,000.00	-	7,000.00	7,000.00
Mid year bonus	PS	10,148.00	-	10,148.00	10,148.00
Year-end bonus	PS	-	-	-	-
6 mos. Life & retirement contribution GSIS	PS	7,306.56	-	7,306.56	7,306.56
6 mos. Pag-ibig contribution	PS	1,200.00	-	1,200.00	1,200.00
6 mos. Philhealth contribution	PS	1,522.20	-	1,522.20	1,522.20
6 mos. ECC contribution	PS	600.00	-	600.00	600.00
				100,634.76	

STATEMENT OF FUNDS AVAILABLE FOR REVERSION

As of Dec. , 2025

Maverick Levee

	Object of Expenditure	Amount of Appropriation for 6 months	Amount of Obligation	Unobligated to Date	Amount to be Reverted
3.5 mos. Salary of (AA-1) Laborer-1 (Item # 47)	PS	60,888.00	25,370.00	35,518.00	35,518.00
3.5 mos. PERA	PS	12,000.00	5,000.00	7,000.00	7,000.00
Cash Gift	PS		-	-	-
Clothing & Uniform Allowance	PS	7,000.00		7,000.00	7,000.00
Year-end bonus	PS	10,148.00		10,148.00	10,148.00
	PS				
3.5 mos. Life & retirement contribution GSIS	PS	7,306.56	3,044.42	4,262.14	4,262.14
3.5 mos. Pag-ibig contribution	PS	1,200.00	500.00	700.00	700.00
3.5 mos. Philhealth contribution	PS	1,522.20	634.25	887.95	887.95
3.5 mos. ECC contribution	PS	600.00	250.00	350.00	350.00
					65,866.09
	Object of Expenditure	Amount of Appropriation for 6 months	Amount of Obligation	Unobligated to Date	Amount to be Reverted
3.5 mos. Salary of Laboratory Aide (Item # 52-A)	PS	97,254.00	40,522.50	56,731.50	56,731.50
3.5 mos. ACA/PERA	PS	12,000.00	5,000.00	7,000.00	7,000.00
Clothing & Uniform Allowance	PS	7,000.00		7,000.00	7,000.00
Year - End Bonus	PS	16,209.00	16,209.00		
3.5 mos. GSIS	PS	11,670.48	4,862.70	6,807.78	6,807.78
3.5 mos. Pag-ibig contribution	PS	1,200.00	500.00	700.00	700.00
3.5 mos. Philhealth contribution	PS	2,431.35	1,013.25	1,418.10	1,418.10
3.5 mos. ECC contribution	PS	600.00	250.00	350.00	350.00
3.5 mos. Subsistence / Laundry Allowance	PS	6,150.00	2,050.00	4,100.00	4,100.00
					49,017.58

STATEMENT OF FUNDS AVAILABLE FOR REVERSION

As of Dec., 2025

Mariyza, Layre

	Object of Expenditure	Amount of Appropriation for 6 months	Amount of Obligation	Unobligated to Date	Amount to be Reverted
6 mos. Salary of Agriculturist - II (Item # 56-A)	PS	172,860.00		172,860.00	172,860.00
6 mos. PERA of Agriculturist - II	PS	12,000.00		12,000.00	12,000.00
Cash Gift of Agri	PS				
Clothing & Uniform Allowance of Agri	PS	7,000.00		7,000.00	7,000.00
Mid Year bonus of Agri	PS	28,810.00		28,810.00	28,810.00
Year-End bonus of Agri	PS				
6 mos. Life & Retirement contribution GRS	PS	20,743.30		20,743.30	20,743.30
6 mos. Pag-ibig contribution	PS	1,200.00		1,200.00	1,200.00
6 mos. Philhealth contribution	PS	4,321.50		4,321.50	4,321.50
6 mos. ECC contribution	PS	600.00		600.00	600.00
					287,534.70

STATEMENT OF FUNDS AVAILABLE FOR REVERSION

As of Dec. , 2025

Mavonga Leito

Object of Expenditure	Amount of Appropriation for 6 months	Amount of Obligation	Unobligated to Date	Amount to be Reverted
6 mos. Salary of MSWDO (Item # 60)	423,594.00		423,594.00	423,594.00
6 mos. RA of MSWDO	37,500.00	37,500.00	-	-
6 mos. TA of MSWDO	37,500.00	37,500.00	-	-
6 mos. PERA of MSWDO	12,000.00		12,000.00	12,000.00
Cash Gift of MSWDO			-	-
Clothing & Uniform Allowance of MSWDO	7,000.00		7,000.00	7,000.00
Mid Year bonus of MSWDO	70,599.00		70,599.00	70,599.00
Year-End bonus of MSWDO		-	-	-
6 mos. GSIS Contribution	50,831.28		50,831.28	50,831.28
6 mos. Pag-Ibig contribution of MSWDO	1,200.00		1,200.00	1,200.00
6 mos. Philhealth contribution of MSWDO	10,559.85		10,559.85	10,559.85
6 mos. ECC contribution of MSWDO	600.00		600.00	600.00
				576,414.13
GRAND TOTAL				2,659,723.73

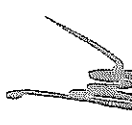
WE HEREBY CERTIFY jointly that the above statement of funds for reversion is true and correct.


Local Finance Committee:

LEVI C. LUMPANG
 Municipal Treasurer


RICARDO G. GUIRON
 Municipal Budget Officer


AVY. NICO B. LUMPANG, CPA
 Municipal Accountant


MARILYN P. JOSEBILLO
 MPDC

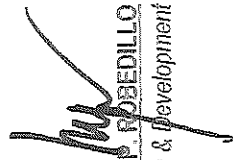
Noted:

ALEXANDER SALVADOR DE PAZ
 Municipal Mayor

FY 2025 SUPPLEMENTAL ANNUAL INVESTMENT PLAN (AIP)

by Programs / Projects / Activity / by Sector
as of December 2025

AIP REF. CODE	PROGRAMS / PROJECTS / ACTIVITIES	IMPLEMENTING OFFICE / DEPARTMENT	SCHEDULE OF IMPLEMENTATION		EXPECTED OUTPUTS	FUNDING SOURCE	Amount (In Thousand Pesos)				TOTAL	Amount of Climate Change Expenditure (in thousand pesos)		
			STARTING DATE	COMPLETION DATE			PERSONAL SERVICES	MOOE	Financial Exp.(FE)	CAPITAL OUTLAY		Climate Change Adaption	Climate Change Mitigation	CC Typology Code
1	2	3	4	5	6	7	8	9	10	11	12	13	14	
	GENERAL PUBLIC SERVICES													
1000 -1	Grant of Service Recognition Incentives (SRI)	Mayor's Office	Dec.20,2025	Dec.31,2025	Other Personal Benefits	Gen. Fund	260,000.00			260,000.00				
1000 -2	Grant of Service Recognition Incentives (SRI)	V-Mayor / SB	Dec.20,2025	Dec.31,2025	Other Personal Benefits	Gen. Fund	300,000.00			300,000.00				
1000 -3	Grant of Service Recognition Incentives (SRI)	MPDC Office	Dec.20,2025	Dec.31,2025	Other Personal Benefits	Gen. Fund	60,000.00			60,000.00				
1000 -4	Grant of Service Recognition Incentives (SRI)	MCR Office	Dec.20,2025	Dec.31,2025	Other Personal Benefits	Gen. Fund	20,000.00			20,000.00				
1000 -5	Grant of Service Recognition Incentives (SRI)	Engineering Off.	Dec.20,2025	Dec.31,2025	Other Personal Benefits	Gen. Fund	140,000.00			140,000.00				
1000 -6	Grant of Service Recognition Incentives (SRI)	Budget Office	Dec.20,2025	Dec.31,2025	Other Personal Benefits	Gen. Fund	20,000.00			20,000.00				
1000 -7	Grant of Service Recognition Incentives (SRI)	Treasury Off.	Dec.20,2025	Dec.31,2025	Other Personal Benefits	Gen. Fund	160,000.00			160,000.00				
1000 -8	Grant of Service Recognition Incentives (SRI)	Assessors Off.	Dec.20,2025	Dec.31,2025	Other Personal Benefits	Gen. Fund	40,000.00			40,000.00				
1000 -9	Grant of Service Recognition Incentives (SRI)	Accounting Off.	Dec.20,2025	Dec.31,2025	Other Personal Benefits	Gen. Fund	60,000.00			60,000.00				
1000 -10	Grant of Service Recognition Incentives (SRI)	MSWD Office	Dec.20,2025	Dec.31,2025	Other Personal Benefits	Gen. Fund	100,000.00			100,000.00				
1000 -11	Grant of Service Recognition Incentives (SRI)	RHU Office	Dec.20,2025	Dec.31,2025	Other Personal Benefits	Gen. Fund	220,000.00			220,000.00				
1000 -12	Grant of Service Recognition Incentives (SRI)	Agriculture Off.	Dec.20,2025	Dec.31,2025	Other Personal Benefits	Gen. Fund	0.00			0.00				
	Sub - Total						1,380,000.00			1,380,000.00				
1000 -13	Grant of Gratuity Pay for (153) Job Order Employees	Mayors Office	Dec.20,2025	Dec.31,2025	Other General Services	Gen. Fund	765,000.00			765,000.00				
1000 -14	Terminal Leave Benefits	Mayors Office	Dec.20,2025	Dec.31,2025	Other General Services	Gen. Fund	394,723.73			394,723.73				
	Total Appropriations						2,539,723.73			2,539,723.73				

Prepared by:


MARILYN ROBEDILLO
Municipal Planning & Development Coordinator

Noted:


RICARDO G. GUIRON
Municipal Budget Officer

Approved:


ALEXANDER SALVADOR DE PAZ
Municipal Mayor



OFFICE OF THE SANGGUNIANG BAYAN

HANZEL L. REBILLO
Secretary to the Sanggunian

ATTESTED:

HON. SERGIO I. ZABALA
Municipal Vice Mayor
Presiding Officer

HON. JAIR C. BELTRAN
SB Member/Floor Leader

HON. MARCIANO Z. ALICANDO
SB Member

HON. MARK CLOYD M. TAN-PIENGCO
SB Member/Pro Tempore

HON. RONNIE S. SABALLA
SB Member

HON. CRISANTO C. CABAObAO, JR.
SB Member

HON. HENRY B. LAGARTO
SB Member

HON. ISRAEL O. LUMPAS
SB Member

APPROVED:

HON. ALEXANDER S. DE PAZ
Municipal Mayor

EXCERPT FROM THE MINUTES OF THE 1st SPECIAL SESSION OF THE MEMBERS OF THE SANGGUNIANG BAYAN OF MAYORGA, LEYTE HELD AT THE SESSION HALL, LEGISLATIVE BUILDING MAYORGA, LEYTE ON DECEMBER 18, 2025.

PRESENT:

HON. SERGIO I. ZABALA	- Municipal Vice Mayor Presiding Officer
HON. JAIR C. BELTRAN	- SB Member/Floor Leader
HON. MARCIANO Z. ALICANDO	- SB Member
HON. MARK CLOYD M. TAN-PIENGCO	- SB Member/Pro-Tempore
HON. RONNIE S. SABALLA	- SB Member
HON. CRISANTO C. CABAObAO, JR.	- SB Member
HON. HENRY B. LAGARTO	- SB Member
HON. ISRAEL C. LUMPAS	- SB Member

ABSENT:

HON. JOSEPH A. AMANTE	- SB Member (On Sick Leave)
HON. SOTERO G. ABRAHAN, JR.	- LnBP President Ex-Officio Member
HON. NIÑA A. CADUCIO	- PnSK President Ex-Officio Member (On Sick Leave)

RESOLUTION NO. 2025-78

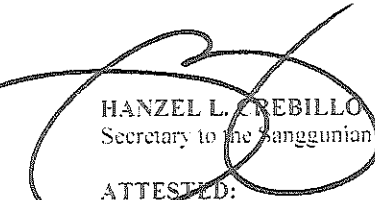
“A RESOLUTION ADOPTING SUPPLEMENTAL ANNUAL INVESTMENT PLAN (AIP) FOR FY 2025 OF THE MUNICIPALITY OF MAYORGA, LEYTE AS ENDORSED BY THE MUNICIPAL DEVELOPMENT COUNCIL PER MDC RESOLUTION NO. 2025-02.”

Sponsor: Hon. Jairo C. Beltran

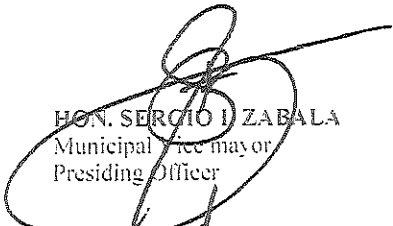
WHEREAS, submitted to the Sangguniang Bayan for adoption pursuant to Article 410 of the Implementing Rules and Regulations of the Local Government Code of 1991 is the Supplemental Annual Investment Plan for FY 2025 of the Municipality of Mayorga per Municipal Development Council Resolution No. 2025-02:

WHEREAS, Administrative Order (AO) No. 40 dated December 11, 2025 authorizes the grant of a one-time Service Recognition Incentive (SRI) for FY 2025 at a uniform rate not exceeding Twenty Thousand Pesos (Php 20,000.00) for each government employee;

WHEREAS, Administrative Order (AO) No. 39 dated December 11, 2025 authorizes the grant of a one-time Gratuity Pay for FY 2025 at a uniform rate not exceeding Seven Thousand Pesos (Php 7,000.00) for each government employee;



HANZEL L. TREBILLO
Secretary to the Sanggunian

ATTESTED:

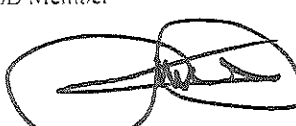

HON. SERGIO I. ZABALA
Municipal Vice Mayor
Presiding Officer


HON. JAIR C. BELTRAN
SB Member Floor Leader



HON. MARIANO Z. ALICANDO
SB Member


HON. MARK CLOYD M. TAN-PIENGCO
SB Member Pro Tempore


HON. RONNIE S. SABALLA
SB Member


HON. CRISANTO C. CABAObAO, JR.
SB Member


HON. HENRY S. LICARTO
SB Member


HON. ISRAEL C. LUMPAS
SB Member

APPROVED:


HON. ALEXANDER S. DE PAZ
Municipal Mayor

WHEREAS, the Local Government Unit of Mayorga has available savings from unutilized savings out from the Vacant Positions Under Personal Services (PS) in the Amount of Two Million Six Hundred Fifty-nine Thousand Seven Hundred Twenty-three Pesos and Seventy-three Centavos (Php 2,659,723.73) from July to December of the approved Annual Budget for FY 2025:

WHEREAS, the members of the Municipal Development Council (MDC), after due deliberation, has approved the following appropriations for the implementation of the Grant of Service Recognition Incentives (SRI) and Gratuity Pay for FY 2025, to wit:

NOW THEREFORE, on motion by the Hon. Jairo C. Beltran, duly seconded by the Hon. Mark Cloyd M. Tan-piengco ; be it

RESOLVED, AS IT IS HEREBY RESOLVED, by the Sangguning Bayan of Mayorga, Leyte to adopt the Supplemental Annual Investment Plan (AIP) for FY 2025 of the Municipality of Mayorga, Leyte as Endorsed by the Municipal Development Council per MDC Resolution No. 2025-02:

AIP REF. CODE	PROGRAMS/ PROJECT/ACTIVITES	IMPLEMENTING OFFICE/ DEPARTMENT	AMOUNT
1000	GENERAL PUBLIC SERVICES		
1000-1	Grant of Service Recognition Incentive (SRI)	Mayor's Office	260,000.00
1000-2	Grant of Service Recognition Incentive (SRI)	V-Mayor/SB	300,000.00
1000-3	Grant of Service Recognition Incentive (SRI)	MPDC Office	60,000.00
1000-4	Grant of Service Recognition Incentive (SRI)	MCR Office	20,000.00
1000-5	Grant of Service Recognition Incentive (SRI)	Engineering Office	140,000.00
1000-6	Grant of Service Recognition Incentive (SRI)	Budget Office	20,000.00
1000-7	Grant of Service Recognition Incentive (SRI)	Treasury Office	160,000.00
1000-8	Grant of Service Recognition Incentive (SRI)	Assessors Office	40,000.00
1000-9	Grant of Service Recognition Incentive (SRI)	Accounting Office	60,000.00
1000-10	Grant of Service Recognition Incentive (SRI)	MSWD Office	100,000.00
1000-11	Grant of Service Recognition Incentive (SRI)	RHU Office	220,000.00
1000-12	Grant of Service Recognition Incentive (SRI)	Agriculture Office	120,000.00
	Sub-Total		1,500,000.00
1000-13	Grant of Gratuity Pay for 153 Job Order Employees	Mayor's Office	765,000.00
1000-13	Terminal Leave Benefits	Mayor's Office	394,723.73
	Total Appropriations		2,659,723.73

RESOLVED FINALLY, that copies of this Resolution be submitted to the Office of the Sangguniang Panlalawigan of Leyte, through the Provincial Budget Officer for its final review and approval. copy furnished the Municipal Mayor, MPDC, Municipal Budget Officer, Municipal Treasurer, Municipal Accountant and other concerned offices for their information and guidance.


ATTESTED:

UNANIMOUSLY APPROVED. DECEMBER 18, 2025.


I HEREBY CERTIFY to the correctness of the foregoing Resolution which was duly approved by the Sangguniang Bayan during its Special Session held on December 18, 2025.



HON. SERGIO I. ZABALA
Municipal Vice mayor
Presiding Officer



HON. JAIBEL C. BELTRAN
SB Member / Floor Leader


HON. MARCIANO Z. ALICANDO
SB Member


HANZEL L. CREBILLO
Secretary to the Sanggunian


HON. MARK CLOYD M. TAN-PIENGCO
SB Member / Pro Tempore



HON. RONNIE S. SABALLA
SB Member


HON. CRISANTO C. CABAObAO, JR.
SB Member


HON. HENRY B. LAGARTO
SB Member


HON. ISRAEL O. LUMPAS
SB Member

APPROVED:


HON. ALEXANDER S. DE PAZ
Municipal Mayor

ALEXANDER SALVADOR DE PAZ
Municipal Mayor



Republic of the Philippines
Province of Leyte
MUNICIPALITY OF MAYORGA

OFFICE OF THE MUNICIPAL DEVELOPMENT COUNCIL

HON. JAIRO C. BELTRAN
SB Member, Chair, Committee on Budget, Appropriation
and Finance

HON. SOTERO C. ABRAHAN, JR.
LnB President, Brgy. Captain, Union

HON. NELSON L. SUPERIO
Brgy. Captain, A. Bonifacio

HON. JOLIE S. CLEMENCIO
Brgy. Captain, Burgos

HON. DARIO S. ISAIAS
Brgy. Captain, Calipayan

HON. JOBERT D. LOPEZ
Brgy. Captain, Camansi

HON. MARILYN C. DEPAZ
Brgy. Captain, Gen. A. Luna

HON. MENCHU J. ESTAS
Brgy. Captain, Liberty

HON. FE A. TENEBRO
Brgy. Captain, Mabini

HON. ZOSIMO A. ALPINO III
Brgy. Captain, Ormocay

HON. CAMILO L. ALABAN
Brgy. Captain, San Roque

HON. FLORENCIO A. LUZADIO, JR.
Brgy. Captain, Sta. Cruz

HON. JOY E. BOLLENA
Brgy. Captain, Talisay

HON. ROLAND V. SIONELO
Brgy. Captain, Wilson

HON. MANUEL L. PESTILOS
Brgy. Captain, Pob. Zone I

HON. AMADOR B. LUMPAS JR.
Brgy. Captain, Pob. Zone II

HON. EVELYN C. SIMBORIO
Brgy. Captain, Pob. Zone III

JOHAN B. BETO
CSO

EGLENERIO G. COMORA
CSO

RONNIE P. TIZON
CSO

LINO I. SALVADOR
CSO

EXCERPT FROM THE MINUTES OF THE MUNICIPAL DEVELOPMENT
COUNCIL MEETING HELD LAST DECEMBER 17, 2025 AT THE 2ND
FLOOR CONFERENCE HALL, MUNICIPAL BLDG. MAYORGA, LEYTE

RESOLUTION NO. 2025-02

"A RESOLUTION APPROVING THE REVERSION OF TWO MILLION SIX HUNDRED FIFTY-NINE THOUSAND SEVEN HUNDRED TWENTY-THREE PESOS AND SEVENTY-THREE CENTAVOS (PHP 2,659,723.73) FROM UNFILLED POSITIONS OF DIFFERENT OFFICES FROM JULY-DECEMBER 2025 AND REAPPROPRIATING THE SAME AMOUNT FOR THE GRANT OF SERVICE RECOGNITION INCENTIVE (SRI) IN THE AMOUNT OF ONE MILLION AND FIVE HUNDRED THOUSAND PESOS (PHP 1,500,000.00), TO PERMANENT EMPLOYEES AND ELECTED OFFICIALS; AND GRATUITY PAY TO JOB ORDER EMPLOYEES OF THIS MUNICIPALITY IN THE AMOUNT OF SEVEN HUNDRED SIXTY-FIVE THOUSAND PESOS (PHP 765,000.00); AND PAYMENT OF TERMINAL LEAVE BENEFITS IN THE AMOUNT OF THREE HUNDRED NINETY-FOUR THOUSAND AND SEVEN HUNDRED TWENTY-THREE PESOS AND SEVENTY-THREE CENTAVOS (PHP 394,723.73); ENDORSING THE SAME TO THE SANGGUNIANG BAYAN OF MAYORGA, LEYTE FOR REVIEW AND APPROVAL."

WHEREAS, there is an amount of Two Million Six Hundred Fifty-Nine Thousand Seven Hundred Twenty-Three Pesos and Seventy-Three Centavos (Php 2,659,723.73) savings from the approved 2025 Annual Budget under the Personnel Services Fund.

WHEREAS, the amount is embodied in the Supplemental Budget for FY 2025 intended for the Payment of Terminal Leave Benefits, Grant of Service Recognition Incentive (SRI), to permanent employees and elected officials, and Gratuity Pay to job order employees of this municipality.

WHEREAS, on the motion of Hon. Nelson L. Superio, Brgy. Captain of A. Bonifacio duly seconded by Hon. Menchu J. Estás, Brgy. Captain of Liberty assembled be it;

BE IT RESOLVED, as it is hereby resolved to adopt the reversion of Two Million Six Hundred Fifty-Nine Thousand Seven Hundred Twenty-Three Pesos And Seventy-Three Centavos (Php 2,659,723.73) From Unfilled Positions of Different Offices from July-December 2025 and Reappropriating the same amount for the Grant of Service Recognition Incentive (SRI) in the amount of One Million and Five Hundred Thousand Pesos (Php 1,500,000.00), to Permanent Employees and Elected Officials; and Gratuity Pay to Job Order Employees of this Municipality in the amount of Seven Hundred Sixty-Five Thousand Pesos (Php 765,000.00); and payment of Terminal Leave Benefits in the amount of Three Hundred Ninety-Four Thousand and Seven Hundred Twenty-Three Pesos and Seventy-Three Centavos (Php 394,723.73);

RESOLVED FURTHER, that copies of this Resolution be forwarded to the Sangguniang Bayan Members of Mayorga, Leyte for review and approval.

APPROVED UNANIMOUSLY, December 17, 2025.

I hereby certify to the correctness of the foregoing resolution.

ENGR. MARILYN P. ROBEDILLO

MPDC/ MDC Secretary



MUNICIPAL DEVELOPMENT COUNCIL (MDC) MEETING
December 17, 2025 | 9:00 AM
2ND Floor Conference Room, Municipal Building Mayorga, Leyte

ATTENDANCE SHEET

No.	NAME	POSITION / DESIGNATION	OFFICE / BARANGAY	SIGNATURE
1.	ALEXANDER C. DE PAZ	MAYOR	MO	
2.	SIMBORO, GUYEN C.	P.B.	POB-ZONE 3	
3.	LUMPAS, AMADOR JR B	P.B.	ZONE 2	
4.	JAIRD C. BELTRAN	SBM	CB	
5.	Manuel L. Pestilera	P.B.	ZONE 1	
6.	TULAND V. SORNO	P.B.	WILSON	
7.	JOLIE S. CARMENCO	P.B.	BUNGOS	
8.	FLORENCO A. LUZADIA JR.	P.B.	STA CRUZ	
9.	EGLECERIO G. COMORA JR.	CSO	UNION	
10.	ZOSIMO X. ALPINO II	P.P.	ORNOGAN	
11.	Camilo L. Alkham	P.B.	San Roque	
12.	JIM E. PROVENA	P.B.	Talway	
13.	ROBERT D. LEROS	P.B.	Camansi	
14.	RONNIE P. TIZON	CSO	Camansi	
15.	RE A. TENERO	P.B.	MABINI	
16.	MARILYN C. DE PAZ	P.B.	GEN. A. SUNA	
17.	MEXCHAN J. ESTAS	P.B.	LIBERTY	
18.	DARLO S. ISALAS	P.B.	Capulayan	
19.	Petero G. Abonahan	ABC	UNION	
20.	RICARDO G. GUIRON	MPD	LGU-Mayorga	
21.	JOSAN B. BATA	CSO	STA CRUZ	
22.	NEUSON L. SUPERIO	P.B.	A. BONIFACIO	
23.	MARILYN P. DOBEDILO	MPDC		