



Republic of the Philippines
PROVINCE OF LEYTE
 Provincial Capitol
 Tacloban City

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PROVINCIAL LEGAL OFFICE

PROVINCE OF LEYTE
 LEGAL OFFICE
RELEASED
 By: *[Signature]*
 Date: 4-14-26 Time: 9:20

Sangguniang Panlalawigan
 Province of Leyte
RECEIVED
 Date: APR 14 2026
 By: [Signature]

2nd INDORSEMENT
 March 20, 2026

Respectfully returned to the Sangguniang Panlalawigan of Leyte, through the SP Secretary, the attached Ordinance No. 2026-07 of the Sangguniang Bayan of Alangalang, Leyte.

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

- Ordinance No. 2026-07: “An Ordinance creating the Cooperatives Development Officer I position with Salary Grade 11 etc. ”

REVIEW/RECOMMENDATION/LEGAL OPINION:

This office is of the opinion that the subject Ordinance is generally in accordance with its power under Section 447(a)(1)(viii)¹ of the Local Government Code of 1991 (R.A 7160) in consonance with Section 76², subject to the availability of funds and to normal and regular accounting and auditing procedures and also to Civil Service rules and regulations. Hence, we recommend for 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 ✓

¹(viii) Determine the positions and salaries, wages, allowances and other emoluments and benefits of officials and employees paid wholly or mainly from municipal funds and provide for expenditures necessary for the proper conduct of programs, projects, services, and activities of the municipal government;

² 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.

Republic of the Philippines
PROVINCE OF LEYTE
Palo, Leyte
-000-

OFFICE OF THE SANGGUNIANG PANLALAWIGAN

1ST INDORSEMENT
03 March 2026

PROVINCE OF LEYTE
LEGAL OFFICE
RECEIVED
By: *[Signature]*
Date: 3.4.26 Time: 9:20

The Provincial Legal Office is respectfully requested to review and submit recommendations on the herein enclosed **Municipal Ordinance No. 2026-07** of the **Municipality of Alangalang, Leyte**, entitled: **An Ordinance creating the Cooperatives Development Officer I position with Salary Grade 11, prescribing its qualifications, powers and functions, and for other purposes.**



FLORINDA JILL S. UYVICO
Secretary to the Sanggunian

Republic of the Philippines
PROVINCE OF LEYTE
Municipality of Alangalang

-oOo-

Sangguniang Panlalawigan
Province of Leyte

RECEIVED

Date: MAR 03 2026
By: Jenny H

OFFICE OF THE SB SECRETARY

March 3, 2026

MS. FLORINDA JILL S. UYVICO
SP Secretary
Provincial Capitol, Palo, Leyte

Ma'am:

Respectfully forward herewith copies of Municipal Ordinance No. 2026-07
“AN ORDINANCE CREATING THE COOPERATIVES DEVELOPMENT OFFICER 1 POSITION WITH SALARY GRADE 11, PRESCRIBING ITS QUALIFICATIONS, POWERS AND FUNSTIONS, AND FOR OTHER PURPOSES.” for peruse and favorable action.

Kindly acknowledge receipt hereof.

Thank you and More Power!

Very Truly Yours,



DANI R. DE VEYRA
Mun. Gov't Department Head I
(Secretary to the Sanggunian)

Republic of the Philippines

PROVINCE OF LEYTE
Municipality of Alangalang
-oOo-

Sangguniang Pambayan
Province of Leyte
RECEIVED
Date: MAR 03 2026
By: [Signature]

OFFICE OF THE SANGGUNIANG BAYAN

TO WHOM THIS MAY CONCERN:

This is to certify that Municipal Ordinance No. 2026-07 has been posted for three weeks in the three public conspicuous places within the municipality and will remain posted for the information of the general public.


DANI R. DE VEYRA
Mun. Gov't Department Head I
(Secretary to the Sanggunian)

ATTESTED:


MARIO V. BAGUE
Municipal Vice Mayor



Republic of the Philippines
PROVINCE OF LEYTE
 Municipality of *Alangalang*

Sangguniang Panlalawigan
 Province of Leyte
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 By: *[Signature]*

Office Of The Sangguniang Bayan

EXCERPTS FROM THE MINUTES OF THE REGULAR SESSION OF THE SANGGUNIANG BAYAN OF ALANGALANG, LEYTE HELD AT THE LEGISLATIVE BUILDING SESSION HALL FEBRUARY 16, 2026.

PRESENT:

- SB Member Kenneth Spice M. De Veyra -Temporary Presiding Officer
- SB Member Gina Balderamos
- SB Member Blesilda M. Yu
- SB Member Ketchie Rex A. Barrantes
- SB Member Elmer D. Matobato
- SB Member Atty. Arvin Antoni
- Punong Barangay Sarah T. Apurillo - LIGA President
- SK Chairman Charlze Jericho Duane A. Tan - PPSK President

- ABSENT:** Vice Mayor Mario V. Bague - on official travel
 SB Member Claire G. Yu - on leave
 SB Member Kent Jefflord C. Guillermo - on leave

MUNICIPAL ORDINANCE NO. 2026-07

AUTHOR: HON. BLESILDA M. YU

Committee Chairman on Agriculture

AN ORDINANCE CREATING THE COOPERATIVES DEVELOPMENT OFFICER I POSITION WITH SALARY GRADE 11, PRESCRIBING ITS QUALIFICATIONS, POWERS AND FUNCTIONS, AND FOR OTHER PURPOSES

WHEREAS, Section 76 of Republic Act No: 7160, otherwise known as the Local Government Code of 1991, empowers Local Government Units to design and implement their own organizational structure and staffing pattern that will effectively address their development plans and objectives;

WHEREAS, Republic Act No. 9520, also known **AN ACT AMENDING THE COOPERATIVE CODE OF THE PHILIPPINES TO BE KNOWN AS THE "PHILIPPINE COOPERATIVE CODE OF 2008"** declares it the policy of the State to foster the creation and growth of cooperatives as a practical vehicle for promoting self-reliance and harnessing people power towards the attainment of economic development and social justice;

WHEREAS, Republic Act No. 11535 was signed into law, amending the Local Government Code to make the appointment of a Cooperatives Development Officer mandatory for all municipalities, cities, and provinces to promote the viability and growth of cooperatives as instruments of social justices and economic development;

WHEREAS, there is a need to create the position of Cooperatives Development Officer I to focus on the technical aspects of organizing, training, and assisting cooperatives within the Municipality of Alangalang, Leyte.

[Signature]
 KENNETH SPICE M. DE VEYRA
 SB Member

[Signature]
 GINA BALDERAMOS
 SB Member

[Signature]
 BLESILDA M. YU
 SB Member

[Signature]
 ELMER D. MATOBATO
 SB Member

[Signature]
 KETCHIE REX A. BARRANTES
 SB Member

[Signature]
 ATTY. ARVIN ANTONI
 SB Member

[Signature]
 SARAH T. APURILLO
 SB Member
 LIGA President

[Signature]
 CHARLZE JERICHO DUANE A. TAN
 SB Member
 PPSK President

WHEREAS, the Cooperatives Development Authority (CDA) encourages local government units to institutionalize cooperative development support at the local level to strengthen livelihood, entrepreneurship, and inclusive economic growth:

WHEREAS, the Civil Service Commission (CSC), through its index of Occupational Services and Qualification Standard Manual, has mandated and recognized the position of Cooperatives Development Officer, to professionalize and strengthen cooperative development services in local government units.

WHEREAS, the Municipality of Alangalang recognizes the growing number and importance of cooperatives in local economic development, agriculture, micro-enterprise, transport, and community-based initiatives, which necessitates dedicated technical personnel:

NOW THEREFORE, be it ordained by the **Sangguniang Bayan** of the **Municipality of Alangalang** in session duly assembled:

SECTION 1. Creation of Position

There is hereby created a permanent plantilla position in the Local Government Unit of Alangalang to be known as **Cooperatives Development Officer I**.

SECTION 2. Salary Grade

The **Cooperatives Development Officer I** shall have a **Salary Grade 11**, in accordance with the existing **Department of Budget and Management (DBM) Index of Occupational Services, Position Classification, and Compensation Scheme**.

SECTION 3. Office Assignment and Supervision

The **Cooperatives Development Officer I** shall be under the office of the **Municipal Mayor**, unless otherwise determined by the **Municipal Mayor** for purposes of supervision, coordination and operational efficiency.

SECTION 4. Qualifications

The **Cooperatives Development Officer I** must possess the following minimum Qualifications:

- a. **Education:**
 - Bachelor's degree in Cooperative Management, Business Administration, Economics, Agriculture, Public Administration Development Studies, or other related courses
- b. **Experience:**
 - At least **three (3) year of relevant experience** in cooperative development, community organizing, Development, or related work livelihood programs micro-enterprise
- c. **Training:**
 - At least **four (4) hours of relevant training** in cooperative development, Entrepreneurship, livelihood management, or similar fields.
- d. **Eligibility:**
 - Career Service Professional Eligibility or its equivalent, as prescribed by the Civil Service Commission
- e. **Other Competencies:**
 - Knowledge of cooperative laws and principles, basic financial and organizational analysis, coordination and report-writing skills

SECTION 5. Powers and Functions

The **Cooperatives Development Officer I** shall perform the following duties and responsibilities:

- a. Assist in the formulation and implementation of the municipal

KENNETH SPIRIT M. DE VEYRA
SB Member

GINA BALDERAMOS
SB Member

BLESSIDA M. YU
SB Member

ELMER D. MATORATO
SB Member

KETCHIE REX A. BARRANTES
SB Member

ATTY. ARVIN ANTONI
SB Member

SARANT. APUNILLO
SB Member
LIGA President

CHARLZE JERICHO DUANE A. TAN
SB Member
PPSK President

cooperatives development plan and programs:

- b. Provide **technical assistance and advisory support** to existing and emerging cooperatives within the municipality;
- c. Coordinate with the **Cooperatives Development Authority (CDA)**, Barangays, and other government agencies on cooperative-related Initiatives;
- d. Assist cooperatives in **registration, compliance, capacity-building, and organizational strengthening**, in coordination with CDA;
- e. Maintain and update a **municipal registry or database of cooperatives** and submit required reports to concerned agencies;
- f. Assist in organizing trainings, seminars, and information campaigns on cooperative development and livelihood opportunities;
- g. Support monitoring and evaluation of cooperative programs and LGU-assisted cooperative projects;
- h. Perform such other functions as may be assigned by the Municipal Mayor or designated Department Head consistent with cooperatives development laws and policies.

SECTION 6. Funding Source

The funding requirement for the creation and operation of the Cooperatives Development Officer I position shall be charged against the **General Fund of the Municipality of Alangalang**, subject to existing budgeting, accounting, and auditing rules and regulations.

SECTION 7. Implementing Measures

The Municipal Mayor, through the **Human Resource Management Office (HRMO)** and the **Municipal Budget Office** shall take the necessary steps for the implementation of this Ordinance, including the inclusion of the position in the LGU staffing pattern and plantilla.

SECTION 8. Separability Clause

If any provision of this Ordinance is declared unconstitutional or invalid, the remaining provisions not affected thereby shall remain in full force and effect.

SECTION 9. Repealing Clause

All ordinances, resolutions, executive orders, or parts thereof inconsistent with this Ordinance are hereby repealed or modified accordingly.

SECTION 10. Effectivity

This Ordinance shall take effect after compliance with the required publication and posting. In accordance with existing laws and regulations.

ENACTED, this 16th day of February, 2026.

APPROVED, by her Mayor this _____.

I HEREBY CERTIFY to the correctness of the foregoing Municipal Ordinance No.2026-07.

DANI R. DE VEYRA
Secretary to the Sanggunian
Municipal Gov't Department Head I

KENNETH SPICER M. DE VEYRA
SB Member

GINA BALDERAMOS
SB Member

BLESSIDA M. YU
SB Member

ELMER D. MATORAPO
SB Member


KETCHIE REX A. BARRANTES
SB Member

ATTY. ARVIN ANTONI
SB Member

SARAH Y. APURILLO
SB Member
LIGA President


CHARLZE JERICHO DUANE A. TAN
SB Member
PPSK President

**ATTESTED AND CERTIFIED
TO BE DULY ADOPTED:**


KENNETH SPICE M. DE VEYRA
SB Member
Temporary Presiding Officer

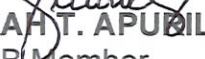

GINA BALDERAMOS
SB Member

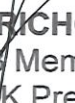

BLESILDA M. YU
SB Member


KETCHIE REK A. BARRANTES
SB Member


~~**ELMER D. MATOBATO**~~
SB Member


ATTY. ARVIN V. ANTONI
SB Member


SARAH T. APUDILLO
SB Member
LIGA President


CHARLZE JERICHO DUANNE A. TAN
SB Member
PPSK President

APPROVED:


LOVELL ANNE M. YU - CASTRO
Municipal Mayor

Voting:

Yes- 7
No- 0

