



Republic of the Philippines
 PROVINCE OF LEYTE
 Municipality of Palo
 -000-

Item No.: 06
 Date: 28 2026 APR

PROVINCIAL BUDGET OFFICE

April 20, 2026

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

RELEASED
 DATE: A-18-2026
 NO. 175
 BY: [Signature]
 PBO

Sangguniang Panlalawigan
 Province of Leyte
RECEIVED
 Date: APR 20 2026
 By: [Signature]

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. 2 FY 2025** of the **Municipality of Jaro, Leyte** duly enacted by the Sangguniang Bayan through **Appropriation Ordinance No. 03 Series of 2025** with a total appropriation in the amount of **P9,119,000.00** 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 will not render an adverse effect on the fiscal standing of the LGU at the closing of the books of accounts;
2. 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;
3. That the grant of Gratuity Pay shall be made pursuant to Budget Circular No. 2025-4 dated December 16, 2025; and
4. 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:

[Signature]
MARIA GINA P. HIPE
 Provincial Budget Officer

[Signature]
RUTH Y. SURPIA
 Provincial Treasurer

[Signature]
AGNES C. RAFON
 Provincial Planning and Development
 Coordinator – Designate

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



OFFICE OF THE SANGGUNIANG PANLALAWIGAN

1ST INDORSEMENT
26 January 2026

The Local Finance Committee is respectfully requested to review and submit recommendations on the herein enclosed **Appropriation Ordinance No. 03 series of 2025 of the Municipality of Jaro, Leyte, entitled: An Ordinance approving the Supplemental Budget No. 02 for Fiscal Year 2025 amounting to Nine Million One Hundred Nineteen Thousand Pesos (P9,119,000.00), together with Supplemental Investment Program (SIP) No. 3 for CY 2025 in the amount of P9,650,000.00.**


FLORINDA JILL S. UYVICO
Secretary to the Sanggunian



23 JAN 2026



APPROPRIATION ORDINANCE NO. 03

Series of 2025

INTRODUCED BY: HONORABLE CARMENCITA G. TAÑALA
Chairman Committee on Finance, Budget and Appropriations

"AN ORDINANCE APPROVING SUPPLEMENTAL BUDGET NO. 02, SERIES OF 2025 FOR THE GRATUITY PAY FOR QUALIFIED JOB ORDER AND CONTRACTUAL EMPLOYEES AMOUNTING TO TWO MILLION THREE HUNDRED FIFTY-NINE THOUSAND PESOS (PHP 2,359,000.00) AND FOR COLLECTIVE NEGOTIATION AGREEMENT (CNA) AMOUNTING TO SIX MILLION SEVEN HUNDRED SIXTY THOUSAND PESOS (PHP6,760,000.00) FOR QUALIFIED OFFICIALS AND EMPLOYEES WITH A TOTAL AMOUNT OF NINE MILLION ONE HUNDRED NINETEEN THOUSAND PESOS ONLY (Php 9,119,000.00)"



Republic of the Philippines
PROVINCE OF LEYTE
MUNICIPALITY OF JARO

SANGGUNIANG PANGALAWHAN
RECEIVED
23 JAN 2025
PROVINCE OF LEYTE

OFFICE OF THE SANGGUNIANG BAYAN

EXCERPT FROM THE MINUTES OF THE SB SPECIAL SESSION OF THE SANGGUNIANG BAYAN OF JARO, LEYTE HELD AT THE SB SESSION HALL, LEGISLATIVE BUILDING ON DECEMBER 16, 2025.

PRESENT:

HON. PEDRO B. TAÑALA, JR.	-Municipal Vice Mayor/SB Presiding Officer
HON. REY P. AURE	-SB Member/Presiding Officer Pro-Tempore
HON. LANULFO M. BORJA	-SB Member
HON. FRANCISCO R. ALTRES	-SB Member/Majority Floor Leader
HON. RAUL A. MACANDA	-SB Member
HON. BENJAMIN H. GARIANDO, JR.	-SB Member
HON. TEOFILO C. CABELLO	-SB Member
HON. CARMENCITA G. TAÑALA	-SB Member
HON. ALMA A. TAMAYO	-SB Member
HON. ZANDRO T. MORABE	-SB Member/LIGA Fed.-President
HON. VIANCA MAE N. FAMILAR	-SB Member/SK Fed.-President

APPROPRIATION ORDINANCE NO. 03
SERIES OF 2025

AN ORDINANCE APPROVING SUPPLEMENTAL BUDGET NO. 02, SERIES OF 2025 FOR THE GRATUITY PAY FOR QUALIFIED JOB ORDER AND CONTRACTUAL EMPLOYEES AMOUNTING TO **TWO MILLION THREE HUNDRED FIFTY-NINE THOUSAND PESOS (PHP 2,359,000.00)** AND FOR COLLECTIVE NEGOTIATION AGREEMENT (CNA) AMOUNTING TO **SIX MILLION SEVEN HUNDRED SIXTY THOUSAND PESOS (PHP 6,760,000.00)** FOR QUALIFIED OFFICIALS AND EMPLOYEES WITH A TOTAL AMOUNT OF **NINE MILLION ONE HUNDRED NINETEEN THOUSAND PESOS (PHP 9,119,000.00)**.

INTRODUCED BY: HONORABLE CARMENCITA G. TAÑALA
Chairman Committee on Finance, Budget and Appropriations

BE IT ORDAINED, in Special Session assembled, that-

SECTION 1. The Supplemental Budget No. 02, Series 2025 of the Local Government Unit of Jaro, Leyte for Fiscal Year 2025 in the total amount of **NINE MILLION ONE HUNDRED NINETEEN PESOS (PHP 9,119,000.00)**, intended for Collective Negotiation Agreement Incentive (CNA) and Gratuity Pay is **hereby approved**;

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

1. Statement of Funding Sources for Fiscal Year 2025 Certified by the Local Treasure and Local Accountant (**LBP Budget Form No. 8**);

Familar

Carmencita G. Tañala

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Statment

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2. Statement of Supplemental Appropriation from the Local Budget Officer, approved by the Local Chief Executive (**LBP Budget Form No. 9**);
3. Certification of the Municipal Treasurer and the Municipal Accountant as to the availability of Funds amounting to Php 9,119,000.00 for disposal, and to support Supplemental Budget No. 02, Series of 2025;
4. SB Resolution No. 201, Series 2025, Entitled "A RESOLUTION APPROVING REVERSION OF APPROPRIATION FROM (MOOE) MAINTENANCE & OTHER OPERATING EXPENSES SAVINGS AMOUNTING TO **SEVEN MILLION THIRTY THOUSAND EIGHT HUNDRED NINETY-SEVEN AND THIRTY CENTAVOS (PHP 7,030,897.30)** AND SAVINGS FROM (PS) PERSONAL SERVICES FROM UNFILLED VACANT POSITIONS AMOUNTING TO **TWO MILLION EIGHTY-EIGHT THOUSAND ONE HUNDRED TWO AND SEVENTY CENTAVOS (PHP 2,088,102.70)** A TOTAL AMOUNT OF **NINE MILLION ONE HUNDRED NINETEEN THOUSAND PESOS ONLY (PHP 9,119,000.00)**";
5. SB Resolution No. 189, Series of 2025, Adopting MDC-Resolution No. 2025-6, Series Of 2025 Entitled "A RESOLUTION APPROVING THE SUPPLEMENTAL INVESTMENT PLAN (SIP) NO. 03, FOR THE CURRENT YEAR 2025 AMOUNTING TO **NINE MILLION SIX HUNDRED FIFTY THOUSAND PESOS (PHP 9,650,000.00)** BE ALLOCATED AND BE UTILIZED FOR THE GRANT OF THE COLLECTIVE NEGOTIATION AGREEMENT (CNA), AND GRATUITY PAY TO ALL QUALIFIED OFFICIALS AND EMPLOYEES OF THE MUNICIPALITY OF JARO, LEYTE";
6. Summary of Appropriations, Obligations and Balances of Unutilized Appropriations of Unfilled Vacant Positions F.Y. 2025;
7. List of qualified municipal officials and employees of the Local Government Unit of Jaro, Leyte entitled to receive the CNA and Gratuity Pay.

SECTION 2. SOURCE OF FUNDS – The source of funds for the Supplemental Budget in the total amount of (**Php 9,119,000.00**), shall be as follows:

REVERSION OF FUNDS	AMOUNT
1. MOOE Balances per CNA Guidelines	Php 7,030,897.30
2. PS Unfilled Vacant Positions Balances, January to June 2024	2,088,102.70
TOTAL	Php 9,119,000.00

SECTION 3. USE OF FUNDS – The amount of (**Php 9,119,000.00**), is hereby appropriated for the Supplemental Budget of the Local Government Unit of Jaro, Leyte as follows:

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Particulars/Purpose	AIP Ref. Code	Object of Expenditures	Acct. Code	Amount
1. Collective Negotiation Agreement Incentive (CNA)	1000	Other Personnel Benefits	5-01-04-990	Php 6,760,000.00
2. Gratuity Pay	1000	Other Bonuses and Incentives	5-01-02-990	2,359,000.00
TOTAL				Php 9,119,000.00

SECTION 4. *The Local Chief Executive is hereby granted the authority to implement the forecited benefits/Incentives under Section 3 of this Ordinance, and be given to all qualified officials and employees of the Local Government of Jaro, Leyte, subject to the usual Budgeting and Auditing Rules and Procedures;*


SECTION 5. *The Municipal Treasurer, Municipal Budget Officer and the Municipal Accountant are official designated signatories of this LGU, are **hereby authorized** to facilitate the processing of the necessary documents for the implementation of this Supplemental Budget No. 02, Series of 2025 and the timely release of the aforesaid employee's incentives/benefits subject to the usual Budgeting and Auditing Rules and Procedures;*

SECTION 6. *This Supplemental Budget No. 02, Series of 2025 shall take effect immediately upon its approval;*

SECTION 7. Let copy of this ordinance be furnished the Municipal Mayor, the Honorable Sangguniang Panlalawigan for review and approval, the Municipal Budget Officer, the Municipal Treasurer, the Municipal Accountant, the Local Finance Committee and the HRMO, and to other concerned local government offices for their information, guidance and appropriate action deemed necessary.

ENACTED BY THE SANGGUNIANG BAYAN ON DECEMBER 16, 2025.

I HEREBY CERTIFY, to the correctness of the foregoing resolution.


RENATO B. OBIÑA
 Acting Secretary to the Sangguniang Bayan
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CONCURRED:


HON. REY R. AURE
 SB Member/Presiding Officer Pro-Tempore

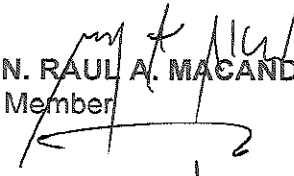

HON. LANULFO M. BORJA
 SB Member









HON. FRANCISCO R. ALTRES
SB Member/Majority Floor Leader


HON. RAUL A. MACANDA
SB Member


HON. BENJAMIN H. GARIANDO, JR.
SB Member


HON. TEGOILO C. CABELLO
SB Member



HON. CARMENCITA G. TAÑALA
SB Member


HON. ALMA A. TAMAYO
SB Member


HON. ZANDRO T. MORABE
SB Member/LIGA FED.-President


HON. VIANCA MAE N. FAMILAR
SB Member/SK FED.-President

ATTESTED:


HON. PEDRO B. TAÑALA, JR.
Municipal Vice Mayor
SB Presiding Officer

APPROVED:


HON. JASSIE LOU TAÑALA
Municipal Mayor



Republic of the Philippines
 PROVINCE OF LEYTE
 MUNICIPALITY OF JARO

TANGGAPAN NG SANGGUNIANG BAYAN

MINUTES OF THE SB SPECIAL SESSION OF THE SANGGUNIANG BAYAN
 OF JARO, LEYTE HELD AT THE SB SESSION HALL LEGISLATIVE BUILDING
 ON DECEMBER 16, 2025

PRESENT:

HON. PEDRO B. TAÑALA, JR.	-Municipal Vice Mayo/Presiding Officer
HON. REY P. AURE	-SB Member/Presiding Officer Pro-Tempore
HON. LANULFO M. BORJA	-SB Member
HON. FRANCISCO R. ALTRES	-SB Member/Majority Floor Leader
HON. RAUL A. MACANDA	-SB Member
HON. BENJAMIN H. GARIANDO, JR.	-SB Member
HON. TEOFILO C. CABELLO	-SB Member
HON. CARMENCITA G. TAÑALA	-SB Member
HON. ALMA A. TAMAYO	-SB Member
HON. ZANDRO T. MORABE	-SB Member/LIGA Fed.-President
HON. VIANCA MAE N. FAMILAR	-SB Member/SK Fed.-President

RECORDS OF THE PROCEEDINGS:

CALL TO ORDER, PRAYER, SINGING OF THE PHILIPPINE NATIONAL ANTHEM AND ROLL CALL.

Honorable Pedro B. Tañala, Jr., Vice-Mayor and SB Presiding Officer called to order the Special Session of the Sangguniang Bayan at 9:15 in the morning. He then requested the SB Members to stand for the prayer, which was followed by the singing of the Philippine National Anthem.

PRAYER

The Body offered a silent prayer.

PAMBANSANG AWIT

The Body sang the Philippine National Anthem.

ROLL CALL

After the singing of the Philippine National Anthem, the Chair requested the SB Secretary to call the roll to determine if there is a quorum, as follows:

PRESENT:

HON. PEDRO B. TAÑALA, JR.	-Municipal Vice Mayo/Presiding Officer
HON. REY P. AURE	-SB Member/Presiding Officer Pro-Tempore
HON. LANULFO M. BORJA	-SB Member
HON. FRANCISCO R. ALTRES	-SB Member/Majority Floor Leader
HON. RAUL A. MACANDA	-SB Member
HON. BENJAMIN H. GARIANDO, JR.	-SB Member

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 Casuero

HON. TEOFILO C. CABELLO	-SB Member
HON. CARMENCITA G. TAÑALA	-SB Member
HON. ALMA A. TAMAYO	-SB Member
HON. ZANDRO T. MORABE	-SB Member/LIGA Fed.-President
HON. VIANCA MAE N. FAMILAR	-SB Member/SK Fed.-President

The Chair declared that with all Sangguniang Bayan members present, the Sangguniang Bayan Special Session had a quorum. The Chair then requested Honorable Francisco R. Altres, Majority Floor Leader, to proceed with the Calendar of Business for the day.

COMMITTEE REPORT:

ITEM NO. 1: PROPONENT: HONORABLE CARMENCITA G. TAÑALA
Chairman Committee on Finance, Budget and Appropriations

A PROPOSED RESOLUTION ADOPTING THE MINUTES OF THE COMMITTEE MEETING OF THE COMMITTEE ON FINANCE, BUDGET AND APPROPRIATIONS HELD ON DECEMBER 15, 2025, TO REVIEW THE PROPOSED APPROPRIATION ORDINANCE APPROVING THE SUPPLEMENTAL BUDGET NO. 02, SERIES OF 2025, FOR THE GRATUITY PAY FOR QUALIFIED JOB ORDER AND CONTRACTUAL EMPLOYEES AMOUNTING TO TWO MILLION THREE HUNDRED FIFTY-NINE THOUSAND (PHP 2,359,000.00) AND FOR COLLECTIVE NEGOTIATION AGREEMENT (CNA) AMOUNTING TO SIX MILLION SEVEN HUNDRED SIXTY THOUSAND PESOS (PHP 6,760,000.00) FOR QUALIFIED OFFICIALS AND EMPLOYEES WITH A TOTAL AMOUNT OF NINE MILLION ONE HUNDRED NINETEEN THOUSAND PESOS (PHP 9,119,000.00).

The Chair gave the floor to Hon. Carmencita G. Tañala, who moved for the consideration of the above proposed resolution, which was duly seconded. Thereafter, Hon. Carmencita G. Tañala, through the Chair requested Mr. Godofredo Arguelles to read the committee report.

The Chair directed Mr. Arguelles to proceed with the reading of the Committee Report. After the reading, the Chair inquired from the Body if there were any corrections. Hearing none, the Chair requested Hon. Carmencita G. Tañala, to offer the final motion for its adoption.

Hon. Carmencita G. Tañala moved for the final adoption of the Committee Report, which was duly seconded en masse.

Thereafter, the Chair declared that for Item No. 1, under the Committee Report, had been moved, carried, and approved en masse.

CALENDAR OF BUSINESS

A. UNFINISHED BUSINESS:

**ITEM NO. 1: APPROVAL ON SECOND READING
OF APPROPRIATION ORDINANCE NO. 03, SERIES OF 2025
PROPONENT: HONORABLE CARMENCITA G. TAÑALA
Chairman Committee on Finance, Budget and Appropriations**

A PROPOSED RESOLUTION APPROVING ON SECOND-READING OF THE APPROPRIATION ORDINANCE NO. 03, SERIES OF 2025 APPROVING SUPPLEMENTAL BUDGET NO. 02, SERIES OF 2025 FOR THE GRATUITY PAY FOR QUALIFIED JOB ORDER & CONTRACTUAL EMPLOYEES AMOUNTING TO *TWO MILLION THREE HUNDRED FIFTY-NINE THOUSAND PESOS (PHP 2,359,000.00)* AND FOR COLLECTIVE NEGOTIATION AGREEMENT (CNA) AMOUNTING TO *SIX MILLION SEVEN HUNDRED SIXTY THOUSAND PESOS (PHP 6,760,000.00)* FOR QUALIFIED OFFICIALS AND EMPLOYEES WITH A TOTAL AMOUNT OF *NINE MILLION ONE HUNDRED NINETEEN THOUSAND PESOS ONLY (PHP 9,119,000.00)*.

The Chair gave the floor to Hon. Carmencita G. Tañala to offer the motion.

Hon. Carmencita G. Tañala took the floor and moved for the approval of the proposed ordinance, which was duly seconded en masse.

The Chair stated that, considering the subject ordinance had already been reviewed by the Committee, with the SB Members convening as a Committee of the Whole during a meeting called for the purpose, and further considering that there were no more inquiries thereto, Appropriation Ordinance No. 03, Series of 2025, is hereby declared duly approved on Second Reading, as duly seconded en masse by the August Body.

B. BUSINESS FOR THE DAY:

**ITEM NO. 1: APPROVAL ON THIRD AND FINAL READING
OF APPROPRIATION ORDINANCE NO. 03, SERIES OF 2025
PROPONENT: HONORABLE CARMENCITA G. TAÑALA
Chairman Committee on Finance, Budget and Appropriations**

**APPROPRIATION ORDINANCE NO. 03
SERIES OF 2025**

AN ORDINANCE APPROVING SUPPLEMENTAL BUDGET NO. 02, SERIES OF 2025 FOR THE GRATUITY PAY FOR QUALIFIED JOB ORDER AND CONTRACTUAL EMPLOYEES AMOUNTING TO *TWO MILLION THREE HUNDRED FIFTY-NINE THOUSAND PESOS (PHP 2,359,000.00)* AND FOR COLLECTIVE NEGOTIATION AGREEMENT (CNA) AMOUNTING TO *SIX MILLION SEVEN HUNDRED SIXTY THOUSAND PESOS (PHP 6,760,000.00)* FOR QUALIFIED OFFICIALS AND EMPLOYEES WITH A TOTAL AMOUNT OF *NINE MILLION ONE HUNDRED NINETEEN THOUSAND PESOS (PHP 9,119,000.00)*.

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The Chair recognized Hon. Carmencita G. Tañala to offer the motion which was duly seconded.

The Chair then opined and inquired from the floor if there were any minor amendments to the ordinance, and hearing none, requested Hon. Carmencita G. Tañala to offer the final motion.

Hon. Carmencita G. Tañala took the floor, and moved for its final approval, which was duly seconded en masse.

Thereafter, the Chair declared that **Appropriation Ordinance No. 03, Series of 2025, otherwise known as "AN ORDINANCE APPROVING SUPPLEMENTAL BUDGET NO. 02, SERIES OF 2025 FOR THE GRATUITY PAY FOR QUALIFIED JOB ORDER AND CONTRACTUAL EMPLOYEES AMOUNTING TO TWO MILLION THREE HUNDRED FIFTY-NINE THOUSAND PESOS (PHP 2,359,000.00) AND FOR COLLECTIVE NEGOTIATION AGREEMENT (CNA) AMOUNTING TO SIX MILLION SEVEN HUNDRED SIXTY THOUSAND PESOS (PHP 6,760,000.00) FOR QUALIFIED OFFICIALS AND EMPLOYEES WITH A TOTAL AMOUNT OF NINE MILLION ONE HUNDRED NINETEEN THOUSAND PESOS (PHP 9,119,000.00)",** has been moved, carried, and approved en masse by the August Body under the **third and final reading.**

OTHER MATTERS:

1. Hon. Raul A. Macanda announced that the LGU sponsor for the *Misa de Gallo* is scheduled on December 23, 2025 (Tuesday). He further informed the Body that the ordination of Rev. Mike Pace of Brgy. Tinambacan, a scholar of Vice Governor Sandy Javier and Congresswoman Lolita Karen Javier, will be held on December 29, 2025, at 9:00 A.M. at the Metropolitan Cathedral of Palo, Leyte. He also stated that Rev. Mike Pace's first Mass will be celebrated on December 30, 2025, at 9:00 A.M. in Jaro, Leyte. He invited all SB Members to attend the ordination and first Mass.
2. Hon. Alma A. Tamayo announced that the ₱2,500.00 contribution for the year-end assessment will be adjusted since the tables and chairs are already provided at the gym, and the spouses of SB Members are no longer included in the catering. She informed the Body that the final amount of the contribution will be disseminated through the group chat.

Samalas *Amal* *[Signature]* *[Signature]* *[Signature]*

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Carmencita Tañala

She also announced that the dress code for the activity is green or white.

3. Hon. Raul A. Macanda suggested inviting the DILG Office to the SB Office Christmas Party.
4. The Chair announced that the Christmas Party for motorcycle riders will be held on December 16, 2025, and encouraged all SB Members to attend the activity.

And with no more business to be transacted, on motion of Hon. Teofilo C. Cabello, to adjourn the special session duly seconded en masse, the Chair declared the SB Special Session adjourned at 9:59 A.M.

EXCERPT RESOLUTION/ORDINANCE:

ITEM NO. 1: PROPONENT: HONORABLE CARMENCITA G. TAÑALA
Chairman Committee on Finance, Budget and Appropriations

RESOLUTION NO. 2025-202

A RESOLUTION ADOPTING THE MINUTES OF THE COMMITTEE MEETING OF THE COMMITTEE ON FINANCE, BUDGET, AND APPROPRIATIONS HELD ON DECEMBER 15, 2025, TO REVIEW THE PROPOSED ORDINANCE APPROVING THE SUPPLEMENTAL BUDGET NO. 02, SERIES OF 2025, FOR THE GRATUITY PAY FOR QUALIFIED JOB ORDER AND CONTRACTUAL EMPLOYEES AMOUNTING TO **TWO MILLION THREE HUNDRED FIFTY-NINE THOUSAND PESOS(2,359,000.00)** AND FOR COLLECTIVE NEGOTIATION AGREEMENT (CNA) AMOUNTING TO **SIX MILLION SEVEN HUNDRED SIXTY THOUSAND PESOS (PHP 6,760,000.00)** FOR QUALIFIED OFFICIALS AND EMPLOYEES WITH A TOTAL AMOUNT OF **NINE MILLION ONE HUNDRED NINETEEN THOUSAND PESOS (PHP 9,119,000.00)**.

WHEREAS, presented to the body for adoption is the minutes of the committee meeting of the Committee on Finance, Budget and Appropriations to review the proposed Ordinance Approving the Supplemental Budget No. 02, Series of 2025;

NOW, THEREFORE, on motion of Honorable Carmencita G. Tañala, Chairman of the Committee on Finance, Budget and Appropriations, duly seconded en masse by the Honorable Sangguniang Bayan members present, be it-

RESOLVED, AS IT IS HEREBY RESOLVED TO ADOPT THE MINUTES OF THE COMMITTEE MEETING OF THE COMMITTEE ON FINANCE, BUDGET, AND APPROPRIATIONS HELD ON DECEMBER 15, 2025, TO REVIEW THE PROPOSED ORDINANCE APPROVING THE SUPPLEMENTAL BUDGET NO. 02, SERIES OF 2025, FOR THE GRATUITY PAY FOR QUALIFIED JOB ORDER AND CONTRACTUAL EMPLOYEES AMOUNTING TO *TWO MILLION THREE HUNDRED FIFTY-NINE THOUSAND PESOS (2,359,000.00)* AND FOR COLLECTIVE NEGOTIATION AGREEMENT (CNA) AMOUNTING TO *SIX MILLION SEVEN HUNDRED SIXTY THOUSAND PESOS (PHP 6,760,000.00)* FOR QUALIFIED OFFICIALS AND EMPLOYEES WITH A TOTAL AMOUNT OF *NINE MILLION ONE HUNDRED NINETEEN THOUSAND PESOS (PHP 9,119,000.00)*;

RESOLVED FINALLY, to furnish a copy of this resolution to the Municipal Mayor, and to other local offices concerned for their information.

APPROVED ON DECEMBER 16, 2025.

**ITEM NO. 2: APPROVAL ON SECOND READING
OF APPROPRIATION ORDINANCE NO. 03, SERIES OF 2025
PROPONENT: HONORABLE CARMENCITA G. TAÑALA
Chairman Committee on Finance, Budget and Appropriations**

RESOLUTION NO. 2025 - 265

A RESOLUTION APPROVING ON SECOND-READING OF THE APPROPRIATION ORDINANCE NO. 03, SERIES OF 2025 APPROVING SUPPLEMENTAL BUDGET NO. 02, SERIES OF 2025 FOR THE GRATUITY PAY FOR QUALIFIED JOB ORDER & CONTRACTUAL EMPLOYEES AMOUNTING TO *TWO MILLION THREE HUNDRED FIFTY-NINE THOUSAND PESOS (PHP 2,359,000.00)* AND FOR COLLECTIVE NEGOTIATION AGREEMENT (CNA) AMOUNTING TO *SIX MILLION SEVEN HUNDRED SIXTY THOUSAND PESOS (PHP 6,760,000.00)* FOR QUALIFIED OFFICIALS AND EMPLOYEES WITH A TOTAL AMOUNT OF *NINE MILLION ONE HUNDRED NINETEEN THOUSAND PESOS ONLY (PHP 9,119,000.00)*.

NOW, THEREFORE, on motion of **Honorable Carmencita G. Tañala**, Chairman Committee on Finance, Budget and Appropriations, duly seconded en masse by the Honorable Members present, this Sangguniang Bayan-

RESOLVED, AS IT IS HEREBY RESOLVED TO APPROVED ON SECOND-READING OF THE APPROPRIATION ORDINANCE NO. 03, SERIES OF 2025 APPROVING SUPPLEMENTAL BUDGET NO. 02, SERIES OF 2025 FOR THE GRATUITY PAY FOR QUALIFIED JOB ORDER & CONTRACTUAL EMPLOYEES AMOUNTING TO *TWO MILLION THREE HUNDRED FIFTY-NINE THOUSAND PESOS (PHP 2,359,000.00)* AND FOR COLLECTIVE NEGOTIATION AGREEMENT (CNA) AMOUNTING TO *SIX MILLION SEVEN HUNDRED SIXTY THOUSAND PESOS (PHP 6,760,000.00)* FOR QUALIFIED OFFICIALS AND EMPLOYEES WITH A TOTAL AMOUNT OF *NINE MILLION ONE HUNDRED NINETEEN THOUSAND PESOS ONLY (PHP 9,119,000.00)*;

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Janet

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RESOLVED FINALLY, a copy of this resolution be furnished to the Municipal Mayor, and to other concerned offices for their information and guidance.

APPROVED ON DECEMBER 16, 2025.

ITEM NO. 3: APPROVAL ON THIRD-AND-FINAL READING
OF APPROPRIATION ORDINANCE NO. 03, SERIES OF 2025
PROPONENT: HONORABLE CARMENCITA G. TAÑALA
Chairman Committee on Finance, Budget and Appropriations

**APPROPRIATION ORDINANCE NO. 03
SERIES OF 2025**


AN ORDINANCE APPROVING SUPPLEMENTAL BUDGET NO. 02,
SERIES OF 2025 FOR THE GRATUITY PAY FOR QUALIFIED JOB
ORDER AND CONTRACTUAL EMPLOYEES AMOUNTING TO **TWO
MILLION THREE HUNDRED FIFTY-NINE THOUSAND PESOS (PHP
2,359,000.00)** AND FOR COLLECTIVE NEGOTIATION AGREEMENT
(CNA) AMOUNTING TO **SIX MILLION SEVEN HUNDRED SIXTY
THOUSAND PESOS (PHP 6,760,000.00)** FOR QUALIFIED OFFICIALS
AND EMPLOYEES WITH A TOTAL AMOUNT OF **NINE MILLION ONE
HUNDRED NINETEEN THOUSAND PESOS (PHP 9,119,000.00)**.


INTRODUCED BY: HONORABLE CARMENCITA G. TAÑALA
Chairman Committee on Finance, Budget and Appropriations

BE IT ORDAINED, in Special Session assembled, that-

SECTION 1. The Supplemental Budget No. 02, Series 2025 of the Local Government Unit of Jaro, Leyte for Fiscal Year 2025 in the total amount of **NINE MILLION ONE HUNDRED NINETEEN PESOS (PHP 9,119,000.00)**, intended for Collective Negotiation Agreement Incentive (CNA) and Gratuity Pay is **hereby approved**;

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

- 
1. Statement of Funding Sources for Fiscal Year 2025 Certified by the Local Treasure and Local Accountant (**LBP Budget Form No. 8**);
 2. Statement of Supplemental Appropriation from the Local Budget Officer, approved by the Local Chief Executive (**LBP Budget Form No. 9**);
 3. Certification of the Municipal Treasurer and the Municipal Accountant as to the availability of Funds amounting to Php 9,119,000.00 for disposal, and to support Supplemental Budget No. 02, Series of 2025;

4. SB Resolution No. 201, Series 2025, Entitled "A RESOLUTION APPROVING REVERSION OF APPROPRIATION FROM (MOOE) MAINTENANCE & OTHER OPERATING EXPENSES SAVINGS AMOUNTING TO **SEVEN MILLION THIRTY THOUSAND EIGHT HUNDRED NINETY-SEVEN AND THIRTY CENTAVOS (PHP 7,030,897.30)** AND SAVINGS FROM (PS) PERSONAL SERVICES FROM UNFILLED VACANT POSITIONS AMOUNTING TO **TWO MILLION EIGHTY-EIGHT THOUSAND ONE HUNDRED TWO AND SEVENTY CENTAVOS (PHP 2,088,102.70)** A TOTAL AMOUNT OF **NINE MILLION ONE HUNDRED NINETEEN THOUSAND PESOS ONLY (PHP 9,119,000.00)**";
5. SB Resolution No. 189, Series of 2025, Adopting MDC-Resolution No. 2025-6, Series Of 2025 Entitled "A RESOLUTION APPROVING THE SUPPLEMENTAL INVESTMENT PLAN (SIP) NO. 03, FOR THE CURRENT YEAR 2025 AMOUNTING TO **NINE MILLION SIX HUNDRED FIFTY THOUSAND PESOS (PHP 9,650,000.00)** BE ALLOCATED AND BE UTILIZED FOR THE GRANT OF THE COLLECTIVE NEGOTIATION AGREEMENT (CNA), AND GRATUITY PAY TO ALL QUALIFIED OFFICIALS AND EMPLOYEES OF THE MUNICIPALITY OF JARO, LEYTE";
6. Summary of Appropriations, Obligations and Balances of Unutilized Appropriations of Unfilled Vacant Positions F.Y. 2025;
7. List of qualified municipal officials and employees of the Local Government Unit of Jaro, Leyte entitled to receive the CNA and Gratuity Pay.

SECTION 2. SOURCE OF FUNDS – The source of funds for the Supplemental Budget in the total amount of **(Php 9,119,000.00)**, shall be as follows:

REVERSION OF FUNDS	AMOUNT
1. MOOE Balances per CNA Guidelines	Php 7,030,897.30
2. PS Unfilled Vacant Positions Balances, January to June 2024	2,088,102.70
TOTAL	Php 9,119,000.00

SECTION 3. USE OF FUNDS – The amount of **(Php 9,119,000.00)**, is hereby appropriated for the Supplemental Budget of the Local Government Unit of Jaro, Leyte as follows:

Particulars/Purpose	AIP Ref. Code	Object of Expenditures	Acct. Code	Amount
1. Collective Negotiation Agreement Incentive (CNA)	1000	Other Personnel Benefits	5-01-04-990	Php 6,760,000.00
2. Gratuity Pay	1000	Other Bonuses and Incentives	5-01-02-990	2,359,000.00
TOTAL				Php 9,119,000.00

Sanchez

Jacinto

[Signature]

[Signature]

[Signature]

[Vertical Signature]

SECTION 4. *The Local Chief Executive is hereby granted the authority to implement the forecited benefits/incentives under Section 3 of this Ordinance, and be given to all qualified officials and employees of the Local Government of Jaro, Leyte, subject to the usual Budgeting and Auditing Rules and Procedures;*

SECTION 5. *The Municipal Treasurer, Municipal Budget Officer and the Municipal Accountant are official designated signatories of this LGU, are **hereby authorized** to facilitate the processing of the necessary documents for the implementation of this Supplemental Budget No. 02, Series of 2025 and the timely release of the aforesaid employee's incentives/benefits subject to the usual Budgeting and Auditing Rules and Procedures;*

SECTION 6. *This Supplemental Budget No. 02, Series of 2025 shall take effect immediately upon its approval;*

SECTION 7. Let copy of this ordinance be furnished the Municipal Mayor, the Honorable Sangguniang Panlalawigan for review and approval, the Municipal Budget Officer, the Municipal Treasurer, the Municipal Accountant, the Local Finance Committee and the HRMO, and to other concerned local government offices for their information, guidance and appropriate action deemed necessary.

ENACTED BY THE SANGGUNIANG BAYAN ON DECEMBER 16, 2025.

I HEREBY CERTIFY, to the correctness of the foregoing records of the proceedings.



RENATO B. OBIÑA
Acting Secretary to the Sangguniang Bayan
DEMO IV

CONCURRED:




HON. REY F. AURE
SB Member/Presiding Officer Pro-Tempore




HON. LANULFO M. BORJA
SB Member



HON. FRANCISCO R. ALTRES
SB Member/Majority Floor Leader



HON. RAUL A. MACANDA
SB Member



HON. BENJAMIN H. GARIANDO, JR.
SB Member



HON. TEOFIL G. CABELLO
SB Member


HON. CARMENCITA G. TAÑALA
SB Member


HON. ALMA A. TAMAYO
SB Member



HON. ZANDRO T. MORABE
SB Member/LIGA FED.-President


HON. VIANCA MAE N. FAMILAR
SB Member/SK FED.-President

ATTESTED:


HON. PEDRO B. TAÑALA, JR.
Municipal Vice Mayor
SB Presiding Officer

APPROVED:


HON. JESSIE LOU TAÑALA
Municipal Mayor



Republic of the Philippines
Province of Leyte
MUNICIPALITY OF JARO
Office of the Sangguniang Bayan
Legislative Building
Corner Del Carmen and Real Streets

January 15, 2026,

CERTIFICATION

TO WHOM THIS MAY CONCERN:

THIS IS TO CERTIFY that APPROPRIATION ORDINANCE NO. 03, series of 2025 entitled "ORDINANCE APPROVING SUPPLEMENTAL BUDGET NO. 02, SERIES OF 2025 FOR THE GRATUITY PAY FOR QUALIFIED JOB ORDER AND CONTRACTUAL EMPLOYEES AMOUNTING TO TWO MILLION THREE HUNDRED FIFTY-NINE THOUSAND PESOS (PHP 2,359,000.00) AND FOR COLLECTIVE NEGOTIATION AGREEMENT (CNA) AMOUNTING TO SIX MILLION SEVEN HUNDRED SIXTY THOUSAND PESOS (PHP6,760,000.00) FOR QUALIFIED OFFICIALS AND EMPLOYEES WITH A TOTAL AMOUNT OF NINE MILLION ONE HUNDRED NINETEEN THOUSAND PESOS ONLY (Php 9,119,000.00)." been posted in a conspicuous place in the Municipality of Jaro, Leyte.

ISSUED this 15th day of January 2026 at Jaro, Leyte.

CERTIFIED CORRECT:

RENATO B. OBIÑA

Acting Secretary to the Sanggunian
(DEMO IV)

APPROVED:

HON. PEDRO B. TAÑALA, JR.
Municipal Vice-Mayor

STATEMENT OF FUNDING SOURCES


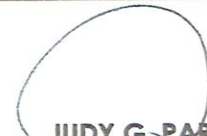
Supplemental Budget No. 2

Fiscal Year 2025

Province/City/Municipality/Barangay

General Fund

Fund/Special Account

Particulars 1	Account Classification (PGCA) 2	Amount 3
1.0 New Revenue Sources		
2.0 Actual Collection in Excess of the Estimated Income		
3.0 Savings		
Reversion of Funds		
- Unutilized Savings	MOOE	7,030,897.30
- Unutilized Salary Saving	PS	2,088,102.70
4.0 Realignment		
TOTAL		P 9,119,000.00
Certified Correct:		
 NESTOR C. YAMAYO Local Treasurer	 JUDY G. PARADO Local Accountant	

LIST OF UNFILLED VACANT POSITIONS:

MAYOR'S OFFICE:

MO-6 (1) Security Officer II-SG 15/1 (Jan-Nov. 2025)

Salaries	422,543.00
PERA	22,000.00
Clothing Allow.	7,000.00
Cash Gift	5,000.00
Mid Year Bonus	38,413.00
Year End Bonus	38,413.00
Ret. & Life Insur.	50,705.16
Pag-Ibig	2,200.00
Philhealth	10,563.58
E.C.	1,100.00
PEI	0.00
TOTAL	597,937.74

SB Secretary Office

SB-17 (1) Reproductive Machine Operator III (SG-7/1) (Jan-Nov)

Salaries	213,015.00
PERA	22,000.00
Clothing Allow.	7,000.00
Cash Gift	5,000.00
Mid Year Bonus	19,365.00
Year End Bonus	19,365.00
Ret. & Life Insur.	25,561.80
Pag-Ibig	1,100.00
Philhealth	5,325.38
E.C.	1,100.00
PEI	0.00
TOTAL	318,832.18

Mun. Accounting Office

MACCO-6 (1) Mgt & Audit Analyst II (SG-18/1) (Jan-Nov)

Salaries	539,165.00
PERA	22,000.00
Cash Gift	5,000.00
Clothing Allow.	7,000.00
Mid Year Bonus	49,015.00
Year End Bonus	49,015.00
Ret. & Life Insur.	64,699.80
Pag-Ibig	2,200.00
Philhealth	13,479.12
E.C.	1,100.00
PEI	0.00
TOTAL	752,673.92

Mun. Accounting Office

MACCO-7 (2) Admin. Asst. V (Data Entry Machine) (Jan-Nov) Operator III (SG-11/1)

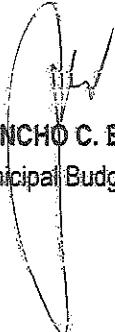
Salaries	313,632.00
PERA	22,000.00
Cash Gift	5,000.00
Year End Bonus	28,512.00
Ret. & Life Insur.	37,635.84

Pag-Ibig	2,200.00
Philhealth	7,840.80
E.C.	1,100.00
PEI	28,512.00
Clothing Allowance	7,000.00
TOTAL	453,432.64
MUN. PLANNING & DEV'T. OFFICE:	
MPDO-5 (1) Statistician I (SG-11/1) (Jan-Nov)	
Salaries	313,632.00
PERA	22,000.00
Clothing Allow.	7,000.00
Cash Gift	5,000.00
Mid Year Bonus	28,512.00
Year End Bonus	28,512.00
Ret. & Life Insur.	37,635.34
Pag-Ibig	2,200.00
Philhealth	7,840.80
E.C.	1,100.00
PEI	0.00
TOTAL	453,432.64
GRAND TOTAL	2,576,309.12

Prepared by:


VERONICA S. CASTILLANO
 Budget Officer IV.

Certified Correct:


JUANCHO C. BONAYON
 Municipal Budget Officer



Republic of the Philippines
PROVINCE OF LEYTE
Municipality of Jaro

- o0o -

CERTIFICATION

TO WHOM THIS MAY CONCERN:

In connection with the Supplemental Budget No. 02 for FY 2025, We hereby certify;

- d. That as per records, prepared by the Municipal Budget Officer, the Php 9,119,000.00 are savings from: the 2025 unutilized MOOE 7,030,897.30, and the 2025 unutilized salary 2,088,102.70;
- e. That the said amount is backed by cash;
- f. That the said amount is available and free from any obligation or encumbrance.

This certification is issued upon request of for whatever legal purpose it may serve. Issued this 22nd day of December 2025 at Jaro, Leyte, Philippines.


NESTOR C. TAMAYO
Municipal Treasurer


JUDY G. PARADO, CPA
Municipal Accountant

Noted:


HON. JASSIE LOU TAÑALA
Municipal Mayor



Republic of the Philippines
PROVINCE OF LEYTE
MUNICIPALITY OF JARO

TANGGAPAN NG SANGGUNIANG BAYAN

EXCERPT FROM THE MINUTES OF THE 21st REGULAR SESSION OF THE
SANGGUNIANG BAYAN OF JARO, LEYTE HELD AT THE SB SESSION HALL,
LEGISLATIVE BUILDING ON DECEMBER 15, 2025.

PRESENT:

HON. PEDRO B. TAÑALA, JR.	-Municipal Vice Mayor/SB Presiding Officer
HON. REY P. AURE	-SB Member/Presiding Officer Pro-Tempore
HON. LANULFO M. BORJA	-SB Member
HON. FRANCISCO R. ALTRES	-SB Member/Majority Floor Leader
HON. RAUL A. MACANDA	-SB Member
HON. BENJAMIN H. GARIANDO, JR.	-SB Member
HON. TEOFILO C. CABELLO	-SB Member
HON. CARMENCITA G. TAÑALA	-SB Member
HON. ALMA A. TAMAYO	-SB Member
HON. ZANDRO T. MORABE	-SB Member/LIGA Fed.-President
HON. VIANCA MAE N. FAMILAR	-SB Member/SK Fed.-President

RESOLUTION NO. 2025 – 201

A RESOLUTION APPROVING REVERSION OF APPROPRIATION FROM (MOOE) MAINTENANCE & OTHER OPERATING EXPENSES SAVINGS AMOUNTING TO **SEVEN MILLION THIRTY THOUSAND EIGHT HUNDRED NINETY-SEVEN AND THIRTY CENTAVOS (PHP 7,030,897.30)** AND SAVINGS FROM (PS) PERSONAL SERVICES FROM UNFILLED VACANT POSITIONS AMOUNTING TO **TWO MILLION EIGHTY-EIGHT THOUSAND ONE HUNDRED TWO AND SEVENTY CENTAVOS (PHP 2,088,102.70)** A TOTAL AMOUNT OF **NINE MILLION ONE HUNDRED NINETEEN THOUSAND PESOS ONLY (PHP 9,119,000.00)**.

WHEREAS, presented by the Chairman of the Committee on Finance, Budget and Appropriations, the Honorable Carmencita G. Tañala is a proposed resolution to revert the amount of Nine Million One Hundred Nineteen Thousand Pesos (Php 9,119,000.00) to be used for the the grant of the Collective Negotiation Agreement (CNA), and Gratuity Pay to all qualified officials and employees of the Municipality of Jaro, Leyte;

WHEREAS, the amount of Php 9,119,000.00, was taken from the (MOOE) Maintenance & Other Operating Expenses and savings from (PS) Personal Services from Unfilled Vacant Positions and have been endorsed by the Local Finance Committee, thru the Municipal Budget Office to the Sangguniang Bayan for reversion and approval;

NOW, THEREFORE, on motion of **Honorable Carmencita G. Tañala**, Chairman Committee on Finance, Budget and Appropriations, duly seconded en masse by the Honorable Members present, this Sangguniang Bayan-

RESOLVED, AS IT IS HEREBY RESOLVED TO APPROVED THE REVERSION OF APPROPRIATION FROM (MOOE) MAINTENANCE & OTHER OPERATING EXPENSES SAVINGS AMOUNTING TO *SEVEN MILLION THIRTY THOUSAND EIGHT HUNDRED NINETY-SEVEN AND THIRTY CENTAVOS (PHP 7,030,897.30)* AND SAVINGS FROM (PS) PERSONAL SERVICES FROM UNFILLED VACANT POSITIONS AMOUNTING TO *TWO MILLION EIGHTY-EIGHT THOUSAND ONE HUNDRED TWO AND SEVENTY CENTAVOS (PHP 2,088,102.70)* A TOTAL AMOUNT OF *NINE MILLION ONE HUNDRED NINETEEN THOUSAND PESOS ONLY (PHP 9,119,000.00)*;

RESOLVED FINALLY, a copy of this resolution be furnished to the Municipal Mayor, the MBO, MACCO, MTO, MPDO and HRMO, and to other concerned offices for their information and guidance.

APPROVED ON DECEMBER 15, 2024.

I HEREBY CERTIFY, to the correctness of the foregoing resolution.



RENATO B. OBIÑA
Acting Secretary to the Sangguniang Bayan
DEMO IV

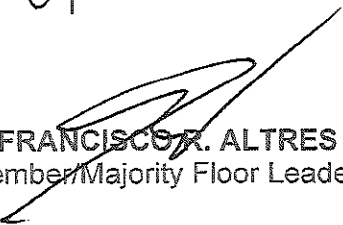
CONCURRED:



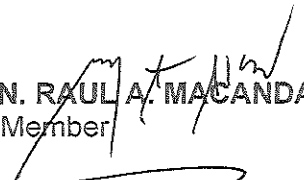
HON. REY F. AURE
SB Member/Presiding Officer Pro-Tempore



HON. LANULFO M. BORJA
SB Member



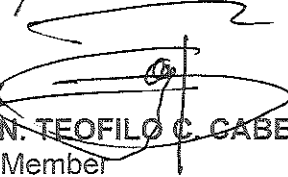
HON. FRANCISCO R. ALTRES
SB Member/Majority Floor Leader



HON. RAUL A. MACANDA
SB Member



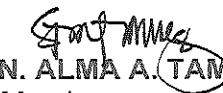
HON. BENJAMIN H. GARIANDO, JR.
SB Member



HON. TEOFILO C. CABELLO
SB Member

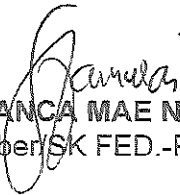


HON. CARMENCITA G. TAÑALA
SB Member




HON. ALMA A. TAMAYO
SB Member


HON. ZANDRO T. MORABE
SB Member/LIGA FED.-President


HON. VIANCA MAE N. FAMILAR
SB Member/SK FED.-President

ATTESTED:


HON. PEDRO B. TAÑALA, JR.
Municipal Vice Mayor
SB Presiding Officer

APPROVED:


HON. JASSIE LOU TAÑALA
Municipal Mayor



Republic of the Philippines
PROVINCE OF LEYTE
MUNICIPALITY OF JARO

TANGGAPAN NG SANGGUNIANG BAYAN

EXCERPT FROM THE MINUTES OF THE 19th REGULAR SESSION OF THE
SANGGUNIANG BAYAN OF JARO, LEYTE HELD AT THE SB SESSION HALL,
LEGISLATIVE BUILDING ON DECEMBER 1, 2025.

PRESENT:

HON. PEDRO B. TAÑALA, JR.	-Municipal Vice Mayor/SB Presiding Officer
HON. REY P. AURE	-SB Member/Presiding Officer Pro-Tempore
HON. LANULFO M. BORJA	-SB Member
HON. FRANCISCO R. ALTRES	-SB Member/Majority Floor Leader
HON. RAUL A. MACANDA	-SB Member
HON. BENJAMIN H. GARIANDO, JR.	-SB Member
HON. TEOFILO C. CABELLO	-SB Member
HON. CARMENCITA G. TAÑALA	-SB Member
HON. ALMA A. TAMAYO	-SB Member
HON. ZANDRO T. MORABE	-SB Member/LIGA Fed.-President
HON. VIANCA MAE N. FAMILAR	-SB Member/SK Fed.-President

RERSOLUTION NO. 2025- 189

A RESOLUTION ADOPTING THE MUNICIPAL DEVELOPMENT COUNCIL RESOLUTION NO. 2025-6, SERIES OF 2025 ENTITLED "A RESOLUTION APPROVING THE SUPPLEMENTAL INVESTMENT PLAN (SIP) NO. 03, FOR THE CURRENT YEAR 2025 AMOUNTING TO NINE MILLION SIX HUNDRED FIFTY THOUSAND PESOS (₱ 9,650,000.00) BE ALLOCATED AND BE UTILIZED FOR THE GRANT OF THE COLLECTIVE NEGOTIATION AGREEMENT (CNA), AND GRATUITY PAY TO ALL QUALIFIED OFFICIALS AND EMPLOYEES OF THE MUNICIPALITY OF JARO, LEYTE.

WHEREAS, Municipal Development Council (MDC) Resolution 2025-6, series of 2025, and dated December 1, 2025, was endorsed by the MDC to this August Body for adoption;

WHEREAS, Local Government are allowed to revert and/or use the Unutilized Personal Services of Unfilled Vacant Position (PS), and Savings from the Maintenance and Other Operating Expenses (MOOE) under the Approved Annual Budget F.Y. 2025, and to allocate the said funds to various priority PPAs of the Municipal Government that are not included in the Approved Annual Investment Program of the current year, provided the specific guidelines and policies are adhered to;

WHEREAS, based on policy guidelines, programs/projects/activities (PPAs) and expenses to be funded by LGUs should be part of their Annual Investment Program (AIP), and in cases these are not among those included in the approved AIP, the Municipal Development Council (MDC) shall prepare a Supplemental Investment Program (SIP) for the purpose to be approved by Local Sanggunian;

NOW, THEREFORE, on motion of Honorable Carmencita G. Tañala, Chairman of the Committee on Finance, Budget and Appropriations, duly seconded en masse by the Honorable Sangguniang Bayan members present, be it-

RESOLVED, AS IT IS HEREBY RESOLVED, TO ADOPT THE MUNICIPAL DEVELOPMENT COUNCIL RESOLUTION NO. 2025-6, SERIES OF 2025 ENTITLED "A RESOLUTION APPROVING THE SUPPLEMENTAL INVESTMENT PLAN (SIP) NO. 03, FOR THE CURRENT YEAR 2025 AMOUNTING TO NINE MILLION SIX HUNDRED FIFTY THOUSAND PESOS (₱ 9,650,000.00) BE ALLOCATED AND BE UTILIZED FOR THE GRANT OF THE COLLECTIVE NEGOTIATION AGREEMENT (CNA), AND GRATUITY PAY TO ALL QUALIFIED OFFICIALS AND EMPLOYEES OF THE MUNICIPALITY OF JARO, LEYTE;

RESOLVED FINALLY, to furnish a copy of this resolution to the Municipal Mayor, the Municipal Budget Officer, the Municipal Treasurer, the Municipal Accountant, the Local Finance Committee, thru the MPDO, and to other concerned local government offices for their information and appropriate action deemed necessary.

APPROVED ON DECEMBER 1, 2025.

I HEREBY CERTIFY, to the correctness of the foregoing resolution.



RENATO B. OBIÑA
Acting Secretary to the Sangguniang Bayan
DEMO IV

CONCURRED:



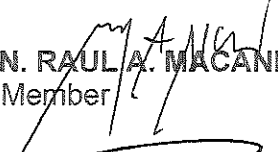
HON. REX P. AURE
SB Member/Presiding Officer Pro-Tempore



HON. LANULFO M. BORJA
SB Member



HON. FRANCISCO R. ALTRES
SB Member/Majority Floor Leader



HON. RAUL A. MACANDA
SB Member

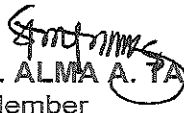


HON. BENJAMIN H. GARIANDO, JR.
SB Member



HON. TEOFILO C. CABELLO
SB Member


HON. CARMENCITA G. TAÑALA
SB Member


HON. ALMA A. TAMAYO
SB Member



HON. ZANDRO T. MORABE
SB Member/LIGA FED.-President


HON. VIANCA MAE N. FAMILAR
SB Member/SK FED.-President

ATTESTED:


HON. PEDRO B. TAÑALA, JR.
Municipal Vice Mayor
SB Presiding Officer

APPROVED:


HON. JASSIE LOU TAÑALA
Municipal Mayor



Republic of the Philippines
PROVINCE OF LEYTE
Municipality of Jaro



MUNICIPAL DEVELOPMENT COUNCIL

RESOLUTION NO. 2025 – 6
Series of 2025

"A RESOLUTION APPROVING THE SUPPLEMENTAL INVESTMENT PROGRAM (SIP) NO. 03 FOR THE CURRENT YEAR 2025 NINE MILLION SIX HUNDRED FIFTY THOUSAND PESOS (PHP 9,650,000.00) BE ALLOCATED AND BE UTILIZED FOR THE GRANT OF THE COLLECTIVE NEGOTIATION AGREEMENT (CNA), AND GRATUITY PAY TO ALL QUALIFIED OFFICIALS AND EMPLOYEES OF THE MUNICIPALITY OF JARO, LEYTE"

WHEREAS, the Municipal Development Council convene this 13th day of October 2025 to discuss and approve the Supplemental Investment Program (SIP) No. 03 for the Current Year 2025;

WHEREAS, Mr. Juancho C. Bonayon, the Municipal Budget Officer, the Chairman of the Local Finance Committee, informed the members of the Municipal Development Council that a supplemental budget in this current year is deemed necessary for the felt need of the Municipality of Jaro, Leyte;

WHEREAS, after the deliberation, the Members of the Municipal Development Council then decided to approve the Supplemental Investment Program (SIP) No. 03 in the amount of NINE MILLION SIX HUNDRED FIFTY THOUSAND PESOS (PHP 9,650,000.00) be allocated and be utilized for the grant of the Collective Negotiation Agreement (CNA) and Gratuity Pay to all qualified officials and employees of the Municipality of Jaro, Leyte;

WHEREAS, on motion HON. RONALD G. SUPERABLE, Punong Barangay of Barangay Tinambacan, Jaro, Leyte, duly seconded en masse, Be it;

RESOLVE to APPROVE, as it is hereby APPROVED the SUPPLEMENTAL INVESTMENT PROGRAM (SIP) NO. 03 for the Current Year 2025 in the amount of NINE MILLION SIX HUNDRED FIFTY THOUSAND PESOS (PHP. 9,650,000.00) be allocated and be utilized for the grant of the Collective Negotiation Agreement (CNA) and Gratuity Pay to all qualified officials and employees of the Municipality of Jaro, Leyte;

RESOLVE FURTHER that copies of this Resolution be furnished the concerned agencies for their information, reference and guidance;

UNANIMOUSLY APPROVED this 13TH day of October 2025.



Republic of the Philippines
PROVINCE OF LEYTE
Municipality of Jaro



MUNICIPAL DEVELOPMENT COUNCIL

I HEREBY CERTIFY that the foregoing resolution was duly approved by the Municipal Development Council meeting held on October 13, 2025.

Prepared by:


Ar. EnP **CHRISTABEL M. RIBO**
MPDC / MDC Secretariat

Attested


HON. JASSIELOU TAÑALA
Municipal Mayor
MDC Chairman



October 13, 2025

Minutes

MUNICIPAL DEVELOPMENT COUNCIL MEETING

Date	October 13, 2025 (Monday)
Venue	ABC HALL
Time	9:00 -11:00 AM

Attendance: See Annex 'A'

1. PRELIMINARIES

Before the council meeting commenced, the participants signed the attendance sheet, followed by the preliminaries. Then after that, Ar. EnP. Christabel M. Ribo proceeded to discuss the agenda of the meeting.

2. AGENDA

- Update
- Presentation of AIP 2026
- Supplemental Investment Plan 2025- 02
- Supplemental Investment Plan 2025- 03
- Other Matters

3. PRESENTATION 1

Ar. Enp. Christabel M. Ribo discussed the Update, stating that there were already seven approved MDC resolutions, and that if the current one would be approved, it would bring the total to eight. She then presented the complete list and began her discussion with MDC resolution No. 2025-5, which pertains to the AIP 2026. She proceeded to present the Programs, Projects and Activities funded under the 20% Development Fund and Outside Source, noting that the first half of this had already been presented in a previous meeting. Furthermore, she informed the Punong Barangays that some projects might not appear in the



presentation due to technical issues with her laptop; however, she assured everyone that all submitted projects were duly included.

For the year 2026, she emphasized that the priority of the LGU is to generate income; thus, the initial projects focus on market development and other income-generating initiatives. She then presented the projects from different barangays under the 20% Development Fund and Outside Source, which included the Construction of Mini Stall Units, Fabrication of Entrance Steel Gate Folding Door at Jaro Sports Complex, Brgy. 4, Improvement and Repair of Elevated Tank including Water Proofing and Water Pump Installation at the Terminal Area, Brgy. Caglawaan, Improvement of Jaro Sports Complex through Air Conditioning and Ventilation Installation at Brgy. 4, Road Construction near the Superhealth Center and Infirmary, Construction of Infirmary Perimeter Fence for Brgy. Caglawaan, Fabrication of Street Name Signages, Rubberized Flooring of the Basketball Court for Brgy. Hibucawan, Construction of Permanent and Movable Street Barriers, Construction of Five-Layer Niches due to the increasing need for additional niches at the Jaro Public Cemetery, Construction of the Public Cemetery Perimeter Fence, Maintenance of the Farmers Information Center, Purchase of Lot for the Agro-Facility Establishment, explaining that this is in preparation for an incoming fund from the Department of Agriculture, which requires the LGU to provide a designated lot, Purchase of Lot for the MDRRMC Emergency Evacuation Center, to be followed by its construction, and Construction of a Sanitary Landfill with Perimeter Fencing.

She clarified that the purchase of lots for these projects has not yet been processed since the AIP budget is still pending approval, but these are already lined up for implementation. Maintenance and Repair of the Agriculture Warehouse, Construction of a Rubberized Track Oval at Brgy. Kalinawan, emphasizing its importance as Jaro will host the Provincial Meet in the fourth quarter of next year, thus requiring immediate implementation, Construction of a Multi-Purpose Building at Brgy. III, Construction of an Electronic Library, in line with the Mayor's initiative for every barangay in Jaro, Leyte to have one, and Improvement of the Covered Court, particularly the installation of rubberized flooring.

She also raised a question regarding the request for rubberized flooring in the covered court, asking whether the structure is enclosed. She explained that the main concern with an unenclosed covered court is that water may enter the area, which could damage the flooring. She then suggested that if the barangay



intends to propose a rubberized flooring, the covered court should first be enclosed to ensure its protection and longevity.

Ar. Enp. Christabel M. Ribo continued her presentation with the Improvement of the Covered Court – Rubberized Flooring at Brgy. Rubas Construction of Barangay Tanod Outpost at Brgy. San Roque, Installation of Solar Street Lights at Barangays Batug, Hiagsam, Hibunawon, and Macanip, Addition of Two Fire Hydrants to serve other barangays, Construction of Multi-Purpose Building Covered Courts at Barangays Batug and Tinambacan, Construction of a Multi-Purpose Building for the Day Care Center at Brgy. I, Road Reblocking at Barangays II and I, Construction of Evacuation Center at Brgy. Daro, and the Additional Installation of Solar Street Lights at Brgy. Sagkahan.

She also mentioned an issue regarding the Water System Project, noting that if funding is to be requested, the national agency might not approve it if the results of the assessment are negative. She stated that she would provide the CBMS file to verify if there is a case of open defecation in the area. As a possible solution, she suggested finding a more distant source or changing the proposed project if it has not yet been uploaded for approval.

Then she proceeded with the Improvement of the Barangay Hall at Brgy. Sagkahan, the Installation of Additional Solar Street Lights at Brgy. Palanog Proper, Construction of Pathways and Drainage Canal at Brgy. Palanog, and the Construction of a Perimeter Fence at the Barangay Hall Compound in Brgy. Olotan. She reminded everyone that it is not allowed to charge expenses related solely to barangay operations under the 20% Development Fund, as it should be used for projects that promote general welfare, such as Evacuation Centers, Pathways, and E-Libraries.

She also discussed the Evacuation Center, Pathway, and E-Library at Brgy. Olotan, Potable Water/Water System and Additional Budget for Solar Street Lights at Brgy. Anibongon, and the Additional Budget for the Covered Court at Brgy. Burabod. Before proceeding, she asked if the Punong Barangay of Brgy. Burabod was present to confirm whether the project already exists. She then consulted Sir Juancho regarding the issue of double funding, to which he responded that there should only be one source of budget allocation for each project and that funding from different sources for the same project is not allowed.

She continued with the Additional Budget for Pathways and Drainage System at Brgy. Anibongon, Tanod Outpost and Additional Drainage Canals at Brgy.



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Sari-Sari, and the Additional Solar Street Lights, Covered Court Perimeter Fence, and Concrete Pathway to Cabelinan at Brgy. Caglawaan. Other proposed projects included the Construction of a Multi-Purpose Hall at Brgy. Villapaz, Solar Street Lights, Covered Court Fencing and Flooring, and Renovation of Day Care Center at Brgy. Macanip, and the Repair of Water Pipeline at Brgy. Kalinawan.

She also mentioned the Renovation of Two School Buildings and Day Care Center at Brgy. Tinambacan, Construction of One Classroom at Brgy. Macopa, Road Opening to Zones 3 and 4, Installation of Solar Street Lights along Hibucawan National Highway, and the Continuation of Street Lights at Brgy. Parasan. Further, she discussed the construction of the Barangay Health Center at Brgy. Poblacion I, Installation of Street Lights, and Improvement of Multi-Purpose Hall, Evacuation Center, and E-Library at Brgy. Lapaz, as well as the Road Concreting and Alternative Road Dike Side at Brgy. II. She noted that since these projects are similar but located in different areas, they will be separated accordingly, covering Brgy. I to Brgy. II and Brgy. II to Brgy. Kalinawan.

Additionally, she presented the Covered Drainage Canal, Health Center, Day Care Center, and Covered Court Improvement at Brgy. IV, suggesting that these be implemented one step at a time due to the high cost of wood tiles and air-conditioning units. She also mentioned the Repair of Box Culvert at Brgy. Sto. Niño, Road Opening to Zones 3 and 4 at Brgy. Hibucawan, Water System at Brgy. Sto. Niño, and the Basketball Court Rehabilitation (Fence and Rubberized Flooring) at Brgy. Uguiao. However, she reiterated her earlier suggestion to the Punong Barangay that before installing rubberized flooring, the covered court should first be enclosed to prevent damage. She added that the fencing might be feasible, but the rubberized flooring must only proceed once the structure is enclosed.

She continued with the Water System Rehabilitation at Brgy. Uguiao and the Covered Court/Multi-Purpose Building at Brgy. III, wherein the Punong Barangay of Brgy. III clarified that this is a new structure since they currently do not have an existing covered court. She then mentioned the Riprap (Hinabuyan Creek) at Brgy. Kalinawan, Tanod Outpost at Poblacion III, and other projects such as the installation of Solar Lights, construction of Core Shelter/White House/Prison Facility, CCTV Upgrade, Concrete Pathway, and Box Culvert along San Mateo Street at Poblacion III. She added that some projects might not be included in the presentation due to technical issues but assured that all were accounted for.



For the implementation of this year, she stated that the projects include the Road Concreting at Brgy. Malobago from the proper area to Sitio Caurehian, Improvement of the Water System at Brgy. Malobago, Construction of the Tanod Outpost at Brgy. Malobago beside the MRF, and the Farm-to-Market Road (FMR) from Sitio Soledad, Brgy. Sto. Niño. These four projects, she mentioned, are set for implementation in 2025 under the DPWH. Sir Hubert Vega added that Brgys. Sagkahan, Lapaz, and Bukid are also identified for school building and multi-purpose hall projects.

Then she proceeded to the approval of the resolution entitled, "A Resolution Approving the Programs, Projects, and Activities (PPAs) Under the 20% Economic Development Fund for F.Y. 2026 of the Municipal Government of Jaro, Province of Leyte." This was moved by the Punong Barangay of Parasan Hon. Cleofe Saliente and seconded by the ABC President Hon. Zandro Morabe

Next was the resolution approving the Annual Investment Program (AIP) for the year 2026. This was moved by the Punong Barangay of Hibunawon Hon. Jackieline E. Liscabo and seconded by the CSO representative, KAMMPIL/CBPATA President Mr. Danilo Lagado

Ar. Enp. Christabel Ribo also presented the Supplemental Investment Program (SIP) 2025-02. The program consists of three major items implemented under the Mayor's Office through the 5% DRRM Fund and Other SPAs. Under the 5% DRRM Fund, the Local Government allocated resources for the Purchase of Lot amounting to ₱1,000,000.00 to support future development needs. Additionally, two pieces of heavy equipment were procured to strengthen disaster response capabilities: the Purchase of Manlift worth ₱3,800,000.00 and the Purchase of Compactor amounting to ₱363,237.65.

Under Other SPAs, several initiatives were undertaken. The Balik Skwela Program, aimed at supporting students and educational activities, received an allocation of ₱2,500,000.00. Infrastructure improvements were also prioritized, including the Construction of Fence for the Infirmary with a budget of ₱500,000.00, and the Construction of the Oval, a major project amounting to ₱14,076,282.39. To further enhance health services, the Purchase of Medical Supplies was funded with ₱700,000.00.



Overall, the total amount allocated for all projects and activities under this program reached ₱22,939,520.04.

She then sought the approval of the resolution entitled "A Resolution Approving the Supplemental Investment Plan No. 2 for FY 2025, Amounting to TWENTY-TWO MILLION NINE HUNDRED THIRTY-NINE THOUSAND FIVE HUNDRED TWENTY PESOS AND 04/100 (₱22,939,520.04) Downloaded from the Supplemental Budget and Endorsing Same to the Sangguniang Bayan for Appropriate Action." This was moved by Punong Barangay of Hibucawan Hon. Roger Royo and seconded by the CSO representative KAMMPIL/CBPATA President Mr. Danilo Lagado

Next, she presented another Supplemental Investment Program (SIP) 2025- 03, which contains two items: Gratuity Pay amounting to ₱2,500,000.00, and the Collective Negotiation Agreement (CNA) amounting to ₱7,150,000.00, for a total of ₱9,650,000.00. This amount will be given to qualified officials and employees of the municipality for Christmas.

She then sought approval for the resolution entitled "A Resolution Approving the Supplemental Investment Program (SIP) No. 08 for the Current Year 2025, Nine Million Six Hundred Fifty Thousand Pesos (₱9,650,000.00), to be Allocated and Utilized for the Collective Negotiation Agreement (CNA) and Gratuity Pay for All Qualified Officials and Employees of the Municipality of Jaro, Leyte." This was moved by the Punong Barangay of Brgy. III. Hon. Ronald G. Superable and seconded en masse.

She reminded all Punong Barangay to provide the number of households in their respective areas so that everyone can receive a Go Bag, especially since the municipality is currently experiencing calamities such as earthquakes. She also advised them to continuously monitor their barangays for any issues that may arise due to seismic activity.

4. OPEN FORUM

Then the session proceeded to the open forum, where some Punong Barangays raised their concerns regarding their respective barangays.

No.	Question/Issue/Concern	Response
1	The Punong Barangay of Hibucawan Hon. Roge Royo raised a concern regarding the addition of streetlights and asked if it could be included in the AIP 2026.	Ar. Enp. Christabel M. Ribo asked for confirmation; Mr. Juancho Bonayon the MBO and Mr Nestor Tamayo the Mun. Treasurer approved. She said the quantity is yet to be determined but



		assured inclusion once the project is downloaded.
2	The Punong Barangay of Hibucawan Hon. Roger Royo raised another concern regarding a stockpile in their barangay, stating their plan to sell it.	He was informed that a business permit is required. Ar. Enp. Christabel Ribo confirmed that all income-related activities must have a permit and said the matter would be raised to Engr. Julius Cativo of BPLO for the corresponding fees. She added that all business transactions must go through the Municipality, with remittances made quarterly.
3	The Punong Barangay of Alahag Hon. Cristina B. Cinco raised a concern regarding the lack of water supply from Salin Tubig affecting their barangay as well as several other barangays.	Ar. Enp. Christabel Ribo said Sir Martin Cativo proposed unifying the system under LGU maintenance. Sir Hubert Vega advised that each barangay must pass a resolution to transfer operations to the LGU for accountability and better management.
4	The Punong Barangay of Alahag Hon. Cristina B. Cinco said maintenance is not an issue since they have funds, but water supply remains insufficient.	Sir Hubert Vega explained the shortage is due to more beneficiary barangays and that supply is scheduled by cluster. The Punong Barangay suggested installing water meters per household. Sir Hubert agreed, noting it requires a barangay resolution.
5	The Punong Barangay of Alahag Hon. Cristina B. Cinco asked why there has been no water supply since May.	Sir Hubert said the issue occurred during road concreting, which affected pipelines. Since the road cannot be damaged, repiping is the best solution.
6	Inquiry about future management of the water system.	Ar. Enp. Christabel said a master plan can be made once ownership is transferred to the LGU. Mr Hubert Vega agreed, suggesting barangay-level water meters and local maintenance collections. Ar. Enp. Christabel added that maintenance funds can later be used for other projects and suggested another public hearing.
7	Councilor Carmencita Tañala highlighted the water system issue.	She urged all 46 barangays to pass resolutions transferring ownership to the LGU. Sir Hubert confirmed this aligns with the national government's proposal.
8	Ar. Enp. Christabel M. Ribo asked if there would be negative effects in transferring ownership.	Sir Hubert said the transfer to the LGU is the most favorable solution.
9	The Punong Barangay of Parasan Hon. Cleofe Cinco asked if their barangay is included, noting they are under MWD.	Sir Hubert confirmed inclusion once the system from Bukid to Sari-Sari is connected. He added that Salin Tubig



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		covers several barangays including San Agustin, Hibunawon, Sari-Sari, Villa Parasan, Sta. Cruz, Badiang, Palanog, and La Paz.
10	The Punong Barangay of Hibunawon Jackielyn Liscabo asked if they could request assistance even though they are not direct beneficiaries.	Sir Hubert said a new water source in Burabod has just started operation and supply will gradually improve.
11	The Punong Barangay of Parasan Hon. Cleofe Saliente reported that they had sought help from Engr. Pempe due to MWD-related water issues.	Sir Hubert said the concern will be referred to Engr. Pempe for appropriate action.

The Punong Barangay of Hibucawan raised a concern regarding the addition of streetlights and inquired if it could be included in the AIP 2026. Ar. Christabel asked for confirmation, to which Sir Juancho and Sir Nestor both approved. She mentioned that while the exact quantity is yet to be determined, she assured that the item will be included once the project is downloaded.

The Punong Barangay of Hibucawan also brought up another concern regarding a stockpile in their barangay, stating their intention to sell it. He informed them that a business permit is required for such transactions. Ar. Christabel confirmed that all income-related activities must secure a business permit. She further stated that the matter would be raised to Sir Julius from the BPLO, who determines the corresponding fees for a stockyard. She added that all business-related processes must be conducted through the Municipality, and as Sir Edgar mentioned during the public hearing, all remittances are made quarterly.

The Punong Barangay of Alahag raised a concern regarding the water system, noting that several barangays, including Alahag, have been experiencing a lack of water supply from Salin Tubig. She inquired about possible solutions. Ar. Christabel explained that Sir Martin Cativo had proposed a plan to unify the system, with maintenance to be handled by the LGU.

Sir Hubert added that each barangay should pass a resolution. This resolution would allow the transfer of operation to the LGU. He also mentioned that an additional source has been connected for better water distribution so that the



Salin Tubig supply can reach all barangays. He emphasized that it would be favorable if ownership and operation were transferred to the LGU, as this would give them accountability while maintenance would remain under the responsibility of the barangay.

The Punong Barangay of Alahag responded that maintenance is not an issue since they have an existing budget for it; however, the problem lies in the lack of water supply from Salin Tubig. Sir Hubert explained that the shortage is due to the increasing number of beneficiary barangays and that the supply is being distributed on a scheduled basis. The Punong Barangay then suggested installing water meters in every household to monitor and limit water usage. Sir Hubert agreed, stating that this has been their plan, but emphasized that a barangay resolution is required before any action can be taken.

The Punong Barangay also inquired whether the water supply was currently on hold, noting that before it was stable and was being distributed based on a schedule per cluster. However, starting in May, there has been no water supply in their barangay. Sir Hubert explained that this occurred during road concreting works, which affected the pipelines. Since they could not damage the new road, the best solution identified was to conduct repiping.

Ar. Enp. Christabel added that once ownership of the system is transferred to the LGU, a master plan can be prepared. Sir Hubert agreed, noting that meters can be installed per barangay, with collections for maintenance to be handled locally. Ar. Enp. Christabel also mentioned that the funds allotted for maintenance could later be utilized for other projects. She also suggested holding another public hearing to increase awareness regarding the matter.

Councilor Carmensita supported the discussion, emphasizing that the water system issue has persisted since 2018. She stated that the best solution is for all 46 barangays to pass resolutions transferring ownership of the system to the LGU. Sir Hubert confirmed that this is also part of the national government's proposal.

Ar. Enp. Christabel asked whether there would be any negative impact from transferring ownership to the LGU, to which Sir Hubert responded that the transfer is considered the most favorable solution.

The Punong Barangay of Parasan asked if their barangay would also be included, noting that they are currently under the MWD. Sir Hubert confirmed that they would be included once the system from Bukid to Sari-Sari is fully connected. He also mentioned that Hibunawon is connected to San Agustin,



and that SalinTubig covers several barangays, including San Agustin, Hibunawon, Sari-Sari, Villa Parasan, Sta. Cruz, Badiang, Palanog, and La Paz, among others.

The Punong Barangay of Hibunawon inquired further about Councilor Carmensita Tañala's statement requiring compliance from all 46 barangays, explaining that their barangay is not a direct beneficiary. Similar to what the Punong Barangay of Parasan mentioned, he asked if they could still request assistance since there is an available water source in Burabod. Sir Hubert replied that the new source has just been started this week, and that water distribution will gradually improve across the barangays in the coming weeks or months.

The Punong Barangay of Parasan added that since they are under MWD, they had already sought assistance from Engr. Pempe, who advised them to conduct declogging as a temporary measure. Sir Hubert responded that the concern would be forwarded to Engr. Pempe for further action.

The council meeting ended at 11:00 AM

End of Minutes

Prepared by:


KRISHANELLE C. BRAVO
MPDO Staff

Submitted by:


AR. ENP. CHRISTABEL M. RIBO
MPDC

Noted by:


HON. JASSIE LOU TAÑALA
Municipal Mayor



ANNEX 'B' - PHOTO DOCUMENTATION



Arrival and attendance of participants



During the preliminaries.



Ar. Enp. Christabel M. Ribo discussed the Agenda of the meeting.



The Punong Barangay of Hibucawan raised a concern regarding the addition of streetlights and asked if it could be included in the AIP 2026.



The Punong Barangay of Alahag raised a concern regarding the lack of water supply from Salin Tubig affecting their barangay as well as several other barangays.



Sir Hubert discussed the water system issue of the barangays.



Councilor Carmensita also added about the water system issue.



The Punong Barangay of Parasan asked if their barangay is included, noting they are under MWD.



Attendees from various barangays during the Municipal Development Council Meeting with Punong Barangays.



The council meeting concluded and was followed by lunch time.



Republic of the Philippines
 Province of Leyte
 MUNICIPALITY OF JARO
 MUNICIPAL PLANNING AND DEVELOPMENT OFFICE

MDC MEETING

ABC HALL

October 13, 2025

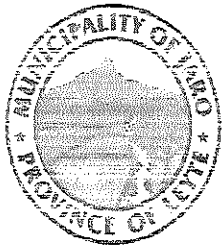
NAME	DESIGNATION	SIGNATURE
1. EMM V. MAMITA	P.P	<i>[Signature]</i>
2. Razel H. Nevaliza	Brgy. secretary/SARI-SARI	<i>[Signature]</i>
3. ADOLFO S. PATRINOZA	PB	<i>[Signature]</i>
4. Danilo G. RAQUEL	PB	<i>[Signature]</i>
5. DIANA P. ALI	Brgy. Secretary/PIROGO	<i>[Signature]</i>
6. Evangeline C. Lizarondo	Brgy. Kagawad/Buenavista	<i>[Signature]</i>
7. NONITO R. ABALLA	P.R	<i>[Signature]</i>
8. DELA CRUZ VICTORIO JR	P.B	<i>[Signature]</i>
9. JICKIELINE E. LISCAEO	P.B	<i>[Signature]</i>
10. MARIA FEVINDA A. ORIANA	P.B	<i>[Signature]</i>
11. EDUARDO M. DIOCA	P.B.	<i>[Signature]</i>
12. ROGEO M. ROTO	P.B.	<i>[Signature]</i>
13. Ronald G. Spirante	PB	<i>[Signature]</i>
14. DANITO A. MAGAYO	CSO	<i>[Signature]</i>
15. FE H. MARFE	PB	<i>[Signature]</i>
16. ABENIO POLANCO S.	P.R.	<i>[Signature]</i>
17. Cleofe C. Sumal	P.B.	<i>[Signature]</i>
18. ERNESTO T. ENALES	P.B.	<i>[Signature]</i>
19. JOEL T. CAPAYCAPAY	P.B	<i>[Signature]</i>
20. Henry M. Legaspi	PB	<i>[Signature]</i>
21. CRISTINA B. CINCO	PB	<i>[Signature]</i>
22. Glicerio S. SUICO	PB	<i>[Signature]</i>
23. MARION C. TAMAYO	MT	<i>[Signature]</i>



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NAME	DESIGNATION	SIGNATURE
24. LISA E. VILLANUEVA	DRGT. SEC. / STA CRVZ	<i>[Signature]</i>
25. JERWIN C. CHAVEZ	P.B.	<i>[Signature]</i>
26. LINA R. BARRILLA	UPUNIKO BRGT KAYAWANO / STD NIPO	<i>[Signature]</i>
27. Juancho C. BONGAYON	MPO	<i>[Signature]</i>
28. MARTIN C. CATIND JR	MO	<i>[Signature]</i>
29. HUBERT KEITH B. VEGA	MED-VES.	<i>[Signature]</i>
30. CARMENCITA G. TABULA	SBM	<i>[Signature]</i>
31. ZANDRO T. MORABE	LIGA PRES.	<i>[Signature]</i>
32. FLORENTINO A. GARDUENIA	P.B.	<i>[Signature]</i>
33. Rina Ion C. Lopez	MPO	<i>[Signature]</i>
34. FELIPE X. CASTILLANO	MPDO	<i>[Signature]</i>
35. LENNY M. CADRES	MPDO	<i>[Signature]</i>
36. PANCYAN B. MANSUET	MPDO	<i>[Signature]</i>
37. Gimalyn M. Ruyfallo	P.B.	<i>[Signature]</i>
38. Krishandke C. Bravo	MPDO	<i>[Signature]</i>
39. Hubert M. Hoyant	MPDO	<i>[Signature]</i>
40. Ruffe Bato	MPDO	<i>[Signature]</i>
41. Ruby Josefa Pataw	MPDO	<i>[Signature]</i>
42. NOEL C. TAN	MPDO	<i>[Signature]</i>
43. JACQUELINE R. SAQUIT	MED	<i>[Signature]</i>
44. ALEXANDER A. IBANEZ	MED	<i>[Signature]</i>
45. CHRISTABEL M. RIAO	MPDC	<i>[Signature]</i>
46. JUNNIER SUPERABUS	MPDC	<i>[Signature]</i>
47. RICHIE L. ESTILLOS	MBO	<i>[Signature]</i>
48. MARY GRACE BATO	MBO	<i>[Signature]</i>
49. EDNA NADEL G. VENTURA	MPDO	<i>[Signature]</i>



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NAME	DESIGNATION	SIGNATURE
50. Albanido Julie T.	HRMO	
51. Bantaba, Mary Grace P.	HRMO	
52. IME SEBERTA	HRMO	
53. Daniel Gu C. Badilla		
54. RIVINA A. MURFE		
55. MYRA R. RONA		
56. HARRISON HUIDAZA		
57. BEVERLY MAMINGO	MO	
58. Angelie R. Gauda	P.O.	
59. SHAIKENE SUPERABLO		
60. JONATHAN IBANEZ	MED	
61. JIMY G. CABELIN	SAC	
62. BERNADETTE T. ARTOZA		
63. ESTRELLA M. RIBO	MPDC	
64.		
65.		

Certified Correct:

AR. EnP ESTRELLA M. RIBO
MPDC

SAVINGS FROM M.O.O.E 2025

NAME OF OFFICE	TRAVELLING EXPENSE	TRAINING EXPENSE	OFFICE SUPPLIES EXPENSE	OTHER SUPPLIES & MATERIALS EXP.	COMMUNICATION EXPENSE	ELECTRICITY EXPENSE	TOTAL
1. Mun. Mayors Office	435,140.00	272,980.00	477,559.30	408,418.00	400,000.00	200,000.00	2,194,097.30
2. Mun. Vice-Mayor's Office	0.00	0.00	0.00	200,000.00	100,000.00	0.00	300,000.00
3. Sang. Bayan Office	275,000.00	0.00	0.00	400,000.00	0.00	0.00	675,000.00
4. SB Secretary's Office	60,000.00	5,000.00	13,000.00	10,500.00	10,500.00	0.00	99,000.00
5. MACCO	55,000.00	0.00	40,000.00	0.00	0.00	0.00	95,000.00
6. MBO	15,000.00	0.00	30,000.00	0.00	0.00	0.00	45,000.00
7. MEO	50,000.00	30,000.00	0.00	0.00	0.00	0.00	80,000.00
8. MPDO	0.00	15,000.00	30,000.00	0.00	0.00	0.00	45,000.00
9. MSWDO	0.00	12,000.00	30,000.00	0.00	24,000.00	0.00	66,000.00
10. MHO	0.00	0.00	40,000.00	0.00	5,000.00	0.00	45,000.00
11. MCRO	40,000.00	10,000.00	40,000.00	0.00	0.00	0.00	90,000.00
12. MASSO	0.00	0.00	80,000.00	0.00	0.00	0.00	80,000.00
13. MAO	4,000.00	4,600.00	50,000.00	0.00	0.00	0.00	58,600.00
14. MTO	180,000.00	159,200.00	60,000.00	0.00	24,000.00	0.00	423,200.00
15. Mun. Administrative Office	60,000.00	50,000.00	60,000.00	0.00	0.00	0.00	170,000.00
16. Gen. Services Office	70,000.00	25,000.00	25,000.00	0.00	0.00	0.00	120,000.00
17. POPCOM/Nutrition Office	20,000.00	75,000.00	12,000.00	70,000.00	0.00	0.00	177,000.00
18. Solid Waste Management Office	25,000.00	35,000.00	50,000.00	130,000.00	0.00	0.00	240,000.00
19. Licensing Inspection Office	45,000.00	30,000.00	50,000.00	0.00	0.00	0.00	125,000.00
20. HRMO	50,000.00	80,000.00	40,000.00	0.00	0.00	0.00	170,000.00
21. Operation Of Motorpool	0.00	0.00	300,000.00	0.00	0.00	0.00	300,000.00
22. Maint. Of Public Building	0.00	0.00	0.00	0.00	0.00	0.00	0.00
23. Brgy. Affairs Office	20,000.00	25,000.00	25,000.00	0.00	0.00	0.00	70,000.00
24. Maint. Of St. Lights	0.00	0.00	50,000.00	0.00	0.00	0.00	50,000.00
25. Prov'l Trng. Center Office	0.00	0.00	40,000.00	0.00	0.00	0.00	40,000.00
26. MDRRMO	5,000.00	25,000.00	20,000.00	0.00	0.00	0.00	50,000.00
27. PESO	0.00	12,000.00	15,000.00	0.00	0.00	0.00	27,000.00
28. Internal Auditor's Office	20,000.00	15,000.00	45,000.00	0.00	0.00	0.00	80,000.00
29. Mun. Environment Office	0.00	0.00	55,000.00	0.00	0.00	0.00	55,000.00
SUB-TOTAL							5,969,897.30

NAME OF OFFICE	TRAVELLING EXPENSE	TRAINING EXPENSE	OFFICE SUPPLIES EXPENSE	OTHER SUPPLIES & MATERIALS EXP.	COMMUNICATIO N EXPENSE	ELECTRICITY EXPENSE	WATER EXPENSE	TOTAL
LEE: I. MEEO	125,000.00	75,000.00	70,000.00	0.00	0.00	0.00	0.00	270,000.00
2. Public Market	0.00	0.00	55,000.00	0.00	0.00	0.00	0.00	55,000.00
3. Slaughterhouse	20,000.00	0.00	0.00	0.00	0.00	0.00	0.00	20,000.00
4. Public Cemetery	15,000.00	0.00	140,000.00	0.00	0.00	0.00	0.00	155,000.00
5. Tourism Office	40,000.00	50,000.00	40,000.00	0.00	0.00	0.00	0.00	130,000.00
6. Water Services	0.00	0.00	100,000.00	0.00	0.00	0.00	0.00	100,000.00
National Offices								
1. Auditor's Office	40,000.00	30,000.00	45,000.00	0.00	0.00	0.00	0.00	115,000.00
2. Judge Office	0.00	0.00	19,000.00	0.00	0.00	0.00	0.00	19,000.00
3. LGOO Office	25,000.00	30,000.00	22,000.00	0.00	0.00	0.00	0.00	77,000.00
4. BFP Office	20,000.00	20,000.00	20,000.00	0.00	0.00	0.00	0.00	60,000.00
5. PNPO	20,000.00	20,000.00	20,000.00	0.00	0.00	0.00	0.00	60,000.00
OVER-ALL TOTAL								7,030,897.30

Prepared by:

Castillan
VERONICA S. CASTILLANO
 Asst. Budget Officer

Certified Correct:

Juancho C. Bonayon
JUANCHO C. BONAYON
 Mun. Budget Officer

SUMMARY OF APPROPRIATION, OBLIGATIONS & BALANCES REVERSION OF APPROPRIATION

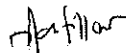
PARTICULARS	APPROPRIATION	OBLIGATION	BALANCE As of Nov. 30, 2024	Amount to be reverted	Adjusted Balance
1. MOOE (Attached Schedule)	19,246,640.00	12,215,742.70	7,030,897.30	6,760,000.00	270,897.30
2. Vacant Position (Attached Schedule)	2,576,309.12	-	2,576,309.12	2,359,000.00	217,309.12

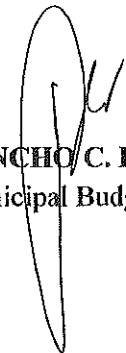
This is to certify that the above stated balances is available for Reversion.

Prepared by:

Certified Correct:

Approved:


VERONICA S. CASTILLANO
 Budget Officer IV


JUANCHO C. BONAYON
 Municipal Budget Officer


HON. JASSIE LOU TAÑALA
 Municipal Mayor



REPUBLIC OF THE PHILIPPINES
PROVINCE OF LEYTE
MUNICIPAL OF JARO

OFFICE OF THE JARO LOCAL GOVERNMENT UNIT EMPLOYEES ASSOCIATION (JLGUEA)

Date :December 18, 2025

NESTOR C. TAMAYO
MUNICIPAL TREASURER
LGU-JARO
REAL ST. COR DEL CARMEN ST.
JARO, LEYTE

Sir:

Greetings!

This is in relation with the Collective Negotiation Agreement (CNA) incentive bonus that will be released through payroll this month of DECEMBER 2025; under Section 7, Article IV, of the **Collective Negotiation Agreement (CNA)** it is provided that " the LGU recognizes the right of the Association to collect an Agency Fee, whose amount is equivalent to ten (10%) percent of the monetary value received by the non-Association members for the CNA incentive Bonus, but for any other bonuses or incentives, in no case shall it exceed **ONE THOUSAND TWO HUNDRED PESOS (1,200.00)** per year, without need of any written individual authorization of this Agreement and under **Section 1 of Article XVII, FEES, FUNDS AND DUES AND CONTRIBUTIONS of the JLGUEA Constitution and By Laws**, it is provided that "A Membership Fee of One Hundred Pesos (100.00) and a monthly due of Fifty Pesos(50.00) shall be collected from each member.

Hence, the undersigned would like to request for the deduction of the Agency Fee in the amount of Three thousand pesos only, (3,000.00) to each Non- Association Members and Membership Fee of One Hundred Pesos (100.00) to the selected association members and a Monthly Dues of Six Hundred Pesos (600.00) to each Association Members from the said CNA incentive Bonus.

I am hoping for your immediate and favorable action

Thank you,

Yours in public service,


SONIA A. YUNTING
JLGUEA PRESIDENT

Noted:


JASSIE FOU TAÑALA
MUNICIPAL MAYOR



REPUBLIC OF THE PHILIPPINES
PROVINCE OF LEYTE
MUNICIPAL OF JARO

EMPLOYEE'S ORGANIZATION-MANAGEMENT CONSULTATIVE COMMITTEE RESOLUTION

WHEREAS, Full Collective Negotiation Agreement (CNA) incentive shall be given to employees who are in the active service as of December 15, 2025 and rendered satisfactory services from January to September 30, 2025.

WHEREAS, Employees who rendered less than nine (9) months of service and still in the government service as of December 15, 2025 shall be given a proportion share using the formula provided below:

- A. $30,000.00$ (maximum CNA) \div 9 months (January - September 30, 2025 basis of accomplishment x number of months in service = the proportionate CNA benefit.

WHEREAS, each Department Heads or Section heads shall submit accomplishment report as of September 30, 2025. Moreover, the LGU Jaro, should have accomplished, as of September 30, 2025 of at least an average of 75% of all the targets under its Programs/Projects/Activities approved in the LGU Jaro Budget for FY 2025.

WHEREAS, upon submission by Arch. Enp. Cristabel Ribo, of the average accomplishment of Programs, Projects and Activities of LGU Jaro, the body determined that LGU Jaro had accomplished 92.22% of its PPA's as of September 30, 2025.

WHEREFORE, IN VIEW OF FOREGOING, we hereby recommend the following employees listed below are eligible to receive a Collective Negotiation Agreement (CNA) incentive for the year 2025 in pursuant with the Local Budget Circular No.2025-02 dated November 19, 2025.

LIST OF EMPLOYEES

NO.	NAMES OF ELECTIVE OFFICIALS	CNA INCENTIVE	10% withheld	Net amount
1	TAÑALA, JASSIE LOU	30,000.00		30,000.00
2	PEDRO TAÑALA JR	30,000.00	3,000.00	27,000.00
3	AURE, REY	30,000.00	3,000.00	27,000.00
4	BORJA, LANULFO	10,000.00	1,000.00	9,000.00
5	ALTRES, FRANCISCO	30,000.00	3,000.00	27,000.00
6	GARRIANDO, BENJAMIN JR.	10,000.00	1,000.00	9,000.00
7	MACANDA. RAUL	10,000.00	1,000.00	9,000.00
8	CABELLO, TEOFILO	10,000.00	1,000.00	9,000.00
9	TAÑALA, CARMENCITA	10,000.00	1,000.00	9,000.00
10	TAMAYO, ALMA	10,000.00	1,000.00	9,000.00
11	FAMILIAR, BIANCA MAE	30,000.00	3,000.00	27,000.00
12	MORABE, ZANDRO	10,000.00	1,000.00	9,000.00

REGULAR EMPLOYEE

NO.	LIST OF EMPLOYEE	CNA INCENTIVE	10% withheld	Net amount
13	ABELLA, PAULINA D.	30,000.00		30,000.00
14	ABELLERA, ALEJANDRA O.	30,000.00		30,000.00
15	ABETO, MICHAEL A.	30,000.00		30,000.00
16	ABORITA, ARVIN D.	30,000.00		30,000.00
17	ACBO, CORAZON A.	30,000.00	3,000.00	27,000.00
18	ALBONIDA, ARMIEJCEL T.	30,000.00	3,000.00	27,000.00
19	ALBARIDO, JULIE T.	30,000.00		30,000.00
20	AÑOVER, JAY MARIE S.	30,000.00		30,000.00
21	APORDO, RENATO A.	30,000.00		30,000.00
22	ARAÑEZ, RITA E.	30,000.00	3,000.00	27,000.00
23	ARBAS, NICOL G.	30,000.00		30,000.00
24	ARBAS, NILO S.	30,000.00		30,000.00
25	ARGUELLES, RINAH R.	30,000.00		30,000.00
26	ARGUILLES, THELMA B.	30,000.00		30,000.00
27	ARGUILLES, ROGELIO B.	30,000.00		30,000.00
28	AURELIO, VILLA M.	30,000.00		30,000.00
29	BAGUILOD, DIVINA G.	30,000.00		30,000.00
30	BALTAZAR, NELIA M.	30,000.00	3,000.00	27,000.00
31	BARTE, LUCIA L.	30,000.00		30,000.00
32	BATAN, KIRBY JOSEPH M.	30,000.00		30,000.00
33	BATO, GERALYN S.	30,000.00		30,000.00
34	BATUCAN, EUGENE A.	30,000.00		30,000.00
35	BATUCAN, RUBEN D.	30,000.00		30,000.00
36	BERRER, AGNES C.	30,000.00		30,000.00
37	BONAYON, JUANCHO SR.	30,000.00		30,000.00
38	BORJA, JOCELYN C.	30,000.00		30,000.00
39	BRAVO, JOEY O.	30,000.00		30,000.00
40	BRAVO, MARIBETH C.	30,000.00		30,000.00
41	CABELIN, NOVO G.	30,000.00		30,000.00
42	CAGADOC, EMMANUEL A.	30,000.00		30,000.00
43	CALABIA, JUDY N.	30,000.00	3,000.00	27,000.00
44	CALUNGSAG, MARILOU T.	30,000.00		30,000.00
45	CAMUGAO, EVANGELINE A.	30,000.00		30,000.00
46	CANABER, ELISA P.	30,000.00		30,000.00
47	CAÑEGA, ELMA C.	30,000.00		30,000.00
48	CAONES, GERADO I.	30,000.00		30,000.00
49	CAONES, LENIVIT M.	30,000.00		30,000.00
50	CASTILLANO, FELIPE A.	30,000.00		30,000.00
51	CASTILLANO, VERONICA S.	30,000.00		30,000.00
52	CATIVO, JULIUS B.	30,000.00		30,000.00
53	CORNISTA, IRENE S.	30,000.00		30,000.00
54	CORSANES, MARIA LUISA R.	30,000.00		30,000.00
55	CORSANES, RANULFO JR. A.	30,000.00		30,000.00
56	DABLO, JAY B.	30,000.00		30,000.00
57	DAGODOG, JANET L.	30,000.00		30,000.00
58	DALOMIAS, JOANNA MARIE V.	30,000.00		30,000.00
59	DIOLA, CHARMAINE R.	30,000.00		30,000.00
60	ENALES, ARIEL B.	30,000.00		30,000.00
61	ENALES, ARNOEL B.	30,000.00		30,000.00
62	ENALES, MANOLO M.	30,000.00		30,000.00

NO.	LIST OF EMPLOYEE	CNA INCENTIVE	10% withheld	Net amount
63	ESCALONA, IDA M.	30,000.00		30,000.00
64	ESPINOSA, ALFREDO JR. H.	30,000.00		30,000.00
65	FALLORINA, BENEDICTO D.	30,000.00		30,000.00
66	GADO, DEXTER R.	30,000.00		30,000.00
67	GARCIA, ELVIE A.	30,000.00		30,000.00
68	GARRIDO, ANA LIZA D.	30,000.00		30,000.00
69	GARRIDO, JOCELYN N.	30,000.00		30,000.00
70	GAYAS, JEOL B.	30,000.00		30,000.00
71	GO, JEOL H.	30,000.00		30,000.00
72	GO, TEOFILA L.	30,000.00		30,000.00
73	GONZALES, MA. LOURDES N.	30,000.00		30,000.00
74	HORCA, ROMEO S.	30,000.00		30,000.00
75	JAMORABON, SHERLYN F.	30,000.00		30,000.00
76	KATANGKATANG, LAURO CALVIN	30,000.00		30,000.00
77	KATANGKATANG, MA. TERESITA Y.	30,000.00		30,000.00
78	KATANGKATANG, MIGUEL	30,000.00	3,000.00	27,000.00
79	LABOGA, JEAN S.	30,000.00		30,000.00
80	LAURENTE, RACHEL B.	30,000.00		30,000.00
81	LEGASPI, LILIBETH R.	30,000.00		30,000.00
82	LIGAYAN, ESTRELLA C.	30,000.00	3,000.00	27,000.00
83	LIPORADA, NOLLY R.	30,000.00		30,000.00
84	LIZARONDO, MA. WILMA T.	30,000.00		30,000.00
85	LLAGAS, MIGUEL J.	30,000.00		30,000.00
86	LORA, EDWIN G.	30,000.00		30,000.00
87	LUMPAY, GLISA M.	30,000.00		30,000.00
88	MACANIP, NELSON	30,000.00		30,000.00
89	MAGALLANES, JESSICA S.	30,000.00		30,000.00
90	MAPAIT, LEA A.	30,000.00		30,000.00
91	MERCADO, IAN PAULO C.	30,000.00		30,000.00
92	MESIAS, PERCIVAL B.	30,000.00		30,000.00
93	MOLABOLA, CHERRY T.	30,000.00		30,000.00
94	MOLABOLA, RAUL A.	30,000.00		30,000.00
95	MOLO, WILFREDO R.	30,000.00		30,000.00
96	MONTEL, LETECIA B.	30,000.00		30,000.00
97	MORFE, ANALIZA A.	30,000.00	3,000.00	27,000.00
98	MORFE, KENNETH D.	30,000.00		30,000.00
99	OBIÑA, RENATO B.	30,000.00		30,000.00
100	OREL, ROBERTA L.	30,000.00		30,000.00
101	PAGPAGUITAN, JOCELYN C.	30,000.00		30,000.00
102	PALADIN, JOEL G.	30,000.00		30,000.00
103	PANAO, RUFO G.	30,000.00		30,000.00
104	PARADO, JUDY G.	30,000.00		30,000.00
105	PARADO, LEA R.	30,000.00		30,000.00
106	POLO, THERESA CORAZON C.	30,000.00		30,000.00
107	QUILAQUIL, EDWIN A.	30,000.00		30,000.00
108	QUIÑONES, NORINDA SOCORRO R.	30,000.00		30,000.00
109	QUIÑONES, PEMPE C.	30,000.00		30,000.00
110	RAAGAS, EDGAR	30,000.00		30,000.00
111	RAGANIT, LUZ D.	30,000.00		30,000.00
112	RIBO, CHRISTABEL M.	30,000.00		30,000.00
113	RIBO, MARICEL CORAZON D.	30,000.00		30,000.00
114	ROSCO, ROSANA O.	30,000.00		30,000.00
115	RODRIQUEZ, KOKIE GRACE A.	30,000.00		30,000.00
116	SOLAR, RENATO M.	30,000.00		30,000.00

NO.	LIST OF EMPLOYEE	CNA INCENTIVE	10% withheld	Net amount
117	SOLEDAD, VERNON O.	30,000.00		30,000.00
118	SUPERABLE, JUNNIFER C.	30,000.00		30,000.00
119	SUPERABLE, TITA B.	30,000.00		30,000.00
120	TAMAYO, JOSE R.	30,000.00		30,000.00
121	TAMAYO, NESTOR C.	30,000.00		30,000.00
122	TAMAYO, REDONIA K.	30,000.00		30,000.00
123	TAN, CHERYL YU	30,000.00		30,000.00
124	TAN, TEOFILO JR. S.	30,000.00		30,000.00
125	TESADO, PHIELA Q.	30,000.00	3,000.00	27,000.00
126	TONEL, LIZA C.	30,000.00		30,000.00
127	TROTA, ROMEO JR. S.	30,000.00		30,000.00
128	TROTA, ZOILO S.	30,000.00		30,000.00
129	TUALLA, ISAIAS JR. Y.	30,000.00		30,000.00
130	TUALLA, MARLOU P.	30,000.00		30,000.00
131	TY, ALETHA LINA S.	30,000.00		30,000.00
132	VEGA, HUBERT KEITH B.	30,000.00		30,000.00
133	VILLAMOR, RUTH L.	30,000.00		30,000.00
134	YUNTING, SONIA A.	30,000.00		30,000.00
135	ZABALA, CAROL L.	30,000.00		30,000.00

NO.	LIST OF EMPLOYEE	CNA INCENTIVE	10% withheld	Net amount
136	BALTAR, MARLON C.	30,000.00	3,000.00	27,000.00
137	UY, STEPHANIE LYSSA C.	30,000.00	3,000.00	27,000.00
138	TUPAZ, JOEL A.	30,000.00	3,000.00	27,000.00

CASUAL

NO.	LIST OF CASUAL EMPLOYEE	CNA INCENTIVE	10% withheld	Net amount
1	ABENIO, DINO	30,000.00	3,000.00	27,000.00
2	ADLAWAN, AZALIM G.	30,000.00	3,000.00	27,000.00
3	ALAO, RAMIL	30,000.00	3,000.00	27,000.00
4	ALBONIDA, FRIDE	30,000.00	3,000.00	27,000.00
5	AÑOVER RAUL T.	30,000.00	3,000.00	27,000.00
6	ARTOZA, JOEL K.	30,000.00	3,000.00	27,000.00
7	AZCARRAGA, AIJANE T.	30,000.00	3,000.00	27,000.00
8	BACABAC, RICARDO S.	30,000.00	3,000.00	27,000.00
9	BADILLA, JAIME B.	30,000.00	3,000.00	27,000.00
10	BOLLICER, MELBERT	30,000.00	3,000.00	27,000.00
11	BONAYON, JUANCHO JR. O.	30,000.00	3,000.00	27,000.00
12	BORLAGON, RANDY	30,000.00	3,000.00	27,000.00
13	CABARRUBIAS, JUVELYN A.	30,000.00	3,000.00	27,000.00
14	CAÑETE, GRACIELLA MARIE B.	30,000.00	3,000.00	27,000.00
15	CAONES, REYNALDO R.	30,000.00	3,000.00	27,000.00
16	CHAVEZ, CATHERINE P.	30,000.00	3,000.00	27,000.00
17	COSTIBOLO, JAIME JR. V.	30,000.00	3,000.00	27,000.00
18	CUÑA, AILENE L.	30,000.00	3,000.00	27,000.00
19	DAÑO, JOEL JR. R.	30,000.00	3,000.00	27,000.00
20	DE GUZMAN, JILL ROSE A.	30,000.00	3,000.00	27,000.00
21	DELA CUESTA EUGENIO JR. D.	30,000.00	3,000.00	27,000.00
22	DEUS, ANNIKA M.	30,000.00	3,000.00	27,000.00
23	DIOLA, LEO M.	30,000.00	3,000.00	27,000.00
24	DIONALDO, MICHAEL B.	30,000.00	3,000.00	27,000.00
25	DRILON, ROF J.	30,000.00	3,000.00	27,000.00
26	DUMAS, SHEENA R.	30,000.00	3,000.00	27,000.00
27	DUYAG, JUSTINE RAY L.	30,000.00	3,000.00	27,000.00
28	GALLANO, LEADEL P.	30,000.00	3,000.00	27,000.00
29	GAQUIT, JACQUELINE R.	30,000.00	3,000.00	27,000.00
30	GAQUIT, MELBERT M.	30,000.00	3,000.00	27,000.00
31	GARIANDO, LEO B.	30,000.00	3,000.00	27,000.00
32	GARIANDO, MICHAEL B.	30,000.00	3,000.00	27,000.00
33	GARRIDO, EMER	30,000.00	3,000.00	27,000.00
34	GARRIDO, RUBEN M.	30,000.00	3,000.00	27,000.00
35	GERONES, JUVY ANN	30,000.00	3,000.00	27,000.00
36	GONZALES, BRYAN L.	30,000.00	3,000.00	27,000.00
37	GRANA, EFREN C.	30,000.00	3,000.00	27,000.00
38	IDANO, AILYN C.	30,000.00	3,000.00	27,000.00
39	IDANO, MARIA LUISA R.	30,000.00	3,000.00	27,000.00
40	JABONERO, FEDERICO	30,000.00	3,000.00	27,000.00
41	LARIDO, ARNULFO S.	30,000.00	3,000.00	27,000.00
42	LARIOZA, BALDOMERO T.	30,000.00	3,000.00	27,000.00
43	LAUSIN, ADRIAN R.	30,000.00	3,000.00	27,000.00
44	LIPORADA, MARIVIC H.	30,000.00	3,000.00	27,000.00
45	LLAGAS, MIGUEL JR.	30,000.00	3,000.00	27,000.00
46	LLENA, ANTONIO	30,000.00	3,000.00	27,000.00
47	LLENA, ARMANDO	30,000.00	3,000.00	27,000.00
48	LLENA, FERNIDAD	30,000.00	3,000.00	27,000.00

NO.	LIST OF EMPLOYEE	CNA INCENTIVE	10% withheld	Net amount
49	LLENA, RENANTE	30,000.00	3,000.00	27,000.00
50	LLENA, RUFO	30,000.00	3,000.00	27,000.00
51	LORICA, JOVEN B.	30,000.00	3,000.00	27,000.00
52	MACANIP ARNEL G.	30,000.00	3,000.00	27,000.00
53	MANADONG, REY D.	30,000.00	3,000.00	27,000.00
54	MANINGO, BEVERLY R.	30,000.00	3,000.00	27,000.00
55	MENDAZA, ROMEO D.	30,000.00	3,000.00	27,000.00
56	MESIAS, RYAN B.	30,000.00	3,000.00	27,000.00
57	MIRANDA, CRISTINA	30,000.00	3,000.00	27,000.00
58	MOLABOLA, IAN HOMER A.	30,000.00	3,000.00	27,000.00
59	MOLO, REYNALDO A.	30,000.00	3,000.00	27,000.00
60	MOMO, LERSON B.	30,000.00	3,000.00	27,000.00
61	MONTEDERAMOS, ARIEL D.	30,000.00	3,000.00	27,000.00
62	MORFE, CESAR I.	30,000.00	3,000.00	27,000.00
63	NICOL, CAMILO P.	30,000.00	3,000.00	27,000.00
64	NUEVAREZ, LEMUEL	30,000.00	3,000.00	27,000.00
65	PALACIO, EFREN G.	30,000.00	3,000.00	27,000.00
66	PALACIO, ILUMINADO JR.	30,000.00	3,000.00	27,000.00
67	PETILOS, RITCHIE L.	30,000.00	3,000.00	27,000.00
68	PONTILLA, NELSON M.	30,000.00	3,000.00	27,000.00
69	PORE, JUDY ANN G.	30,000.00	3,000.00	27,000.00
70	RAGRAG, CESARIO	30,000.00	3,000.00	27,000.00
71	RETITA, FLORITO	30,000.00	3,000.00	27,000.00
72	RETULLA, BLANCHE P.	30,000.00	3,000.00	27,000.00
73	ROM, LORINA G.	30,000.00	3,000.00	27,000.00
74	ROSCO, ABIEGALE G.	30,000.00	3,000.00	27,000.00
75	ROSCO, CONRADO JR.	30,000.00	3,000.00	27,000.00
76	ROYO, EVA A.	30,000.00	3,000.00	27,000.00
77	ROYO, GERRY R.	30,000.00	3,000.00	27,000.00
78	ROYO, MARY GRACE R.	30,000.00	3,000.00	27,000.00
79	SARDIDO, ISAGANI	30,000.00	3,000.00	27,000.00
80	SARI, DINAH C.	30,000.00	3,000.00	27,000.00
81	SECORATA, IMIE C.	30,000.00	3,000.00	27,000.00
82	SECORATA, JAYSON G.	30,000.00	3,000.00	27,000.00
83	SECORATA, TRINA A.	30,000.00	3,000.00	27,000.00
84	SUPERABLE, JUMEL	30,000.00	3,000.00	27,000.00
85	TAN, ROSTEN MAURICE	30,000.00	3,000.00	27,000.00
86	TAÑADA, ARRIE	30,000.00	3,000.00	27,000.00
87	TUAZON, APRIL ROSE R.	30,000.00	3,000.00	27,000.00
88	VILLAMOR, ALWIN	30,000.00	3,000.00	27,000.00
89	VINEGAS, GINA B.	30,000.00	3,000.00	27,000.00
90	ZABALA, RONAN JAY C.	30,000.00	3,000.00	27,000.00
91	CHU, RICKY T.	10,000.00	1,000.00	9,000.00
92	LAUS, WILSON M.	10,000.00	1,000.00	9,000.00
93	MACANIP, MAGGIE V.	10,000.00	1,000.00	9,000.00
94	FAMI, KARL JOHN Q.	10,000.00	1,000.00	9,000.00
95	SALVADOR, ANGELINE R.	10,000.00	1,000.00	9,000.00
96	SUELA, WENDEL B.	10,000.00	1,000.00	9,000.00

Prepared By:


VERONICA S. CASTILLANO
JLGUEA SECRETARY


NOTED BY:

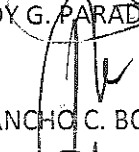

SONIA A. YUNTING
JLGUEA PRESIDENT


APPROVED BY:

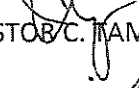

HON. JASSIELOU TAÑALA
MUNICIPAL MAYOR


REPRESENTATION FROM THE MANAGEMENT MEMBERS:


JUDY G. PARADO, CPA -MUNICIPAL ACCOUNTANT



JUANCHO C. BONAYON -MUNICIPAL BUDGET OFFICER

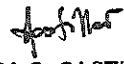

ENGR. PEMIPE C. QUIÑONES -MUNICIPAL ENGINEER



NESTOR C. TAMAYO -MUNICIPAL TREASURER



AR. EnP. CHRISTABEL M. RIBO -MPDC


REPRESENTATION FROM THE NEGOTIATION AGENT MEMBERS:


SONIA A. YUNTING SENIOR ADM. ASST. I/ JLGUEA PRESIDENT


VERONICA S. CASTILLANO BUDGET OFFICER IV


LUZ D. RAGANIT SENIOR ADM. ASST. I


GERALYN S. BATO ADM. ASST. III


CHERYL YU-TAN ADM. AIDE VI

Approved By:


HON. JASSIE LOU TAÑALA
MUNICIPAL MAYOR

Report on the Payment
of the Collective Negotiation Agreement (CNA) Incentive
for FY 2025

Department/Agency: Jaro Local Government Unit-Jaro, Leyte

I. If CNA was granted

Total Amount Paid for the CNA Incentive:

Number of Qualified Personnel

Regular		123
Contractual	-Co-terminus	3
	-Elective	12
Casual		<u>96</u>
Total		234

Approved Rate of CNA Incentive

₱ 30,000.00

Total Amount Paid¹

6,760.00

Fund Sources:

Object of Expenditures	(A) Entire Available Balance ²	(B) Fund Utilized	(C) Excess ³ (C=A-B)
Communication Expenses	2,199,600	1,636,100	563,500
Repairs and Maintenance Expenses	2,338,450	1,232,670	1,105,780
Supplies and Materials Expenses	4,025,250	1,816,690.70	2,208,559.30
Transportation and Delivery Expenses			
Traveling Expenses	4,074,490	2,340,350	1,734,140
Utility Expenses	6,000,000	5,800,000	200,000
Printing and Publication Expenses			
Advertising Expenses			
Subscription Expenses	<u>2,397,200</u>	<u>1,178,282</u>	<u>1,218,918</u>
Total	21,034,990	14,004,092.70	7,030,897.30

II. If the CNA Incentive was not granted

Please state reason/s for non-grant

Submitted by:

JUANCHO C. BONAYON /MBO

Head, Finance/Administrative Unit

Certified Correct:

JASSIE LOU TAÑALA

Agency Head

- Total Amount Paid should be equal to the Total Fund Utilized
- Entire Available Balance of the selected allowable MOOE allotment used for the Payment of CNA Incentive, as reflected in the Modification Advice Form prescribed under NBC No. 595
- Excess amounts to be reverted to the Unappropriated Surplus of the General Fund after payment of the CNA Incentive



HUMAN RESOURCE MANAGEMENT OFFICE

December 17, 2025

MR. NESTOR C. TAMAYO
 Municipal Treasurer
 LGU-Jaro

This is to certify that Mr. JERRY JHON P. JOSEPH, Job Order personnel assigned at COA, LGASB Team 6, is eligible to receive a One-Time Gratuity Pay in the amount of P7,000.00 in accordance with Administrative Order No. 39 dated December 11, 2025. The requirements of the law are as follows:

1. All workers whose services are engaged through COS and JO, who have rendered a total or an aggregate of at least four (4) months of actual satisfactory performance of service, as stipulated in their respective contracts, as of December 15, 2025 and whose contract are still effective as of the same date, may be granted a one-time Gratuity Pay not exceeding Seven Thousand Pesos (P7,000.00) each for FY 2025.
2. Those who have rendered less than four (4) months of actual satisfactory performance of service, as stipulated in their respective contracts, as of December 15, 2025, and whose contracts are still effective as of the same date, may also be granted the one-time Gratuity Pay, on a *pro rata* basis, as follows:

Length of Service	Amount of Gratuity Pay
3 months but less than 4 months	Not exceeding P6,000
2 months but less than 3 months	Not exceeding P5,000
Less than 2 months	Not exceeding P4,000

This certification affirms that Mr. Jerry Jhon P. Joseph has met all the requirements stipulated by the law to qualify for this gratuity pay.

Prepared by:

THELMA B. ARGUILLES
 HRMO IV

Approved by:

JASSIE LOU TAÑALA
 Municipal Mayor



HUMAN RESOURCE MANAGEMENT OFFICE

December 17, 2025

MR. NESTOR C. TAMAYO
 Municipal Treasurer
 LGU-Jaro

This is to certify that the following Job Order/Contractual Employees are eligible to receive a **One-Time Gratuity Pay** to Contract of Service and Job Order Workers in government for FY 2025 in pursuant with **Administrative Order No. 39** dated December 11, 2025 and they met the requirements of the law as follows:

- All workers whose services are engaged through COS and JO, who have rendered a total or an aggregate of **at least four (4) months** of actual satisfactory performance of service, as stipulated in their respective contracts, as of **December 15, 2025** and whose contract are still effective as of the same date, may be granted a one-time Gratuity Pay not exceeding **Seven Thousand Pesos (P7,000.00)** each for FY 2025.
- Those who have rendered less than four (4) months of actual satisfactory performance of service, as stipulated in their respective contracts, as of December 15, 2025, and whose contracts are still effective as of the same date, may also be granted the one-time Gratuity Pay, on a *pro rata* basis, as follows:

Length of Service	Amount of Gratuity Pay
3 months but less than 4 months	Not exceeding P6,000
2 months but less than 3 months	Not exceeding P5,000
Less than 2 months	Not exceeding P4,000

JOB ORDER (P 7,000.00)

1	Aballa, Carlo
2	Abegan, Jan Frederick
3	Abenio, Lexter B.
4	Aborita, Arlene B.
5	Aborita, Jennelyn G.
6	Acuba, Rosita
7	Adlawan, Dennis R.
8	Adlawan, Nestor
9	Agres, Ariel
10	Agres, Lorlyn M.
11	Aguado, Rodalyn S.
12	Aguirre, Aloha
13	Alao, Nestorio D.
14	Albarido, Jeremy G.
15	Albonida, Ceasar
16	Albonida, Mia Jane S.
17	Algas, Wen Mark M.
18	Altres, Jonas B.

19	Altres, Leo B.
20	Amosco, Luzminda L.
21	Aninao, Clare
22	Aninao, Giden
23	Añoover, Alden I.
24	Añoover, Leonor S.
25	Añoover, Marlon I.
26	Antonio, Robin C.
27	Aponte, Dulcisima
28	Apordo, Adan Robin P.
29	Apordo, Remark D.
30	Arante, Karen C.
31	Artoza, Bernadette T.
32	Artoza, Mario M.
33	Artoza, Raul
34	Artoza, Roben S.
35	Aure, Alwin
36	Aure, Mario H.

rec'd: f 12/19/25
 MTR =



Republic of the Philippines
PROVINCE OF LEYTE
Municipality of Jaro



HUMAN RESOURCE MANAGEMENT OFFICE

37	Avila, Ericson B.	81	Capaycapay, Joel P.
38	Azcarraga, Homerson T.	82	Carrido, Marianito
39	Azores, Clarisa	83	Cartalla, Geoffrey Tyrell R.
40	Bacho, Arnel E.	84	Castillano, Eddie O. II
41	Bactol, Venus	85	Castillano, Paul Bryan
42	Badilla, Dariel Gie C.	86	Chavez, Roger
43	Bajon, Ariel C.	87	Chua, Quintin Jr.
44	Balasanos, Ananias L.	88	Claridad, Mervin B.
45	Balasanos, Federico P.	89	Cloma, Arlene
46	Balasanos, Samuel	90	Cloma, Chester Kyle C.
47	Baloloy, Arnulfo	91	Clor, Marilyn O.
48	Baltonado, Reuben M.	92	Colango, Anaclito C.
49	Barraza, Mary Grace R.	93	Colanta, Boniedel G.
50	Barraza, Rolando Jr.	94	Colibao, Johnrey C.
51	Batan, Arjie G.	95	Corales, Marivic L.
52	Batan, Beverly H.	96	Daang, Diosdado P.
53	Batan, Jenny E.	97	Dagsa, Danito M.
54	Batica, Rommark	98	Daño, Joel A.
55	Bato, Arbie	99	Dapunan, Segundiano
56	Bato, Glenda L.	100	De Guzman, Ritchelle E.
57	Batucan, Meljhon H.	101	Dionaldo, Jessa B.
58	Berdan, Robert Jude S.	102	Dionaldo, Ruel U.
59	Berdan, Salvador S.	103	Dugue, Sunny
60	Bertulfo, Michael C.	104	Dula, Niño
61	Bisoyo, Judie Flor C.	105	Duran, Rocel S.
62	Boleche, Joan	106	Elias, Joel C.
63	Bonayon, Moises C.	107	Elias, Joyce C.
64	Bondad, Oscar	108	Emaden, Gregorio
65	Borja, Michael	109	Emadin, Eva Grace R.
66	Bravo, Randy	110	Embodo, Ronnel A.
67	Bustillo, Rose Marie P.	111	Enales, Aljon H.
68	Cabalona, Joey P.	112	Enales, Marites
69	Cabaltera, Glenn D.	113	Enales, Osias Jr.
70	Cabarrubias, Jovannie	114	Espina, Joeric S.
71	Cabarrubias, Silverio S.	115	Fallorina, Artemio P.
72	Cabelin, Juvy G.	116	Fallorina, Bernardo Jr M.
73	Cadapan, Ruel	117	Fallorina, Raul
74	Cadion, Romelda	118	Flores, Joey
75	Cajustin, Helena A.	119	Francisco, Jenalyn
76	Camiller, Daisy C.	120	Gado, Edward Paul
77	Cañan, Ronna Mae	121	Gallano, Jerome
78	Cane, Alex G.	122	Gaquit, Jessica
79	Cañega, Jonathan	123	Gardon, Joel P.
80	Cañon, Rozel T.	124	Gardon, Ruel R.



HUMAN RESOURCE MANAGEMENT OFFICE

125	Gariando, Chin-Chin Reyna L.	169	Lastrilla, Noel R.
126	Gariando, Jocelyn A.	170	Lebajo, Remegio F.
127	Gariando, Pamela S.	171	Lego, Jessa Mai
128	Gariando, Wilson C.	172	Lego, Lina
129	Garnace, Ericson A.	173	Lego, Raul D.
130	Garra, Eduardo Y.	174	Lizarondo, Danilo L.
131	Garra, Rachel A.	175	Llena, Anthony
132	Garrido, Francis A.	176	Llena, Arnel
133	Garrido, Marianita L.	177	Llena, Efren F. Jr.
134	Gayas, Delfin M.	178	Llena, Esmael
135	Gebe, Ian Clyde	179	Llena, Evelyn T.
136	Geraldo, Jerome T.	180	Llena, Marvin
137	Gerilla, Mark	181	Lontajo, Gerry R.
138	Glore, Rudy C.	182	Lorica, Erwin
139	Go, Ofelia B.	183	Lorica, Joel
140	Grana, James A.	184	Lorica, Marwin Vince M.
141	Grana, Mae Joy H.	185	Lumbres, Edgardo B. Jr.
142	Grana, Noel R.	186	Macanip, Christian Ray S.
143	Grana, Roberto R.	187	Macanip, Gil
144	Gutierrez, Alma	188	Macanip, Pedro
145	Horca, Allan	189	Macayan, Alvin
146	Horca, Jasmine	190	Macellones, Niño Ronnel
147	Horca, Lorenza	191	Magallanes, Analiza J.
148	Horca, Nestor D.	192	Mandalones, Joyce M.
149	Horca, Noreen A.	193	Maningo, Arcenio L.
150	Horca, Ricky	194	Maningo, Reymark M.
151	Huntong, Norma C.	195	Marmita, John Rey A.
152	Ibañez, Violeta M.	196	Medalla, Archimedes
153	Idano, Angelica E.	197	Medalla, Narcisa
154	Idano, Rizalina	198	Mendoza, Harrison C.
155	Idano, Thelma H.	199	Menil, Nelson
156	Indina, Michael L.	200	Meridor, Rochie
157	Jomadio, Melchisedec	201	Mesa, Florencia C.
158	Jonale, Cesar	202	Mesa, Matt Angelo M.
159	Juntilla, Precy	203	Millarada, Noly G.
160	Katangkatang, Christian P.	204	Miralles, Apollo
161	Katangkatang, Joie T.	205	Miralles, Arjay
162	Katangkatang, Katrina A.	206	Miralles, Florencio
163	Katangkatang, Welson D.	207	Miralles, Melvin
164	Labad, Mary Ann	208	Miranda, John Rhey M.
165	Labastida, Efren	209	Molo, Enrico
166	Lagaday, Gaytte S.	210	Molo, Noida Niña E.
167	Lanaque, Chrys V.	211	Momo, Beverly G.
168	Lastrilla, Joseph K.	212	Momo, Dario M. Jr.



HUMAN RESOURCE MANAGEMENT OFFICE

213	Momo, Glenda B.
214	Morfe, Ruvina A.
215	Nabasa, Carlo I.
216	Navarrete, Jonard A.
217	Nerida, Lerma N.
218	Nerida, Ligaya B.
219	Nicanor, Lolita E.
220	Nicdao, Gil B.
221	Nicol, Reynaldo
222	Niemes, Elmar
223	Nuevarez, Gilbert
224	Obiña, Kenneth, P.
225	Obiña, Rhenalie Jane R.
226	Ocampo, Alex S.
227	Ocampo, Dennis
228	Olopernes, Rey
229	Pabo, Roque S.
230	Palacio, Enrico B.
231	Palacio, Josephine R.
232	Palacio, Roy L.
233	Panim, Allan L.
234	Paurco, Arturo
235	Pederi, Karol M.
236	Pedrosa, Leandro
237	Peliño, Reynante
238	Piangco, Rinante M.
239	Piñas, Ralph Christian C.
240	Pontilan, Julius
241	Pontillas, Angelyn
242	Pore, Florencio D.
243	Pore, Glenn N.
244	Pore, Irish B.
245	Quilaquil, Joey S.
246	Quimbo Benjamin B.
247	Quimbo, Jesus Jr.
248	Quimno, Marvin G.
249	Ragrag, Evangeline M.
250	Rañen, Arlyn
251	Raquel, Niño O.
252	Reazon, Melvin Z.
253	Recio, Razzel John
254	Regacho, Rey
255	Regacho, Reymark C.
256	Regaña, Vincent Romar

257	Regato, Junrey
258	Regis, Rodel H.
259	Regis, Rommel H.
260	Relevo, Danilo
261	Reli, Marcillus
262	Reli, Vivian
263	Rizarde, Leah
264	Robel, Alberto R.
265	Robel, Bobby M.
266	Rombo, Marife P.
267	Rona, Lelia A.
268	Rona, Myra R.
269	Rona, Ramon A. Jr.
270	Rosco, Francisco G. Jr.
271	Royo, Christine Jay Anne C.
272	Royo, Leo A.
273	Royo, Rhea Len C.
274	Sanita, Albino H.
275	Secorata, Rose Marie M.
276	Silva, Federico A.
277	Solar, Mark Dave M.
278	Solayao, Christian P.
279	Sorila, Hazelyn Y.
280	Superable, Alicia G.
281	Superable, Marlie C.
282	Superable, Oliver
283	Superable, Ramil D.
284	Susaya, Rommel O.
285	Susaya, Ruhmar L.
286	Tabaya, Brix
287	Taborada, Andy
288	Talinio, April Ann G.
289	Tamayo, Tiburcio Jr. G.
290	Taña, Anabeth P.
291	Tañada, Nikko A.
292	Tercenio, Gloricris E.
293	Terrora, Josep G.
294	Terrora, Lerma G.
295	Torre Franca, Nelwen A.
296	Tuando, Alex
297	Tuazon, Nestor
298	Uban, Rachelle A.
299	Udtuhan, Donnabel G.
300	Verzosa, Joey H.



HUMAN RESOURCE MANAGEMENT OFFICE

P7,000.00

301	Villena, Isagani T.
302	Villena, Joseph
303	Zabala, Adrian M.
304	Zaplan, Inosencio
305	Aballa, Nelson C.

P5,000.00

306	Vinegas, Ronald P. (October 1, 2025)
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P 7,000.00

LEGISLATIVE SUPPORT STAFF

1	ALCANTARA MARTIN
2	ARBAS, PATRICIA JOY N.
3	ARGUELLES, GODOFREDO I. JR.
4	CABELING, SHANA FAYE D.
5	CAIGOY JULIE A.
6	COLOMA, MA. CRISTINA
7	CORSANES, DEXTER P.
8	DONNA MAE C. GO
9	ENALES, BENEDICT
10	HORCA, MARIA ANA
11	LEGO, CHRISTIAN JORGE G.
12	LIMPOCO, CRISPO L.
13	MESIAS JETHRO A.
14	RAQUEL, JOEL H.
15	RAQUEL, KARINE GRACE S.
16	REYES, LOREVILLE
17	SORILA. ALJON C.
18	TOGONON, MA. MADELYN A.

P 7,000.00

CONTRACT OF SERVICE

1	ALBONIDA, SIMFORIANO
2	ARTOZA, JOSE
3	ABORITA, ALEXANDRA V.
4	CATIVO, MARTIN JR.
5	HAYAHAY, GERRY RENZ E.
6	IBAÑEZ, JONAHLYN B.
7	SUPERABLE, DONATO
8	SUPERABLE, SHAIRENE MAE
9	TAN, NOEL C.

P6,000.00

1	BATO, CYKE (SEPT. 1, 2025)
2	BRAVO, KRISHANELLE (SEPT. 1, 2025)

P4,000.00

1	LAURENTE, MONITA S. (Oct. 16, 2025)
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Prepared by:


THELMA B. ARGUILLES
 HRMO IV

Approved by:


JASSIE LOU TAÑALA
 Municipal Mayor