



Republic of the Philippines
PROVINCE OF LEYTE
 Provincial Capitol
 Tacloban City

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PROVINCIAL LEGAL OFFICE

Item No.: 33

Date: 21 2026 APR

PROVINCE OF LEYTE
 LEGAL OFFICE

RECEIVED

By: [Signature]
 Date: 4-15-2020 Name: [Signature]

Sangguniang Panlalawigan
 Province of Leyte

RECEIVED

APR 15 2020

Date: [Signature]
 By: [Signature]

2nd INDORSEMENT
 March 31, 2026

Respectfully returned to the Sangguniang Panlalawigan of Leyte, through the SP Secretary, the attached Ordinance No. 01 of the Sangguniang Bayan of Abuyog, Leyte.

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

- Ordinance No. 01: “An Ordinance reclassifying the position title of Plantilla item “Secretary to the Sangguniang Bayan “etc. ”

REVIEW/RECOMMENDATION/LEGAL OPINION:

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

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

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

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

² Section 76. Organizational Structure and Staffing Pattern. - Every local government unit shall design and implement its own organizational structure and staffing pattern taking into consideration its service requirements and financial capability, subject to the minimum standards and guidelines prescribed by the Civil Service Commission.

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

PROVINCIAL LEGAL OFFICE

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1ST INDORSEMENT
MAR 31 2026

By: 
Date: 3.31.26 Time: 4:00

The Provincial Legal Office is respectfully requested to review and submit recommendations on the herein enclosed **Ordinance No. 01, series of 2026 of the Municipality of Abuyog, Leyte**, entitled: **An Ordinance reclassifying the position title of the Plantilla Item "SECRETARY TO SANGGUNIANG BAYAN" TO "MUNICIPAL GOVERNMENT DEPARTMENT HEAD 1 (SECRETARY TO THE SANGGUNIAN)** in compliance with R.A. 7160 and relevant CSC Rules on position classification and reclassification.



FLORINDA JILL S. UYVICO
Secretary to the Sanggunian



Republic of the Philippines
MUNICIPALITY OF ABUYOG
Province of Leyte



Office of the Sangguniang Bayan Secretary

March 30, 2026

FLORINDA JILL S. UYVICO
Secretary to the Sanggunian
Sangguniang Panlalawigan of Leyte
Legislative Building
Capitol Grounds
Tacloban City

Sangguniang Panlalawigan
Province of Leyte
RECEIVED
Date: MAR 30 2026
By: N/rom

Ma'am:

Respectfully transmitting herewith as attached Ordinance No. 01, series 2026 of the Sangguniang Bayan of Abuyog, Leyte RE: *"AN ORDINANCE RECLASSIFYING THE POSITION TITLE OF THE PLANTILLA ITEM "SECRETARY TO SANGGUNIANG BAYAN" TO MUNICIPAL GOVERNMENT DEPARTMENT HEAD 1 (SECRETARY TO THE SANGGUNIANG)" IN COMPLIANCE WITH R.A. 7160 AND RELEVANT CIVIL SERVICE COMMISSION (CSC) RULES ON POSITION CLASSIFICATION AND RECLASSIFICATION"* for the review of the Honorable Sangguniang Panlalawigan, Province of Leyte.

Thank you and more power.

Very respectfully yours,


JEANNETTE A. VALIDA
Sangguniang Bayan Secretary

a/s



Republic of the Philippines
MUNICIPALITY OF ABUYOG
Province of Leyte



Office of the Sangguniang Bayan

Sangguniang Panlalawigan
Province of Leyte
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EXCERPT FROM THE MINUTES OF THE 9TH REGULAR SESSION OF THE HONORABLE SANGGUNIANG BAYAN OF ABUYOG, LEYTE HELD AT ITS SESSION HALL, LEGISLATIVE BUILDING MUNICIPAL COMPOUND, ABUYOG, LEYTE ON MARCH 03, 2026.

Date: MAR 30 2026
By: N. Men

PRESENT:

- | | |
|----------------------------|--------------------------------------|
| Hon. Dario P. Lleve | Municipal Vice Mayor, Prsdg. Officer |
| Hon. Lemuel Vincent D. Tan | SB Member, Prsdg. Pro-Tempore |
| Hon. Ofelia K. Traya | SB Member |
| Hon. Rodolfo M. Cabias | SB Member, Floor Leader |
| Hon. Roy Percival M. Perez | SB Member |
| Hon. John Bill V. Traya | SB Member, ABC President |
| Hon. Melliza Jane C. Traya | SB Member, SK Ped. President |

ABSENT:

- | | |
|-------------------------------|-------------------------------|
| Hon. Felicito V. Topia, Jr. | SB Member – Official Business |
| Hon. Ma. Amelia C. Gacis | SB Member – Official Business |
| Hon. Patrocinio A. Risos, Jr. | SB Member – Official Business |
| Hon. Erwin V. Belleza | SB Member – Official Business |

ORDINANCE NO. 01, SERIES 2026

AN ORDINANCE RECLASSIFYING THE POSITION TITLE OF THE PLANTILLA ITEM "SECRETARY TO SANGGUNIANG BAYAN" TO "MUNICIPAL GOVERNMENT DEPARTMENT HEAD I (SECRETARY TO THE SANGGUNIANG)" IN COMPLIANCE WITH R.A. 7160 AND RELEVANT CIVIL SERVICE COMMISSION (CSC) RULES ON POSITION CLASSIFICATION AND RECLASSIFICATION

WHEREAS, the Civil Service Commission (CSC) issued the 2025 Omnibus Rules on Appointments and Other Human Resource Actions (ORAOHRA) to streamline and standardize position titles across local government units;

WHEREAS, there is a need to update the existing plantilla of the Municipal Government of Abuyog to reflect the standardized titles prescribed by the Department of Budget and Management (DBM) and the CSC;

WHEREAS, the position of Secretary to the Sanggunian is functionally equivalent to a Department Head level, necessitating the amendment of its official title to Municipal Government Department Head I (Secretary to the Sanggunian) for administrative consistency;

NOW THEREFORE, BE IT ORDAINED BY THE 20TH SANGGUNIANG BAYAN OF ABUYOG, LEYTE IN A REGULAR SESSION ASSEMBLED; that:

SECTION 1. AMENDMENT OF POSITION TITLE - The position title of the following plantilla item in the Sangguniang Bayan (Secretary to the Sanggunian) is hereby amended:

FROM (Old Title)	TO (Amended Title)	SG
Secretary to the Sanggunian	Municipal Government Department Head I (Secretary to the Sanggunian)	24 (Unchanged)

SECTION 2. INTEGRATION INTO THE PLANTILLA. The Human Resource Management Office (HRMO) and the Municipal Budget Office are hereby directed to reflect this change in the Plantilla of Personnel and all other official human resource records.


SECTION 3. REPEALING CLAUSE. All ordinances, resolutions, or executive orders inconsistent with the provisions of this Ordinance are hereby repealed or modified accordingly.

SECTION 4. SEPARABILITY CLAUSE. If any provision of this Ordinance found to be inconsistent with any law, other provisions or part/s thereof not so affected shall remain in full force and effect.

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

ENACTED: This 3rd day of March 2026.

I HEREBY CERTIFY to the correctness of this Ordinance No. 01, s. 2026 which was duly enacted by the 20th Sangguniang Bayan during its Regular Session held on March 03, 2026.


SUNNY BOY DUMANHOG
 Temporary Secretary to the Sanggunian

ATTESTED:


HON. DARIO P. Llave
 Municipal Vice Mayor, Prsdg. Officer


HON. LEMUEL VINCENT D. TAN
 SB Member, Prsdg. Pro-Tempore

HON. FELICITO V. TOPIA, JR.
 SB Member – Official Business

HON. MA. AMELIA C. GACIS
 SB Member – Official Business



HON. OFELIA K. TRAYA
 SB Member


HON. RODULFO M. CARIAS
 SB Member, Floor Leader


HON. ROY PERCIVAL M. PEREZ
 SB Member

HON. PATROCINIO A. RISOS, JR.
 SB Member – Official Business

HON. ERWIN V. BELLEZA
 SB Member – Official Business


HON. JOHN BILL V. TRAYA
SB Member/ ABC Fed. President


HON. MELLIZA JANE C. TRAYA
SB Member/ SK Ped. Pres.

APPROVED:


HON. LEMUEL GIN K. TRAYA
Municipal Mayor

Date: March 26, 2026