



Republic of the Philippines  
**PROVINCE OF LEYTE**  
 Provincial Capitol  
 Tacloban City

-oOo-

Item No.: 05  
 Date: 26 2026 MAY

PROVINCE OF LEYTE  
 LEGAL OFFICE  
**RECEIVED**

By: [Signature]  
 Date: 5.15.26 Time: 9:21

Sangguniang Panlalawigan  
 Province of Leyte  
**RECEIVED**  
 Date: 5/15/26  
 By: [Signature]

**PROVINCIAL LEGAL OFFICE**

**2<sup>nd</sup> INDORSEMENT**  
 May 4, 2026

Respectfully returned to the Sangguniang Panlalawigan of Leyte, through the SP Secretary, the attached Ordinance No. 4 of the Sangguniang Bayan of Tolosa, Leyte.

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

- Ordinance No. 4 entitled: **“An Ordinance requiring the preparation and submission of an annual municipal tourism plan and annual tourism events calendar in the Municipality of Tolosa, Leyte.”**

**REVIEW/RECOMMENDATION/LEGAL OPINION:**

This office opines that the subject Ordinance is, in general, within the legislative authority of the Sangguniang Bayan under Sections 447(a)(1)<sup>1</sup> of the Local Government Code of 1991 (R.A 7160), pursuant to DepEd Order No. 37 s, 2022<sup>2</sup>. 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*

<sup>1</sup> (a) The sangguniang bayan, as the legislative body of the municipality, shall enact ordinances, approve resolutions and appropriate funds for the general welfare of the municipality and its inhabitants pursuant to Section 16 of this Code and in the proper exercise of the corporate powers of the municipality as provided for under Section 22 of this Code, and shall:

(1) Approve ordinances and pass resolutions necessary for an efficient and effective municipal government

<sup>2</sup> Guidelines on the cancellation or suspension of classes and work in schools in the event of Natural Disasters, Outages/Power interruptions, and other calamities.

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

OFFICE OF THE SANGGUNIANG PANLALAWIGAN

PROVINCE OF LEYTE  
LEGAL OFFICE  
RECEIVED

1<sup>ST</sup> INDORSEMENT  
10 April 2026

By: *[Signature]*  
Date: 4.19.26 Time: 9:24

The Provincial Legal Office is respectfully requested to review and submit recommendations on the herein enclosed **Ordinance No. 04**, series of **2026** of the **Municipality of Tolosa, Leyte**, entitled: **An Ordinance requiring the preparation and submission of an annual municipal tourism plan and annual tourism events calendar in the Municipality of Tolosa.**

  
**FLORINDA J. SOUYVICO**  
Secretary to the Sanggunian

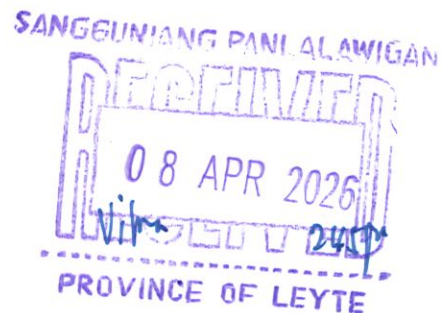


Republic of the Philippines  
Province of *Leyte*  
Municipality of Tolosa

*Office of the Sangguniang Bayan*

*1<sup>st</sup> Endorsement*

April 8, 2026




Respectfully forwarded to the Sangguniang Panlalawigan, Province of Leyte, Municipality of Palo, the herein attached **RESOLUTION NO. 02-57-2026, Re: A RESOLUTION APPROVING AND ENACTING AN ORDINANCE REQUIRING THE MUNICIPAL TOURISM OFFICE TO PREPARE AND SUBMIT AN ANNUAL MUNICIPAL TOURISM PLAN AND AN ANNUAL TOURISM EVENTS CALENDAR IN THE MUNICIPALITY OF TOLOSA, LEYTE**, Attendance of Regular Session and Certification of Posting.

For review and approval.

Issued this **8<sup>th</sup>** day of **April 2026** at Tolosa, Leyte, Philippines.

Please acknowledge receipt hereof.

  
**DR. MANNY R. MARTINEZ, DPA., RN.(PH, US), MPRM.**  
Secretary to the Sangguniang Bayan  
Municipal Gov't Department Head I



Republic of the Philippines  
Province of *Leyte*  
Municipality of Tolosa

*Office of the Sangguniang Bayan*

SANGGUNIANG PANGALAWIGAN



**EXCERPT FROM THE MINUTES OF THE 34<sup>TH</sup> REGULAR SESSION  
OF THE SANGGUNIANG BAYAN OF TOLOSA, HELD AT THE  
SESSION HALL ON FEBRUARY 23, 2026 AT 9:30 A.M.**

**PRESENT:**

- |                                     |   |   |                                     |
|-------------------------------------|---|---|-------------------------------------|
| Hon. Daphne Dayner B. Roa           | - | - | SB Member (Presiding Officer)       |
| Hon. Purisima Z. Ocaña              | - | - | Sangguniang Bayan Member            |
| Hon. Jose Mari Idefonso C. Roa, Jr. | - | - | Sangguniang Bayan Member            |
| Hon. Rolando B. Legaspi             | - | - | Sangguniang Bayan Member            |
| Hon. Ireneo Rolando A. Lumbré       | - | - | Sangguniang Bayan Member            |
| Hon. Manuel B. Balleo               | - | - | Sangguniang Bayan Member            |
| Hon. Felicito D. Beltran III        | - | - | Sangguniang Bayan Member            |
| Hon. Melanie Felisa M. Vivero       | - | - | Ex-Officio Member/Liga President    |
| Hon. Catherine R. Benjamin          | - | - | Ex-Officio Member/SK Fed. President |

**Official Travel:**

- |                                  |   |                          |
|----------------------------------|---|--------------------------|
| Hon. Rouen Angely M. Tubongbanua | - | Sangguniang Bayan Member |
|----------------------------------|---|--------------------------|

**Sick Leave:**

- |                          |   |   |                      |
|--------------------------|---|---|----------------------|
| Hon. Elizabeth S. Eracho | - | - | Municipal Vice-Mayor |
|--------------------------|---|---|----------------------|

**RESOLUTION NO. 02-57-2026**

**A RESOLUTION APPROVING AND ENACTING AN ORDINANCE  
REQUIRING THE MUNICIPAL TOURISM OFFICE TO PREPARE AND  
SUBMIT AN ANNUAL MUNICIPAL TOURISM PLAN AND AN ANNUAL  
TOURISM EVENTS CALENDAR IN THE MUNICIPALITY OF TOLOSA, LEYTE**

**WHEREAS**, pursuant to Section 16 of Republic Act No. 7160, otherwise known as the Local Government Code of 1991, the Sangguniang Bayan is vested with the authority to enact ordinances for the general welfare of the municipality, including the promotion and regulation of tourism;

**WHEREAS**, the Municipality of Tolosa recognizes the need for a systematic, planned, and coordinated approach to tourism development, which includes the scheduling, preparation, and implementation of tourism programs and events;

**WHEREAS**, to institutionalize proper planning and ensure compliance with local tourism objectives, it is necessary that the Municipal Tourism Office be mandated to prepare and submit an Annual Municipal Tourism Plan and an Annual Tourism Events Calendar for review, approval, and proper monitoring by the municipal government;

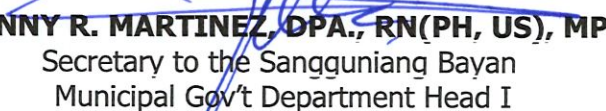
**WHEREAS**, the approval and enactment of the Ordinance institutionalizing this requirement is deemed necessary and proper for the efficient administration, promotion, and development of tourism in the Municipality of Tolosa;

**NOW, THEREFORE**, on motion of Hon. Daphne Dayner Babar Roa, duly seconded unanimously, BE IT RESOLVED, as it is hereby resolved by the Sangguniang Bayan of Tolosa, Leyte, in session assembled, to approve and enact the Ordinance requiring the Municipal Tourism Office to prepare and submit an Annual Municipal Tourism Plan and an Annual Tourism Events Calendar in the Municipality of Tolosa, Leyte.

**RESOLVED FURTHER**, that copies of this Resolution be furnished to the Office of the Municipal Mayor, the Municipal Tourism Office, and other concerned offices for their information, guidance, and strict compliance.

**ADOPTED**, this **23<sup>RD</sup>** day of **February 2026**, at Tolosa, Leyte.

**I HEREBY CERTIFY**, in my ministerial capacity as Secretary of the Sangguniang Bayan of Tolosa, that the foregoing Resolution is a true and faithful copy, issued solely for administrative purposes with no discretion, approval, or responsibility over its content.



**DR. MANNY R. MARTINEZ, DPA., RN(PH, US), MPRM.**  
Secretary to the Sangguniang Bayan  
Municipal Gov't Department Head I

**MOVANT:**



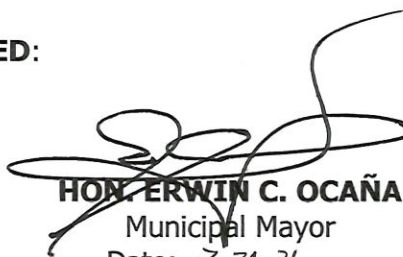
**HON. DAPHNE DAYNER B. ROA**  
Sangguniang Bayan Member

**ATTESTED:**



**HON. JOSE MARI ILDEFONSO C. ROA, JR.**  
Sangguniang Bayan Member  
Temporary Presiding Officer

**APPROVED:**



**HON. ERWIN C. OCAÑA**  
Municipal Mayor  
Date: 3-31-26



Republic of the Philippines  
Province of Leyte  
Municipality of Tolosa

Office of the Sangguniang Bayan

SANGGUNIANG BAYAN  
PROVINCE OF LEYTE  
08 APR 2026  
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**EXCERPT FROM THE MINUTES OF THE 34<sup>TH</sup> REGULAR SESSION  
OF THE SANGGUNIANG BAYAN OF TOLOSA, HELD AT THE  
SESSION HALL ON FEBRUARY 23, 2026 AT 9:30 A.M.**

**PRESENT:**

- |                                     |   |   |                                     |
|-------------------------------------|---|---|-------------------------------------|
| Hon. Daphne Dayner B. Roa           | - | - | SB Member (Presiding Officer)       |
| Hon. Purisima Z. Ocaña              | - | - | Sangguniang Bayan Member            |
| Hon. Jose Mari Idefonso C. Roa, Jr. | - | - | Sangguniang Bayan Member            |
| Hon. Rolando B. Legaspi             | - | - | Sangguniang Bayan Member            |
| Hon. Ireneo Rolando A. Lumbré       | - | - | Sangguniang Bayan Member            |
| Hon. Manuel B. Balledo              | - | - | Sangguniang Bayan Member            |
| Hon. Felicito D. Beltran III        | - | - | Sangguniang Bayan Member            |
| Hon. Melanie Felisa M. Vivero       | - | - | Ex-Officio Member/Liga President    |
| Hon. Catherine R. Benjamin          | - | - | Ex-Officio Member/SK Fed. President |

**Official Travel:**

- |                                  |   |   |                          |
|----------------------------------|---|---|--------------------------|
| Hon. Rouen Angely M. Tubongbanua | - | - | Sangguniang Bayan Member |
|----------------------------------|---|---|--------------------------|

**Sick Leave:**

- |                          |   |   |                      |
|--------------------------|---|---|----------------------|
| Hon. Elizabeth S. Eracho | - | - | Municipal Vice-Mayor |
|--------------------------|---|---|----------------------|

**ORDINANCE NO. 04  
Series of 2026**

**AN ORDINANCE REQUIRING THE PREPARATION AND  
SUBMISSION OF AN ANNUAL MUNICIPAL TOURISM PLAN  
AND ANNUAL TOURISM EVENTS CALENDAR IN THE  
MUNICIPALITY OF TOLOSA**

**Authored and Sponsored by:  
Hon. Daphne Dayner Babar Roa  
Committee on Tourism**

**WHEREAS**, tourism is a key driver of local economic growth, cultural preservation, and community participation in the Municipality of Tolosa;

**WHEREAS**, the effective implementation of tourism initiatives requires systematic planning, coordination, and alignment with the municipal development agenda and budgetary process;

**WHEREAS**, the Sangguniang Bayan, pursuant to Republic Act No. 7160, otherwise known as the Local Government Code of 1991, is empowered to enact ordinances that promote transparency, efficiency, accountability, and sustainable local development;

**NOW, THEREFORE**, be it ordained by the **Sangguniang Bayan of Tolosa, Leyte**, that:

**SECTION 1.** Annual Municipal Tourism Plan.

The Municipal Tourism Officer, through the Municipal Tourism Office (MTO), is hereby mandated to prepare an **Annual Municipal Tourism Plan**, which shall include, but not be limited to, the following:

HON. DAPHNE DAYNER B. ROA  
Sangguniang Bayan Member

HON. PURISIMA Z. OCAÑA  
Sangguniang Bayan Member

HON. JOSE MARI ILDEFONSO C. ROA, JR.  
Sangguniang Bayan Member

HON. ROLANDO B. LEGASPI  
Sangguniang Bayan Member

HON. IRENEO ROLANDO A. LUMBRE  
Sangguniang Bayan Member

HON. MANUEL B. BALLEDO  
Sangguniang Bayan Member

HON. FELICITO D. BELTRAN III  
Sangguniang Bayan Member

HON. ROUEN ANGELY M. TUBONGBANUA  
Sangguniang Bayan Member

HON. MELANIE FELISA M. VIVERO  
Ex-Officio Member  
Liga President

HON. CATHERINE R. BENJAMIN  
Ex-Officio Member  
SK Federation President

(OFFICIAL TRAVEL)

- a. Goals and objectives of municipal tourism programs
- b. Proposed festivals, events, promotions, and tourism-related activities
- c. Priority tourism sites and corresponding development strategies
- d. Target visitors and tourism markets
- e. Indicative budgetary requirements
- f. Expected economic, cultural, and community benefits
- g. Implementation timelines and responsible offices or units

The preparation of the Plan shall commence at the start of the Municipality's **mid-year planning cycle**.

**SECTION 2. Annual Tourism Events Calendar.**

The Municipal Tourism Office shall likewise prepare an **Annual Tourism Events Calendar**, enumerating all tourism programs, festivals, cultural activities, promotions, and related events proposed for implementation during the ensuing calendar year.

**SECTION 3. Deadline for Submission.**

The Annual Municipal Tourism Plan and the Annual Tourism Events Calendar shall be submitted prior to the submission of the Annual Executive Budget, and in no case later than October 16 of every year, in accordance with existing laws and budgeting timelines.

Both documents shall be formally transmitted to the **Sangguniang Bayan through the Committee on Tourism** for information, coordination, and policy guidance.

**SECTION 4. Mid-Year Reporting.**

The Municipal Tourism Officer shall submit a **Mid-Year Tourism Progress Report** to the Sangguniang Bayan **not later than July 31 of every year**, containing the following:

- a. Status of implementation of tourism programs and activities
- b. Budget utilization and identified variances
- c. Issues and challenges encountered
- d. Recommendations for adjustments or realignment, if necessary

**SECTION 5. Non-Interference Clause.**

Nothing in this Ordinance shall be construed as authorizing legislative interference in the day-to-day operations of the Municipal Tourism Office.

The role of the Sangguniang Bayan shall remain limited to policy guidance, oversight, and legislative support.

**SECTION 6. Implementing Office.**

The **Municipal Tourism Office** is hereby designated as the lead implementing office of this Ordinance, in coordination with the following:

- Office of the Municipal Mayor
- Municipal Budget Office
- Municipal Planning and Development Office

**HON. BAPHINE DAYNER B. ROA**  
 Sangguniang Bayan Member

**HON. PURISIMA Z. OCANA**  
 Sangguniang Bayan Member

**HON. JOSE MARI ILDEFONSO C. ROA, JR.**  
 Sangguniang Bayan Member

**HON. ROLANDO B. LEGASPI**  
 Sangguniang Bayan Member

**HON. IRENEO ROLANDO A. LUMBRE**  
 Sangguniang Bayan Member

**HON. MANUEL B. BALLEDO**  
 Sangguniang Bayan Member

**HON. FELICITO D. BELTRAN III**  
 Sangguniang Bayan Member

**(OFFICIAL TRAVEL)**  
**HON. ROUEN ANGELY M. TUBONGBANUA**  
 Sangguniang Bayan Member

**HON. MELANIE FELISA M. VIVERO**  
 Ex-Officio Member  
 Liga President

**HON. CATHERINE R. BENJAMIN**  
 Ex-Officio Member  
 Sit Federation President

Other concerned offices and stakeholders, as may be necessary

**SECTION 7. Effectivity.**

This Ordinance shall take effect **immediately upon approval**, following compliance with posting and publication requirements under existing laws and regulations.

**DR. MANNY R. MARTINEZ, DPA, RN(PH, US), MPRM.**  
Secretary to the Sangguniang Bayan  
Municipal Gov't Department Head I


**ATTESTED:**

  
**HON. JOSE MARI ILDEFONSO C. ROA, JR.**  
Sangguniang Bayan Member  
Temporary Presiding Officer

*(Sick Leave)*  
**HON. ELIZABETH S. ERACHO, RCE.**  
Municipal Vice-Mayor

  
**HON. DAPHNE DAYNER B. ROA**  
Sangguniang Bayan Member

  
**HON. PURISIMA Z. OCAÑA**  
Sangguniang Bayan Member

  
**HON. ROLANDO B. LEGASPI**  
Sangguniang Bayan Member

  
**HON. IRENEO ROLANDO A. LUMBRE**  
Sangguniang Bayan Member

  
**HON. MANUEL B. BALLEDO**  
Sangguniang Bayan Member

  
**HON. FELICITO D. BELTRAN III  
TUBONGBANUA**  
Sangguniang Bayan Member

*(Official Travel)*  
**HON. ROUEN ANGELY M.**  
Sangguniang Bayan Member

  
**HON. MELANIE FELISA M. VIVERO**  
Ex-Officio Member/Liga President

  
**HON. CATHERINE R. BENJAMIN**  
Ex-Officio Member/SK Fed. President

**APPROVED:**

  
**HON. ERWIN C. OCAÑA**  
Municipal Mayor  
Date: 3-31-26



Republic of the Philippines  
Province of Leyte  
Municipality of Tolosa

Office of the Sangguniang Bayan

MINUTES OF THE 34<sup>TH</sup> REGULAR SESSION OF THE SANGGUNIANG BAYAN OF TOLOSA, LEYTE, HELD AT THE SESSION HALL, ON FEBRUARY 23, 2026 AT 9:30 A.M.

PRESENT:

- Hon. Daphne Dayner B. Roa - SB Member (Presiding Officer)
- Hon. Purisima Z. Ocaña - Sangguniang Bayan Member
- Hon. Jose Mari Idefonso C. Roa, Jr. - Sangguniang Bayan Member
- Hon. Rolando B. Legaspi - Sangguniang Bayan Member
- Hon. Ireneo Rolando A. Lumbré - Sangguniang Bayan Member
- Hon. Manuel B. Balledo - Sangguniang Bayan Member
- Hon. Felicito D. Beltran III - Sangguniang Bayan Member
- Hon. Melanie Felisa M. Vivero - Ex-Officio Member/Liga President
- Hon. Catherine R. Benjamin - Ex-Officio Member/SK Fed. President

Official Travel:

- Hon. Rouen Angely M. Tubongbanua - Sangguniang Bayan Member

On Leave:

- Hon. Elizabeth S. Eracho - Municipal Vice-Mayor

**CALL TO ORDER.** - Since the Vice Mayor was on leave, an election for a temporary presiding officer was conducted. The 34<sup>th</sup> Regular Session of the 12<sup>th</sup> Sangguniang Bayan of Tolosa, Leyte, was formally convened on February 23, 2026, at 9:30 in the morning. The session was presided over by Hon. Daphne Dayner Babar Roa, who was nominated by Hon. Felicito D. Beltran III. With no other nominations, Hon. Daphne Dayner B. Roa was declared the temporary presiding officer and officially opened the plenary, warmly welcoming all members and guests present. The session, however, was not broadcast live through the official Facebook page of the Legislative Branch.

**NATIONAL ANTHEM, INVOCATION, AND MUNICIPAL HYMN.** - The session commenced with the singing of the Philippine National Anthem, followed by an invocation facilitated through a computer-generated prayer that provided the members with a moment of reflection and spiritual grounding. The ceremonial opening concluded with the singing of the official municipal hymn, "Hymno han Tolosa."

**ROLL CALL.** - The Secretary to the Sangguniang Bayan, Dr. Manny R. Martinez, conducted the roll call to determine the presence of a quorum. The following members were recorded as present:

PRESENT:

- Hon. Daphne Dayner Babar Roa – SB Member (Presiding Chairperson)
- Hon. Purisima Zabala Ocaña – SB Member
- Hon. Jose Mari Idefonso C. Roa, Jr. – SB Member
- Hon. Rolando Baylon Legaspi – SB Member
- Hon. Ireneo Rolando A. Lumbré – SB Member
- Hon. Manuel Bolito Balledo – SB Member
- Hon. Felicito Dela Cruz Beltran III – SB Member
- Hon. Melanie Felisa Merida Vivero – Liga ng mga Barangay President
- Hon. Catherine Robis Benjamin – PPSK

Official Travel:

- Hon. Rouen Angely Marcial Tubongbanua – SB Member

On Leave

- Hon. Elizabeth Saito Eracho – Vice Mayor

*(ON LEAVE)*  
HON. ELIZABETH S. ERACHO, RCE.  
Municipal Vice-Mayor

DR. MANNY R. MARTINEZ, DPA., RN.(PH,US), MPRM.  
Secretary to the Sangguniang Bayan

HON. DAPHNE DAYNER B. ROA  
Sangguniang Bayan Member

HON. PURISIMA Z. OCAÑA  
Sangguniang Bayan Member

HON. JOSE MARI ILDEFONSO C. ROA, JR.  
Sangguniang Bayan Member

HON. ROLANDO B. LEGASPI  
Sangguniang Bayan Member

HON. IRENEO ROLANDO A. LUMBRE  
Sangguniang Bayan Member

HON. MANUEL B. BALLEDO  
Sangguniang Bayan Member

HON. FELICITO D. BELTRAN III  
Sangguniang Bayan Member

HON. ROUEN ANGELY M. TUBONGBANUA  
Sangguniang Bayan Member

HON. MELANIE FELISA M. VIVERO  
Ex-Officio Member  
Liga President

HON. CATHERINE R. BENJAMIN  
Ex-Officio Member  
SK Federation President

**THIRD READING:**

1. An Ordinance Requiring the Preparation and Submission of an Annual Municipal Tourism Development Plan and Annual Tourism Events Calendar in the Municipality of Tolosa.

The proposed Ordinance entitled: **"An Ordinance Requiring the Preparation and Submission of an Annual Municipal Tourism Development Plan and Annual Tourism Events Calendar in the Municipality of Tolosa"**, was called for Third Reading.

Pursuant to parliamentary procedure, the roll was called for nominal voting. Hon. Jose Mari Idlefonso C. Roa, Jr., as Presiding Officer, supervised the voting process.

After the casting and tallying of votes, it was announced that the measure **garnered the majority vote of all Members present.**

Following the announcement of the result, Hon. Daphne Dayner B. Roa moved for the **approval and enactment** of the Ordinance. The motion was duly seconded unanimously by all Members present.

There being no objection and the required majority having been obtained, the Presiding Officer declared the Ordinance **approved and enacted.**

**RESOLUTION NO. 02-57-2026**

**A RESOLUTION APPROVING AND ENACTING AN ORDINANCE REQUIRING THE MUNICIPAL TOURISM OFFICE TO PREPARE AND SUBMIT AN ANNUAL MUNICIPAL TOURISM DEVELOPMENT PLAN AND AN ANNUAL TOURISM EVENTS CALENDAR IN THE MUNICIPALITY OF TOLOSA, LEYTE**

**WHEREAS**, pursuant to Section 16 of Republic Act No. 7160, otherwise known as the Local Government Code of 1991, the Sangguniang Bayan is vested with the authority to enact ordinances for the general welfare of the municipality, including the promotion and regulation of tourism;

**WHEREAS**, the Municipality of Tolosa recognizes the need for a systematic, planned, and coordinated approach to tourism development, which includes the scheduling, preparation, and implementation of tourism programs and events;

**WHEREAS**, to institutionalize proper planning and ensure compliance with local tourism objectives, it is necessary that the **Municipal Tourism Office** be mandated to **prepare and submit an Annual Municipal Tourism Development Plan and an Annual Tourism Events Calendar** for review, approval, and proper monitoring by the municipal government;

**WHEREAS**, the approval and enactment of the Ordinance institutionalizing this requirement is deemed necessary and proper for the efficient administration, promotion, and development of tourism in the Municipality of Tolosa;

**NOW, THEREFORE, on motion of Hon. Daphne Dayner Babar Roa, duly seconded unanimously, BE IT RESOLVED**, as it is hereby resolved by the Sangguniang Bayan of Tolosa, Leyte, in session assembled, to **approve and enact the Ordinance requiring the Municipal Tourism Office to prepare and submit an Annual Municipal Tourism Development Plan and an Annual Tourism Events Calendar in the Municipality of Tolosa, Leyte.**

**RESOLVED FURTHER**, that copies of this Resolution be furnished to the Office of the Municipal Mayor, the Municipal Tourism Office, and other concerned offices for their information, guidance, and strict compliance.

**ADOPTED**, this 23<sup>RD</sup> day of February 2026, at Tolosa, Leyte.

HON. DAPHNE DAYNER B. ROA  
Sangguniang Bayan Member

HON. PURISIMA Z. OCAÑA  
Sangguniang Bayan Member

HON. JOSE MARI IDLEFONSO C. ROA, JR.  
Sangguniang Bayan Member

HON. ROLANDO LEGASPI  
Sangguniang Bayan Member

HON. IRENEO ROLANDO A. LUMBRE  
Sangguniang Bayan Member

HON. MANUEL B. BALLEDO  
Sangguniang Bayan Member

HON. FELICITO D. BELTRAN III  
Sangguniang Bayan Member

HON. ROUEN ANGELY M. TUBONGBANUA  
Sangguniang Bayan Member

HON. MELANIE FELISA M. VIVERO  
Ex-Officio Member  
Lliga President

HON. CATHERINE R. BENJAMIN  
Ex-Officio Member  
SK Federation President



- a. Status of implementation of tourism programs and activities
- b. Budget utilization and identified variances
- c. Issues and challenges encountered
- d. Recommendations for adjustments or realignment, if necessary

**SECTION 5. Non-Interference Clause.**

Nothing in this Ordinance shall be construed as authorizing legislative interference in the day-to-day operations of the Municipal Tourism Office.

The role of the Sangguniang Bayan shall remain limited to **policy guidance, oversight, and legislative support.**

**SECTION 6. Implementing Office.**

The **Municipal Tourism Office** is hereby designated as the lead implementing office of this Ordinance, in coordination with the following:

- Office of the Municipal Mayor
- Municipal Budget Office
- Municipal Planning and Development Office
- Other concerned offices and stakeholders, as may be necessary

**SECTION 7. Effectivity.**

This Ordinance shall take effect **immediately upon approval**, following compliance with posting and publication requirements under existing laws and regulations.

**OTHER MATTERS:**

None.

There being no additional matters formally listed under Other Matters, the Body proceeded to discussions raised on the floor.

1. Preparation of the Town Fiesta Activities Presentation (February 25, 2026 – Wednesday)

*(Municipal Tourism Officer and Municipal Budget Officer)*

Hon. Rolando B. Legaspi was recognized and inquired regarding the status of the preparation for the upcoming Municipal Fiesta Celebration, particularly with respect to the planned activities and the corresponding budget allocations.

Hon. Daphne Dayner B. Roa informed the Body that although there is an allocated budget for the Fiesta Celebration, the Sangguniang Bayan has not been formally apprised of the detailed breakdown of expenses, program of activities, or the overall status of preparations.

Hon. Melanie Felisa M. Vivero manifested that the preparation and execution of fiesta activities fall under the functions of the Executive Branch, consistent with the separation of powers under the Local Government Code, and that the Legislative Branch's role is primarily oversight.

Hon. Jose Mari Idefonso C. Roa, Jr. further informed the Body that the concerned offices are still in the process of finalizing the lineup of activities; hence, no formal submission has yet been made to the Sangguniang Bayan.

Hon. Rolando B. Legaspi then requested that a definite submission date be established to ensure proper coordination and transparency.

HON. DAPHNE DAYNER B. ROA  
Sangguniang Bayan Member

HON. PUFESIMA Z. OCANA  
Sangguniang Bayan Member

HON. JOSE MARI ILDEFONSO C. ROA, JR.  
Sangguniang Bayan Member

HON. ROLANDO B. LEGASPI  
Sangguniang Bayan Member

HON. IRENEO ROLANDO A. LUMBRE  
Sangguniang Bayan Member

HON. MANUEL B. BALLEDO  
Sangguniang Bayan Member

HON. FELICIO P. BELTRAN III  
Sangguniang Bayan Member

HON. ROUEN ANGELY M. TUBONGBANUA  
Sangguniang Bayan Member

HON. MELANIE FELISA M. VIVERO  
Ex-Officio Member  
Liga President

HON. CATHERINE R. BENJAMIN  
Ex-Officio Member  
SK (Federation President)

**Decision:**

Upon consensus of the Body, it was agreed to formally invite the Municipal Tourism Officer and the Municipal Budget Officer to attend the session on Wednesday, February 25, 2026, for the purpose of presenting:


**Fiesta Celebration Activities Update for CY 2026, including:**

Proposed program of activities, Budget allocation and breakdown, Implementation timeline

The invitation shall enable the Sangguniang Bayan to be properly informed and to exercise its oversight function accordingly.

**ADJOURNMENT.** - There being no other matters left for deliberation, Hon. Jose Mari Ildelfonso C. Roa, Jr. moved for the adjournment of the session. With no objections raised from the members, the Presiding Chair, Hon. Daphne Dayner B. Roa formally declared the session adjourned at 11:45 in the morning.

**Prepared by:**

  
**DR. MANNY R. MARTINEZ, DPA., RN(PH, US), MPRM.**  
Secretary to the Sangguniang Bayan  
Municipal Govt Department Head I

**ATTESTED:**

  
**HON. DAPHNE DAYNER B. ROA**  
Sangguniang Bayan Member  
Presiding Officer

*(On Leave)*  
**HON. ELIZABETH S. ERACHO, RCE.**  
Municipal Vice-Mayor

  
**HON. PURISIMA Z. OCAÑA**  
Sangguniang Bayan Member

  
**HON. JOSE MARI ILDEFONSO C. ROA, JR.**  
Sangguniang Bayan Member

  
**HON. ROLANDO B. LEGASPI**  
Sangguniang Bayan Member


  
**HON. IRENEO ROLANDO A. LUMBRE**  
Sangguniang Bayan Member

  
**HON. MANUEL B. BALLEDO**  
Sangguniang Bayan Member

  
**HON. FELICTO D. BELTRAN III**  
Sangguniang Bayan Member

*(Official Travel)*  
**HON. ROUEN ANGELY M. TUBONGBANUA**  
Sangguniang Bayan Member

  
**HON. MELANIE FELISA M. VIVERO**  
Ex-Officio Member/Liga President

  
**HON. CATHERINE R. BENJAMIN**  
Ex-Officio Member/SK Fed. President



Republic of the Philippines  
*Province of Leyte*  
Municipality of Tolosa

*Office of the Sangguniang Bayan*

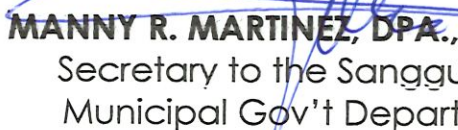
## **CERTIFICATION**

### **TO WHOM THIS MAY CONCERN:**

This is to **CERTIFY** that pursuant to paragraph (a) of Article 114 of RA 7160 Posting of **Ordinance 04, Series of 2026, AN ORDINANCE REQUIRING THE PREPARATION AND SUBMISSION OF AN ANNUAL MUNICIPAL TOURISM PLAN AND ANNUAL TOURISM EVENTS CALENDAR IN THE MUNICIPALITY OF TOLOSA**, was posted in three (3) conspicuous places, the undersigned has complied the said provision last March 31, 2026.

This **Certification** is issued in compliance of Article 114 of RA 7160.

Given this **8<sup>th</sup>** day of **April 2026**.

  
**DR. MANNY R. MARTINEZ, DPA., RN.(PH, US), MPRM.**  
Secretary to the Sangguniang Bayan  
Municipal Gov't Department Head I



Republic of the Philippines  
 Province of *Leyte*  
 Municipality of Tolosa

*Office of the Sangguniang Bayan*

## **ATTENDANCE SHEET**

**34<sup>th</sup> Regular Session**  
 of the 12<sup>th</sup> Sangguniang Bayan


**SB Session Hall**  
 Venue

**February 23, 2026**  
 Date

No.	Name	Designation	Signature
1	Hon. Daphne Dayner B. Roa	Municipal Councilor	
2	Hon. Purisima Z. Ocaña	Municipal Councilor	
3	Hon. Jose Mari Idefonso C. Roa, Jr.	Municipal Councilor	
4	Hon. Rolando B. Legaspi	Municipal Councilor	
5	Hon. Ireneo Rolando A. Lumbre	Municipal Councilor	
6	Hon. Manuel B. Balleo	Municipal Councilor	
7	Hon. Felicito D. Beltran III	Municipal Councilor	

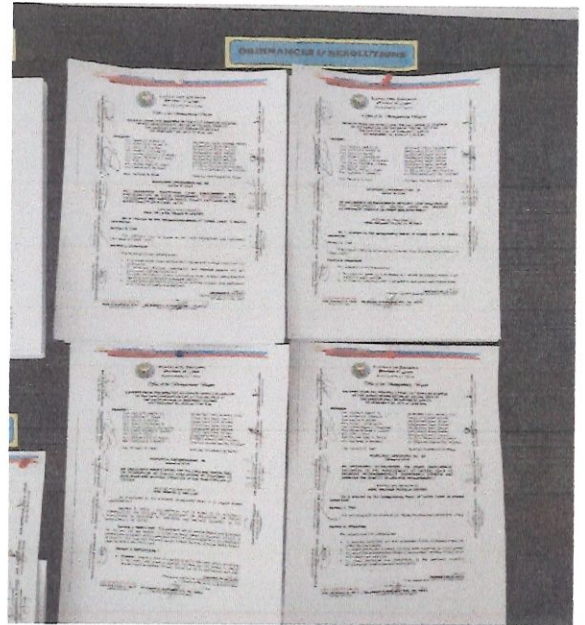
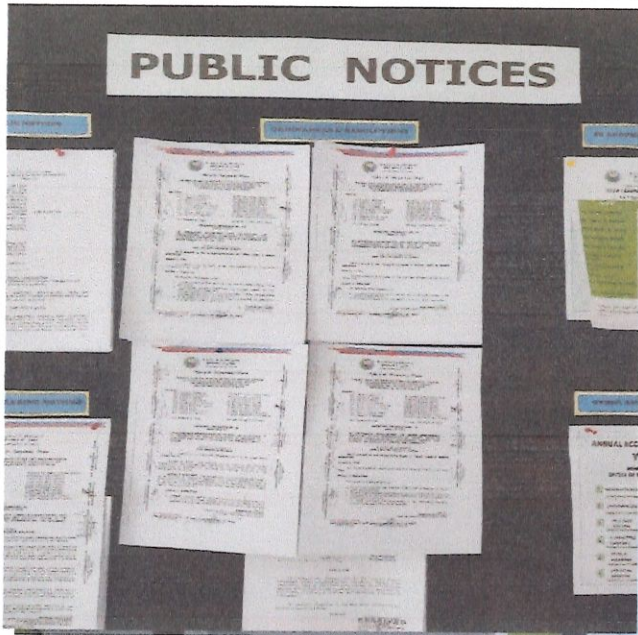
## **CERTIFICATION**

I hereby **CERTIFY** that those who have signatures above, have actually attended the **34<sup>th</sup> Regular Session** of the **12<sup>th</sup> Sangguniang Bayan** of Tolosa, Leyte, held at the SB Session Hall on February 23, 2026.

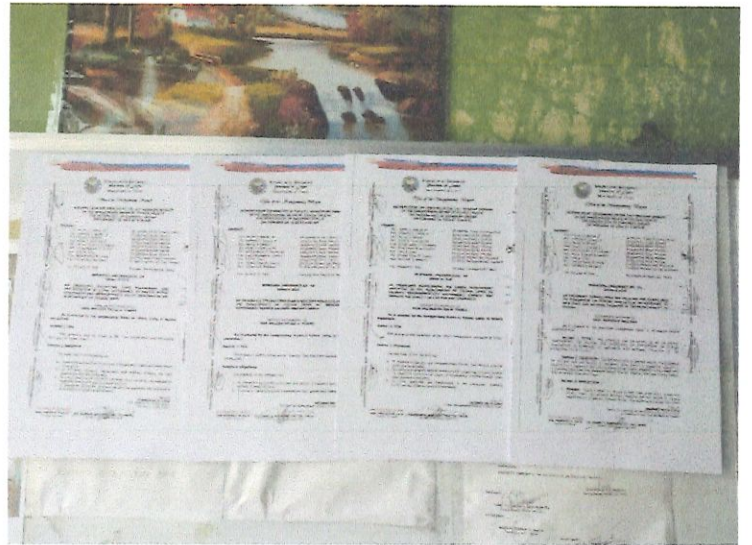
  
**DR. MANNY R. MARTINEZ, DPA., RN(PH, US), MPRM.**  
 Secretary to the Sangguniang Bayan  
 Municipal Gov't Department Head I

# POSTING OF ORDINANCES Series of 2026

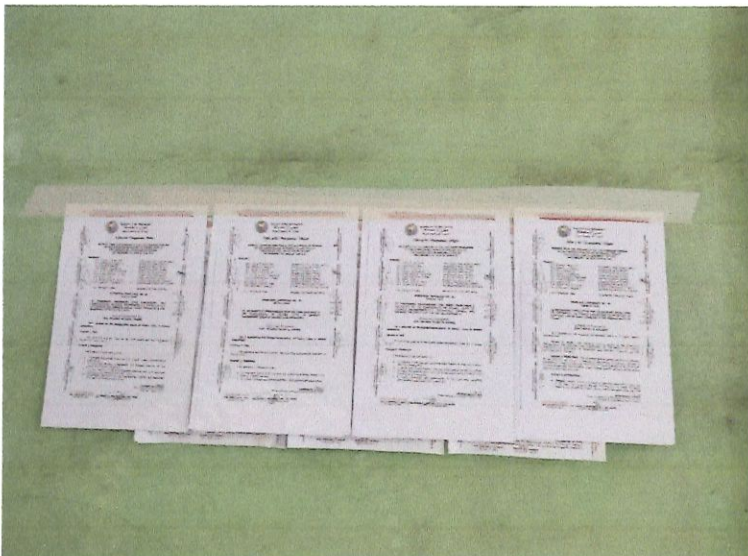
3 and 4



AT MUNICIPAL BUILDING



AT TOLOSA PUBLIC TERMINAL



AT TOLOSA PUBLIC MARKET