



Republic of the Philippines
PROVINCE OF LEYTE
 Provincial Capitol
 Tacloban City

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PROVINCIAL LEGAL OFFICE

Item No.: 39
 Date: 19 2026 MAY

PROVINCE OF LEYTE
 LEGAL OFFICE
RELEASED
 By: *[Signature]*
 Date: 5-8-26 Time: 9:00

Sangguniang Panlalawigan
 Province of Leyte
RECEIVED

2nd INDORSEMENT
 May 4, 2025

Date: MAY 08 2025
 By: *[Signature]*

Respectfully returned to the Sangguniang Panlalawigan of Leyte, through the SP Secretary, the attached Ordinance No. 2026-02 of the Sangguniang Bayan of Javier, Leyte.

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

- Ordinance No. 2026-02 entitled: “Javier Water and Sewerage System (JWSS) Ordinance of 2026.”

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)(5)(vii)¹ of the Local Government Code of 1991 (R.A 7160) subject to availability of funds and to normal and usual accounting procedures. Hence, we recommend for the declaration of its validity.

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

ATTY. JOSE RAYMUND A. ACOL
Provincial Legal Officer

¹ (vii) Subject to existing laws, provide for the establishment, operation, maintenance, and repair of an efficient waterworks system to supply water for the inhabitants; regulate the construction, maintenance, repair and use of hydrants, pumps, cisterns and reservoirs; protect the purity and quantity of the water supply of the municipality and, for this purpose, extend the coverage of appropriate ordinances over all territory within the drainage area of said water supply and within one hundred (100) meters of the reservoir, conduit, canal, aqueduct, pumping station, or watershed used in connection with the water service; and regulate the consumption, use or wastage of water;

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

1ST INDORSEMENT
28 April 2026

PROVINCE OF LEYTE
LEGAL OFFICE
RECEIVED
By: 
Date: 4-28-26 Time: 2:14

The Provincial Legal Office is respectfully requested to review and submit recommendations on the herein enclosed **Ordinance No. 2026-02** of the **Municipality of Javier, Leyte**, entitled: **An Ordinance institutionalizing the Javier Water and Sewerage System (JWSS)**, providing for its organization, powers, and functions.


FLORINDA JILL S. UYVICO
Secretary to the Sanggunian

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Republic of the Philippines
Province of Leyte
MUNICIPALITY OF JAVIER
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Sangguniang Bayan

Sangguniang Panlalawigan
Province of Leyte
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Date: APR 28 2026
By: [Signature]

EXCERPT FROM MINUTES OF THE REGULAR SESSION OF THE SANGGUNIANG BAYAN OF JAVIER, LEYTE HELD AT THE MUNICIPAL SESSION HALL ON APRIL 13, 2026

Present:

- Mun. Vice-Mayor Christopher T. Javier, presiding officer
- SB Member Emma M. Abueva
- SB Member Guilbert M. Lanoy
- SB Member Nora G. Maballo
- SB Member Stephen Mark I. Papalid
- SB Member Romeo C. Malinao
- SB Member Marino C. Merilo
- SB Member Michelle O. Moreno
- SB Member Schubert A. Riños
- SK Fed. President Ericka T. Cabangunay
- Liga President Andy L. Dingal

Absent: None

ORDINANCE NO. 2026-02

Authored by: ALL SB MEMBERS

AN ORDINANCE INSTITUTIONALIZING THE JAVIER WATER AND SEWERAGE SYSTEM (JWSS), PROVIDING FOR ITS ORGANIZATION, POWERS, AND FUNCTIONS

WHEREAS, Section 17 (b)(2) of Republic Act No. 7160, otherwise known as the Local Government Code of 1991, mandates municipalities to provide basic services and facilities, including water supply systems and sanitation services;

WHEREAS, pursuant to Section 16 of the same code, the Municipality may exercise powers necessary to promote the general welfare, including the regulation of utilities

WHEREAS, access to safe, affordable, and suitable water supply and proper sewerage services is essential to public health, environmental protection, and socio-economic development;

WHEREAS, the Municipality of Javier, Leyte recognizes the need to institutionalize a permanent and accountable local water utility to ensure efficient management, operation, and expansion of its waterworks and sewerage systems;

NOW THEREFORE, be it Ordained by the Sangguniang Bayan of Javier, Leyte, **THAT** :

SECTION 1. TITLE – This ordinance shall be known as the “Javier Water and Sewerage System (JWSS) Ordinance of 2026”.

SECTION 2. DECLARATION OF POLICY – It is hereby declared the policy of the Municipality of Javier to ensure the delivery of safe, potable, adequate, and sustainable water supply and sewerage services through a locally-managed and institutionalized water utility that is transparent, accountable, financially viable, and environmentally sound.

SECTION 3. There is hereby created a policy-making body of JWSS to be known as **JAVIER WATER and SEWERAGE BOARD**.

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SECTION 4. JAVIER WATER AND SEWERAGE BOARD OF DIRECTORS – The Directors of the Board shall be composed of the following:

- Chairman : Municipal Mayor
- Vice Chairman : Municipal Vice Mayor
- Regular Members : Municipal Treasurer
Municipal Engineer
Municipal Legal Officer
Municipal Accountant
President, LB (Technical)
- Ex Officio Member : JWSS Head
- Secretary : Designated JWSS staff as determined by the Chairman of the Board

In order to ensure the uninterrupted operation and administration of the Javier Water and Sewerage System (JWSS), the following rules on succession and continuity are hereby established:

- a. In case of vacancy in the position of the JWSS Head by reason of resignation, transfer, incapacity, or any other cause, the Municipal Mayor shall designate an Officer-in-Charge (OIC) from among qualified personnel pending the appointment of a permanent JWSS Head;
- b. In case of vacancy in any ex officio position in the Javier Water and Sewerage Board of Directors, the duly appointed successor or officer-in-charge of the concerned office shall automatically assume membership in the Board without the need of further appointment;
- c. All actions, decisions, and policies previously approved by the Board shall remain valid and effective unless modified or repealed in accordance with this Ordinance;
- d. The continuity of programs, projects, and operations of JWSS shall be ensured notwithstanding any change in administration or composition of the Board.

SECTION 5. MEETINGS – The Board shall meet at least once a month or as often as the Chairman deems necessary, upon notice to its members at least three (3) calendar days prior to the scheduled meeting.

In addition:

- a. **Emergency or Special Meetings** may be called by the Chairman or upon request of a majority of the members, with shorter notice as circumstances may warrant, provided that all members are duly informed;
- b. Meetings of the Board may be conducted in person, through virtual platforms, or in a hybrid format, provided that the integrity of deliberations, participation of members, and proper recording of proceedings are ensured;
- c. Notices of meetings may be served through written, electronic, or other reliable means sufficient to inform the members.

The Board shall convene at least once every quarter for the purpose of conducting a comprehensive review of the operational, financial, and infrastructure requirements of the Javier Water and Sewerage System (JWSS). In the course of such quarterly meetings, the Board may, when warranted by operational exigencies, system maintenance needs, emergency repairs, or other urgent service requirements, formulate and recommend the adoption of supplemental budgets to ensure the continuous, efficient, and uninterrupted delivery of water and sewerage services.

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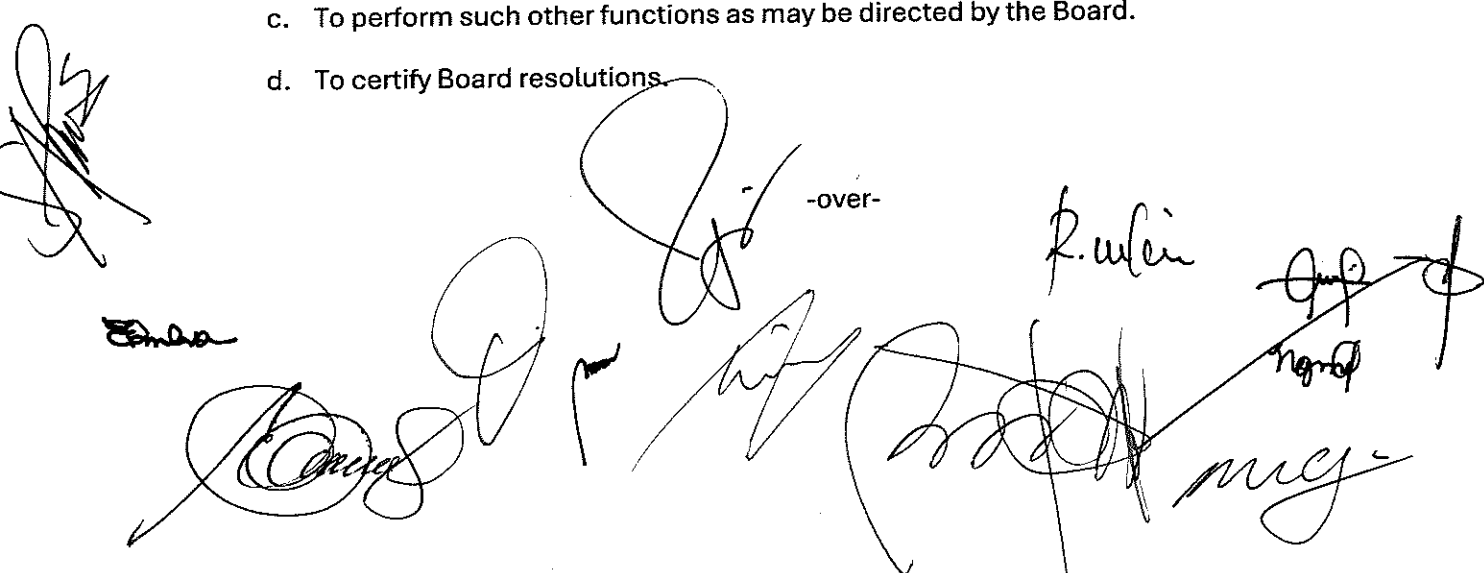
SECTION 6. QUORUM – A majority of all members, including the Chairman, shall constitute a quorum. In the absence of the Chairman, the Vice Chairman shall preside and shall report to the Chairman afterwards.

SECTION 7. POWERS AND FUNCTIONS OF THE JAVIER WATER and SEWERAGE BOARD – The Board shall perform the following duties and functions:

- a. Formulate and adopt policies, guidelines, and standards governing the operation, manpower development, skills training, and overall management of JWSS personnel;
- b. Prepare, review, and implement plans, programs, and strategies for the sustainability, expansion, and development of the water utility system of the Municipality of Javier, Leyte;
- c. Establish acceptable standards for materials, supplies, maintenance, and operational procedures necessary for the efficient delivery of water and sewerage services;
- d. Review, evaluate, and adopt proposed plans, programs, and projects initiated by JWSS;
- e. Review and approve plans for sustainable water supply, annual investment programs, annual budgets, and other plans, programs, or activities initiated by JWSS, subject to existing accounting rules and regulations;
- f. Exercise oversight and supervision of the activities of JWSS;
- g. Approve rules and regulations submitted by JWSS necessary to carry out the purposes and objectives for which it was established;
- h. Subject to an ordinance duly enacted by the Sangguniang Bayan and after public consultation/hearing, propose adjustments or increases in water rates and other related charges;
- i. Accept and receive grants, donations, and contributions of any kind, whether from public or private sources, and authorize the use thereof strictly for the purposes specified by law or by the donor, subject to applicable accounting and auditing rules;
- j. Approve the purchase or acquisition of facilities, tools, equipment, and other properties necessary for the effective operation of JWSS, subject to applicable procurement laws and ordinances;
- k. Recommend to the Municipal Budget and Accounting Office the grant of bonuses, incentives, and honoraria to JWSS personnel, in addition to the regular benefits granted by the Municipality through the Program on Awards and Incentives for Service Excellence (PRAISE), subject to existing laws, rules, and regulations; and
- l. Recommend to the Municipal Mayor the appointment of the JWSS Head, subject to Civil Service Commission laws, rules, and regulations.
- m. Perform such other acts necessary to carry out the objectives of this Ordinance.

SECTION 8: DUTIES AND RESPONSIBILITIES OF THE SECRETARY OF THE BOARD – The secretary of the Board shall have the following duties and responsibilities, to wit:

- a. To prepare the agenda and record of the minutes of the meetings of the Board;
- b. To keep and be responsible for all the records of the Board;
- c. To perform such other functions as may be directed by the Board.
- d. To certify Board resolutions.



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SECTION 9. HONORARIA OF THE JAVIER WATER AND SEWERAGE BOARD OF DIRECTORS

– Members of the Board of Directors shall be entitled to receive honoraria for their attendance in duly called meetings of the Board, subject to existing budgeting, accounting, auditing rules and regulations, and the applicable issuances of the Department of Budget and Management (DBM) and the Commission on Audit (COA), in the following amounts:

Chairman (Municipal Mayor) – Two Thousand Five Hundred Pesos (₱2,500.00) per meeting;
Vice Chairman – Two Thousand Pesos (₱2,000.00) per meeting;
Regular Members – One Thousand Two Hundred Pesos (₱1,200.00) per meeting each, consisting of the Municipal Treasurer/Finance Representative, the **Municipal Legal Officer/Legal Representative, and the President of the Liga ng mga Barangay;**
Ex Officio Member (JWSS Head) – One Thousand Two Hundred Pesos (₱1,200.00) per meeting;

Board Secretary – Eight Hundred Pesos (₱800.00) per meeting, to be a designated staff of the Javier Water and Sewerage System (JWSS) as determined by the Chairman of the Board.

Provided, That the payment of honoraria shall be limited to not more than four (4) meetings in a month, regardless of the number of meetings actually conducted within the same period.

Provided further, That the total honoraria that may be received within a calendar year shall not exceed the following limits based on the annual basic salary of the concerned official or employee:

- (a) Chairman – not more than twenty-five percent (25%) of the annual basic salary;
- (b) Vice Chairman – not more than twenty percent (20%) of the annual basic salary;
- (c) Regular Members and the JWSS Head – not more than twenty percent (20%) of their respective annual basic salaries; and
- (d) Board Secretary – not more than ten percent (10%) of the annual basic salary.

Provided further, That payment of honoraria shall be subject to the availability of funds and compliance with existing government accounting, budgeting, and auditing rules and regulations.

SECTION 10: JWSS VISION AND MISSION –

Vision – A dependable and future-ready water and sewerage system that supports public health, environmental protection, and inclusive growth in the Municipality of Javier.

Mission – To ensure continuous access to safe, potable, sufficient, and affordable water for every household and establishment in Javier by maintaining quality standards, strengthening system reliability, and managing water resources sustainably.

Core Values

- a. **Public Service** – Placing the welfare, health, and safety of the community at the center of all operations.
- b. **Transparency and Responsibility** – Managing funds, assets, and services with openness, accountability, and respect for public trust.
- c. **Environmental Responsibility** – Safeguarding water sources and promoting conservation to preserve natural resources.
- d. **Operational Effectiveness** – Delivering services through sound planning, proper maintenance, and competent personnel.

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Chief
Engineer

Surge

SECTION 11. ORGANIZATION OF JWSS POSITIONS, PERSONNEL, AND STAFF – The Javier Water and Sewerage System (JWSS) shall be composed of necessary positions for the efficient and effective delivery of waterworks and sewerage services, subject to applicable civil service, budgeting, and accounting regulations.

The organizational structure of JWSS shall include, but shall not be limited to, the following:

- a. **JWSS Head / Administrator**, who shall be responsible for the overall management, supervision, and operation of JWSS;
- b. **Construction and Maintenance**, responsible for system operation, maintenance, repair, and expansion of waterworks and sewerage facilities;
- c. **Administrative and Planning Personnel**, responsible for billing, planning, collection, accounting, budgeting, and records management; and
- d. **Production Personnel**, responsible for the sourcing, treatment, and distribution of potable water to consumers within the service area of JWSS.

SECTION 12. DUTIES AND RESPONSIBILITIES OF JWSS HEAD – The JWSS Head shall have the following duties and responsibilities, to wit:

- a. Execute and enforce the policies, rules, and regulations promulgated by the Governing Board as approved by the Municipal Mayor;
- b. Lead and oversee the implementation of all plans, programs, and projects approved by the Governing Board and the Municipal Mayor;
- c. Submit quarterly accomplishment and performance reports to the Board;
- d. Submit an annual report to the Governing Board within thirty (30) days after the close of each calendar year;
- e. Implement agreements, contracts, and undertakings duly approved and executed by the Governing Board, and perform such other functions as may be provided by law or ordinance;
- f. Recommend plans, strategies, policies, and programs to the Governing Board for review and approval;
- g. Exercise technical, administrative, and operational supervision over all programs, projects, and personnel of JWSS;
- h. Regularly monitor and evaluate water production, supply, distribution, consumption, and water quality to ensure compliance with applicable standards; and
- i. Perform such other acts as may be necessary and incidental to the efficient operation of JWSS and the implementation of approved plans, programs, and projects.

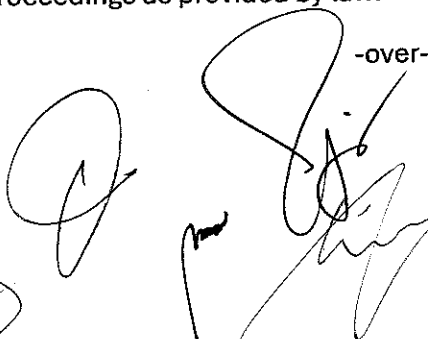
SECTION 13. REMOVAL OF THE JWSS HEAD- The JWSS Head may be removed or subjected to disciplinary action for cause in accordance with Civil Service laws, rules, and regulations, and other applicable laws.

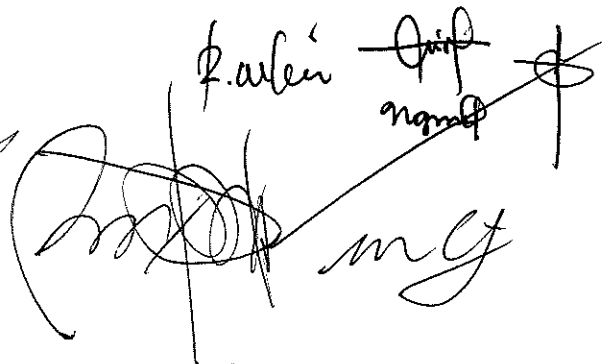
Any such removal or disciplinary action shall observe due process and the requirements of administrative proceedings as provided by law.



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SECTION 14. PRICING POLICY - The Local Government Unit (LGU) shall ensure that water service rates are proposed by the Board after full consideration of all relevant factors, including operational costs. Such rates shall be implemented only after a public hearing has been duly conducted.

SECTION 15. GENERAL FUND – All collections from water service fees shall be credited to the General Fund of the Local Government Unit of Javier (LGU) and shall form part of the LGU’s regular income.

The income, salaries, wages, personnel-related, and all other expenses related to the operation of the water system shall be recorded in a separate subsidiary ledger per account for proper accounting and monitoring. The water system shall be subsidized by the LGU as necessary to ensure its continued operation and service to the public.

SECTION 16. SEPARABILITY CLAUSE – If any provision of this Ordinance shall be held invalid, the provisions unaffected remain in full force and effect.

SECTION 17. REPEALING CLAUSE – All ordinances, resolutions, or parts thereof that are inconsistent with the provisions of this Ordinance are hereby repealed or modified accordingly.

SECTION 18. EFFECTIVITY – This ordinance shall take effect immediately upon its approval.


APPROVED UNANIMOUSLY :

APRIL 13, 2026

CERTIFIED CORRECT :


ERVON DANIEL B. LAJARA
SB Secretary

ATTESTED :


HON. MARK CHRISTOPHER T. JAVIER
Municipal Vice-Mayor
Presiding Officer


HON. EMMA M. ABUEVA
SB Member


HON. GUILBERT M. LANOY
SB Member


HON. NORA G. MABALLO
SB Member


HON. STEPHEN MARK I. PAPALID
SB Member


HON. ROMEO C. MALINAO
SB Member


HON. MARINO C. MERILO
SB Member


HON. MICHELLE O. MORENO
SB Member


HON. SCHUBERT A. RIÑOS
SB Member


HON. ERICKA T. CABANGUNAY
SK Fed. President


HON. ANDY L. DINGAL
Liga President

APPROVED :


HON. MICHAEL DRAGON T. JAVIER
Municipal Mayor

Republic of the Philippines
Province of Leyte
MUNICIPALITY OF JAVIER
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Office of the Sangguniang Bayan

April 23, 2026

CERTIFICATION

TO WHOM IT MAY CONCERN :

THIS IS TO CERTIFY that **ORDINANCE NO. 2026-02**, "AN ORDINANCE INSTITUTIONALIZING THE JAVIER WATER AND SEWERAGE SYSTEM (JWSS), PROVIDING FOR ITS ORGANIZATION, POWERS, AND FUNCTIONS", is posted in the entrance of the Municipal Hall and two (2) conspicuous places in the Municipality since April 23, 2026 and shall remain posted for three (3) consecutive weeks.

With the authority from the Sangguniang Bayan :


ERVON DANIEL B. LAJARA
SB Secretary