



Republic of the Philippines
PROVINCE OF LEYTE
 Provincial Capitol
 Tacloban City

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PROVINCIAL LEGAL OFFICE

2nd INDORSEMENT

Jun 3, 2026

Respectfully returned to the Sangguniang Panlalawigan of Leyte, through the SP Secretary, the attached Ordinance No. 26-197 of the Sangguniang Bayan of Burauen, Leyte.

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

- Ordinance No. 26-197 entitled: "An Ordinance amending Municipal Ordinance no. 25-20 etc."

REVIEW/RECOMMENDATION/LEGAL OPINION:

This office opines that the subject Ordinance is, in general, within the legislative authority of the Sangguniang Bayan to repeal/amend its prior acts either expressly or by the passage of an essentially inconsistent resolution¹. 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

Item No.: 05

Date: 07 2026 JUL

PROVINCE OF LEYTE
 LEGAL OFFICE

RECEIVED

By: [Signature]
 Date: 6.26.26 Time: 1:41

Sangguniang Panlalawigan
 Province of Leyte

RECEIVED

Date: JUN 26 2026
 By: [Signature]

¹ (Constantino vs. Desierto, 288 SCRA 654) April 13, 1998

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

OFFICE OF THE SANGGUNIANG PANLALAWIGAN

1ST INDORSEMENT
28 May 2026

PROVINCE OF LEYTE
LEGAL OFFICE
RECEIVED
By: *[Signature]*
Date: *6-01-26* Time: *9:00*

The Provincial Legal Office is respectfully requested to review and submit recommendations on the herein enclosed **Municipal Ordinance No. 26-197 of the Municipality of Burauen, Leyte, entitled: An Ordinance amending Municipal Ordinance No. 25-20, series of 2025 or "An Ordinance granting cash incentives to child development workers (Day Care Workers) of the Municipality of Burauen Leyte providing funds therefor"**, to enhance its implementation and ensure greater support for child development workers.

[Signature]
FLORINDA JILL S. UYVICO
Secretary to the Sanggunian



OFFICE OF THE SANGGUNIANG BAYAN

May 26, 2026

THE HONORABLE MEMBERS
Sangguniang Panlalawigan
Province of Leyte

Sangguniang Panlalawigan
Province of Leyte
RECEIVED

Date: MAY 26 2026
By: Jermi

ATTENTION: FLORINDA JILL S. UYVICO
Secretary to the Sanggunian
Province of Leyte
Palo, Leyte

Ladies/Gentlemen:

We transmit herewith 12 copies of **Municipal Ordinance No. 26-197**, Series of 2026 of the Sangguniang Bayan of Burauen, Leyte, entitled "*An Ordinance Amending Municipal Ordinance No. 25-20, Series of 2025 Or "An Ordinance Revising Municipal Ordinance No. 23-16, "An Ordinance Granting Cash Incentives to Child Development Workers (Day Care Workers) of the Municipality of Burauen, Leyte Providing Funds Therefor", to Enhance its Implementation and Ensure Greater Support for Child Development Workers"*, for review and approval of the body.

Thank you and please acknowledge receipt hereof.

Respectfully yours,


ATTY. RUDEJANE S. TAN
Secretary to the Sanggunian



Republic of the Philippines
 Province of Leyte
 Municipality of Burauen



OFFICE OF THE SANGGUNIANG BAYAN

Sangguniang Panlalawigan
 Province of Leyte
RECEIVED

Date: MAY 26 2026
 By: [Signature]

MUNICIPAL ORDINANCE NO. 26-197
 Series of 2026

AN ORDINANCE AMENDING MUNICIPAL ORDINANCE NO. 25-20, SERIES OF 2025 OR "AN ORDINANCE REVISING MUNICIPAL ORDINANCE NO. 23-16, "AN ORDINANCE GRANTING CASH INCENTIVES TO CHILD DEVELOPMENT WORKERS (DAY CARE WORKERS) OF THE MUNICIPALITY OF BURAUEN, LEYTE PROVIDING FUNDS THEREFOR", TO ENHANCE ITS IMPLEMENTATION AND ENSURE GREATER SUPPORT FOR CHILD DEVELOPMENT WORKERS"

WHEREAS, Republic Act No. 8980, also known as the Early Childhood Care & Development (ECCD) Act, defines the right of children to survival, development and special protection, and supports parents as their children's first teachers;

WHEREAS, Republic Act No. 7160, Series of 1991, otherwise known as Local Government Code of 1991, under section 391, mandates the delivery of basic services by the Sangguniang Barangay, including providing for the proper development and welfare of children in the barangay by promoting and supporting activities for the protection and total development of children, particularly those below (7) years old.

WHEREAS, Executive Order No. Series of 2008, expanded pre-school coverage to include children enrolled in Day Care Centers;

WHEREAS, Section 2 of Republic Act No. 8980, declares the policy that the state shall institutionalize an integrated system Early Childhood Care and Development that will serve all children 0-5 years old, including children with special needs and respects for cultural diversity, with the end of view of improving the quality of life for young children; the law likewise ensures an efficient system of identifications, preventions, referral, and interventions for development disorders and disabilities in early childhood;

WHEREAS, RA 12199 or the ECCD System Act, Sec. 7 (b) Responsibilities of Local Government Units - LGUs shall be primarily responsible for the implementation of ECCD System, including programs and services in their respective jurisdictions. LGUs can include allocations from their Special Education Fund (SEF) and Gender and Development Fund in addition to other Local Funds to fulfill this primary responsibility.

WHEREAS, DSWD Memorandum Circular No. 12, Series of 2006, provides for the implementation of the Revised Assessment Tool and User's Manual for the Accreditation of Day Care. Other ECCD Centers, and Service Providers;

WHEREAS, the Infant Toddler Early Development Program (ITED) is an early learning program that involves both Child Development Teachers/Workers and the parents or caregivers of 0-2.11 years old children;

WHEREAS, the Municipal Council for the Protection of Children (MCPC) conducted a series of meetings and deliberations regarding the proposed amendments to Municipal Ordinance No 23-16;

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WHEREAS, the MCPC has respectfully requested the amendment of certain sections of Municipal Ordinance No. 23-16 to enhance its implementation and ensure greater support for Child Development Workers;

NOW, THEREFORE, be it ordained by the Sangguniang Bayan of Burauen, Leyte, in session assembled:

Section 1. Section 3, items (g) to (i) of Municipal Ordinance No. 25-20, Series of 2025, are hereby amended, and new items (j) to (l) are hereby added, to read as follows:

- g. *National Early Learning Curriculum (NELC)* – focuses on the total development of children. It comprises eight (8) Learning Resource Packages that provide a variety of suggested learning experiences for the Infant Toddler Early Development (ITED) Program and Pre-Kindergarten Programs. This curriculum provides them with knowledge and practice in creating and planning appropriate learning experiences that contribute to the holistic development of children.
- h. *Infant and Toddler Early Education, or the Infant-Toddler Early Development (ITED) Program* – focuses on nurturing the holistic development of children aged zero (0) to two (2) through partnership between caregivers/parents and Child Development Teachers/ Child Development Workers. This is implemented through a once a week one hour session. CDTs and CDWs provide valuable guidance and orientation.
- i. *Pre-Kindergarten 1 (Pre-K1) Program* - is tailored for children 3.0-3.11 years old. Through regular scheduled sessions, children engaged in routines designed to target the different development domains through play, exploration and learning experiences.
- j. *Pre-Kindergarten 2 (Pre-K2) Program* – is designed for children aged 4.0-4.11 years old. This program aims to support the development of essential and competencies that ensure children go through a smooth transition.
- k. *Local Council for the Protection of Children (LCPC)* – a council organized at the provincial, city, municipality, barangay level that serves as the umbrella organizations for all children’s concerns.
- l. *Accredited Child Development Worker and Child Development Center* – refers to bearer of the certificates that passed the standards set by the Department of Social Welfare and Development (DSWD) for a more efficient and effective delivery of Day Care Service.

Section 2. Section 4 of Municipal Ordinance No. 25-20, Series of 2025 is hereby amended to read as follows:

- a. *Monthly Meeting* – attend every last Friday of the month. Further: a.) Attendance in the logbook is required. b.) Medical Certificate of CDW himself/herself or immediate family member is required in case of absence. c.) Certificate from Punong Barangay in case of any untoward event or fortuitous event due to weather condition is required in case of absence. d.) Letter of explanation from not attending witnessed by the Punong Barangay or any authorized Representative.
 - b. *Special Meeting*- attend in any day, if necessary. Further: a.) Attendance in the logbook is required. b.) Medical Certificate of CDW himself/herself or immediate family member is required in case of absence. c.) Certificate from Punong Barangay in case of any untoward event or fortuitous event due to weather condition is required in case of absence. d.) Letter of explanation from not attending witnessed by the Punong Barangay or any authorized Representative.
- Session Plan*- to be checked and updated during monthly meeting.

- d. *ECCD Checklist* – both Child’s record 1 and Child’s record 2, should be administered and to be evaluated every three (3) months, and checking of which every 4th month during monthly meeting.
- e. *ECCD – Child’s Information Sheet (CIS)* – to be submitted within 2 months right after the start of the regular classes, and every quarterly evaluation for checking.
- f. *Weight Monitoring Form* – to be submitted within 1 month, every after the end of the milk feeding days.
- g. *Weight Monitoring Form & Pictures of Actual Feeding* – to be submitted 1 month after the last day of the supplemental feeding.
- h. *Provincial/Regional Activities* – to attend, participate/cooperate as required and if necessary.
- i. *Enrollment List*- to be updated and submitted every quarter to MSWDO.
- j. *ECCD Uniform* – to wear the complete uniform with ID from Monday to Thursday, except Friday, as wash day.
- k. *ITED* – to implement Infant-Toddler Early Education at ECCD Center, once a week.
- l. *Monthly Daily Time Record* – to be signed by the Punong Barangay or any authorized representative and be submitted every first week of the following month.
- m. *Provincial Annual Dues* – to give the amount required every year to the Municipal CDW Federation treasurer which will be remitted to Provincial Federation of Child Development Workers Inc.
- n. *Quarterly Meeting of ECCD Parents* – to conduct quarterly evaluation of children using the ECCD checklist together with the parent, caregiver or guardian. Pictures and minutes of the quarterly meetings to be submitted to MSWDO every after quarterly evaluation.
- o. *End-of-year-parent/ECCD Worker Conference* – are recommended to be conducted within three (3) calendar days after ECCD moving-up ceremony. Pictures, Post Conference Report and Attendance Sheet are to be submitted the following month after ECCD Moving – Up Ceremony.
- p. *Parent/Orientation* – is an orientation often happens at the start of school year that introduces parents to their role as primary educators, the curriculum and the development milestone of their children. Pictures, Post Conference Report and Attendance Sheet are to be submitted the following month during monthly meeting.
- q. *Bayanihan Bulilit* – is held before the classes start that foster volunteerism among parents, ECCD Workers and barangay, local government units to repair, clean and beautify learning spaces.

Section 3. Section 5 of Municipal Ordinance No. 25-20, Series of 2025 is hereby amended to read as follows:

SECTION 5. KEY GUIDELINES FOR IMPLEMENTATION.

The Early Childhood Care and Development (ECCD) Program takes place from Monday to Friday. The recommended ECCD Worker-to-child ratio for ECCD is 1:10. Nonetheless a 1:20 ratio is typically viewed as excessive, as it emphasizes the importance of maintaining smaller, development suitable ratios. Parent volunteers and teacher aids encouraged to assist in this ratio but should act as supplementary support rather than them replacement for ECCD Workers further.

1. The Infant and Toddler Early Development (ITED) Program consist of a one-hour session held once a week. (Aged 0-2.11 years old)
2. Pre-Kindergarten 1 (Pre-K1) (Ages 3.0-3.11 years old), children participate in daily session lasting two hours)

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3. Pre-Kindergarten 2 (Pre-K2) (Ages 4.0-4.11 years old children attend daily session that last between two and a half hour (2-2 ½ hours)

Section 4. Section 6 of Municipal Ordinance No. 25-20, Series of 2025 is hereby amended to read as follows:

SECTION 6. MONTHLY INCENTIVE.

No. of Sessions	Monthly Incentive	Quarterly Incentive for Accredited ECCD Center/Worker
1 st session for 3-4 years old	P2,000.00	P1,000.00
		(For Level 1: Recognition or satisfactory rating is given for 3 years)
ITED session for (1 session conducted)	P500.00	
2 nd session for 3-4 years old	P2,500.00	P1,500.00
		(For Level 2: Recognition or satisfactory rating is given for 4 years)
ITED session (for 2 sessions conducted)	P800.00	
3 rd or more sessions for 3-4 years old	P1,000.00	P2,000.00
		P2,000.00 (For Level 3: Recognition or outstanding rating is given for five years)
ITED session (for 3 or more sessions conducted)	P1,000.00	

Section 5. Section 7 of Municipal Ordinance No. 25-20, Series of 2025 is hereby amended to read as follows:

SECTION 7. KEY CONSIDERATIONS.

Separating 3 and 4 years old in ECCD Center is appropriate. However, due to facility constraints or space limitations or staffing, it is allowed to have a combined 3-4years old rooms, thus, the ECCD Workers have to modify activities for the range of skills. As to number of sessions conducted, a Certification form the Punong Barangay has to be submitted to MSWDO.

Section 6. Section 8 of Municipal Ordinance No. 25-20, Series of 2025 is hereby amended to read as follows:

SECTION 8. RELEASE OF INCENTIVES.

Cash incentives should be varied on the following terms and conditions:

- a. No. of sessions handled/performed

- b. No. of documents submitted/complied as required by MSWDO and mandated by DSWD
- c. Compliance of duties and responsibilities

Section 7. Section 9 of Municipal Ordinance No. 25-20, Series of 2025 is hereby amended to read as follows:

SECTION 9. COMPLIANCE OF THE PRESCRIBED TASKS AND DUTIES OF THE ECCD WORKERS.

To ensure that the incentives are actually driving rather than just rewarding, the ECCD Workers have to meet all the documents prescribed, achieved tasks and performed duties and responsibilities as required.

Section 8. Section 10 of Municipal Ordinance No. 25-20, Series of 2025 is hereby amended to read as follows:

SECTION 10. CONSEQUENCE OF NON-COMPLIANCE.

- a) Non-compliance before and on the deadlines of the documents herein stated and/or other documents not stated but required by MSWDO or non-performance of duties and responsibilities that might cause delay, the incentive should be deducted by Php500.00 per non-compliance regardless of the number of sessions the ECCD Worker is performing or conducting.
- b) In the event of non-compliance within the deadlines or failure to fulfill duties that may lead to delays, a deduction of Php 500.00 will be applied for each instance of non-compliance, irrespective of the number of sessions. It is essential that the ECCD Workers complete the required documentation, accomplish the designated duties, and fulfill their responsibilities as mandated.

Section 9. Section 11 of Municipal Ordinance No. 25-20, Series of 2025 is hereby amended to read as follows:

SECTION 11. IMPLEMENTING OFFICE.

The Municipal Social Welfare and Development Office shall be the implementing office. The MSWDO Officer shall be the overall in charge in the implementation.

Section 10. Section 12 of Municipal Ordinance No. 25-20, Series of 2025 is hereby amended to read as follows:

SECTION 12. FUNDING.

Cash incentives and expenses to be incurred in connection with the implementation of this ordinance shall be charged from General Fund under Gender and Development Attributed Activities of the MSWDO.

Section 11. Section 13 of Municipal Ordinance No. 25-20, Series of 2025 is hereby amended to read as follows:

SECTION 13. MANNER OF DISBURSEMENT.

The disbursement shall be quarterly – March, June, September, and December – every year and shall adhere to accounting and auditing rules and regulations.


Section 12. REPEALING CLAUSE. All ordinances, resolutions, rules, and regulations, or parts thereof, that are inconsistent with the provisions of this Ordinance are hereby repealed, amended, or modified accordingly.

Section 13. SEPARABILITY CLAUSE. If any provision of this Ordinance is declared invalid or unconstitutional, the remaining provisions not affected thereby shall continue to be in full force and effect.

Section 14. EFFECTIVITY. This Ordinance shall take effect immediately upon approval.

ENACTED, this 30th day of March 2026, at the Municipality of Burauen, Leyte, Philippines.


HON. GEORGE BENSEN S. TAN
Sangguniang Bayan Member


ATTY. LEO S. APOSTOL
Sangguniang Bayan Member


HON. JUANITO E. RENOMERON
Sangguniang Bayan Member


HON. CHEERYL Y. DUCENTES
Sangguniang Bayan Member

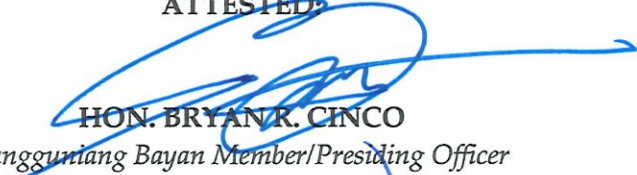

HON. HERMENIA C. CAMASIN
Sangguniang Bayan Member


HON. SEAN T. CORDERO
Sangguniang Bayan Member


HON. ANDRES REY L. CAGARA
Sangguniang Bayan Member

I HEREBY CERTIFY that this Ordinance was enacted by the Sangguniang Bayan of Burauen, Leyte, during its 39th Regular Session held on March 30, 2026.


HON. ANDRES REY L. CAGARA
Sangguniang Bayan Member/ Secretary Pro Tempore

ATTESTED:

HON. BRYAN R. CINCO
Sangguniang Bayan Member/Presiding Officer

APPROVED:

HON. JUANITO E. RENOMERON
Municipal Mayor
Date: APR 06 2026





OFFICE OF THE SANGGUNIANG BAYAN

CERTIFICATE OF POSTING

TO WHOM IT MAY CONCERN:

THIS IS TO CERTIFY that Municipal Ordinance No. 26-197, Series of 2026 of the Sangguniang Bayan of Burauen, Leyte, entitled, *"An Ordinance Amending Municipal Ordinance No. 25-20, Series of 2025 Or "An Ordinance Revising Municipal Ordinance No. 23-16, "An Ordinance Granting Cash Incentives to Child Development Workers (Day Care Workers) of the Municipality of Burauen, Leyte Providing Funds Therefor", To Enhance Its Implementation and Ensure Greater Support for Child Development Workers"*, was enacted on March 30, 2026, and has been posted in two (2) conspicuous and publicly accessible places of the municipality from *April 1, 2026 to April 21, 2026* in compliance with Section 59, paragraph (b) of Republic Act No. 7160, otherwise known as the "Local Government Code of 1991".

Burauen, Leyte, April 27, 2026.


ATTY. RUDEJANE S. TAN
Secretary to the Sanggunian