

Item No.: 09

Date: 28 2026 JUL



Sangguniang Panlalawigan
Province of Leyte
RECEIVED
Date: JUL 21 2026
By: Jenny V.

Republic of the Philippines
PROVINCE OF LEYTE
Provincial Capitol
Tacloban City

-oOo-

PROVINCIAL LEGAL OFFICE

PROVINCE OF LEYTE
LEGAL OFFICE
RELEASED

By: [Signature]
Date: 7-21-26 Time: 9:24

2nd INDORSEMENT

June 20, 2026

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

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

- Ordinance No. 2026-02, entitled: "An Ordinance changing the Plantilla position title from Senior Tourism Culture and the Arts Officer etc."

REVIEW/RECOMMENDATION/LEGAL OPINION:

This office is of the opinion that the subject Ordinance is generally in accordance with its power under Section 76¹ of the Local Government Code of 1991 (R.A 7160) in consonance with Section 447(1)(vii) and (viii)² of the same, subject to CSC rules. Hence, we recommend 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;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.

² (vii) Subject to the provisions of this Code and pertinent laws, determine the powers and duties of officials and employees of the municipality;

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

Republic of the Philippines
PROVINCE OF LEYTE
Palo, Leyte
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LEGAL OFFICE
RECEIVED
By: fr
Date: 6/8-24 Time: 1:35 pm

OFFICE OF THE SANGGUNIANG PANLALAWIGAN

1ST INDORSEMENT
08 June 2026

The Provincial Legal Office is respectfully requested to review and submit recommendations on the herein enclosed **Municipal Ordinance No. 2026-02** of the **Municipality of Palo, Leyte**, entitled: **An Ordinance changing the Plantilla position title from Senior Tourism Culture and the Arts Officer (Senior Tourism Operations Officer) to Senior Tourism Operations Officer in the Office of the Mayor under the Tourism, Culture, Arts, Media, Youth and Sports Development Office and amending the qualification standards thereof.**


FLORINDA JLL S. UYVICO
Secretary to the Sanggunian



Republic of the Philippines
PROVINCE OF LEYTE
Municipality of Palo

SANGGUNIANG BAYAN

1st Indorsement
June 3, 2026

Sangguniang Panlalawigan
Province of Leyte
RECEIVED
JUN 04 2026
Date: _____
By: *[Signature]*

Respectfully forwarded to Hon. Sangguniang Panlalawigan, Province of Leyte thru Hon. Vice-Governor Leonardo Javier, Jr., Palo, Leyte, the herein attached copy of Municipal Ordinance No. 2026-02 of the Sangguniang Bayan, Palo, Leyte, dated May 19, 2026, being submitted herewith as part for consideration and review.


BRIAN VALENTE P. ELORCHA
Secretary to the Sangguinan

amp/



Republic of the Philippines
PROVINCE OF LEYTE
Municipality of Palo

SANGGUNIANG BAYAN

EXERPTS FROM THE MINUTES OF THE 46TH REGULAR SESSION OF THE 12TH SANGGUNIANG BAYAN OF THE MUNICIPALITY OF PALO, PROVINCE OF LEYTE, HELD ON MAY 19, 2026, AT THE SANGGUNIANG BAYAN SESSION HALL.

Present:

Hon. Jonathan P. Chiquillo
Hon. Andres Ian R. Sevilla
Hon. Felipe T. Ygrubay, Jr.
Hon. Casimero B. Parado II
Hon. Antonino C. Hernit
Hon. Casimero P. Villas, Jr.
Hon. Panchito M. Cortez
Hon. Aaron H. Roca
Hon. Gregorio Papoose V. Lantajo, Jr.
Hon. Mary Dwell S. Agner

Presiding Officer
SB Member
SB Member
SB Member
SB Member
SB Member
SB Member
SB Member
President, Liga ng mga Barangay
President, PPSK



Absent:

Hon. Chiqui Ruth C. Uy
SB Member – on Official Leave

MUNICIPAL ORDINANCE NO. 2026-02

AN ORDINANCE CHANGING THE PLANTILLA POSITION TITLE FROM SENIOR TOURISM CULTURE AND THE ARTS OFFICER (SENIOR TOURISM OPERATIONS OFFICER) TO SENIOR TOURISM OPERATIONS OFFICER IN THE OFFICE OF THE MAYOR UNDER THE TOURISM, CULTURE, ARTS, MEDIA, YOUTH AND SPORTS DEVELOPMENT OFFICE AND AMENDING THE QUALIFICATION STANDARDS THEREOF

WHEREAS, the position Senior Operations Officer is currently vacant;

WHEREAS, in order to conform with Civil Service Commission Memorandum Circular No. 04., s. 2018, Qualification Standards for the Tourism Operations Positions in the Local Government Units pursuant to R.A. No. 9593, there is a need to change the position title and to amend the qualification standards for the said position;

WHEREAS, the said position title modification and amendment of qualification standards requires the enactment of an ordinance to this effect;

Be it enacted by the Sangguniang Bayan in session assembled that;

Section 1. TITLE. This ordinance shall be known as "An Ordinance Changing the Plantilla Position Title from Senior Tourism Culture and the Arts Officer (Senior Tourism Operations Officer) To Senior Tourism Operations Officer in the Office of the Mayor under the Tourism, Culture, Arts, Media, Youth and Sports Development Office and Amending the Qualification Standards Thereof".

Section 2. The hereunder position title is hereby changed, to wit:

Parado

[Signature]

[Signature]

[Signature]

[Signature]

[Signature]

[Signature]



Republic of the Philippines
PROVINCE OF LEYTE
Municipality of Palo

SANGGUNIANG BAYAN

EXERPTS FROM THE MINUTES OF THE 46TH REGULAR SESSION OF THE 12TH SANGGUNIANG BAYAN OF THE MUNICIPALITY OF PALO, PROVINCE OF LEYTE, HELD ON MAY 19, 2026, AT THE SANGGUNIANG BAYAN SESSION HALL.

Municipal Ordinance 2026-02
-page 2-

FROM								
POSITION TITLE	SALARY GRADE	ITEM NO.	OFFICE	QUALIFICATION STANDARD				
				EDUCATION	EXPERIENCE	TRAINING	ELIGIBILITY	OTHER
Senior Tourism Culture and the Arts Officer (Senior Tourism Operations Officer)	18	011-F	Office of the Mayor (Tourism, Culture, Arts, Media, Youth and Sports Development Office)	Bachelor's degree relevant to the job	2 years of relevant experience	8 hours of relevant training	Career Service (Professional)/ Second Level Eligibility	

TO								
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				EDUCATION	EXPERIENCE	TRAINING	ELIGIBILITY	OTHER
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Section 3. EFFECTIVITY. This ordinance shall take effect upon its approval and compliance with the posting requirement as provided by law.

APPROVED.

CERTIFIED CORRECT:
BRIAN VALENTE P. ELORCHA
Secretary to the Sanggunian



Republic of the Philippines
PROVINCE OF LEYTE
Municipality of Palo

SANGGUNIANG BAYAN

EXERPTS FROM THE MINUTES OF THE 46TH REGULAR SESSION OF THE 12TH SANGGUNIANG BAYAN OF THE MUNICIPALITY OF PALO, PROVINCE OF LEYTE, HELD ON MAY 19, 2026, AT THE SANGGUNIANG BAYAN SESSION HALL.

Municipal Ordinance 2026-02
-page 3-

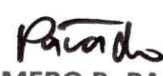
ATTESTED:

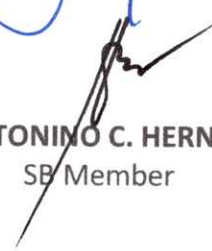

JONATHAN P. CHIQUILLO
Vice-Mayor
Presiding Officer

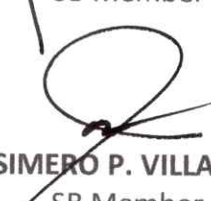

CHIQUI RUTH C. UY
SB Member


ANDRES IAN R. SEVILLA
SB Member


FELIPE T. YGRUBAY, JR.
SB Member

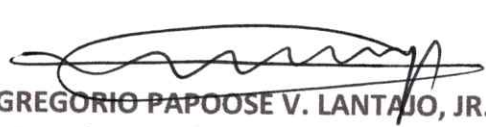

CASIMERO B. PARADO II
SB Member


ANTONINO C. HERNIT
SB Member


CASIMERO P. VILLAS, JR.
SB Member


PANCHITO M. CORTEZ
SB Member


AARON H. ROCA
SB Member


GREGORIO PAPOOSE V. LANTAO, JR.
President, Liga ng mga Barangay


MARY DWELL S. AGNER
President, PPSK

APPROVED. June 3, 2026.


REMEDIOS "MATIN" L. PETILLA,
Municipal Mayor

109
110
111 II: Business for Third and Final Reading.
112

- 113 1. Draft Ordinance No. D-2026-03
114 An Ordinance Changing The Plantilla Position Title From Senior Tourism Culture
115 And The Arts Officer (Senior Tourism Operations Officer) To Senior Tourism
116 Operations Officer In The Office Of The Mayor Under The Tourism, Culture, Arts,
117 Media, And Youth And Sports Development Office, And Amending The
118 Qualifications Standards Thereof, Sponsor: Hon. Aaron H. Roca.
119

120 - Copies of the final draft were furnished each Sangguniang Bayan Members for
121 their perusal. Given the floor, Hon. Roca moved for the approval of the final
122 draft on third and final reading. The motion was duly seconded by all
123 Sangguniang Bayan Members present. Since there was no objection, the
124 proposed measure was declared Approved on Third and Final Reading, thus:
125

126 MUNICIPAL ORDINANCE NO. 2026-02
127

128 AN ORDINANCE CHANGING THE PLANTILLA POSITION TITLE FROM SENIOR TOURISM
129 CULTURE AND THE ARTS OFFICER (SENIOR TOURISM OPERATIONS OFFICER) TO SENIOR
130 TOURISM OPERATIONS OFFICER IN THE OFFICE OF THE MAYOR UNDER THE TOURISM,
131 CULTURE, ARTS, MEDIA, YOUTH AND SPORTS DEVELOPMENT OFFICE AND AMENDING
132 THE QUALIFICATION STANDARDS THEREOF
133

134 WHEREAS, the position Senior Operations Officer is currently vacant;
135

136 WHEREAS, in order to conform with Civil Service Commission Memorandum
137 Circular No. 04., s. 2018; Qualification Standards for the Tourism Operations Positions in
138 the Local Government Units pursuant to R.A. No. 9593, there is a need to change the
139 position title and to amend the qualification standards for the said position;
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141 WHEREAS, the said position title modification and amendment of qualification
142 standards requires the enactment of an ordinance to this effect;
143

144 Be it enacted by the Sangguniang Bayan in session assembled that;
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146 Section 1. TITLE. This ordinance shall be known as "An Ordinance Changing the
147 Plantilla Position Title from Senior Tourism Culture and the Arts Officer (Senior Tourism
148 Operations Officer) To Senior Tourism Operations Officer in the Office of the Mayor under
149 the Tourism, Culture, Arts, Media, Youth and Sports Development Office and Amending
150 the Qualification Standards Thereof".
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152 Section 2. The hereunder position title is hereby changed, to wit:
153

POSITION TITLE	SALARY GRADE	ITEM NO.	OFFICE	FROM				
				QUALIFICATION STANDARD				
				EDUCATION	EXPERIENCE	TRAINING	ELIGIBILITY	OTHER
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Republic of the Philippines
PROVINCE OF LEYTE
Municipality of Palo

SANGGUNIANG BAYAN

EXERPTS FROM THE MINUTES OF THE 46TH REGULAR SESSION OF THE 12TH SANGGUNIANG BAYAN OF THE MUNICIPALITY OF PALO, PROVINCE OF LEYTE, HELD ON MAY 19, 2026, AT THE SANGGUNIANG BAYAN SESSION HALL.

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Hon. Andres Ian R. Sevilla	SB Member
Hon. Felipe T. Ygrubay, Jr.	SB Member
Hon. Casimero B. Parado II	SB Member
Hon. Antonino C. Hernit	SB Member
Hon. Casimero P. Villas, Jr.	SB Member
Hon. Panchito M. Cortez	SB Member
Hon. Aaron H. Roca	SB Member
Hon. Gregorio Papoose V. Lantajo, Jr.	President, Liga ng mga Barangay
Hon. Mary Dwell S. Agner	President, PPSK

Absent:

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[Handwritten signatures and initials are present at the bottom of the page, including a large signature on the left, a circular stamp in the center, and several other signatures on the right.]



Republic of the Philippines
PROVINCE OF LEYTE
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APPROVED.

CERTIFIED CORRECT:

BRIAN VALENTE P. ELORCHA
Secretary to the Sanggunian



Republic of the Philippines
PROVINCE OF LEYTE
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SANGGUNIANG BAYAN

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Municipal Ordinance 2026-02
-page 3-

ATTESTED:


JONATHAN P. CHIQUILLO
Vice-Mayor
Presiding Officer


CHIQUI RUTH C. UY
SB Member


ANDRES IAN R. SEVILLA
SB Member


FELIPE T. YGRUBAY, JR.
SB Member


CASIMERO B. PARADO II
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President, PPSK

APPROVED. June 3, 2026.


REMEDIOS "MATIN" L. PETILLA
Municipal Mayor

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