

Item No.: 10
Date: 28 2026 JUL



Republic of the Philippines
PROVINCE OF LEYTE
Provincial Capitol
Tacloban City

-oOo-

PROVINCE OF LEYTE
LEGAL OFFICE
RELEASED

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

Sangguniang Panlalawigan
Province of Leyte

PROVINCIAL LEGAL OFFICE

RECEIVED

Date: JUL 21 2026
By: [Signature]

2nd INDORSEMENT

June 3, 2026

Respectfully returned to the Sangguniang Panlalawigan of Leyte, through the SP Secretary, the attached Ordinance No. 2026-05 of the Sangguniang Bayan of Ssn Miguel, Leyte.

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

- Ordinance No. 2026-05 entitled: **"An Ordinance Institutionalizing a Drug-Free workplace in the LGU of San Miguel, Leyte, 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 of the Local Government Code of 1991 (R.A 7160) pursuant to RA 9165². 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 (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,

² "Comprehensive Dangerous Drugs Act of 2002".

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

OFFICE OF THE SANGGUNIANG PANLALAWIGAN

1ST INDORSEMENT
06 May 2026

RECEIVED
By: *[Signature]* Date: *5.7.26* Time: *9:00*

The Provincial Legal Office is respectfully requested to review and submit recommendations on the herein enclosed **Municipal Ordinance No. 2026-05**, of the **Municipality of San Miguel, Leyte**, entitled: **An Ordinance institutionalizing a drug-free workplace in the Local Government Unit of San Miguel, Leyte and creating a drug-free committee to be in charge in the implementation of the program.**

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



Republic of the Philippines
PROVINCE OF LEYTE
MUNICIPALITY OF SAN MIGUEL
-oOo-

Sangguniang Panlalawigan
Province of Leyte
RECEIVED
Date: **MAY 05 2026**
By: *Ferni V*

OFFICE OF THE SANGGUNANG BAYAN

May 4, 2026

The Honorable Members of the Sangguniang Panlalawigan of Leyte
Thru: The Sangguniang Panlalawigan Secretary
Provincial Legislative Building
Tacloban City

Gentlemen/Ladies:

I have the honor to forward herewith pertinent documents of the Sangguniang Bayan of San Miguel, Leyte, for review and approval, to wit:

1. Fourteen (14) copies of Municipal Ordinance No. 2026-05, Series of 2026 entitled: **“AN ORDINANCE INSTITUTIONALIZING A DRUG-FREE WORKPLACE IN THE LOCAL GOVERNMENT UNIT OF SAN MIGUEL, LEYTE AND CREATING A DRUG-FREE COMMITTEE TO BE IN CHARGE IN THE IMPLEMENTATION OF THE PROGRAM”** as embodied under Resolution No. 111 Series of 2026.
2. Fourteen (14) copies of Certificate of Posting.

Kindly acknowledged receipt hereof.


BRYAN NEIL B. BRAZIL
Secretary to the Sangguniang Bayan



Republic of the Philippines
PROVINCE OF LEYTE
MUNICIPALITY OF SAN MIGUEL
-oOo-

Sangguniang Panlalawigan
Province of Leyte
RECEIVED
Date: MAY 05 2026
By: Femil V.

OFFICE OF THE SANGGUNIANG BAYAN

EXCERPT FROM THE MINUTES OF THE REGULAR SESSION OF THE SANGGUNIANG BAYAN, SAN MIGUEL, LEYTE, HELD AT THE SESSION HALL, LEGISLATIVE BUILDING, SAN MIGUEL, LEYTE ON MARCH 23, 2026

PRESENT:

Hon. Estanislao D. Sabdao, Jr.	-	Municipal Vice-Mayor/Presiding Officer
Hon. Jerome P. Peñaranda	-	SB Member
Hon. Danilo L. Aureo	-	SB Member
Hon. Letecia G. Espos	-	SB Member
Hon. Thelma M. Brazil	-	SB Member
Hon. Raul A. Salano	-	SB Member
Hon. Richard Len B. Lapidario	-	SB Member
Hon. Samuel P. Salomon	-	Ex-Officio Member, President, Liga ng mga Barangay
Hon. Joss Novem B. Labaclado	-	Ex-Officio Member, President, Sangguniang Pambayang Pederasyon

ABSENT:

Hon. Norman Niel G. Martija	-	SB Member (on official leave)
Hon. Francis Jay D. Sabdao	-	SB Member (on official leave)

Resolution No. 111
Series of 2026

AN ORDINANCE INSTITUTIONALIZING A DRUG-FREE WORKPLACE IN THE LOCAL GOVERNMENT UNIT OF SAN MIGUEL, LEYTE AND CREATING A DRUG-FREE COMMITTEE TO BE IN CHARGE IN THE IMPLEMENTATION OF THE PROGRAM

WHEREAS, Executive Order No. 66, Series of 2018, issued by then President Rodrigo Roa Duterte, calls for the institutionalization of the Philippine Anti-Illegal Drugs Strategy, which outlines the balance efforts of the government to strengthen the campaign against illegal drugs and contribute to international efforts to counter the worldwide illegal drug problem;

WHEREAS, Section 4 of the Executive Order provides that all local government units shall adopt their respective Drug-Free Workplace Programs and conduct authorize drug testing among their respective officials and personnel in accordance with the provisions of Republic Act No. 9165 or the Comprehensive Dangerous Act of 2002, as amended;

WHEREAS, RA 9165 was enacted as a measure to stamp out illegal drugs in the country and thus protect the well-being of the citizens, especially the youth, from the deleterious effects of dangerous drugs. The law intends to achieve this through the medium, among others, of promoting and resolutely pursuing a national drug abuse policy in the workplace via a mandatory random drug testing;

WHEREAS, Regulation No. 13, Series of 2018 issued by the Dangerous Drug Board mandates the creation of drug free workplace policies in all government offices, especially local government units, including the conduct of authorized drug testing, to ensure that all public officers remain drug free and that the general public be assured of effective and efficient services from the government;

WHEREAS, the drug-free workplace has been circularized pursuant to CSC MC No. 13 s. 2017 as amended by CSC MC No. 05 s 2019;

WHEREAS, in CSC MC No. 05 s 2019, the Civil Service Commission clarified that to ensure the proper implementation of the two issuances, the CSC deems it proper to emphasize that CSC Resolution No. 1700653 shall remain as the general policy the conduct of mandatory random drug test for public officials and employees, and that DDB Regulation No. 13, s. 2018 shall only be adopted by government agencies who are exempted from the coverage of CSC Resolution No. 1700653;

Certified Correct:

Attested by:

Concurred:

Approved:

WHEREAS, there is an imperative need to support the call of the Dangerous Drugs Board and to inspire active participation in the campaign against illegal trafficking and drug use in the government;

WHEREFORE on motion of Hon. Richard Len B. Lapidario duly seconded by Hon. Samuel P. Salomon, Hon. Letecia G. Espos and Hon. Thelma M. Brazil, Hon. Jerome P. Peñaranda and Hon. Danilo L. Aureo;

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

MUNICIPAL ORDINANCE NO. 2026-05
Series of 2026

AN ORDINANCE INSTITUTIONALIZING A DRUG-FREE WORKPLACE IN THE LOCAL GOVERNMENT UNIT OF SAN MIGUEL, LEYTE AND CREATING A DRUG-FREE COMMITTEE TO BE IN CHARGE IN THE IMPLEMENTATION OF THE PROGRAM

Sponsor: Hon. Richard Len B. Lapidario
SB Member/Chairman on Committee on Peace and Order, Public Safety and Legal Matters

Section 1. TITLE. This ordinance shall be known the Drug Free Workplace Ordinance of the Municipality of San Miguel, Leyte

Section 2. Declaration of Policy. All employees and officials of the Local Government of San Miguel, Leyte are public officers at the forefront of public service delivery. It is founded in the workplace in which all employees, appointed and elected, are aware of the dangers of illegal drugs and its inimical impact to the public interest. AS SUCH, It is hereby declared the policy of the Municipality of San Miguel, Leyte to:

- Promote a healthy, safe and productive working environment;
- Ensure that all officials and employees of the Local Government Unit remain drug-free;
- Support the National Government's campaign against illegal drugs pursuant to Republic Act No. 9165, otherwise known as the Comprehensive Dangerous Drugs Act of 2002;
- Institutionalize preventive, educational, and rehabilitative approaches in addressing drug-related concerns in the workplace.

Section 3. DEFINITION OF TERMS.

For purposes of this Ordinance:

- Drug-Free Workplace - A work environment free from the use, possession, distribution, or influence of illegal drugs.
- Illegal Drugs - Substances defined and penalized under Republic Act No. 9165
- Drug Test - A scientifically validated test conducted by a DOH-accredited laboratory to detect the presence of dangerous drugs in a person's system.
- Committee - The Drug-Free Workplace Committee created under this Ordinance.

Section 4. Establishment of the Drug-Free Workplace Committee – There shall be a Drug – Free Workplace Committee which shall ensure the proper implementation and dissemination of this Order. The Committee shall be composed of the following:

HON. BRYAN NEIL B. BRAZIL
Secretary to the Sangguniang Bayan

HON. ESTANISLAO D. SABDAO, JR.
Municipal Vice-Mayor/Presiding Officer

HON. RICHARD LEN B. LAPIDARIO
SB MEMBER

HON. DANILLO L. AUREO
SB MEMBER

HON. LETECIA G. ESPOS
SB MEMBER

ATTY. NORMAN D. SABDAO
Municipal Mayor

Certified Correct:

Attested by:

Concurred:

Approved:

BRYAN NEIL B. BRAZIL
Secretary to the Sangguniang Bayan

HON. ESTANISLAO D. SABDAO, JR.
Municipal Vice-Mayor/Presiding Officer

HON. JEROME R. ENARANDA
SB MEMBER

HON. DANIL O. AUREO
SB MEMBER

HON. LETECIA G. ESPINOSA
SB MEMBER

HON. THELMA M. BRAZIL
SB MEMBER

HON. RAUL A. SALANO
SB MEMBER

HON. RICHARD LEN B. LAPIDARIO
SB MEMBER

HON. SAMUEL P. SALOMON
President, Liga ng mga Barangay

HON. JOSE ROYEM B. LABACIADO
President, SK Pambayang Pederasyon

ATTN: NORMAN D. SABDAO
Municipal Mayor

Chairperson : **HON. ATTY. NORMAN D. SABDAO**
Municipal Mayor
Vice- Chairperson : **NANCY B. ARA**
Municipal Anti-Drug Abuse Council Focal Person
Members : **KYLE LINDVEY Z. DELMO**
HRMO II
DR. JUSTINE MAY P. GERVACIO, MD
Municipal Health Officer
ZOILMAR C. TABALANZA
President, SAMMEA
HON. FRANCIS JAY D. SABDAO
Committee on Rules, Privileges, Ordinances and Health
HON. RICHARD LEN B. LAPIDARIO
Chairman, Committee on Peace & Order, Public Safety and
Legal Matters
Secretariat : **HUMAN RESOURCE MANAGEMENT OFFICE**

Section 5. Meetings. The Committee shall meet at least quarterly or as frequent as may be necessary.

Section 6. Functions of the Drug-Free Workplace Committee.

- Create an Assessment Team composed of personnel with educational and training on medicine, psychology, social work and human resource administration who shall undergo regular training and assist the committee in implementing policy and the substance awareness and prevention program within the Municipality of San Miguel, Leyte;
- Craft a Drug-Free Workplace Program that is time-bound and doable, and primarily focused on promoting awareness within the government about substance abuse in public service and mechanisms to prevent the same;
- Ensure that the Municipal Government is free from illegal drugs and substance, or other acts promoting the illegal drugs trade, and ensure that all employees and officials are aware of the administrative and criminal consequences;
- Spearhead the conduct of suspicion less random mandatory drug testing through a drug testing laboratory accredited by the Department of Health, complete meaning with confirmatory testing for those positive in the first test;
- Assure that no person shall be hired as Plantilla personnel once found positive for drug use as a requirement of initial entry;
- Job Order and Contract of Service shall have drug-free clause in their respective job order contract or contract of service paper and they shall at the same time required to undergo suspicion less mandatory drug testing;
- Disseminate all information about drug-free workplace policy and ensure that each employee shall receive copies of the policy, and aware of the medical and social risks associated with drug use, the administrative and criminal consequence;
- Coordinate to all offices for whatever drug-free workplace activities; and
- Perform other functions as may be necessary in the implementation of this order.

Section 7. Aspects of the Drug-Free Workplace Policy.

- Pre- Employment Drug Testing – Mandatory drug testing shall remain an essential requirement for entry to government service.

Certified Correct:

Attested by:

Consented:

Approved:

BRYAN MEIL B. BRAZIL
Secretary to the Sangguniang Bayan

HON. ESTANISLAO D. SABDAO, JR.
Municipal Vice-Mayor/Presiding Officer

HON. JEROME P. BENARANDA
SB MEMBER

HON. DANLO L. AUERO
SB MEMBER

HON. LETECIA G. ESPOS
SB MEMBER

HON. THELMA M. BRAZIL
SB MEMBER

HON. RAUL A. SUTANO
SB MEMBER

HON. RICHARD LEN B. LAPIDARIO
SB MEMBER

HON. SAMUEL P. SALOMON
President, Liga ng mga Barangay

HON. JOSEY NOVEM B. LABAGLADO
President, SK Pambarangay Pederasyon

ATTY. NORMAN D. SABDAO
Municipal Mayor

- d. Employee Assistance Program – Any personnel, prior to the conduct of Authorize Drug Testing, may seek intervention through the Employee Assistance Program, which shall provide referrals and additional services to the personnel concerned. A drug dependency examination shall be conducted in order to determine the level of Substance – Use- Disorder and the applicable intervention. This Program shall apply to personnel who are found to be positive for drug use after the conduct of confirmatory drug test in Authorized Drug Testing Facility.

Section 8. INTERVENTION AND REHABILITATION. An Employee who tests positive in confirmatory testing:

- Shall be referred for assessment;
- May undergo appropriate intervention or rehabilitation;
- Shall be dealt with in accordance with Civil Service Commission rules and applicable laws.

Rehabilitation shall be encouraged for first time offenders, without prejudice to administrative and criminal liabilities under existing laws.

Section 9. PROCEDURE IN CASE OF POSITIVE CONFIRMATORY RESULT.

- The employee shall be notified in writing;
- The employee shall be afforded the opportunity to explain;
- The case shall be referred to the HRMO for appropriate administrative action;
- Referral for assessment and possible rehabilitation shall be made;
- Administrative proceedings shall comply strictly with Civil Service Commission rules on due process. A positive result shall not automatically result in dismissal. Administrative liability shall be determined after observance of due process.

Section 10. EMPLOYEE ASSISTANCE AND REHABILITATION. The LGU shall establish an Employee Assistance and Referral Program which may include: • Counseling services; • Referral to accredited rehabilitation facilities; • Monitoring and reintegration support. Rehabilitation shall be encouraged for first-time offenders, consistent with national law.

Section 11. CONFIDENTIALITY CLAUSE. All records pertaining to drug testing shall be treated as strictly confidential. Unauthorized disclosure shall subject the responsible official to administrative sanctions.

Section 12. APPROPRIATIONS. The amount necessary for the implementation of this Ordinance shall be **ONE HUNDRED THOUSAND PESOS (P 100,000.00)** incorporated in the Annual Budget of every year of the Municipality of San Miguel, Leyte, subject to existing accounting and auditing rules.

Section 13. OTHER GUIDELINES. The guidelines laid in the CSC Resolution No. 170063 as circularized by Mc No. 13 s 2017 and amended by MC No. 05 s 2019 shall be strictly observed.

Section 14. Repealing Clause. All Executive Orders, Rules and Regulations and other issuances or parts thereof inconsistent with this Executive Order are hereby repealed and modified.

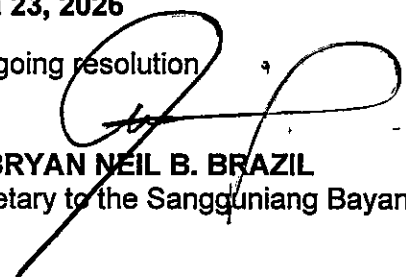
Concurred by:

Section 15. Effectivity. This ordinance shall take effect immediately upon its approval.

DATE APPROVED

March 23, 2026

I HEREBY CERTIFY to the correctness of the foregoing resolution

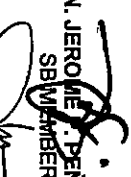

BRYAN NEIL B. BRAZIL
Secretary to the Sangguniang Bayan

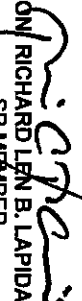
Attested by:

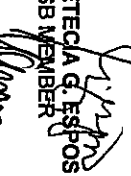

HON. ESTANISLAO D. SABDAO, JR.
Municipal Vice-Mayor/Presiding Officer

Approved:


ATTY. NORMAN D. SABDAO
Municipal Mayor

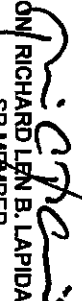

HON. JEROME C. PENARANDA
SB MEMBER


HON. DANILLO L. AUREO
SB MEMBER

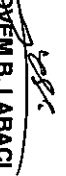

HON. LETECIA G. ESPINO
SB MEMBER


HON. THEIMA M. BRAZIL
SB MEMBER


HON. RAUL A. SALANO
SB MEMBER


HON. RICHARD LEN B. LAPIDARIO
SB MEMBER


HON. SAMUEL P. SALOMON
PRESIDENT, LIGA NG MGA BARANGAY


HON. JOSE NOYEM B. LABACLADO
PRESIDENT, SK PAMBAYANG PEDERASYON



Republic of the Philippines
PROVINCE OF LEYTE
MUNICIPALITY OF SAN MIGUEL
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OFFICE OF THE SANGGUNIANG BAYAN

CERTIFICATE OF POSTING

THIS IS TO CERTIFY that Municipal Ordinance No. 2026-05, Series of 2026 as embodied under Resolution No. 111 Series of 2026 entitled **“AN ORDINANCE INSTITUTIONALIZING A DRUG-FREE WORKPLACE IN THE LOCAL GOVERNMENT UNIT OF SAN MIGUEL, LEYTE AND CREATING A DRUG-FREE COMMITTEE TO BE IN CHARGE IN THE IMPLEMENTATION OF THE PROGRAM”** has been posted in (3) three conspicuous places within the municipality and shall remain posted for (3) three consecutive weeks.

Done this 4th day of May, 2026 in San Miguel, Leyte.


BRYAN NEIL B. BRAZIL
Secretary to the Sangguniang Bayan