



Republic of the Philippines
PROVINCE OF LEYTE
Provincial Capitol
Tacloban City

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PROVINCIAL LEGAL OFFICE

Item No.: 11
Date: 07 2026 JUL

Sangguniang Panlalawigan
Province of Leyte
RECEIVED
Date: JUL 01 2026
By: JennVr

2nd INDORSEMENT
June 16, 2026

Respectfully returned to the Sangguniang Panlalawigan of Leyte, through SP Secretary, the attached Ordinance No.36 of the Sangguniang Bayan of Carigara, Leyte.

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

- Ordinance No.36 entitled: "Municipal House Numbering Ordinance of Carigara, Leyte"

REVIEW/RECOMMENDATION/LEGAL OPINION:

This office is of the opinion that the subject Ordinance is generally in accordance with its power under Section 394(d)(6)¹. 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 (6) Keep an updated record of all inhabitants of the barangay containing the following items of information: name, address, place and date of birth, sex, civil status, citizenship, occupation, and such other items of information as may be prescribed by law or ordinance;

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OFFICE OF THE SANGGUNIANG PANLALAWIGAN

1ST INDORSEMENT
10 June 2026

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LEGAL OFFICE
RECEIVED

By: [Signature]
Date: 6.10.26 Time: 2:24

The Provincial Legal Office is respectfully requested to review and submit recommendations on the herein enclosed **Municipal Ordinance No. 2026-036** of the **Municipality of Carigara, Leyte**, entitled: **An Ordinance establishing establishing a uniform and standard Municipal House Numbering System in the Municipality of Carigara, Leyte**, providing for its design, installation, maintenance, and the collection of reasonable fees therefor, and appropriating funds therefor.

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



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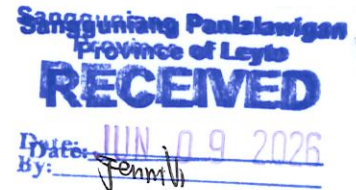
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BAGONG PILIPINAS

1st Indorsement
June 08, 2026



Respectfully forwarded to the Honorable Members of the Sangguniang Panlalawigan of Leyte, thru the Provincial Board Secretary, Florinda Jill S. Uyvico, the herein **Municipal Ordinance No. 2025-036** –*“An Ordinance a Uniform and Standardized Municipal House Numbering System in the Municipality of Carigara, Leyte, Providing for Its Design, Installation, Maintenance, and the Collection of Reasonable Fees Therefor, and Appropriating Funds Therefor.”*

For your perusal and appropriate action.


RACHELYN A. SILVESTRE-CABALLES
MGDH – I (Secretary to the Sangguniang Bayan)



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BAGONG PILIPINAS

EXCERPT FROM THE MINUTES/JOURNAL OF THE 43RD REGULAR SESSION OF THE 20TH COUNCIL OF THE SANGGUNIANG BAYAN OF CARIGARA HELD AT THE SESSION HALL, LEGISLATIVE BUILDING, CARIGARA, LEYTE, ON APRIL 27, 2026

**Sangguniang Panlalawigan
 Province of Leyte
 RECEIVED**

Date: JUN 09 2026
 By: JennW

* * * * *

PRESENT:

Hon. Jimmy A. Camposano ----- Mun. Vice Mayor-Pres. Officer
 Hon. Fernando N. Moriel -----SB Member
 Hon. Vilma M. Domus -----SB Member
 Hon. Mildred C. Modesto -----SB Member
 Hon. Carlo Angelo B. Go -----SB Member
 Hon. Myla L. Aguilar -----SB Member
 Hon. Guillermo I. Panal -----SB Member
 Hon. Arvin. N. Urmeneta -----SB Member-LnB President
 Hon. Daniel N. Ariaso, Jr.-----SB Member-SK Fed. Pres.

ABSENT:

Hon. Ulpiano U. Arpon Jr. -----SB Member – Sick Leave
 Hon. Joenlee C. Larraga -----SB Member – Sick Leave

* * * * *

MUNICIPAL HOUSE NUMBERING ORDINANCE

EXPLANATORY NOTE

Many of our fellow Kalgaranons do not have a proper address. They only write down their Barangay and Carigara, Leyte. It poses several problems of its own, creating ambiguity and uncertainty.

Instead of relying on community markers such as “ngada ha pickup” or “ha tugbang han manga”. We propose the establishment of a



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“AN ORDINANCE ESTABLISHING A UNIFORM AND STANDARDIZED MUNICIPAL HOUSE NUMBERING SYSTEM IN THE MUNICIPALITY OF CARIGARA, LEYTE, PROVIDING FOR ITS DESIGN, INSTALLATION, MAINTENANCE, AND THE COLLECTION OF REASONABLE FEES THEREFOR, AND APPROPRIATING FUNDS THEREFOR.”

uniform and standardized Municipal House Numbering System. For clarity, safety, efficiency, and administrative order, we support the efficient and effective governance of our town.

The Municipal House Numbering System Ordinance is administrative. Its sole aim is to give identification and does not confer ownership, occupancy rights, legality of construction, or any other legal claim over land or structures.

It acknowledges the realities of urbanism, redevelopment, and historical continuity. It ensures that previously assigned or historical house numbers are retained and respected, while newly constructed or unnumbered houses, buildings, and structures are integrated seamlessly.

This Ordinance seeks to establish a practical, fair, and sustainable system that benefits both the municipality and its residents.

In this regard, we seek the passage of this Ordinance.

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MUNICIPAL ORDINANCE NO. 2026-036

Series of 2026

**AN ORDINANCE ESTABLISHING A UNIFORM AND
STANDARDIZED MUNICIPAL HOUSE NUMBERING SYSTEM IN
THE MUNICIPALITY OF CARIGARA, LEYTE, PROVIDING FOR
ITS DESIGN, INSTALLATION, MAINTENANCE, AND THE
COLLECTION OF REASONABLE FEES THEREFOR, AND
APPROPRIATING FUNDS THEREFOR**

Author: **HON. MYLA LIGUTAN AGUILAR**
HON. GUILLERMO I. PANAL

Co-Sponsor: Hon. Carlo Angelo B. Go
Hon. Fernando N. Moriel
Hon. Mildred C. Modesto

WHEREAS, Republic Act No. 7160, otherwise known as the *Local Government Code of 1991*, authorizes local government units, under Section 16, to promote the general welfare, and empowers the Sangguniang Bayan, pursuant to Section 447(a)(2)(xiv), to regulate the numbering of residential, commercial, and other buildings;

WHEREAS, a standardized municipal house numbering system is necessary to ensure accurate identification of houses and



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buildings, facilitate the delivery of social services, and support emergency response and disaster risk reduction throughout the Municipality of Carigara, Leyte;

WHEREAS, the Municipality recognizes the historical significance of Binongtoan, Barangay Canal, the town’s point of origin, and the importance of preserving historically assigned and previously used house numbers to maintain continuity, prevent confusion, administrative disruption, or undue burden on residents;

WHEREAS, the assignment of house numbers under this Ordinance shall be strictly administrative and shall not be construed as conferring ownership, tenure, legality of construction, or any right over land or structures;

WHEREAS, it is necessary to prescribe uniform standards for the design, installation, maintenance, and replacement of official house number plates to ensure visibility, durability, consistency, and operational flexibility;

WHEREAS, the production, installation, maintenance, repair, and replacement of official House Number Plates shall be funded through the collection of reasonable fees from property owners and occupants, with certain exemptions granted, pursuant to Section 18 of the Local Government Code, which authorizes the Sangguniang Bayan to collect reasonable fees for services rendered for municipal



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SECTION 1. Title: This Ordinance shall be known as the **Municipal House Numbering Ordinance** of Carigara, Leyte.

SECTION 2. Declaration of Policy: It is hereby declared the policy of the Municipality of Carigara, Leyte, to establish and maintain a uniform and standardized house numbering system to facilitate identification, promote the effective delivery of social services, and enhance emergency preparedness and response.

The Municipality further recognizes that:

- a. existing and historically used house numbers shall be recorded and recognized for purposes of continuity and reference;
- b. a house number, once assigned, shall be permanent in nature and shall not be subject to renewal, alteration, or reassignment, except as may be expressly provided under this Ordinance; and
- c. the house numbering system must accommodate the realities of urban growth, expansion, and redevelopment while ensuring administrative continuity and order.

The assignment of house numbers under this Ordinance shall serve solely as an administrative measure. It does not confer, recognize,

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or imply ownership, tenure, or any legal right over land or structures, nor the legality of construction, occupancy, or land use;

SECTION 3. Coverage: This Ordinance shall apply to all residential houses, including abandoned and unoccupied houses, and to other buildings or structures intended for human occupancy or regular human activity, whether residential, commercial, mixed-use, or similar in nature, which are permanent or semi-permanent within the territorial jurisdiction of the Municipality of Carigara, Leyte.

SECTION 4. Principles of the Numbering System. The following principles shall govern the Municipal House Numbering System:

- a. The numbering system shall originate from and recognize the first settlement of the Municipality, Binongtoan, or Barangay Canal, as the historical reference point for sequencing and continuity.
- b. All houses or buildings shall be issued an official house number. Those with previously assigned house numbers shall retain their assigned numbers on a provisional basis for a period of five (5) years or the transition period, from the effectivity of this Ordinance, after which all house numbers shall be aligned with the approved Municipal House Numbering Sequencing Plan.

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- c. Letter suffixes shall be assigned to house numbers in cases where additional houses were constructed over time on a property that has undergone voluntary subdivision among family members, where such houses share the same entrance or exit point leading to a public road with the “original” house that has an existing house number. Letter suffixes shall be assigned chronologically.
- d. In rare cases where two houses may share the same previously assigned number, such duplication shall not affect the administrative function of the House Numbering System. Full identification shall rely on the assigned number together with the street or road and barangay, and no new numbers shall duplicate existing assignments.
- e. Houses within compounds that have independent physical demarcations, or where an independent entrance or exit point leading to a public road exists, shall be treated as separate and independent houses and shall each be assigned a primary house number. Letter suffixes shall only apply to houses located within a property sharing a clearly defined boundary or a common gate with an existing numbered house.
- f. Abandoned, unoccupied, or destroyed houses shall be registered in the official house numbering system and shall not be issued physical plates until occupancy or functional





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necessity arises.

- g. Houses or buildings located within the housing projects shall use their officially designated block and lot numbers as their house numbers for identification purposes.
- h. Commercial, institutional, and other non-residential buildings shall be covered by the numbering system and shall be assigned house numbers in accordance with the same principles applicable to residential houses, insofar as practicable.
- i. Structures located in areas subject to land-use, environmental, safety, or disaster risk classifications, or situated on lands subject to unresolved or overlapping claims of ownership, may be entered into the official house numbering registry solely for purposes of identification, service delivery, and emergency response; however, no physical house number plate shall be issued unless and until functional necessity or authorized use arises.

SECTION 5. *Municipal House Number Official Registry:* The Municipality of Carigara, Leyte, shall establish and maintain an official Municipal House Number Registry, which shall serve as the authoritative record of all house and building numbers within the Municipality.



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The system shall have the following characteristics:

- a. **Purpose and Use:** The Registry shall be maintained for administrative identification, coordination of social services, emergency preparedness and response, urban planning, and other official functions as may be determined by the Municipality.
- b. **Contents:** The Registry shall contain, for each structure information as is necessary to establish identity, occupancy, and location: assigned house number or historical numbering if any, location details, type of structure, ownership or occupancy status, and notes on special conditions such as subdivisions, abandoned or unoccupied status, or structures located in areas subject to land-use, environmental, or safety regulations, including overlapping ownership claims.
- c. **Management and Maintenance:** The Municipal Civil Registrar (MCR) shall have primary responsibility for the administration, assignment, and upkeep of the Registry. In performing these functions, the MCR shall be supported by the Municipal Engineering Office, Municipal Planning and Development Office, Municipal Disaster Risk Reduction and Management Office, and other municipal offices that may be established in the future whose functions are related to housing matters, as well as the barangays, for verification and local support.





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d. **Integrity and Accessibility:** The Registry shall be kept accurate, up to date, and accessible only to authorized municipal personnel for official purposes, while ensuring the privacy and protection of the occupant and property information as personal information, in accordance with Republic Act No. 10173 or the Data Privacy Act of 2012, and other pertinent laws, and Municipal Ordinance No. 2025-017.

SECTION 6. Assignment of House Numbers: The Municipal Civil Registrar shall designate, assign, reassign, and record house and building numbers in the Municipality of Carigara, Leyte, pursuant to this Ordinance. The assignment shall be carried out in accordance with the principles established herein and shall serve as the official reference for identification, social service delivery, and emergency response.

In performing this function, the Municipal Civil Registrar may coordinate with the House Numbers Committee, the concerned barangay or barangays, relevant government agencies, and utility providers, as necessary, to ensure orderly and accurate assignment of house numbers.

SECTION 7. Municipal House Numbering Sequencing and Mapping: The Municipal Planning and Development Office (MPDO), in coordination with the House Numbers Committee, shall develop a municipal-level sequencing plan for house numbering. This plan



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shall provide the rules and progression for numbering across all barangays, beginning from the historic point of origin at Binongtoan, Barangay Canal, and shall serve as technical guidance to the Municipal Civil Registrar for the orderly assignment of house numbers.

The sequencing plan shall take into account:

1. Continuity with historically assigned numbers;
2. Counterclockwise sequencing of households;
3. Logical progression along roads and public access points;
4. Compounds, subdivisions, housing projects, and newly developed areas;
5. Administrative Origin: Barangays created from its separation from a “mother” barangay shall be assigned the next sequential number immediately following the last assigned number of its mother barangay;
6. The use of geotagging;
7. Administrative ease for identification, social service delivery, and emergency response.





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It shall serve as the blueprint from which the Municipal Civil Registrar shall reference to assign specific numbers to buildings and structures, consistent with the sequencing plan and the provisions of this Ordinance.

SECTION 8. Local Verification and Support: Barangays shall provide local support in the implementation of the Municipal House Numbering System. Their responsibilities shall include:

1. Assisting in identifying structures and confirming occupancy or property information;
2. Supporting community-level outreach to residents regarding the Municipal House Numbering System;
3. Verifying conditions on the ground to ensure accurate reporting to the Municipal Civil Registrar and other relevant municipal offices.

SECTION 9. The House Numbers Committee: There is hereby created a House Numbers Committee, which shall be responsible for the overall coordination and implementation of this Ordinance.

Composition: The Committee shall have the following composition:

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Chairman	Municipal Mayor or his duly authorized representative
Co-Chairman	SBM, Chairperson on Committee on Public Works and Infrastructure
Members	SB Members, Committee on Public Works and Infrastructure
	Liga ng mga Barangay President
	Municipal Engineering Office or its duly authorized representative
	Municipal Planning and Development Office or its duly authorized representative
	Municipal Disaster Risk Reduction and Management Office or its duly authorized representative
	Municipal Assessors Office or its duly authorized representative
	Business Permits and Licensing Office or its duly authorized representative

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Members	Utility Providers Representatives
Secretariat	Municipal Civil Registrar

Functions: The Committee shall have the following functions:

- a. Coordinate the implementation of house numbering activities;
- b. Resolve administrative issues arising from the application of this Ordinance; and
- c. Provide technical and logistical support to ensure orderly and effective execution.

The Committee shall have no policy-making authority, and its functions shall not alter or supersede the statutory mandates of any municipal office as prescribed herein in this Ordinance.

SECTION 10. The House Number Plate Design and Branding Standards: House Number Plates shall conform to a standardized design with a color-coding scheme to distinguish occupancy classifications, as prescribed by the Municipal Engineering Office, to ensure uniformity, durability, visibility, and legibility.

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Each plate shall incorporate the official logo of the Municipality of Carigara, Leyte, to signify authenticity and consistency across the Municipality.

The design standard shall further comply with applicable accessibility laws as mandated by the 2024 Revised Implementing Rules and Regulations of the amendments to Batas Pambansa Blg. 344.

SECTION 11. Installation of House Number Plates: The installation of House Number Plates shall be the responsibility of the Municipal Engineering Office (MEO), in coordination with the Municipal Planning and Development Office (MPDO). The MEO shall prescribe guidelines on the installation, placement, and orientation of the House Number Plates to ensure that they are clearly visible and accessible from the nearest public road or path.

The MEO shall repair or replace damaged, deteriorated, or missing house number plates within a reasonable period, as determined by the MEO, subject to a fee, to ensure continued compliance with the standards prescribed under this Ordinance.

SECTION 12. Maintenance and Replacement. Property owners or occupants shall be responsible for maintaining the house number plate in good condition and free from obstruction.





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In the event of damage, loss, or destruction of the plate, the owner or occupant shall request a replacement from the MEO, subject to a fee, and shall not create or install a plate independently, in order to preserve uniformity and official recognition. Provided, That the replacement fee may be waived in cases of force majeure or events beyond human control, such as severe typhoons, floods, or earthquakes.


Barangays shall assist in the monitoring of House Number Plates to ensure that plates are maintained in proper condition and aligned with the standards prescribed under this Ordinance.

SECTION 13. Integration into the Occupancy Permit System: No occupancy permit shall be issued for any building or structure unless the Municipal Civil Registrar has assigned an official house number in accordance with this Ordinance.

The issuance and installation of the house number plate shall constitute the administrative completion of the house numbering requirement.

The Municipal Civil Registrar shall record the assigned house number in the Municipal House Number Registry.

The Municipal Engineering Office (MEO) shall install the house number plate in accordance with the prescribed technical

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guidelines.


The assigned house number under this Ordinance shall constitute the official reference for all permits, registrations, and municipal records, subject to the transition period provided herein.

SECTION 14. Fees: The Municipality of Carigara, Leyte, shall collect reasonable fees for the replacement or repair of House Number Plates, based on the actual costs of production, as determined by the Municipal Engineering Office in coordination with the Municipal Civil Registrar.

Fees collected under this section shall be paid to the Municipal Treasurer's Office (MTO) and shall be used exclusively for the production, installation, and maintenance of the Municipal House Numbering System.

SECTION 15. Funding: The Municipality shall fund the installation of House Number Plates, both previously existing and newly assigned. Each household shall be issued its initial House Number Plate free of charge.

To ensure the effective implementation of this Ordinance, an initial amount of Five Hundred Thousand Pesos (P500,000.00) shall be sourced from the General Fund and shall be included in the subsequent annual or supplemental budget of the Municipality.

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REPUBLIC OF THE PHILIPPINES
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OFFICE OF THE SANGGUNIANG BAYAN

Telephone No. (053) 530-5144 E-mail Address: sangguniang bayancarigara@gmail.com



Page 19 Ord. No.2026-036 dated April 27, 2026-

“AN ORDINANCE ESTABLISHING A UNIFORM AND STANDARDIZED MUNICIPAL HOUSE NUMBERING SYSTEM IN THE MUNICIPALITY OF CARIGARA, LEYTE, PROVIDING FOR ITS DESIGN, INSTALLATION, MAINTENANCE, AND THE COLLECTION OF REASONABLE FEES THEREFOR, AND APPROPRIATING FUNDS THEREFOR.”

SECTION 16. Prohibited Acts: The following acts are hereby declared prohibited:

- **Unauthorized Installation or Alteration:** The installation, modification, relocation, or removal of any Official House Number Plate without prior approval of the Municipal Government.
- **Defacement or Damage:** Any act to deface, vandalize, destroy, modify, tamper, or otherwise damage any Official House Number Plate or any part thereof.
- **Misrepresentation:** Using a house number for purposes other than those expressly authorized under this Ordinance, including misrepresentation of ownership, occupancy, or legal status.
- **Political or Commercial Purpose:** Any act to use any Municipal House Numbers for a political campaign, commercial advertising, private promotion, or any purpose other than intended by this Ordinance.
- **Neglect of Maintenance:** The failure of the property owner or occupant to keep the official house number plate free from obstruction, and the unjustified failure or inaction of responsible municipal offices, departments, barangays, or



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personnel, after due notice, to cause the repair, replacement, or restoration of damaged, faded, illegible, or missing official house number plates within a reasonable period, in accordance with this Ordinance.

SECTION 17. Penalties: Violations of this Ordinance shall be subject to the following penalties:


First Offense: A written warning and a fine of Five Hundred Pesos (Php 500.00).

Second Offense: A fine of One Thousand Five Hundred Pesos (Php 1,500.00) or an imprisonment of One (1) month, but not more than Three (3) months, or both, at the discretion of the court.

Third Offense: A fine of Two Thousand Pesos (Php 2,000.00) or an imprisonment of Three (3) months, but not more than Six (6) months, or both at the discretion of the court

Fourth and Subsequent Offenses: The maximum allowable fine, plus the cost of repair or replacement of any damaged or altered signage.

All fines imposed under this section shall be paid to the MTO within fifteen (15) days from receipt of the citation ticket duly issued by authorized personnel. Failure to pay within the prescribed period

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BAGONG PILIPINAS

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shall result in the imposition of a surcharge of not less than fifteen percent (15%) of the unpaid amount and may be a ground for the filing of appropriate legal action in accordance with existing laws, rules, and regulations.

Enforcement of this section shall be undertaken by the authorized personnel of the Municipality who issue citation tickets and ensure compliance with this Ordinance.

Section 18: Transitory Provision for Existing House Numbers: House numbers existing prior to the effectivity of this Ordinance shall be recognized for purposes of continuity, reference, and public convenience. Provided, that all such numbers shall be subject to alignment with the approved Municipal House Numbering Sequencing Plan within a period of five (5) years or the transition period from the effectivity of this Ordinance.

SECTION 19. Implementation Clause: Provisions of this Ordinance, such as the assigning of new House Numbers for houses and buildings without previous House Numbers, shall be implemented progressively and shall not deter, delay, or impede the full implementation of this Ordinance upon effectivity.

SECTION 20. Separability Clause: Should any portion of this Ordinance be found unconstitutional or otherwise invalid by a court of proper jurisdiction, all remaining provisions shall remain in effect and shall not be affected by the ruling on the invalid section.





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BAGONG PILIPINAS

Page 22 Ord. No.2026-036 dated April 27, 2026-

“AN ORDINANCE ESTABLISHING A UNIFORM AND STANDARDIZED MUNICIPAL HOUSE NUMBERING SYSTEM IN THE MUNICIPALITY OF CARIGARA, LEYTE, PROVIDING FOR ITS DESIGN, INSTALLATION, MAINTENANCE, AND THE COLLECTION OF REASONABLE FEES THEREFOR, AND APPROPRIATING FUNDS THEREFOR.”

SECTION 21. Repealing Clause: All ordinances, rules, and regulations or parts thereof inconsistent with this Ordinance are hereby repealed or modified accordingly.

SECTION 22. Effectivity Clause: This Ordinance shall take effect fifteen (15) days following its posting on the official website of the Municipality of Carigara, Leyte, its social media platforms, and in at least three conspicuous places in the Municipality of Carigara, Leyte

APPROVED UNANIMOUSLY this 27th day of April 2026 at the Sangguniang Bayan Session Hall, Carigara, Leyte


* * * * *

I HEREBY CERTIFY that this is a true and accurate copy of the ordinance duly enacted by the Sanggunian on 27 April 2026.


PAULINO T. MARQUEZ
Legal Assistant I

OIC-Secretary to the Sanggunia

Attested:


JIMMY A. CAMPOSANO
Municipal Vice Mayor, Presiding Officer



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Page 23 Ord. No.2026-036 dated April 27, 2026-


“AN ORDINANCE ESTABLISHING A UNIFORM AND STANDARDIZED MUNICIPAL HOUSE NUMBERING SYSTEM IN THE MUNICIPALITY OF CARIGARA, LEYTE, PROVIDING FOR ITS DESIGN, INSTALLATION, MAINTENANCE, AND THE COLLECTION OF REASONABLE FEES THEREFOR, AND APPROPRIATING FUNDS THEREFOR

Concurred:



FERNANDO N. MORIEL
SB Member

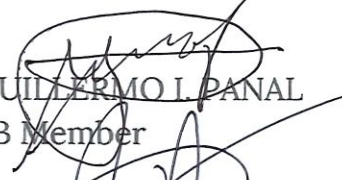

CARLO ANGELO B. GO
SB Member


MYLA L. AGUILAR
SB Member


ARVIN N. URMENETA
SB Member-LnB Pres.



VILMA M. DOMUS
SB Member


MILDRED C. MODESTO
SB Member


GUILLERMO L. PANAL
SB Member


DANIEL N. ARIASO JR.
SB Member-SK Fed. Pres.

Approved:


EDUARDO T. ONG, JR.
Municipal Mayor

Date Approved:

06/08/2026



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BAGONG PILIPINAS

CERTIFICATION

THIS IS TO CERTIFY that a public hearing was conducted last April 14, 2026 at 2:00 o'clock in the afternoon at the 2nd Floor, Liga Hall Building, Brgy. Ponong, Carigara, Leyte for the deliberation of the proposed **Municipal Ordinance No. 2025-036** –*“An Ordinance a Uniform and Standardized Municipal House Numbering System in the Municipality of Carigara, Leyte, Providing for Its Design, Installation, Maintenance, and the Collection of Reasonable Fees Therefor, and Appropriating Funds Therefor”*.

ISSUED this 8th day of June, 2026.


RACHELYN A. SILVESTRE-CABALLES
MGDH – I (Secretary to the Sangguniang Bayan)

1 MINUTES OF THE PUBLIC HEARING ON THE PROPOSED MUNICIPAL
2 ORDINANCE NO. 2026-036 entitled "AN ORDINANCE ESTABLISHING A
3 UNIFORM STANDARDIZED MUNICIPAL HOUSE NUMBERING SYSTEM IN
4 THE MUNICIPALITY OF CARIGARA, LEYTE PROVIDING FOR ITS DESIGN,
5 INSTALLATION, MAINTENANCE, AND THE COLLECTION OF REASONABLE
6 FEES THEREFOR, AND APPROPRIATING FUNDS THEREFOR"
7 HELD LAST APRIL 14, 2026, AT 200 PM AT LIGA HALL
8

9 I. CALL TO ORDER

10 The chairman of the Committee Hon. Fernando N. Moriel calls the meeting to order.
11

12 II. ROLL CALL

13 The Secretary of the Sanggunian disclosed that present thereat are the Chairman
14 of the Committee on Public Works and Infrastructure Hon. Carlo Angelo B. Go, Hon. Fernando
15 N. Moriel and Hon. Mildred C. Modesto.

16 Also present thereto are: Hon. Myla Ligutan Aguilar and Hon. Guillermo I. Panal
17 authors of the ordinance; Ms. Myrna Trinidad Catalufia, Senior Statistical Specialist-PSA LPO;
18 Ma. Grace Espos, Philippine Post Office; Bernadette Arrojo, MCR; Engr. Jhon Christopher
19 Caballes, MEO; Juzail Wael and Michelle Platilla, LIAC; the 49 Punong Barangays, Barangay
20 Secretaries, and Sangguniang Barangay Members; Ms. Socorro Fama, Local Historian, CSO
21 Representatives; SB Staff and other stakeholders.
22

23 III. OPENING STATEMENT:

24 The Presiding Officer welcomed everyone and explained that the purpose of the hearing
25 was to gather public comments and recommendations regarding the Proposed Municipal
26 ORDINANCE NO. 2026-036 entitled "AN ORDINANCE ESTABLISHING A UNIFORM
27 STANDARDIZED MUNICIPAL HOUSE NUMBERING SYSTEM IN THE
28 MUNICIPALITY OF CARIGARA, LEYTE PROVIDING FOR ITS DESIGN,
29 INSTALLATION, MAINTENANCE, AND THE COLLECTION OF REASONABLE
30 FEES THEREFOR, AND APPROPRIATING FUNDS THEREFOR"
31
32

33 IV. PRESENTATION OF THE PROPOSED ORDINANCE:

34 The author of the Ordinance Hon. Myla L. Aguilar presented the key provisions of the
35 proposed ordinance.

36 The sponsor of the measure, Hon. Myla L. Aguilar, presented the ordinance and
37 explained that the proposed house numbering system aims to:

- 1 1. Establish a uniform and standardized identification system for all residential,
2 commercial, institutional, and government structures within the Municipality of
3 Carigara.
- 4 2. Facilitate efficient delivery of public services, emergency response, mail and parcel
5 delivery, taxation, business registration, and census-related activities.
- 6 3. Improve address identification and location mapping throughout the municipality.
- 7 4. Provide guidelines for the design, installation, maintenance, and replacement of house
8 number plates.
- 9 5. Allocate the necessary municipal funds for the implementation and sustainability of the
10 program.

11 During the discussion, members expressed support for the measure, citing its
12 importance in improving public administration, disaster response, public safety, and
13 community planning. Clarifications were sought regarding the funding source, implementation
14 schedule, responsibilities of concerned municipal offices, and penalties for non-compliance.

15 The sponsor addressed the questions raised and emphasized that the ordinance would
16 be implemented in coordination with the Municipal Planning and Development Office,
17 Municipal Engineering Office, Barangay Officials, and other concerned agencies.

18 19 **V. OPEN FORUM/PUBLIC COMMENTS:**

20 The public and other stakeholders were invited to express their views and suggestions.

21 The floor was opened for comments, suggestions, and recommendations from
22 stakeholders, barangay officials, and other attendees.

23 **MS. MYRNA TRINIDAD CATALUÑA, Senior Statistical Specialist-PSA LPO**

24 It was suggested that the Business Permits and Licensing Office (BPLO) be included
25 as a member of the House Numbering Committee to ensure proper coordination in business
26 registration and address verification. It was further recommended that the house numbering
27 system adopt a counterclockwise sequencing method for consistency and ease of identification,
28 and that geotagging technology be utilized to enhance the accuracy of property location
29 mapping and database management.

30 **HON. GARNET DAX TONOLETE, Chairman Brgv. Sawang**

31 It was suggested that a completely new house numbering system be implemented
32 throughout the municipality. Retaining the existing house numbers may result in conflicts,
33 duplication, and inconsistencies with the proposed standardized system. Therefore, it was

1 recommended that all existing house numbers be replaced with new ones to ensure uniformity,
2 accuracy, and effective implementation of the municipal house numbering program.

3 **MS. SOCORRO G. FAMA, Local Historian**

4 It was recommended that the house numbering sequence follow natural and logical
5 progression to ensure clarity and ease of identification. To minimize confusion among residents
6 and facilitate a smoother transition, it was further proposed that existing house numbers with
7 historical significance or long-standing community recognition be considered and, where
8 practicable, incorporated into the new numbering system. This recommendation received the
9 support of other stakeholders present during the discussion.

10 The body noted all the suggestions and recommendations from those present.

11
12 **V. RESPONSE FROM THE AUTHOR AND THE MEMBERS OF THE COMMITTEE**

13 While the author of the ordinance acknowledges the suggestions and comments from
14 the stakeholders who attended and participated in the public hearing on the proposed ordinance.
15 The author further clarifies that the comments and suggestions raised by the representatives
16 from different sectors and members of the community were all noted and that inputs have
17 provided valuable insights on the practical challenges, regulatory implications, and community
18 impact of implementing these measures.

19
20 **VI. CLOSING REMARKS**

21 The Presiding Officer thanked the attendees for their presence and participation.
22 Considering that no objections, comments, or recommendations were raised, the proposed
23 ordinance shall be referred to the Sangguniang Bayan for appropriate legislative action.

24
25 **VII. ADJOURNMENT:**

26 There being no more issues to be discussed, the public hearing was adjourned at 2:55
27 o'clock in the afternoon on the motion of Hon. Mildred C. Modesto was seconded by all
28 members present.

1 Prepared by:

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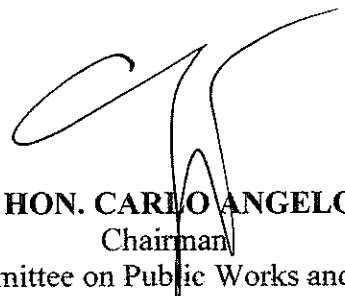
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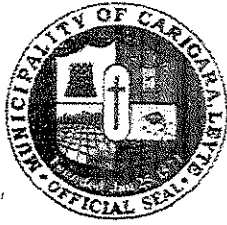

CHARIE ANN I. DACARA
Administrative Aide III

Certified correct:


PAULINO T. MARQUEZ
OIC- Secretary to the Sanggunian

Attested:


HON. CARLO ANGELO B. GO
Chairman
Committee on Public Works and Infrastructure



Republic of the Philippines
 Province of Leyte
 MUNICIPALITY OF CARIGARA
 -oOo-
 Office of the Sangguniang Bayan



Public Hearing
 For Ordinance no. 2026-036

"AN ORDINANCE ESTABLISHING A UNIFORM AND STANDARDIZED MUNICIPAL HOUSE NUMBERING SYSTEM IN THE MUNICIPALITY OF CARIGARA, LEYTE, PROVIDING FOR ITS DESIGN, INSTALLATION, MAINTENANCE, AND THE COLLECTION OR REASONABLE FEES THEREFOR, AND APPROPRIATING FUND THEREFOR"

ATTENDANCE

Name	Sex: M/F	Designation/Organizational/ Sector	Signature
Margie F. Arabadon	F	P.B.	<i>[Signature]</i>
Daisy C. Pabeva	F	SBM	<i>[Signature]</i>
Carmon B. Malabon	F	SBM	<i>[Signature]</i>
LAILANI G. MAKABENTA	F	SBM	<i>[Signature]</i>
FAITH G. MAKABENTA	F	BRGY. SECRETARY	<i>[Signature]</i>
Ezequiel S. Venturina	M	SBM	<i>[Signature]</i>
JUDY D. DARANTUA	F	P.B.	<i>[Signature]</i>
Nonna D. Panal	F	S.B.M.	<i>[Signature]</i>
RUE ANNE C. ICANDOPZ	F	Secretary	<i>[Signature]</i>
Genilo C. Nalga	M.	P.B.	<i>[Signature]</i>
Alicia A. Delis	F	SBM	<i>[Signature]</i>
Ramil F. Narconate	M	P.B.	<i>[Signature]</i>
FELIPE M. RAMOS	M	P.B.	<i>[Signature]</i>
JANET B. MENDOZA	F	P.B.	<i>[Signature]</i>
REMIGIO B. INDIA	M	SBM	<i>[Signature]</i>
EVA I. ENZADA	F.	BRGY. SEC.	<i>[Signature]</i>
Nonna Juliana	F	BRGY. SEC.	<i>[Signature]</i>
JOSMA JOSEFAAD NOYUA	M	BRGY. QUINCE UPBY	<i>[Signature]</i>
Maria Juliana M. Fuya	F	Bray. Manloy	<i>[Signature]</i>
Merle P. Famor	F	Bray. Manloy	<i>[Signature]</i>
Linda B. Gobaliza	F	Bray. TIGBA	<i>[Signature]</i>

Name	Sex: M/F	Designation/Organizational/ Sector	Signature
Sifanio B. Alalid Jr.	M.	P.B. Bilibisan	
Alicia N. Dejis	F.	SBH LBO	
ROBERTO ORWZ	M	Brgy. Sec	
RICARDO CAPALAN	M	P.B.	
MA. BELLA PROPIANA	F	MTO Camiguin	
ROSALINDA C. CELLO	F	SBM BINIRIHAN	
VICTORINO B. Alalid	M	Brgy. Peace & Order BINIRIHAN	
Augustin D. Adams Jr.	M.	Parish Council	
JAYM C. AUBARICA	F	SR-STAFF	
Chane Ann Dacara	F	NO STAFF	
Eduardo Combinido	M	P.B. Manloy	
BENJEN J. AGUNO	M	PB GUNDAYAN	
BENJAMIN EUGENIS	M	P.O	
Constantino W. Locheñe	M	P.B. LBO	
Epeña, Elymer C	M	P.B. Bar. Central	
JOSE L. Platilla JR	M	D.B. Lower SOGBO	
TERENCIO M. LUPAZA		P.B. SAMPUNAN	
Ria I. Inagan	F	Brgy. Sec Piloro	
WAE SUZAIL	F	LIAC	
Platilla, Michèle	F	LIAC staff	
BXL CONDE	M	BOD KIMP	
LEONARDO B. MATE	F	ST-PUMBLER AGEN.	
Abele J. Hidalgo	F	KANGARA MPO	
HOEL I. QUIDLAT	M	SBM PILOPO	
Julius Cesar Caballes	M	PB - Banzang	
JORDAN INAYUAN	M	PO CANDIAGUANO	
INAYUAN, BENTIMAN	M	PB SAN HIDRO	
RANVEL A. MARQUEZ	M	PB BONDY	
MA. SARIE B. TINU	F.	Brgy. Sutanay	
Nani Manuel	F.	Brgy. Seco today	
Alma G. Villacis	F	Brgy. Seco today	

Name	Sex: M/F	Designation/Organizational/ Sector	Signature
Romy J. Dilegida	M	Brig. Secretary	[Signature]
Angelina A. de la Cruz	F	Brig. Secretary	[Signature]
Premia C. Torres	F	Brig. Secretary	[Signature]
1st Lt. RMB BENDORA	M	RPVY SECRETARY	[Signature]
TEOFILO DOLOS	M	SBM	[Signature]
Jocelyn V. Caballero	F	P.B.	[Signature]
MARINA V. LLENZO	F	SBM	[Signature]
MARY JANE E. GUERRERO	F	Brig. SECRETARY	[Signature]
ARNEL DELA PEÑA	F	SBM	[Signature]
MERYL C. TALUA	F	SBM	[Signature]
VIVY ANN GELC	F	BRIG. SECRETARY	[Signature]
KIMBERLY MAY DOMINICUA	F	BRIG. SECRETARY	[Signature]
Cheryl T. Ogo	F	SBM	[Signature]
MARY ANN P. MERELDS	F	SBM	[Signature]
Cheryl Mae [unclear]	F	Brig. Secretary	[Signature]
Rupnaldo L. Canot	M	SBM	[Signature]
Amelia L. Parabola	F	SBM	[Signature]
Norma M. Analizan	F	P.B.	[Signature]
Rachel Ann T. [unclear]	F	Brig. Secretary	[Signature]
JULIETA T. YACALO	F	P.B. CANAL	[Signature]
[unclear] [unclear]	M	Lower Sobos / Brig. Council	[Signature]
RITA L. PANELO	F	L. Sobos / Brig. Council	[Signature]
MYRA G. HALLAN	F	Lower Sobos / Secretary	[Signature]
Maria O. Antiquito	F	Brig. Secretary / Brig. San Pedro	[Signature]
Amos Lemuel	M	Brig. SBM / VTA / KIDRO	[Signature]
Amos, Narciso	M	P.B. HIKAPAN	[Signature]
CRESENTE L. LLAGAS	M	P.B. CANAL	[Signature]
ISMAEL NIXEJA	M	P.B. W - VISORIA	[Signature]
MARCOS P. ASTIVO	F	SECRETARY	[Signature]
JOEL R. BRODIT	M	P.B. HIKAPAN	[Signature]
NESTOR P. DAGALEA	M	P.B. CUYA	[Signature]

Name	Sex: M/F	Designation/Organizational/ Sector	Signature
Maribel A. Rueda	F	Prog. Sec.	[Signature]
MANUELA CARMEN S. CANTAME	F	BRLT. SECRETARY	[Signature]
LEONORINO Y. ABOLDO	F	BODY. SECRETARY	[Signature]
Chu, Rommel	M	BRLT. Secretary	[Signature]
Eduardo P. Dauph	M	Prog. Chairman	[Signature]
BERNARDINO B. ALBA	F	REGISTRATION OFFICER I/LCRS	[Signature]
CARNEY LAX TOMLETE	M	SAWANG	[Signature]
JOHN CHRISTOPHER DOMINOS	M	MED	[Signature]
Lito I. Lighton	M	P.B	[Signature]
EDUARDO SANDAGAN	M	SBM	[Signature]
DOMINICO BACOL	M	SBM	[Signature]
CESARITO N. LOLO	M	SBM	[Signature]
MA. GRACE ESPOS	F	ARM - PARPOST	[Signature]
Myla L. Aguilar	F	SP MEMBER	[Signature]
RECORRE FAIMA	F	ICAL Historian, Writer	[Signature]
EMILIANO JUSTINIANO	M	Historian	[Signature]
MYRNA TRINIDAD CATALINA	F	PSA	[Signature]
DR. JOSE T. FAIMA	M	DOH - PAID	[Signature]
Lean L. Macalalag	M	SB STAFF	[Signature]
Blasmarie Rocha	M	SB STAFF	[Signature]
KAREN NEE DAMANIAN	F	SB STAFF	[Signature]
LAGAS, ROCALINDA D.	F	SB STAFF	[Signature]
Miguel C. Torralba	F	SB STAFF	[Signature]
BERNARDO MISON	M	SB STAFF	[Signature]

HOW



REPUBLIC OF THE PHILIPPINES
PROVINCE OF LEYTE
MUNICIPALITY OF CARIGARA

-oOo-

OFFICE OF THE SANGGUNIANG BAYAN

Telephone No. (053) 530-5144 E-mail Address: sangguniangbayancarigara@gmail.com



CERTIFICATION

THIS IS TO CERTIFY that **Municipal Ordinance No. 2025-036** –“*An Ordinance a Uniform and Standardized Municipal House Numbering System in the Municipality of Carigara, Leyte, Providing for Its Design, Installation, Maintenance, and the Collection of Reasonable Fees Therefor, and Appropriating Funds Therefor*”, was posted last, June 08, 2026 in accordance with R.A. 7160, otherwise known as the Local Government Code of 1991.

ISSUED this 8th day of June, 2026.

RACHELYN A. SILVESTRE-CABALLES
MGDH – I (Secretary to the Sangguniang Bayan)