



Republic of the Philippines
PROVINCE OF LEYTE
 Provincial Capitol
 Tacloban City

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PROVINCIAL LEGAL OFFICE

Item No.: 17
 Date: 07 2026 JUL

PROVINCE OF LEYTE
 LEGAL OFFICE
RECEIVED

By: [Signature]
 Date: 6.26.26 Time: 1:24

Sangguniang Panlalawigan
 Province of Leyte

RECEIVED

Date: JUN 26 2026
 By: [Signature]

2nd INDORSEMENT

June 8, 2026

Respectfully returned to the Sangguniang Panlalawigan of Leyte, through SP Secretary, the attached Ordinance No. 3 of the Sangguniang Bayan of MacArthur, Leyte.

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

- Ordinance No. 3 entitled: "An Ordinance creating one Plantilla Position of Local Youth Development Officer IV Salary Grade 22 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;

2824

PROVINCE OF LEYTE
LEGAL OFFICE
RECEIVED

By: for
Date: 6-8-26 Time: 1:25 pm

Republic of the Philippines
PROVINCE OF LEYTE
Palo, Leyte
-000-

OFFICE OF THE SANGGUNIANG PANLALAWIGAN

1ST INDORSEMENT

05 June 2026

The Provincial Legal Office is respectfully requested to review and submit recommendations on the herein enclosed **Municipal Ordinance No. 03, series of 2026 of the Municipality of MacArthur, Leyte**, entitled: **An Ordinance creating one (1) Plantilla position of Local Youth Development Officer IV (SG 22).**

FLORINDA J. S. JYVICO
Secretary to the Sanggunian

By: _____
Date: _____
RECEIVED
PROVINCE OF LEYTE
SANGGUNIANG PANLALAWIGAN



Republic of the Philippines
Province of Leyte
MUNICIPALITY OF MACARTHUR

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Office of the Sangguniang Bayan

SANGGUNIANG PANLALAWIGAN



ENDORSEMENT
June 4, 2026

Respectfully submitting to the Honorable Provincial Board for consideration and approval the herein Municipal Ordinance No. 03, Series of 2026 entitled AN ORDINANCE CREATING ONE (1) PLANTILLA POSITION OF LOCAL YOUTH DEVELOPMENT OFFICER IV (SG-22).


MARIE STEPHANIE DE LA CRUZ- PULGA
Secretary to the Sanggunian

Public Service Above Self



Republic of the Philippines
Province of Leyte
MUNICIPALITY OF MACARTHUR
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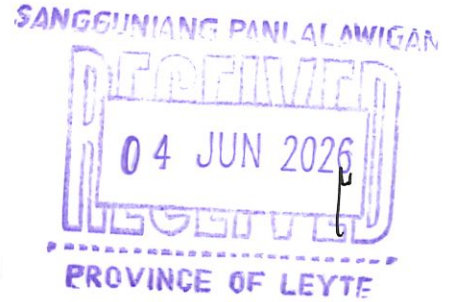
Municipal Ordinance No. 03 Series of 2026

AN ORDINANCE CREATING ONE (1)
PLANTILLA POSITION OF LOCAL YOUTH
DEVELOPMENT OFFICER IV (SG-22)



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



Attested:

JESUS A. BARANDA
Municipal Vice Mayor

Concurred:

RAUL E. MUNDALA
SB Member

IRENEO G. REMANES JR.
SB Member

RONALD DOMINIC B. BABANTE
SB Member

TRINA C. BURAWIS
SB Member

JONATHAN T. BARQUIN
SB Member

VICTORIANO T. LAZAR
SB Member

XANDRIX P. PANTIN
SB Member

GWENDOLYN M. BERISO
SB Member

JOSE A. BARANDA
Ex-Officio Member
President, Liga ng mga Barangay

RALPH MARTIN P. EGOS
Ex-Officio Member
SKF President

Approved:

RUDINE B. BABANTE
Municipal Mayor

Date Approved: JUNE 03, 2026

EXCERPT FROM THE MINUTES OF THE 43RD REGULAR SESSION OF THE SANGGUNIANG BAYAN OF MACARTHUR, LEYTE HELD ON 11 MAY 2026 AT THE MUNICIPAL SESSION HALL.

PRESENT:

- | | |
|-------------------------------------|------------------------------------------------------|
| Honorable Jesus A. Baranda | Vice Mayor, Presiding |
| Honorable Raul E. Mundala | SB Member |
| Honorable Ronald Dominic B. Babante | SB Member |
| Honorable Ireneo G. Remanes Jr. | SB Member |
| Honorable Trina C. Burawis | SB Member |
| Honorable Jonathan T. Barquin | SB Member |
| Honorable Victoriano T. Lazar | SB Member |
| Honorable Xandrix P. Pantin | SB Member |
| Honorable Gwendolyn M. Beriso | SB Member |
| Honorable Jose A. Baranda | Ex-Officio Member
President, Liga ng mga Barangay |
| Honorable Ralph Martin P. Egos | Ex-Officio Member
SKF President |

ABSENT: None

MUNICIPAL ORDINANCE NO. 03
Series of 2026

AN ORDINANCE CREATING ONE (1) PLANTILLA POSITION OF LOCAL YOUTH DEVELOPMENT OFFICER IV (SG-22)

SPONSORED BY : Honorable Ralph Martin P. Egos

Explanatory Note


I. RATIONALE:

Pursuant to the provisions of:

- Republic Act No. 10742 otherwise known as the Sangguniang Kabataan Reform Act of 2015; and
- DBM Budget Circular No. 2017-1 Creating the Local Youth Development Office (LYDO),

All Local Government Units are mandated to establish a Local Youth Development Office (LYDO) to ensure the effective implementation,

Attested:



JESUS A. BARANDA
Municipal Vice Mayor


Concurred:


PAUL E. MANDALA
SB Member



IRENEO G. REMANES JR.
SB Member



RONALD DOMINIC B. BABANTE
SB Member

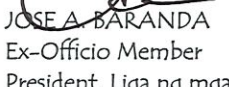

TRINA C. BURAWIS
SB Member


JONATHAN T. BARQUIN
SB Member


VICTORIANO T. LAZAR
SB Member

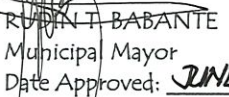

XANDRIX P. PANTIN
SB Member


GWEN DOLYN M. BERISO
SB Member


JOSE A. BARANDA
Ex-Officio Member
President, Liga ng mga Barangay


RALPH MARTIN P. EGOS
Ex-Officio Member
SKF President

Approved:


RUBEN T. BABANTE
Municipal Mayor
Date Approved: JUNE 03, 2024

- The LYDO shall apply for accreditation from NYC in order for them to conduct the mandatory and continuing training programs of SK officials and LYDC members.
- Provide Technical, logistical and other support in the conduct of the mandatory and continuing training programs, and to such other programs of NYC and DILG;
- Ensures integration of youth development concerns into local planning and development processes;
- Coordinate with the commission, with regard to the youth programs within their jurisdiction; and
- Prepares reports, policy recommendations, and documentation on youth-related initiatives.
- Performs other related functions as may be assigned.

SECTION 3. QUALIFICATIONS & SALARY SPECIFICATIONS:

A. LOCAL YOUTH DEVELOPMENT OFFICER IV

Salary Grade: 22 Level 2

Annual Salary (LBC-165 ANNEX A-6): Php 703,464.00

Qualifications:

Education: Bachelor's Degree

Eligibility: Career Service Professional/ Second Level Eligibility

Experience: 3 years relevant experience

Training: 16 hours relevant training

Age: Preferably not more than 30 years old at the time of appointment (*Rule IV, Section 26 (b)(1) of the RA 10742 otherwise known as the Sangguniang Kabataan Reform Act of 2015*)

SECTION 4. BUDGETARY REQUIREMENTS:

The budgetary requirements for personal services shall be sourced from the General Fund of the LGU, subject to Section 76 of RA 7160.

SECTION 5. The Local Youth Development Officer IV shall be appointed by the Municipal Mayor subject to civil service laws, rules and regulation.


SECTION 6. EFFECTIVITY CLAUSE - This Ordinance shall take effect after the approval from the Sangguniang Panlalawigan and the requirement of posting prescribed in RA 7160 is complied with.

ENACTED by the Sangguniang Bayan in session assembled on May 11, 2026, at the Municipal Session Hall, Legislative Building, MacArthur, Leyte, Philippines.

I HEREBY CERTIFY to the correctness of the foregoing ordinance.

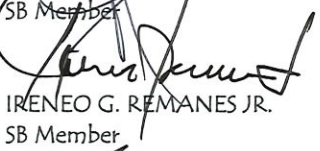
MARIE STEPHANIE DE LA CRUZ- PULGA
Secretary to the Sanggunian

Attested:



JESUS A. BARANDA
Municipal Vice Mayor

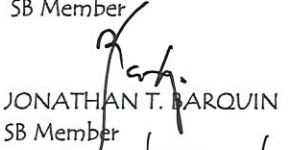
Concurred:


RAUL E. MUNDALA
SB Member



IRENEO G. REMANES JR.
SB Member



RONALD DOMINIC B. BABANTE
SB Member



TRINA C. BURAWIS
SB Member



JONATHAN T. BARQUIN
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VICTORIANO T. LAZAR
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XANDRIX P. PANTIN
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SB Member


JOSE A. BARANDA
Ex-Officio Member
President, Liga ng mga Barangay


RALPH MARTIN P. EGOS
Ex-Officio Member
SKF President

Approved:


RUDIN T. BABANTE
Municipal Mayor

Date Approved: JUNE 03, 2026

III. OBJECTIVES:

To establish a permanent Plantilla position that shall:

- Provide overall supervision and technical direction of youth development programs
- Ensure alignment of youth initiatives with local and national development goals
- Strengthen institutional support to the Sangguniang Kabataan
- Improve planning, implementation, monitoring, evaluation of youth programs and
- Initiate/Assist in organizing the Local Youth Development Council.

WHEREFORE, on motion of Honorable Ralph Martin P. Egos duly seconded by Honorable Trina C. Burawis, Honorable Gwendolyn M. Beriso, Honorable Jose A. Baranda, Honorable Ronald Dominic B. Babante, Honorable Jonathan T. Barquin, Honorable Raul E. Mundala and Honorable Xandrix P. Pantin, be it

Ordained by the Sangguniang Bayan of the Municipality of MacArthur, Leyte that:

SECTION 1. ORGANIZATION & COMPOSITION: MUNICIPAL SOCIAL WELFARE DEVELOPMENT OFFICE

- Local Youth Development Officer IV (1 item)

SECTION 2. RESPONSIBILITIES, DUTIES & FUNCTIONS:

The Local Youth Development Officer IV serves as the head of the local Youth Development Office and is responsible for planning, directing, coordinating, and evaluating the implementation of youth development programs, policies, and activities in the municipality. The position ensures alignment of local youth initiatives with national youth development frameworks and provides technical support to the Sangguniang Kabataan and youth-serving organizations.

SPECIFIC FUNCTIONS:

- Register and verify youth and youth-serving organizations (Subject the revitalized Youth Organizations, registration Program (YORP) guidelines);
- Provides technical assistance to the Local Youth Development Council (LYDC) in the formulation of the Local Youth Development Plan (LYDP);
- Facilitate the election of the LYDC representatives;
- Serves as secretariat to the LYDC;
- Conduct the mandatory and continuing training of Sangguniang Kabataan (SK) officials and LYDC members, in accordance with the programs jointly designed and implemented by the National Youth Commission (NYC) and DILG.

Attested:

JESUS A. BARANDA
Municipal Vice Mayor

Concurred:

RAUL MONTALA
SB Member

RENEO G. REMANES JR.
SB Member

RONALD DOMINIC B. BABANTE
SB Member

TRINA C. BURAWIS
SB Member

JONATHAN T. BARQUIN
SB Member

VICTORIANO T. LAZAR
SB Member

XANDRIX P. PANTIN
SB Member

GWENDOLYN M. BERISO
SB Member

JOSE A. BARANDA
Ex-Officio Member
President, Liga ng mga Barangay

RALPH MARTIN P. EGOS
Ex-Officio Member
SKF President

Approved:

RUDIN P. BABANTE
Municipal Mayor

Date Approved: JUNE 03, 2026

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The budgetary requirements for personal services shall be sourced from the General Fund of the LGU, subject to Section 76 of RA 7160.

SECTION 5. The Local Youth Development Officer IV shall be appointed by the Municipal Mayor subject to civil service laws, rules and regulation.

SECTION 6. EFFECTIVITY CLAUSE - This Ordinance shall take effect after the approval from the Sangguniang Panlalawigan and the requirement of posting prescribed in RA 7160 is complied with.

ENACTED by the Sangguniang Bayan in session assembled on May 11, 2026, at the Municipal Session Hall, Legislative Building, MacArthur, Leyte, Philippines.

I HEREBY CERTIFY to the correctness of the foregoing ordinance.

MARIE STEPHANIE DE LA CRUZ- PULGA
Secretary to the Sanggunian



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Office of the Sangguniang Bayan

CERTIFICATE OF POSTING

THIS IS TO CERTIFY that Municipal Ordinance No. 03, Series of 2026 of the Sangguniang Bayan of MacArthur, Leyte, duly enacted on 11 May 2026 and approved last 03 June 2026 has been posted since 03 June 2026 at the bulletin board of the Legislative Building, at Poblacion Public Market, and at Palale I Outpost pursuant to Section 511 of R.A. 7160.

MARIE STEPHANIE DE LA CRUZ- PULGA
Secretary to the Sanggunian

Public Service Above Self