



Republic of the Philippines  
**PROVINCE OF LEYTE**  
 Provincial Capitol  
 Tacloban City

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**PROVINCIAL LEGAL OFFICE**

Item No.: 44

Date: 07 2026 JUL

PROVINCE OF LEYTE  
 LEGAL OFFICE

RECEIVED

By: [Signature]  
 Date: 07.26.26 Time: nd

**Sangguniang Panlalawigan  
 Province of Leyte**

RECEIVED

Date: JUN 26 2026  
 By: Femily

**2<sup>nd</sup> INDORSEMENT**

June 11, 2026

Respectfully returned to the Sangguniang Panlalawigan of Leyte, through the SP Secretary, the attached Ordinance No. 2 of the Sangguniang Bayan of Matalom, Leyte.

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

- Ordinance No. 2 entitled: **“Matalom Private Child Development Center Permit to Operate Ordinance”**

**REVIEW/RECOMMENDATION/LEGAL OPINION:**

This office is of the opinion that the subject Ordinance is generally in accordance with its power under Section 447(3)(ii)<sup>1</sup> of the Local Government Code of 1991 (R.A 7160). 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*

<sup>1</sup> (ii) Regulate any business, occupation, or practice of profession or calling which does not require government examination within the municipality and the conditions under which the license for said business or practice of profession may be issued or revoked;


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OFFICE OF THE SANGGUNIANG PANLALAWIGAN

PROVINCE OF LEYTE  
LEGAL OFFICE

RELEASED

1<sup>ST</sup> INDORSEMENT  
09 June 2026

By:   
Date: 6.10.26 Time: 2:20

The Provincial Legal Office is respectfully requested to review and submit recommendations on the herein enclosed **Municipal Ordinance No. 02, series of 2026 of the Municipality of Matalom, Leyte, entitled: an Ordinance requiring all private child development centers/ learning centers in the Municipality of Matalo, Leyte, to secure a permit to operate, providing guidelines for its issuance, and for other purposes.**

  
FLORINDA JILLS UYVICO  
Secretary to the Sanggunian



OFFICE OF THE SANGGUNIANG BAYAN Sangguniang Panlalawigan  
Province of Leyte

RECEIVED

Date: JUN 09 2026  
By: \_\_\_\_\_

MUNICIPAL ORDINANCE NO. 02  
Series of 2026

AN ORDINANCE REQUIRING ALL PRIVATE CHILD DEVELOPMENT CENTERS/LEARNING CENTERS IN THE MUNICIPALITY OF MATALOM, LEYTE, TO SECURE A PERMIT TO OPERATE, PROVIDING GUIDELINES FOR ITS ISSUANCE, AND FOR OTHER PURPOSES.

WHEREAS, the State recognizes the vital role of early childhood care and development in the holistic growth of children;

WHEREAS, Republic Act No. 10410 mandates Local Government Units to ensure quality standards in Early Childhood Care and Development (ECCD) services;

WHEREAS, the Republic Act No. 7160 empowers local government units to enact ordinances to promote the general welfare, including the protection and development of children;

WHEREAS, there is a need to regulate the establishment and operation of private Child Development Centers/Learning Centers in the Municipality of Matalom, Leyte, to ensure compliance with ECCD standards;

NOW, THEREFORE, be it ordained:

SECTION 1. TITLE.

This Ordinance shall be known as the "Matalom Private Child Development Center Permit to Operate Ordinance."

SECTION 2. COVERAGE.

This Ordinance shall apply to all privately owned and operated Child Development Centers, Learning Centers, Day Care Centers, Nursery Schools, and similar facilities within the Municipality of Matalom.

SECTION 3. DEFINITION OF TERMS

- a. Child Development Center (CDC) – A facility providing ECCD services to young children.
- b. Private CDC/Learning Center – Any center operated by private individuals, organizations, or institutions not managed by the LGU.
- c. Permit to Operate – A written authority issued by the Municipal Government allowing a center to operate upon compliance with required standards.

SECTION 4. MANDATORY APPLICATION FOR PERMIT TO OPERATE

All Private Child Development Centers/Learning Centers shall apply for a Permit to Operate either during the registration process or at least six (6) months prior to the start of scheduled classes for a specific school year.

SECTION 5. FILING OF APPLICATION

The application shall be filed with the Office of the Municipal Mayor, through the Municipal Social Welfare and Development Office (MSWDO) and/or the Municipal ECCD Office.



## OFFICE OF THE SANGGUNIANG BAYAN

### SECTION 6. COMPLIANCE WITH ECCD STANDARDS

The issuance of the Permit to Operate shall be subject to evaluation and inspection to ensure compliance with standards set by the Early Childhood Care and Development Council, including but not limited to:

- Provision of a safe and healthy learning environment;
- Employment of qualified Child Development Teachers/Workers;
- Availability of age-appropriate curriculum and learning materials; and
- Compliance with health, safety, and child protection standards.

### SECTION 7. APPLICATION AND INSPECTION FEE

An application and inspection fee of not less than Five Hundred Pesos (₱500.00) shall be paid at the Office of the Municipal Treasurer prior to inspection and processing of the application. No Permit to Operate shall be issued without proof of payment and full compliance with all regulatory requirements.

### SECTION 8. ADDITIONAL REQUIREMENTS

Applicants shall also submit:

1. Barangay Clearance
2. Mayor's/Business Permit
3. Sanitary Permit from the Municipal Health Office
4. Fire Safety Inspection Certificate from the Bureau of Fire Protection
5. List of personnel and qualifications
6. Location sketch and proof of ownership or lease

### SECTION 9. INSPECTION AND MONITORING

The MSWDO, in coordination with concerned offices, shall conduct regular inspections and monitoring of all private CDCs to ensure continuous compliance.

### SECTION 10. VALIDITY OF PERMIT

The Permit to Operate shall be valid for one (1) year and subject to annual renewal.

### SECTION 11. PROHIBITED ACTS

It shall be unlawful to:

- a. Operate without a Permit to Operate;
- b. Fail to comply with ECCD standards;
- c. Employ unqualified personnel;
- d. Refuse inspection by authorized personnel.

### SECTION 12. PENALTIES

Violations of this Ordinance shall be penalized as follows:

- First Offense – Warning or Fine of 1,000.00
- Second Offense – Fine of ₱1,500.00 and/or suspension
- Third Offense – Fine of ₱2,500.00 and/or revocation of permit

### SECTION 13. CLOSURE

Non-compliant centers or those operating without a permit may be ordered closed by the Municipal Mayor upon recommendation of the MSWDO.

### SECTION 14. IMPLEMENTING OFFICE

The Office of the Municipal Social Welfare and Development shall serve as the primary implementing office of this Ordinance.



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**SECTION 15. IMPLEMENTING RULES AND REGULATIONS**

The MSWDO shall formulate the IRR within sixty (60) days from effectivity.

**SECTION 16. SEPARABILITY CLAUSE**

If for any reason, any section or provision of this Ordinance is declared unconstitutional or invalid, the other sections or provisions hereof which are not affected thereby shall continue to be in full force and effect.

**SECTION 17. REPEALING CLAUSE.**

All ordinances, resolutions, or parts thereof that are inconsistent with this Ordinance are hereby repealed or modified accordingly.

**SECTION 18. EFFECTIVITY.** This Ordinance shall take effect upon approval and compliance with the mandatory posting and publication requirement prescribed under R.A. 7160 otherwise known as the Local Government Code of 1991.

ENACTED: May 4, 2026

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I HEREBY CERTIFY THAT THIS IS A  
TRUE AND ACCURATE COPY OF THE ORDINANCE DULY ENACTED BY  
THE SANGGUNIAN ON MAY 4, 2026.

IRISH C. GUIGUE  
Secretary to the Sanggunian

ATTESTED:

HON. ERIC S. PAJULIO, D.M.D.  
Municipal Vice-Mayor / Presiding Officer

APPROVED:


HON. EFRA A. PAJULIO  
Municipal Mayor  
Date of Approval: 05-14-2026

HON. RICARDO MEINRADO D. PUDA  
SB Member

HON. MARIA PAMELA P. GADO  
SB Member



OFFICE OF THE SANGGUNIANG BAYAN

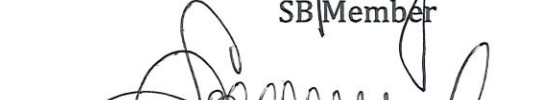
  
HON. JOSELEG W. DANCES  
SB Member


  
HON. ROLANDO P. IGUT  
SB Member


  
HON. VERONICA T. TAN  
SB Member

  
HON. FAUSTO P. GARIN JR.  
SB Member




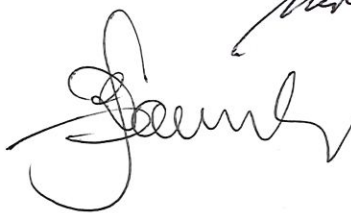

ON OFFICIAL BUSINESS  
HON. RONALD P. GILO  
SB Member

  
HON. AURELIANO P. LAPASANDA  
SB Member

  
HON. DERICK S. PAJULIO  
President, LnB

  
HON. VINCENT MAURICE P. GARDE  
President, PPSK





*Republic of the Philippines*  
Province of Leyte  
MUNICIPALITY OF MATALOM



## **OFFICE OF THE SANGGUNIANG BAYAN SECRETARY**


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### **CERTIFICATION**

THIS IS TO CERTIFY that Municipal Ordinance No. 02, s. 2026 entitled, AN ORDINANCE REQUIRING ALL PRIVATE CHILD DEVELOPMENT CENTERS/LEARNING CENTERS IN THE MUNICIPALITY OF MATALOM, LEYTE, TO SECURE A PERMIT TO OPERATE, PROVIDING GUIDELINES FOR ITS ISSUANCE, AND FOR OTHER PURPOSES, has been posted in three (3) conspicuous places in the Municipality since May 20, 2026 and will remain posted for three (3) consecutive weeks.

This certification is issued in compliance with the pertinent provisions of the Local Government Code of 1991.

ISSUED this 20<sup>th</sup> day of May, 2026 at Matalom, Leyte, Philippines.

  
IRISH C. GUIGUE  
Secretary to the Sanggunian