



Republic of the Philippines
 PROVINCE OF LEYTE
 Municipality of Palo
 -oOo-

Item No.: 53
 Date: 07 2026 JUL

PROVINCIAL BUDGET OFFICE

June 29, 2026

Hon. **LEONARDO M. JAVIER, JR.**,
 Vice-Governor and Presiding Officer, and
THE HONORABLE MEMBERS
 Sangguniang Panlalawigan
 Province of Leyte

RELEASED
 DATE: 7-1-20 Sangguniang Panlalawigan
 Province of Leyte
 NO. 204 RECEIVED
 BY: ATM Date: JUL 01 2026
 PBO By: Jenni Li

Gentlemen and Ladies:

Pursuant to the provisions of the Local Government Code of 1991 (Republic Act No. 7160), our preliminary review of the **General Fund Supplemental Budget No. 01 FY 2026** of the **Municipality of Bato, Leyte** duly enacted by the Sangguniang Bayan through **Appropriation Ordinance No. 2026-01** with a total appropriation in the amount of **P4,595,963.00** reveals compliance with the same law and its implementing Rules and Regulations.

It is therefore recommended for approval subject to the following conditions:

1. That the procurement of Goods, Supplies, Equipment, Civil Works and other related services shall be made in accordance with the provisions of RA 9184 and its Implementing Rules and Regulations and the latest issuances and guidelines on procurement;
2. That the reversion of appropriations is duly authorized by the concerned officials and is backed up by cash collections and are made available to support the expenditures under Supplemental Budget No. 01.
3. That the creation of the Administrative Assistant I and Municipal Government Assistant Department Head I positions shall be in accordance to the minimum standards and guidelines prescribed by the Civil Service Commission (CSC);
4. That the grant of the following benefits shall be made pursuant to the corresponding guidelines relative to:
 - a. PERA – Circular No. 2009-3
 - b. Clothing Allowance – Budget Circular No. 2018-1
 - c. Mid-Year Bonus – Budget Circular No. 2017-2
 - d. Year-End Bonus and Cash Gift – Budget Circular No. 2016-4
 - e. RATA – Local Budget Circular No. 157
 - f. Monetization of Leave Credits – CSC Guidelines and Budget Circular No. 2016-2
5. That the utilization of 20% Development Fund (DF) shall strictly adhere to DBM-DOF-DILG Joint Memorandum Circular No. 1 dated November 4, 2020;

6. That LGU Bato, Leyte has already exceeded the 45% Personal Services (PS) Limitation invoked under Section 325(a) of RA 7160, the computation of excess is presented below:

PS COMPUTATION OF AB 2026

Income from Regular Sources CY 2024		P188,736,984.77	
		X	45%
		<hr/>	
		84,796,643.15	
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PS CY 2026		110,114,517.00	
Less	TLB		1,319,156.00
	Monetization		121,000.00
	LEE-PS		18,517,998.30
		<hr/>	
NET PS COSTS CY 2026			90,156,363.00
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Excess of PS Costs			(5,359,719.85)


Thus, the LGU cannot hire casuals, create positions and infuse additional PS costs until the Personal Services limitation shall be met.

7. That disbursement of funds shall be for the specific purpose(s) for which they have been appropriated pursuant to Sections 335 & 336 of RA 7160.

Compliance with DBM issuances, and all other accounting and auditing rules and regulations shall be the responsibility of the implementing Local Government Unit.

Very truly yours,

LOCAL FINANCE COMMITTEE:


ROMEO M. ABALOS
Officer-In-Charge
Provincial Budget Office


RUTH Y. SURPIA
Provincial Treasurer

ON LEAVE
AGNES C. RAFON
Provincial Planning and Development
Coordinator - Designate

Republic of the Philippines
PROVINCE OF LEYTE
Palo, Leyte
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OFFICE OF THE SANGGUNIANG PANLALAWIGAN

1ST INDORSEMENT
27 April 2026



The Local Finance Committee is respectfully requested to review and submit recommendations on the herein enclosed **Appropriation Ordinance No. 2026-01** of the **Municipality of Bato, Leyte**, entitled: authorizing **Supplemental Budget No. 1 FY 2026** involving the amount of **Pesos: Four Million Five Hundred Ninety-Five Thousand Nine Hundred Sixty-Three only (P4,595,963.00)**, together with the Supplemental Investment Program (SIP) No. 1 for CY 2026 amounting to P4,595,963.00.


FLORINDA JILL S. UYVICO
Secretary to the Sanggunian



Sangguniang Panlalawigan
Province of Leyte
RECEIVED

Date: _____
By: APR 27 2026

Republic of the Philippines
SANGGUNIANG BAYAN
Bato, Leyte

April 24, 2026

**THE HONORABLE MEMBERS OF THE
SANGGUNIANG PANLALAWIGAN**

Province of Leyte
Tacloban City

Gentlemen and ladies:

Respectfully transmitting to the Sangguniang Panlalawigan (SP) of the Province of Leyte the herein **Appropriation Ordinance No. 2026-01 re: Authorizing the supplemental budget number 1 for FY 2026 in the total amount of ₱4,595,963.00** of this municipality for perusal and review by the august body.

It is sincerely prayed that the SP could pass a resolution stipulating your action on the matter and furnish this Sanggunian with the same.

I thank you in advance and look forward to your granting this request.

Respectfully,

PORFERIO M. PITOGO II
Secretary to the Sanggunian



Sangguniang Panlalawigan
Province of Leyte
RECEIVED
Date: APR 27 2026
By: _____

Republic of the Philippines
SANGGUNIANG BAYAN
Bato, Leyte

Appropriation Ordinance No. 2026-01

AUTHORIZING SUPPLEMENTAL BUDGET NO. 1 FY 2026 INVOLVING THE AMOUNT OF PESOS: FOUR MILLION, FIVE HUNDRED NINETY-FIVE THOUSAND, NINE HUNDRED SIXTY-THREE ONLY (₱4,595,963.00)

BE IT ORDAINED by the Sanggunian in session assembled, on motion of Hon. Mark S. Salvatierra seconded by Hons. RN Gertos, Acenas, and Aureo, that:

Section 1. Approval. – The Supplemental Budget No. 1 of this municipality for FY 2026 in the total amount of **Pesos: Four million, five hundred ninety-five thousand, nine hundred sixty-three only (₱4,595,963.00)** is hereby approved and authorized.

Section 2. Fund Source. – The source of funds for the Supplemental Budget is as follows:

A. Savings from NTA

1. NTA differential (January to February 2026)	₱	1,000,000.00
Total	₱	1,000,000.00

* Note: Actual NTA from January 2026 to February 2026 – ₱35,432,056.00
Less NTA per Annual Budget January-February 2026 – ₱34,432,056.00

B. Savings for Reversion

1. Personal services of various offices (MCR and slaughterhouse operation)	₱	437,954.00
2. MOOE (MEO and BAC)		544,609.00
3. 20% DF (continuing appropriations)		2,613,400.00
Total	₱	3,595,963.00

C. Total Estimated Income

Total Estimated Income (A+B)	₱	4,595,963.00
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Section 3. Use of Funds. – The total amount of **Pesos: Four million, five hundred ninety-five thousand, nine hundred sixty-three only (₱4,595,963.00)** is hereby appropriated for the Supplemental Budget No. 1 FY 2026 of the Municipality of Bato as follows:

A. Current Appropriations

1. Mayor's Office

1. Personal services	₱	232,963.00
Total	₱	232,963.00

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2. Municipal Civil Registrar's Office

1. Personal services	₱	1,104,600.00
Total	₱	1,104,600.00

3. Municipal Budget Office

1. Capital outlay	₱	50,000.00
Total	₱	50,000.00

4. Municipal Engineering Office

1. Capital outlay	₱	235,000.00
Total	₱	235,000.00

5. Mayor's Office (SPA-BAC)

1. MOOE	₱	130,000.00
2. Capital outlay		230,000.00
Total	₱	360,000.00

6. Total Current Appropriations

1. Total Current Appropriations	₱	1,982,563.00
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B. Statutory and Mandatory Obligations

1. 20% DF

1. Procurement of materials and payment of labor for the rehabilitation of damaged public comfort room at Brgy. Inguihan	₱	1,947,000.00
2. Procurement of materials and payment of labor for the rehabilitation of Baywalk roofed bench and lighting post		666,400.00
Total	₱	2,613,400.00

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2. Total Statutory and Mandatory Obligations

1. Total Statutory and Mandatory Obligations	₱	2,613,400.00
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C. Total Appropriation

1. Current Appropriations	₱	1,982,563.00
2. Statutory and Mandatory Obligations		2,613,400.00
Total	₱	4,595,963.00

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Section 4. Reversion. – The amount(s) indicated in Section 2 herein is/are hereby reverted, realigned, and made available for expenditure itemized as proposed new appropriations in Section 3 hereof. This reversion has been certified by the municipal accountant and the municipal treasurer, and consequently declared as savings by this Sanggunian by virtue of Resolution No. 2026-034 dated March 2, 2026.

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Section 5. Separability Clause. – If, for any reason, any section or provision of this Ordinance is declared invalid or unconstitutional, other sections or provisions thereof which are not affected thereby shall continue to be in full force and effect.

Section 6. Repeal Clause. – Any and all ordinances and resolutions inconsistent with this ordinance are hereby repealed and/or amended.

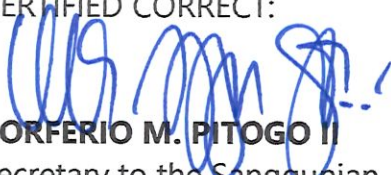
Section 7. Effectivity. – This ordinance shall take effect immediately.

ENACTED this 2nd day of March 2026 during the regular session of the Sangguniang Bayan held at the SB Session Hall, Bato, Leyte.

CONCURRED BY THE HONORABLE MEMBERS OF THE SANGGUNIANG BAYAN:

 RYAN NILE A. GERTOS	 ANTHONY S. ECHEVARRE	 RAUL M. ACENAS
 MARISSA M. ROJAS		 GERRY E. AUREO
 MARK S. SALVATIERRA	 HERBERT B. SALAZAR	 ARNULFO B. Taneo
 MARISSA C. GERTOS		 JIA MARIE L. ADLAWON

.....
CERTIFIED CORRECT:


PORFERIO M. PITOGO II
Secretary to the Sanggunian

ATTESTED TO HAVE BEEN DULY ADOPTED:


HON. NATHANIEL B. GERTOS
Presiding Officer/Municipal Vice Mayor

APPROVED:


HON. BRYAN NILE A. GERTOS
Municipal Mayor


STATEMENT OF FUNDING SOURCES
Supplemental Budget No. 01
 Fiscal Year 2026

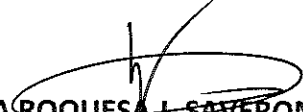
BATO, LEYTE
 Province/City/Municipality

GENERAL FUND
 Fund/Special/Account

PARTICULARS (1)	ACCOUNT CLASSIFICATION PGCA (2)	AMOUNT (3)
1. New Revenue Sources		
2. Actual Collection in Excess of the Estimated Income		-
3. Savings:		
Actual NTA - Jan. to February. 2026 - 17,716,028.00 x 2	35,432,056.00	
Less: NTA Per Mun. Annual Budget from Jan. to February 2026 - 17,216,028.00 x 2	34,432,056.00	
a.) NTA Differential -----		1,000,000.00
b.) Reversion From Personals Services of MCR and Slaughterhouse Operation -----		437,954.00
c.) Reversion from MOOE of MEO and BAC -----		544,609.00
d.) Reversion from Continuing Appropriations of 20% Dev't. fund -----		2,613,400.00
4. Realignment		-
Total Estimated Income		4,595,963.00

Certified Correct:


DIONESIO B. MALATAG
 Mun. Treasurer


MARIA ROQUESA J. SAVERON, CPA
 Mun. Accountant

STATEMENT OF SUPPLEMENTAL APPROPRIATION FY: 2026

Bato, Leyte

Procince/City/Municipality

Implementing Office (1)	Particulars/Purpose (2)	AIP Code (3)	Object of Expenditures (4)	Account Code (5)	Amount (6)
I. CURRENT APPROPRIATIONS:					
Office of the Municipal Mayor	Personal Services:				
	1. Payment of Salaries and Wages for Administrative Assistant I (Reproduction Machine Operator III) (April-December)	1000-000-3 1-01-000- 000	Salaries and Wages	5-01-01-010	144,792.00
			PERA	5-01-02-010	20,000.00
			Clothing Allowances	5-01-02-040	7,000.00
			Year-end Bonus	5-01-02-140	16,088.00
			Cash Gift	5-01-02-150	5,000.00
			Retirement and Life Insurance Premiums	5-01-03-010	17,375.00
			PAG-IBIG Contributions	5-01-03-020	2,000.00
			Philhealth Contributions	5-01-03-030	3,620.00
			Employees Compensation		
			Insurance Premiums	5-01-03-040	1,000.00
			other Personnel Benefits- Mid-year Bonus	5-01-04-990	16,088.00
			Other Personnel Benefits-		
		Total			
Office of Municipal Civil Registrar	Personal Services:				
	1. Payment of Salaries and Wages for Municipal Government Assistant Department Head I (March-December)	1000-000-3 1-07-000- 000	Salaries and Wages	5-01-01-010	625,300.00
			PERA	5-01-02-010	20,000.00
			RA	5-01-02-020	51,000.00
			TA	5-01-02-030	51,000.00
			Clothing Allowances	5-01-02-040	7,000.00
			Year-end Bonus	5-01-02-140	62,530.00
			Cash Gift	5-01-02-150	5,000.00
			Retirement and Life Insurance Premiums	5-01-03-010	75,036.00
			PAG-IBIG Contributions	5-01-03-020	2,000.00
			Philhealth Contributions	5-01-03-030	15,633.00
			Employees Compensation		
			Insurance Premiums	5-01-03-040	1,000.00
			other Personnel Benefits- Mid-year Bonus	5-01-04-990	62,530.00
		Other Personnel Benefits- Monetization	5-01-04-990	126,571.00	
	Total				1,104,600.00
Office of the Municipal Budget	Capital Outlay:				
	1. Payment of materials and payment of labor for the Fabrication of Wooden Cabinet	1000-000-3 1-04-000- 000	Furnitures/Fixtures	1-07-07-010	50,000.00
Office of the Municipal Engineering	Capital Outlay:				
	1. Payment of Materials and payment of labor for the Improvement of New Bids and Awards Committee (BAC) Office and Bidding Conference Area	8000-000-3 1-02-001- 000	Buildings	1-07-04-010	235,000.00
MO-SPA: BIDS AND AWARD COMMITTEE	MOOE:				
	1. Purchase of 10 units Conference Chairs	1000-003-3 1-01-043- 000	Other Supplies and Materials	5-2-03-990	40,000.00
	2. Purchase of 1 unit Document Viewer		Other Supplies and Materials	5-2-03-990	20,000.00
	Total				60,000.00
	Sub-total				1,682,563.00

Implementing Office (1)	Particulars/Purpose (2)	AIP Code (3)	Object of Expenditures (4)	Account Code (5)	Amount (6)
	Sub-total forwarded				1,682,563.00
MO-SPA: BIDS AND AWARD COMMITTEE	3. Purchase of 1 unit Printer	1000-003-3-1-01-043-000	Other Supplies and Materials	5-2-03-990	25,000.00
	4. Purchase of 1 unit CCTV		Other Supplies and Materials	5-2-03-990	10,000.00
	5. Purchase of 1 unit Tripod		Other Supplies and Materials	5-2-03-990	5,000.00
	6. Purchase of Wooden Cabinet		Other Supplies and Materials	5-2-03-990	18,000.00
	Total				58,000.00
	Capital Outlay:				
	1. Purchase of Conference Table		Furnitures/Fixtures	1-07-07-010	62,000.00
	2. Purchase of 1 unit Aircondition		Furnitures/Fixtures	1-07-07-010	60,000.00
	3. Purchase of 1 unit Laptop		Information and Communication Technology Equipment	1-07-05-030	70,000.00
	4. Purchase of 1 set Computer Desktop		Information and Communication Technology Equipment	1-07-05-030	50,000.00
Total				242,000.00	
	TOTAL CURRENT APPROPRIATIONS				1,982,563.00
I. STATUTORY & MANDATORY OBLIGATION:					
a). 20% Development Fund					
	a. Procurement of materials and payment of labor for the Rehabilitation of Damage Public Comfort Room @ Barangay Iniguihan, Bato, Leyte	1000-000-3-1-01-001-000	Other Structures	1-07-04-990	1,947,000.00
	b. Procurement of materials and payment of labor for the Rehabilitation of Baywalk Roofed Bench and Lighting Post	1000-000-3-1-01-002-000	Parks, Plazas and Monuments	1-07-03-090	666,400.00
b).5% Dissaster Risk Reduction Mgmt Fund					
	Total Statutory & Mandatory Obligations				2,613,400.00
	TOTAL APPROPRIATION				4,595,963.00
	UNAPPROPRIATED BALANCE				-

Prepared by:

ARVIN D. AYO
Local Budget Officer

APPROVED:

HON. BRYAN NILE A. GERTOS
Local Chief Executive

Statement of Funds Available for Reversion
As of February 23, 2026

Office 1	Object of Expenditures 2	Amount of Appropriations 3	Amount of Obligations 4	Unobligated to Date 5	Amount to be Reverted 6
I. CURRENT APPROPRIATIONS:					
Office of the Municipal Civil Registrar	Personal Sevices: Terminal Leave Benefits	372,156.00	-	372,156.00	126,571.00
Office of the Municipal Engineer	MOOE: Repair & Maint. - Office Buildings	200,000.00	-	200,000.00	184,609.00
Slaughterhouse Operation	Personal Sevices: Salaries and Wages	205,896.00	-	205,896.00	205,896.00
	PERA	24,000.00	-	24,000.00	24,000.00
	Clothing Allowance	7,000.00	-	7,000.00	7,000.00
	Year-end Bonus	17,158.00	-	17,158.00	17,158.00
	Cash Gift	5,000.00	-	5,000.00	5,000.00
	Retirement & Life Insurance Premiums	24,707.00	-	24,707.00	24,707.00
	Pag-ibig Contributions	4,117.00	-	4,117.00	4,117.00
	Philhealth Contributions	5,147.00	-	5,147.00	5,147.00
	Employees Compensation Insurance Premiums	1,200.00	-	1,200.00	1,200.00
	Other Personnel Benefits - Mid-Year Bonus	17,158.00	-	17,158.00	17,158.00
					311,383.00
SPECIAL PURPOSE APPROPRIATIONS:					
MO- BIDS AND AWARDS COMMITTEE	MOOE: Other Maintenance & Operating Expenses	382,000.00	-	382,000.00	360,000.00
SPECIAL PURPOSE APPROPRIATIONS:					
20% DEV'T FUND	Capital Outlays: (Continuing Appropriations) Completion of Multi-purpose Center @ Barangay Liberty	1,500,000.00	-	1,500,000.00	1,500,000.00
	Construction of Multi- Purpose Center @ Barangay Imelda Phase III	433,357.32	-	433,357.32	433,350.00
	Construction of Concrete Drainage Canal @ Brgy. Kalanggaman	962,317.00	-	962,317.00	680,050.00
	Total				2,613,400.00
GRAND TOTAL FOR REVERSION					3,595,963.00

WE HEREBY CERTIFY jointly that the above statement of funds available for re-Appropriations thru reversion is true and correct.

DIONESIO B. MALATAG
Municipal Treasurer

ARVIND. AYOC
Municipal Budget Officer

MARIA ROQUESA J. SAVERON
Municipal Accountant

APPROVED:

HON. BRYAN NIEZA GERTOS
Municipal Mayor

Plantilla of LGU Personnel CY 2026
LGU BATO, LEYTE

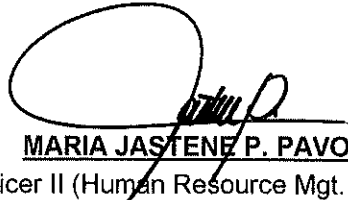
Department/Office: OFFICE OF THE MUNICIPAL MAYOR

Item No.		Position Title	Name of Incumbent	Current Year Authorized		Budget Year Proposed		Increase/ Decrease
				Rate/Annum		Rate/Annum		
Old	New			1ST Tranche-SSL VI (LBC 160 *A6*) Jan-Dec. 2025	2ND Tranche-SSL VI (LBC 165 *A5*) Jan-Dec. 2026	Grade/ Step	Amount	
1	2	3	4	5	6	7	8	9
1	1	Municipal Mayor I	Bryan Nile A. Gertos	27/2	1,252,152.00	27/1	1,369,560.00	117,408.00
2	2	Municipal Government Department Head I (Municipal Administrator)	Gilbert P. Buzon	24/1	847,188.00	24/1	942,576.00	95,388.00
	3A	Administrative Officer II (Human Resource Management Officer I)	Maria Jastene P. Pavo	11/2	259,164.00	11/2	290,952.00	31,788.00
3	4	Senior Administrative Assistant III (Private Secretary II)	Marilou G. Loreto	15/6	364,020.00	15/6	405,516.00	41,496.00
	4A	Executive Assistant I	Lorelei G. Omolon	14/1	318,912.00	14/1	355,428.00	36,516.00
6A	5	Administrative Officer II (Information Officer)	Abryl T. Gertos	11/3	261,768.00	11/3	293,736.00	31,968.00
	5A	Tourism Operation Officer I	Angelie Napala	11/1	64,152.00	11/1	288,228.00	224,076.00
	6	Security Officer I	Vacant	11/1	-	11/1	288,228.00	288,228.00
	6B	Youth Development Officer I	Dexter T. Ramirez	10/1	54,858.00	10/1	245,628.00	190,770.00
	6C	Security Agent II	Danilo A. Pitogo	10/1	-	10/1	245,628.00	245,628.00
134	7	Administrative Assistant I (Bookbinder III)	Silvestre G. Aseniero, Jr	7/3	176,964.00	7/3	195,912.00	18,948.00
	7A	Administrative Assistant I (Reproduction Machine Operator III)	Vacant	7/1	-	7/1 *	144,792.00	144,792.00
11	9	Administrative Aide IV (Driver II)	Neil Alemania	4/2	147,012.00	4/2	162,792.00	15,780.00
	9A	Administrative Aide IV (Driver II)	Modesto A. Pedere	4/2	147,012.00	4/2	162,792.00	15,780.00
	9B	Administrative Aide IV (Driver II)	Arturo A. Igot	4/2	147,012.00	4/2	162,792.00	15,780.00
	9C	Administrative Aide IV (Driver II)	Alberto L. Hallera	4/2	147,012.00	4/2	162,792.00	15,780.00
	9D	Administrative Aide IV (Driver II)	Yolando S. Bagay	4/2	147,012.00	4/2	162,792.00	15,780.00
	9E	Administrative Aide IV (Driver II)	Arquipo J. Talabo	4/2	147,012.00	4/2	162,792.00	15,780.00

Item No.		Position Title	Name of Incumbent	Current Year Authorized		Budget Year Proposed		Increase/ Decrease
				Rate/Annum 1ST Tranche-SSL VI (LBC 160 *A6*) Jan-Dec. 2025		Rate/Annum 2ND Tranche-SSL VI (LBC 165 *A5*) Jan-Dec. 2026		
Old	New			Grade/ Step	Amount	Grade/ Step	Amount	
1	2	3	4	5	6	7	8	9
15	10	Administrative Aide III (Laborer II)	Jasmin Joaney T. Cariño	3/1	137,388.00	3/1	152,184.00	14,796.00
14	11	Administrative Aide III (Laborer II)	Arsenio G. Gertos, Jr	3/4	140,592.00	3/4	155,592.00	15,000.00
95	12	Administrative Aide I (Laborer I)	Reymart B. Torrente	1/3	123,732.00	1/3	137,064.00	13,332.00
	12A	Administrative Aide I (Laborer I)	Danilo P. Gepiga	1/2	122,700.00	1/2	135,972.00	13,272.00
	12B	Administrative Aide I (Laborer I)	Levy O. Nazareno	1/3	123,732.00	1/3	137,064.00	13,332.00
99		Administrative Aide III (Laborer II)	Michael N. Torregosa	3/2	138,456.00	3/2	153,324.00	14,868.00
107		Administrative Aide I (Laborer I)	Romy V. Bitan	1/2	122,700.00	1/2	135,972.00	13,272.00
19M		Administrative Aide I (Laborer I)	Leo C. Baguhin	1/2	122,700.00	1/3	137,064.00	14,364.00
131		Administrative Aide I (Laborer I)	Marionito V. Sanda	1/3	123,732.00	1/4	138,168.00	14,436.00
131H		Administrative Aide III (Laborer II)	Cristelyn B. Catolico	3/2	138,456.00	3/2	153,324.00	14,868.00
131J		Administrative Aide III (Laborer II)	Gabriel G. Tavera	3/2	138,456.00	3/2	153,324.00	14,868.00
150C		Administrative Aide I (Laborer I)	Delan B. Laure	1/3	123,732.00	1/1	134,988.00	11,256.00
150U		Administrative Aide I (Laborer I)	J-Mark R. Aninipot	1/2	122,700.00	1/3	137,064.00	14,364.00
		TOTAL			6,160,326.00		7,904,040.00	1,743,714.00

Note: * 9 mos.

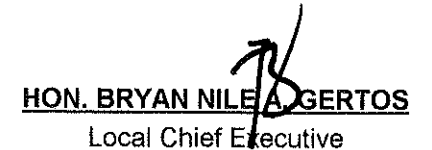
Prepared by:


MARIA JASTENE P. PAVO
Admin. Officer II (Human Resource Mgt. Off. I)

Reviewed by:


ARVIN D. AYOC
Municipal Budget Officer

Approved by:


HON. BRYAN NILE A. GERTOS
Local Chief Executive

Plantilla of LGU Personnel CY 2026
LGU BATO, LEYTE

Department/Office: OFFICE OF THE MUNICIPAL CIVIL REGISTRAR

Item No.		Position Title	Name of Incumbent	Current Year Authorized		Budget Year Proposed		Increase/ Decrease
Old	New			Rate/Annum		Rate/Annum		
				1ST Tranche-SSL VI (LBC 160 *A6*) Jan-Dec. 2025	Grade/ Step	2ND Tranche-SSL VI (LBC 165 *A5*) Jan-Dec. 2026	Grade/ Step	
1	2	3	4	5	6	7	8	9
100	37	Municipal Government Department Head I (Municipal Civil Registrar)	Thelma B. Bibera	24/8	948,408.00	24/8	1,050,540.00	102,132.00
	37A	Municipal Government Assistant Department Head I	Vacant	22/1	-	22/1 #	625,300.00	625,300.00
49	38	Registration Officer IV	Felix E. Tamarion	22/6	725,064.00	22/6	805,320.00	80,256.00
	38A	Registration Officer III	Ma. Virgilia M. Aseniero	18/3	450,696.00	18/3	502,728.00	52,032.00
	39A	Administrative Assistant I (Bookbinder III)	Antonieta I. Animos	7/2	175,632.00	7/3 *	195,912.00	20,280.00
97		Administrative Aide III (Laborer II)	Milagros A. Buhi	3/3	139,512.00	3/3	154,440.00	14,928.00
131E		Administrative Aide III (Laborer II)	Junis A. Buhi	3/2	138,456.00	3/2	153,324.00	14,868.00
142		Administrative Aide I (Laborer I)	Alma T. Mendoza	1/2	122,700.00	1/2	135,972.00	13,272.00
		TOTAL			2,700,468.00		3,623,536.00	923,068.00

Note: * Steps Increment
10 mos.

Prepared by:


MARIA JASTENE P. PAVO

Admin. Officer II (Human Resource Mgt. Off. I)

Reviewed by:


ARVIN D. AYOC

Municipal Budget Officer

Approved by:


HON. BRYAN NILE A. GERTOS

Local Chief Executive



Republic of the Philippines
PROVINCE OF LEYTE
Municipality of Bato

CERTIFICATION


TO WHOM IT MAY CONCERN:

This is to certify that the Local Government Unit of Bato, Leyte has an available fund amounting to **FOUR MILLION FIVE HUNDRED NINETY-FIVE THOUSAND NINE HUNDRED SIXTY-THREE PESOS (P 4,595,963.00) ONLY**. This certification issued to support the Supplemental Budget No. 01 Of this Municipality.

Issued this at 25TH day of February, 2026 at Municipality of Bato.

CERTIFIED By:


MARIA ROQUESA J. SAVERON, CPA
Municipal Accountant


DIONESIO B. MALATAG
Municipal Treasurer



Republic of the Philippines
PROVINCE OF LEYTE
Municipality of Bato


CERTIFICATION

TO WHOM IT MAY CONCERN:

This is to certify that the Vacant Position Meat Inspector II with the item no. 120 in the Plantilla will not be filled up for this fiscal year and available for reversion as other source of fund for supplemental budget of Local Government Unit. This certification issued to support the Supplemental Budget No. 01 of this Municipality.

Issued this at 25th day of February, 2026 at Municipality of Bato.

CERTIFIED By:


MARIA ROQUESA J. SAVERON, CPA
Municipal Accountant



DIONESIO B. MALATAG
Municipal Treasurer

**STATEMENT OF UNUTILIZED APPROPRIATION OF PERSONAL SERVICES (SALARIES, PERA, RA, TA, CASH GIFT AND RETIREMENT AND LIFE INSURANCE PREMIUMS)
TAKEN FROM VACANT POSITIONS IN THE CURRENT GENERAL FUND BUDGET CY 2025
FROM JANUARY TO DECEMBER, 2026**

OFFICE/POSITION TITLE	SALARY GRADE	PLANTILLA ITEM NUMBER	BASIC SALARY Annual Appropriations	MONTHLY SALARY	SALARIES FROM JAN TO DEC	PERA FROM JAN TO DEC	CLOTHING ALLOWANCE	CASH GIFT	MID-YEAR BONUS	YEAR-END BONUS	RETIREMENT & LIFE INSURANCE PREMIUMS
SLAUGHTERHOUSE OPERATION											
Meat Inspector II	SG-8/Step 1	120	205,896.00	17,158.00	205,896.00	24,000.00	7,000.00	5,000.00	17,158.00	17,158.00	24,707.00

OFFICE/POSITION TITLE				PAG-IBIG CONTRIBUTIONS	PHILHEALTH CONTRIBUTIONS	Employees Compensation Insurance Premiums				
SLAUGHTERHOUSE OPERATION										
Meat Inspector II				4,117.00	5,147.00	1,200.00				
TOTAL AMOUNT OF UNUTILIZED APPROPRIATIONS										311,383.00

Prepared by: 
MARIA JUSTENE B. PAVO
 Administrative Officer II (HRMO I)

Certified Correct: 
ARVIND. AYOC
 Municipal Budget Officer

Approved: 
HON. BRYAN NILE A. GERTOS
 Municipal Mayor

Amador dfo



DEVELOPMENT BANK OF THE PHILIPPINES
Head Office: 6889 Ayala Avenue, Makati City, Metro Manila
Makati Branch: 6889 Ayala Avenue, Makati City



CREDIT ADVICE

Tuesday, February 3, 2026

ACCOUNT NAME : **BATO MUNICIPALITY, LEYTE**
ACCOUNT NO : **0760-003442-080**
AMOUNT IN PESOS : **SEVENTEEN MILLION SEVEN HUNDRED SIXTEEN THOUSAND TWENTY-EIGHT ONLY**
₱ 17,716,028.00

PARTICULARS : **BTR IRA - JANUARY 2026**

PREPARED BY :

JBB
JBBABACUET

NOTED

MV E
MV E GERALDO



DEVELOPMENT BANK OF THE PHILIPPINES
Makati Office: 1201, Pasay Branch: 1201
Meralco Avenue, Pasay City, Philippines




CREDIT ADVICE

Thursday, February 5, 2026

ACCOUNT NAME : **BATO MUNICIPALITY, LEYTE**
ACCOUNT NO : **0760-003442-080**
AMOUNT IN PESOS : **SEVENTEEN MILLION SEVEN HUNDRED SIXTEEN THOUSAND TWENTY-EIGHT ONLY**
₱ 17,716,028.00

PARTICULARS **BTR IRA - FEBRUARY 2026**

PREPARED BY :

JBBALACUET

NOTED

MV E GERALDO



MUNICIPAL DEVELOPMENT COUNCIL

EXCERPTS FROM THE MINUTES OF THE MUNICIPAL DEVELOPMENT COUNCIL MEETING HELD ON FEBRUARY 24, 2026 TUESDAY 1:30 PM @ THE LIGA NG MGA BARANGAY HALL, 3RD FLOOR OF BALAY LUNGSOD, BATO, LEYTE

PRESENT:

- | | | |
|---|---|--------------------|
| 1. Hon. Bryan Nile A. Gertos
Mayor | - | MDC Chairman |
| 2. Mr. Arvin D. Ayoc
MBO | - | Budget Officer |
| 3. Engr. Rizalina M. Buzon
MPDC | - | MDC Secretary |
| 4. Mr. Gilbert P. Buzon
Municipal Administrator | - | MDC Co-Chairperson |
| 5. Hon. Mark S. Salvatierra
SB committee on Appropriations | - | Member |
| 6. 32 Punong Barangay | - | Member |
| 7. 14 CSO's | - | Member |

RESOLUTION NO. 01 Series of 2026

A RESOLUTION APPROVING THE SUPPLEMENTAL INVESTMENT PROGRAM (SIP) NO. 1 FOR CY 2026 AMOUNTING TO **FOUR MILLION, SIX HUNDRED TWENTY- NINE THOUSAND AND FIVE HUNDRED SIXTY-THREE PESOS (P4,629,563.00)** OF THE MUNICIPALITY OF BATO, LEYTE AND ENDORSING THE SAME TO THE SANGGUNIANG BAYAN FOR ADOPTION.

WHEREAS, there is a need to rehabilitate the Public Comfort Rooms which were damaged by the recent fire. Likewise, there is a need to rehabilitate the covered Bench and lighting post @ Bato Baywalk area.

WHEREFORE, on motion of Mr. Allan Junides G. Almaden, CSO president of St. Ambrose Village Homeowners Association, Inc. (SAVHOA Inc.) seconded by Honorable Benito N. Fe, Punong Barangay of Daanlungsod, be it;



RESOLVED, as it HEREBY RESOLVED to approve the Supplemental Investment Program (SIP) No. 1 for CY 2026 amounting to **FOUR MILLION, SIX HUNDRED TWENTY-NINE THOUSAND AND FIVE HUNDRED SIXTY-THREE PESOS (P4,629,563.00)** of the municipality of Bato, Leyte and endorsing the same to the Sangguniang Bayan for adoption.

RESOLVED FURTHER, to furnish copy of this resolution to the Honorable members of the Sangguniang Bayan of Bato, Leyte for their information, guidance and considerations.

UNANIMOUSLY CARRIED AND APPROVED.

I HEREBY CERTIFY to the correctness of the foregoing resolution.


ENGR. RIZALINA M. BUZON
MDC Secretary

APPROVED:


BRYAN NILE A. GERTOS
Municipal Mayor and MDC Chairman



Republic of the Philippines
SANGGUNIANG BAYAN
Bato, Leyte

Resolution No. 2026-033

**ADOPTING SUPPLEMENTAL INVESTMENT PROGRAM NO. 1 CY 2026
IN THE TOTAL AMOUNT OF ₱4,629,563.00**

WHEREFORE, on motion of Hon. Mark S. Salvatierra seconded by Hons. Acenas, Aureo, and RN Gertos;

BE IT RESOLVED, AS THE SANGGUNIANG IN SESSION HEREBY RESOLVES, to pass a resolution **adopting the Supplemental Investment Program No. 1 CY 2026** in the total amount of Pesos: Four million, six hundred twenty-nine thousand, five hundred sixty-three only (₱4,629,563.00).

CARRIED AND APPROVED this 2nd day of March 2026 during the Sangguniang Bayan's regular session held at the SB Session Hall, Bato, Leyte.

CONCURRED BY THE HONORABLE MEMBERS OF THE SANGGUNIANG:


RYAN NILE A. GERTOS


ANTHONY S. ECHEVARRE


RAUL M. ACENAS


MARISSA M. ROJAS


GERRY E. AUREO


MARK S. SALVATIERRA



HERBERT B. SALAZAR


ARNULFO B. Taneo


MARISSA C. GERTOS


JIA MARIE L. ADLAWON

CERTIFIED CORRECT:


PORFERIO M. PITOGO II
Secretary to the Sanggunian


ATTESTED TO BE ADOPTED:


HON. NATHANIEL B. GERTOS
Presiding Officer/Municipal Vice Mayor

CERTIFIED TRUE COPY

PORFERIO M. PITOGO II
SECRETARY TO THE SANGGUNIANG

APPROVED:


HON. BRYAN NILE A. GERTOS
Municipal Mayor



ATTENDANCE SHEET

ACTIVITY : MUNICIPAL DEVELOPMENT COUNCIL (MDC) MEETING

VENUE : LIGA NG MGA BARANGAY HALL, 3RD FLOOR, BALAY LUNGSOD, BATO, LEYTE

DATE : FEBRUARY 24, 2026 (TUESDAY) @ 1:30PM

PURPOSE 1. APPROVAL OF SUPPLEMENTAL INVESTMENT PLAN (SIP) NO.1 OF THE MUNICIPALITY OF BATO FOR CALENDAR YEAR (CY) 2026.

2. OTHER DEVELOPMENT CONCERN OF THE MUNICIPALITY OF BATO.

LGU OFFICIALS

NO.	NAME	DESIGNATION	SIGNATURE
1	BRYAN HILE B. GERTOS	MUN. MAYOR	
2	ARVIN D. AYBE	MRS	
3	RIZALING M. BUZON	MPDC	
4	GILBERT P. BUZON	MUN. ADMIN.	
5	MARK S. SAWATERRA	SB MEMBER	
6			
7			
8			



ATTENDANCE SHEET

ACTIVITY : MUNICIPAL DEVELOPMENT COUNCIL (MDC) MEETING

VENUE : LIGA NG MGA BARANGAY HALL, 3RD FLOOR, BALAY LUNGSOD, BATO, LEYTE

DATE : FEBRUARY 24, 2026 (TUESDAY) @ 1:30PM

PURPOSE 1. APPROVAL OF SUPPLEMENTAL INVESTMENT PLAN (SIP) NO.1 OF THE MUNICIPALITY OF BATO FOR CALENDAR YEAR (CY) 2026.

2. OTHER DEVELOPMENT CONCERN OF THE MUNICIPALITY OF BATO.

CIVIL SOCIETY ORGANIZATION (CSO)

NO.	NAME	ORGANIZATION	DESIGNATION	SIGNATURE
1	RODRIGO A. TAUSON JR	ERMPEPI	PL	
2	JULIA G. CABRERA	DWMA	PRES.	
3	Lydia Y. Bagay	Dona	Pres.	
4	MA. REGINA S. MELORIN	ERMPEPI	ADVOCACY STAFF	
5	ROWEN S. SARUOA	TUPARA	PRESIDENT	
6	EMANUEL T. BUTLIG JR.	BATAFA	PRESIDENT	
7	APOLITO V. BAGAY	COALITION	PRES	
8	ALFREDO M. JUNDIS	BATAFA	IA PRES.	
9	NILO S. BUOTAN	BATAFA	PRES	
10	NICANOR M. ANTONILHAO	BATAFA	PRES	
11	HODELISA S. TABAVE	Holy Child MPC	GM	
12	Ofelia Rosendo	BATAFA	Pres.	
13	ALAN JUNIOR G. ALMADEN	SAVHOA, INC.	PRES.	
14	STEPHEN G. FARLA	BATAFA MPC	Manager	



ATTENDANCE SHEET

ACTIVITY : MUNICIPAL DEVELOPMENT COUNCIL (MDC) MEETING

VENUE : LIGA NG MGA BARANGAY HALL, 3RD FLOOR, BALAY LUNGSOD, BATO, LEYTE

DATE : FEBRUARY 24, 2026 (TUESDAY) @ 1:30PM

PURPOSE 1. APPROVAL OF SUPPLEMENTAL INVESTMENT PLAN (SIP) NO.1 OF THE MUNICIPALITY OF BATO FOR CALENDAR YEAR (CY) 2026.

2. OTHER DEVELOPMENT CONCERN OF THE MUNICIPALITY OF BATO.

BARANGAY OFFICIALS

NO.	NAME	DESIGNATION	BARANGAY	SIGNATURE
1	RICO B. VISTO	P.B	SANAGUSTIN	
2	Viola B. Tamarion	P.B	Bogo	
3	Odo Marcos J,	P.O.B.	MARINI	
4	WENEFREDO CASTILLO VIMBA	P.B	OSMENTA	
5	Joel S Butal	P. B	Katipunan	
6	Dannybae I. Abina	Brngy. Secretary	Naga Representative	
7	Melicia S. Mambiano	P.B	Bay Marcelo	
8	NICANOR S. MENDOZA	PB	STO. NINO	
9	GEORGE B. BACASO	PB	MIGUEL	
10	MICHAEL S. PELIAS	PB	PHARIDAL	
11	Allan C. Sagumbay	P.B	DOMABOCDAE	
12	EMILYA G. ORTIZ	PB	QUERRERO	
13	Henedria C. Etareosa	P.B.	Kalanggaman	
14	MARCELYNA T. BUTUG	P. B	ANAHAWAN	
15	PANLO PERALTA C.	P. B.	AVELAR	
16	JOSEPH U. GAYONG	P.B	Ponong	
17	EUSEBIO L. SERENICO	P.B	Dolho	



ATTENDANCE SHEET

BARANGAY OFFICIALS

NO.	NAME	DESIGNATION	BARANGAY	SIGNATURE
18	BENITO N. FE	P.B.	ORANLUNGAN	RM
19	ORLANDO CARPAO	P.B.	TINAKLO	ORLANDO
20	Ramon B. Castos	P.B.	BULU	MA
21	MARINO C. MELANCA	P.B.	DANAYON	MA
22	Antonio M. Bilet	P.B.	TUBA	MA
23	RANDY B. SUAREZ	P.B.	AMAGOS	MA
24	UNTSUNDO MAD	P.B.	TUBA	MA
25	JOSEPH A. SARKJELIA	P.B.	BREUPA	MA
26	DIONTERIO S. BUK	P.B.	BOMBAYAN	MA
27	IZOLANDO C. DICO	P.B.	LIBERTY	MA
28	Salpacia L. Berra	P.B.	RIVINA	MA
29	GENRY P. GERONCAO	P.B.	IMELDA	MA
30	Mona G. FEUCIBA	P.B.	CEBUAN	MA
31	Rosita C. Balid	P.B.	Himona-a	MA
32	MARISA C. Gatos	P.B.	TAMUK	MA

SUPPLEMENTAL INVESTMENT PROGRAM (SIP) No. 1
By Program / Project / Activity by Sector
CY 2026

Municipality : BATO, LEYTE

AIP Reference Code	Program/Project/Activity/Description	Implementing Office	Schedule of Implementation		Expected Output	Funding Source	Amount (in Pesos)				Amount of Climate Change Expenditures		Climate Change Typology Code
			Start Date	Completion Date			Personal Services (PS)	Maintenance and other Operating Expenses (MOOE)	Capital Outlay (CO)	TOTAL	Climate Change Adaptation	Climate Change Mitigation	
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	(14)
1000	GENERAL PUBLIC SERVICES												
1000-000-3-1-01-000-000	Municipal Mayor's Office > general supervision and control of over-all programs, projects, services and activities of the municipal government	Office of the Mayor (OM)	March 2026	December 2026	supervised and controlled of over-all programs, projects, services and activities of the municipal government	General Fund	232,963.00			232,963.00			
1000-000-3-1-01-001-000	Rehabilitation of Damaged Public Comfort Room @ Barangay Inguihan	Office of the Mayor/MEO	April 2026	August 2026	Public Comfort Room is rehabilitated	20% DF Gen.Fund			1,947,000.00	1,947,000.00			
1000-003-3-1-01-002-000	Rehabilitation of Baywalk Roofed Bench and Lighting Post	Office of the Mayor/MEO	March 2026	June 2026	Roofed Bench and Lighting Post @ Bato Baywalk are Rehabilitated	20% DF Gen.Fund			700,000.00	700,000.00			
1000-003-3-1-01-043-000	Bids and Awards Committee	Office of the Mayor	March 2026	December 2026	Enforcement of RA 9184	General Fund		118,000.00	242,000.00	360,000.00			
1000-000-3-1-04-000-000	Municipal Budget Office (MBO)												
	Annual Budget Preparation	Office of the Municipal Budget Officer	March 2026	December 2026	Budget Proposals of the municipal departments are reviewed and consolidated	General Fund			50,000.00	50,000.00			

Municipality : BATO, LEYTE

AIP Reference Code	Program/Project/Activity/Description	Implementing Office	Schedule of Implementation		Expected Output	Funding Source	Amount (in Pesos)				Amount of Climate Change Expenditures		Climate Change Typology Code
			Start Date	Completion Date			Personal Services (PS)	Maintenance and other Operating Expenses (MOOE)	Capital Outlay (CO)	TOTAL	Climate Change Adaptation	Climate Change Mitigation	
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	(14)
1000-000-3-1-07-000-000	Municipal Civil Registrar's Office (MCRO)												
	> to register vital events such as birth, marriage, death, and other events required by law.	Office of the Local Civil Registrar	March 2026	December 2026	Registered vital events such as birth, marriage, death and other events required by law.	General Fund	1,104,600.00			1,104,600.00			
	Sub-Total for General Public Services						1,337,563.00	118,000.00	2,939,000.00	4,394,563.00			
8000	ECONOMIC SERVICES SECTOR												
8000-000-3-1-02-000-000	ENGINEERING SERVICES												
	> Facilitate the supervision of local projects and close monitors the implementations of the National Building Code	Office of the Municipal Engineer	March 2026	December 2026	Facilitated the supervision of local projects and closely monitors the implementation of the NBC	General Fund							
8000-003-1-02-001-000	Improvement of New Bids and Awards Committee (BAC) office and Bidding Conference Area		February 2026	May 2026	Proper storage of well segregated docs and conducive to working	General Fund			235,000.00	235,000.00			
	Sub-Total for Economic Services Sector				SUB-TOTAL				235,000.00	235,000.00			
TOTAL for AIP- Supplemental No. 1							1,337,563.00	118,000.00	3,174,000.00	4,629,563.00			

ENGR. RIZALINA M. BUZON
MPDC/MDC Secretary

ARVIN D. AYOC
Municipal Budget Officer

BRYAN NILE A. GERTOS
Municipal Mayor/MDC Chairman