



Sangguniang Panlalawigan
Province of Leyte

RECEIVED

Date: AUG 17 2026
By: JRM

Republic of the Philippines
PROVINCE OF LEYTE
Provincial Capitol
Tacloban City

-oOo-

PROVINCIAL LEGAL OFFICE

PROVINCE OF LEYTE
LEGAL OFFICE
RELEASED

By: JRM Date: 8.17.26 Time: 2:01

2nd INDORSEMENT
August 17, 2026

Respectfully returned to the Sangguniang Panlalawigan of Leyte, through the SP Secretary, the attached Ordinance No. 34 of the Sangguniang Bayan of Villaba, Leyte.

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

- Ordinance No. 34 entitled: "Gymnasium Fee Waiver for Elementary and Secondary Public Schools"

REVIEW/RECOMMENDATION/LEGAL OPINION:

This office opines that the subject Ordinance is, in general, within the legislative authority of the Sangguniang Bayan under Section 447(a)(3)(i)¹ 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

¹ (i) Fix and impose reasonable fees and charges for all services rendered by the municipal government to private persons or entities;

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

OFFICE OF THE SANGGUNIANG PANLALAWIGAN

1st Indorsement
17 August 2026

PROVINCE OF LEYTE
LEGAL OFFICE
RECEIVED
By: 
Date: 8-17-26 Time: 1:24

The Provincial Legal Office is respectfully requested to review and submit recommendations on the herein enclosed **Municipal Ordinance No. 34, s. 2026** of the **Municipality of Villaba, Leyte**, entitled: **An Ordinance waiving the rental fees and other charges for the use of Alberto S. Veloso Memorial Gymnasium by public elementary and secondary schools for official school-related activities, and for other purposes.**


FLORINDA JILL S. UYVICO
Secretary to the Sanggunian



Sangguniang Bayan
Office of the Secretary to the Sanggunian

Sangguniang Panlalawigan

Province of Leyte

RECEIVED

Date: AUG 13 2026

By: Jennil

August 12, 2026

THE SANGGUNIANG PANLALAWIGAN MEMBERS

New Provincial Government Complex
Campetic, Palo, Leyte

Thru: **LEONARDO M. JAVIER, JR**
Vice Governor/Presiding Officer

Hon. Sangguniang Panlalawigan Members:

We respectfully transmit herewith fourteen (14) original copies of:

MUNICIPAL ORDINANCE NO. 34, 2026 – entitled: “AN ORDINANCE WAIVING THE RENTAL FEES AND OTHER CHARGES FOR THE USE OF ALBERTO S. VELOSO MEMORIAL GYMNASIUM BY PUBLIC ELEMENTARY AND SECONDARY SCHOOLS FOR OFFICIAL SCHOOL-RELATED ACTIVITIES, AND FOR OTHER PURPOSES,”

For your review and approval.

Best regards.

Very truly yours,


ATTY. MC QUIRIE P. UMPAD
Secretary to the Sangguniang Bayan

Copy Furnished:

1. Municipal Treasury Office
 2. Municipal Accounting Office
 3. Municipal Budget Office
- LGU- Villaba, Leyte



MUNICIPAL ORDINANCE NO. 34, S. 2026

Date: AUG 13 2026
By: [Signature]

AN ORDINANCE WAIVING THE RENTAL FEES AND OTHER CHARGES FOR THE USE OF ALBERTO S. VELOSO MEMORIAL GYMNASIUM BY PUBLIC ELEMENTARY AND SECONDARY SCHOOLS FOR OFFICIAL SCHOOL-RELATED ACTIVITIES, AND FOR OTHER PURPOSES

**Authored by: Hon. Dennis L. Sy
Chairman, Committee on Education**

PREFATORY STATEMENT

Education remains a fundamental pillar in the development of the youth and the progress of the Municipality of Villaba. Public elementary and secondary schools regularly conduct various educational, cultural, athletic, academic, and civic activities that contribute to the holistic development of students and strengthen community participation.

The Alberto S. Veloso Memorial Gymnasium (which shall be known as the Gymnasium) serves as an important venue for school programs, graduation ceremonies, athletic competitions, educational conferences, cultural presentations, and other official school-related activities. However, the payment of rental fees and other charges may impose an additional financial burden on public schools whose resources are primarily intended for educational programs and services.

Recognizing the invaluable role of public educational institutions in nation-building and in promoting the welfare of the youth, it is fitting and proper for the Local Government Unit of Villaba to extend support by waiving the rentals fees and other charges for the use of the Municipal Gymnasium for official school-related activities.

This measure seeks to strengthen the partnership between the Local Government Unit and the educational sector, promote access to public facilities, and support programs that contribute to the advancement of quality education in the Municipality of Villaba.

 ROQUE M. COMPRERA Sangguniang Bayan Member/ Temporary Presiding Officer	 DENNIS L. SY Sangguniang Bayan Member	 RICHARD A. VELOSO Sangguniang Bayan Member
 MERIAM P. UMPAD Sangguniang Bayan Member	 ELMER C. SILVA Sangguniang Bayan Member	 JAMEL O. GONZALES Sangguniang Bayan Member
MACARIO V. ESMAS LNB President	RILE CHRISTIAN G. VELOSO SK Pederasyon President	ATTY. INQUIRIR P. UMPAD Secretary to the Sanggunian
	 ENGR. CARLOS G. VELOSO Municipal Mayor	

NOW, THEREFORE, on motion by the Hon. Dennis L. Sy, duly seconded by the Hon. Jamel O. Gonzales, be it

ORDAINED by the Sangguniang Bayan of Villaba, Leyte, in session assembled, that:

SECTION 1. TITLE. This Ordinance shall be known as the "Gymnasium Fee Waiver for Elementary and Secondary Public Schools".

SECTION 2. DECLARATION OF POLICY. It is hereby declared the policy of the Municipality of Villaba to support public elementary and secondary schools in the conduct of educational, cultural, athletic, and civic activities by providing access to municipal facilities without imposing rental fees and charges, subject to the provisions of this Ordinance.

SECTION 3. COVERAGE. The provisions of this Ordinance shall apply to all public elementary and secondary schools within the Municipality of Villaba, Leyte, utilizing the Gymnasium for official school-related activities.

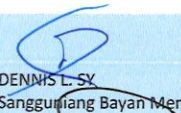
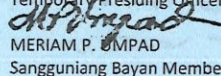
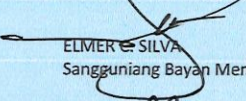
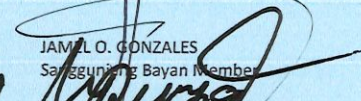
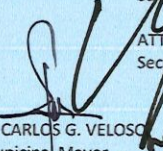
SECTION 4. WAIVER OF RENTAL FEES AND CHARGES. The use of the Gymnasium by public elementary and secondary schools for official school-related activities shall be subject to the following conditions:

a. The use of the Gymnasium from 8:00 o'clock in the morning (8:00 A.M) until 5:00 o'clock in the afternoon (5:00 P.M.) shall be free of rentals fees and other charges.

b. Notwithstanding any existing policy, rule, or schedule of fees prescribing an electricity charge of Three Hundred Pesos (300.00) per hour, public elementary and secondary schools utilizing the Gymnasium for official school-related activities beyond 5:00 P.M. shall be charged a fixed electricity fee of One Hundred Pesos (100.00) per hour only.

c. No other rental fee shall be imposed upon elementary and secondary schools availing of the Gymnasium for official school-related activities, unless damages to municipal property are incurred, in which case the school shall be responsible for the cost of repair or replacement.

d. A garbage collection or cleaning fee in the amount of Three Hundred Pesos only (300.00) shall be imposed upon public elementary and secondary schools.

 BOQUE M. COMPRA Sangguniang Bayan Member/ Temporary Presiding Officer	 DENNIS L. SY Sangguniang Bayan Member	 RICHARD R. VELOSO Sangguniang Bayan Member
 MERIAM P. OMPAD Sangguniang Bayan Member	 ELMER C. SILVA Sangguniang Bayan Member	 JAMEL O. GONZALES Sangguniang Bayan Member
MACARIO V. ESMAS LNB President	RILE CHRISTIAN G. VELOSO SK Pederasyon President	ATTY. MCLOUTRIE P. OMPAD Secretary to the Sanggunian
	 ENGR. CARLOS G. VELOSO Municipal Mayor	

e. The fixed electricity fee of One Hundred Pesos (100.00) and the Garbage Collection and Cleaning Fee of Three Hundred Pesos (300.00), when applicable, shall be paid in full to the Municipal Treasurer's Office not later than one (1) working day prior to the scheduled activity. The issuance of a permit or authority to use the Gymnasium shall be subject to the presentation of corresponding official receipt as proof of payment.

f. The waiver granted under this Ordinance shall be applicable only to activities officially sanctioned by the school administration and approved by the Office of the Municipal Mayor.

SECTION 5. ELIGIBLE ACTIVITIES. The fee waiver shall apply to, but not be limited to, the following activities:

- a. Graduation and Moving -Up Ceremonies;
- b. Recognition and Awarding Ceremonies;
- c. School Athletic Meets
- d. Academic Competitions and Educational Programs;
- e. Cultural Presentations and School Performances;
- f. Brigada Eskwela and School-Based Community Activities;
- g. Teacher's Conferences, Trainings, and Seminars;
- h. Other School related activities

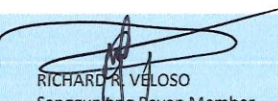
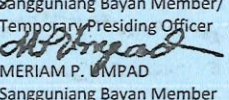
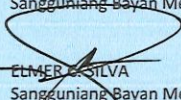
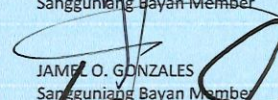
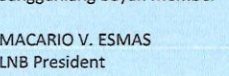
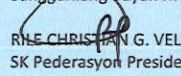
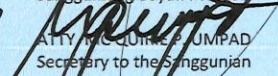
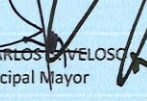
SECTION 6. REQUEST AND APPROVAL. Any public school intending to use the Gymnasium under this ordinance shall submit a written request to the Office of the Municipal Mayor at least seven (7) working days before the scheduled activity, indicating the nature, date, and duration of the event.

Approval of the Office of Municipal Mayor shall be subject to the availability of the facility and existing schedules.

SECTION 7. RESPONSIBILITIES OF THE SCHOOL. School availing of the fee waiver shall:

- a. Maintain cleanliness, orderliness, and proper use of the facility;
- b. Ensure the safety and discipline of participants and attendees;
- c. Be responsible for any damage caused to municipal property during the activity;
- d. Return the facility in the same condition as received.

SECTION 8. LIMITATION. The waiver granted under this Ordinance shall not cover activities conducted for private, commercial, political, or profit-oriented purposes, even if initiated by individuals affiliated with a public school.

 ROQUE M. COMPRERA Sangguniang Bayan Member/ Temporary Presiding Officer	 DENNIS L. SY Sangguniang Bayan Member	 RICHARD R. VELOSO Sangguniang Bayan Member
 MERIAM P. UMPAD Sangguniang Bayan Member	 ELMER C. SILVA Sangguniang Bayan Member	 JANEL O. GONZALES Sangguniang Bayan Member
 MACARIO V. ESMAS LNB President	 RNE CHRISTIAN G. VELOSO SK Pederasyon President	 ATTY. MC QUINLAN UMPAD Secretary to the Sanggunian
	 ENGR. CARLOS R. VELOSO Municipal Mayor	

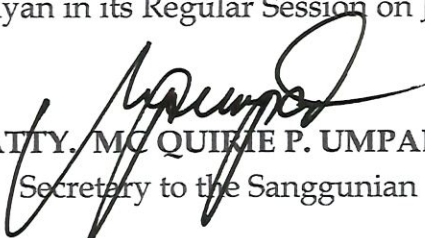
SECTION 9. IMPLEMENTING AUTHORITY. The Municipal Mayor, through the Municipal Administrator, and the office responsible for the management of the gymnasium, shall formulate guidelines for the effective implementation of this ordinance.

SECTION 10. SEPARABILITY CLAUSE. If any provision of this Ordinance is declared unconstitutional or invalid, the remaining provisions not affected thereby shall continue to be in full force and effect.

SECTION 11. REPEALING CLAUSE. All ordinances, resolutions, executive orders, rules, and regulations inconsistent with this ordinance are hereby repealed, amended, or modified according.

SECTION 12. EFFECTIVITY. This ordinance shall take effect fifteen (15) days after its publication or posting in accordance with applicable laws and regulations.

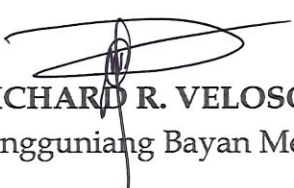
This Ordinance was approved by the Sangguniang Bayan in its Regular Session on June 25, 2026.


ATTY. MC QUIRRE P. UMPAD
Secretary to the Sanggunian

ATTESTED:


ROQUE M. COMPRA
Sangguniang Bayan Member/
Temporary Presiding Officer

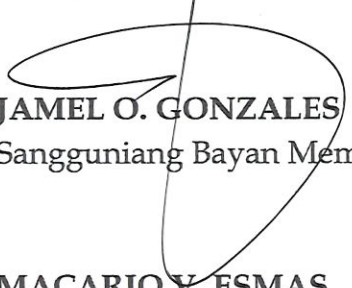

DENNIS L. SY
Sangguniang Bayan Member


RICHARD R. VELOSO
Sangguniang Bayan Member


MERIAM P. UMPAD
Sangguniang Bayan Member


RILE CHRISTIAN G. VELOSO
SK Pederaasyon President


ELMER C. SILVA
Sangguniang Bayan Member


JAMEL O. GONZALES
Sangguniang Bayan Member

MACARIO V. ESMAS
LNB President

APPROVED:


ENGR. CARLOS G. VELOSO
Municipal Mayor

2 AUG 2026



MINUTES OF THE MEETING:

Agenda: Proposed Ordinance an Waiving Rental Fees and Charges for the use of the Alberto S. Veloso Memorial Gymnasium by Public Elementary and Secondary Schools for School-Related Activities.

Present: DATE: June 10, 2026

Time: 9:00 am

Venue: Municipal Function Hall

Hon.Dennis L. Sy
HON.Elmer C.Silva
Hon.Roque M.Compra
MMO- Eric B.Noynay

MMO- Merlita D.Veloso
VSCS -Mary Jane E. Campos
JO- Jenny Gee E.Monares
SB-Lita G.Monterde

Discussion:

The meeting spearheaded by Committee Chairman Hon. Dennis L. Sy was called to discuss the proposed ordinance granting the waiver of rental fees for schools utilizing municipal gymnasium facilities for official school related activities.

During the deliberation, it was emphasized that most schools within the municipality do not have covered courts or sufficient venues to accommodate large gatherings and events. As a result, schools frequently rely on the Municipal Gymnasium and other municipal facilities for activities such as graduations, recognition ceremonies, educational programs, and other school-related events.

The body agreed in principle to provide a waiver of venue rental fees for official school activities, subject to the observance of specific conditions and requirements.

Hon. Elmer Silva suggested that the Villaba Municipal Gymnasium facility may be used free of charge from 8:00 A.M. to 5:00 P.M. However, activities conducted from 5:00 P.M. to 12:00 Midnight shall be subject to a rental fee of Seven Hundred Pesos (Php 700.00).

The Committee considered this schedule in discussing the proposed waiver and the corresponding charges that may still be imposed for extended use of the facility.

It was clarified that while rental fees may be waived, schools and organizers shall remain responsible for expenses arising from the use of the facilities, including but not limited to:

- * Electricity consumption;
- * Garbage collection and disposal;
- * Repair of damages and other additional costs incurred during the activity.

To ensure the proper management and maintenance of municipal facilities, the following matters were likewise discussed:

A specific time limit shall be imposed on the use of municipal facilities. Additional charges may be assessed should the activity exceed the approved duration.

Charges for electricity and garbage disposal may be based on actual consumption and usage.

The waiver shall apply only to official school-sanctioned activities such as graduation exercises, recognition programs, commencement ceremonies, educational events, and similar activities.

The body further agreed that schools requesting the use of municipal facilities must comply with the following requirements:

Submit a written request to the Municipal Government at least seven (7) days prior to the scheduled activity;

Secure and present an endorsement from the school administration;

Ensure that the activity is officially sanctioned by the school concerned.

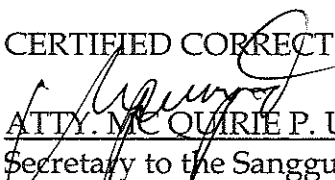
The importance of cleanliness and accountability was likewise emphasized. Schools and organizers shall be responsible for maintaining the cleanliness and orderliness of the facilities before, during, and after the activity.

It was agreed that no garbage collection fee shall be imposed if the facility is returned in a clean and satisfactory condition. However, should the facility require cleaning due to improper waste disposal or failure to maintain cleanliness, the corresponding garbage collection and cleaning fees shall be charged to the organizers.

Adjournment:

There being no other matters to discuss, the meeting was adjourned at 10:20 A.M.

CERTIFIED CORRECT:


ATTY. MC QUIRIE P. UMPAD
Secretary to the Sangguniang Bayan

ATTESTED:


DENNIS L. SY
Committee Chairman



COMMITTEE REPORT. 28

Committee: COMMITTEE ON EDUCATION

Subject: *Proposed Ordinance on Waiving Rental Fees and Charges for the use of the Alberto S. Veloso Memorial Gymnasium by Public Elementary and Secondary Schools for School-Related Activities.*

FINDINGS:

After due deliberation, the committee made this following findings:

1. Most public elementary and secondary schools within the municipality do not have covered courts, gymnasiums, or adequate facilities capable of accommodating large gatherings and school functions.
2. The Villaba Municipal Gymnasium has become the primary venue utilized by schools for official activities such as graduation exercises, recognition ceremonies, commencement programs, educational events, and similar school-related functions.
3. The imposition of rental fees for the use of the Municipal Gymnasium creates an additional financial burden on schools, students, and parents, particularly during the conduct of major school activities.
4. Granting a waiver of rental fees for official school-sanctioned activities will promote educational development and provide meaningful support to public schools without compromising the Municipality's interest, provided that appropriate safeguards and conditions are established.
5. During the deliberations, Hon. Elmer Silva proposed that the use of the Villaba Municipal Gymnasium by public schools be made free of charge from 8:00 A.M. to 5:00 P.M. to support educational activities. However, activities extending beyond 5:00 P.M. up to 12:00 Midnight should be subject to a rental fee of **Seven Hundred Pesos (Php 700.00)** to help defray operational and utility expenses incurred during evening use.
6. Despite the waiver of rental fees, operational and maintenance expenses such as electricity consumption, garbage collection and disposal, repairs of damages, and other incidental costs remain necessary to ensure the proper upkeep and sustainability of municipal facilities.
7. There is a need to establish clear guidelines governing the use of municipal facilities, including application procedures, accountability measures, time limitations, and maintenance responsibilities.

8. Maintaining cleanliness, orderliness, and accountability among facility users is essential to preserve municipal properties and minimize additional expenses on the part of the local government.

RECOMMENDATIONS:

In view of the foregoing findings, the Committee respectfully recommends the approval of an ordinance subject to the following provisions:

1. Grant a waiver of rental fees for the use of the Villaba Municipal Gymnasium and other designated municipal facilities by public elementary and secondary schools for officially sanctioned school-related activities.
2. Provide that activities conducted beyond **5:00 P.M. up to 12:00 Midnight** shall be subject to a rental fee of **Seven Hundred Pesos (Php 700.00)** per activity, without prejudice to the payment of applicable utility and maintenance charges.
3. Limit the waiver exclusively to official school activities such as graduation exercises, recognition ceremonies, commencement programs, educational events, and other similar activities duly authorized by the school administration.
4. Require all requesting schools to submit a written request to the Municipal Government at least seven (7) days before the scheduled activity, together with an endorsement from the school administration.
5. Provide that schools and event organizers shall remain responsible for the payment of expenses arising from actual facility use, including electricity consumption, garbage collection and disposal, repairs of damages, and other related costs.
6. Establish reasonable schedules, rates, and procedures for determining charges based on actual consumption and usage of utilities and services.
7. Impose specific time limitations on the approved use of municipal facilities and authorize the assessment of additional charges for activities exceeding the approved duration.
8. Require schools and organizers to maintain the cleanliness, orderliness, and proper condition of the facility before, during, and after the activity.
9. Provide that garbage collection and cleaning fees shall be waived if the facility is returned in a clean and satisfactory condition; otherwise, corresponding cleaning and waste disposal charges shall be imposed.

10. Authorize the Municipal Government to formulate implementing rules and guidelines necessary for the effective administration and enforcement of the ordinance.

Submitted by:

HON. DENNIS L. SY
Committee Chairman



Sangguniang Bayan
Office of the Secretary to the Sanggunian

NOTICE OF PUBLIC HEARING

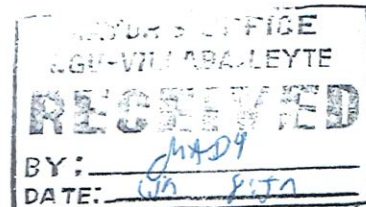
Notice is hereby given that a public hearing will be conducted by the Sangguniang Bayan Committee on Education, **June 10, 2026 at 9:00 o'clock in the morning at Municipal Function Hall**, this Municipality, relative to the consideration of the following proposed municipal ordinance:

Proposed Municipal Ordinance No. 27, Series of 2026 authored by Hon. Dennis L. Sy

“AN ORDINANCE WAIVING THE RENTAL FEES AND CHARGES FOR THE USE OF THE VILLABA MUNICIPAL GYMNASIUM BY PUBLIC ELEMENTARY AND SECONDARY SCHOOLS FOR OFFICIAL SCHOOL-RELATED ACTIVITIES”

The following offices, agencies and stakeholders are hereby invited to attend and participate in the said public hearing:

- ✓ District Supervisors/School Heads
- Executive Secretary
- Municipal Administrator
- Municipal Engineer
- Municipal Treasurer
- Members of the Sangguniang Bayan



The public and all concerned parties are encouraged to attend and express their views, comments and recommendations regarding the proposed ordinance.

Issued this 4th day of June 2026, at the Municipality of Villaba, Leyte

Received by: *[Signature]*
ANA LOU DALAG
6/8/2026

for: *[Signature]*
ATTY. MC QUIRIE P. UMPAD
Secretary to the Sanggunian

Received by: *[Signature]* CLAIRE V. MONSANTO
6-8-26
Received by: *[Signature]* JMD
6-8-26



[Signature]
6-8-2026

mel. 6-8-26

[Signature]
6-8-26

Received by: *[Signature]*
6-8-26

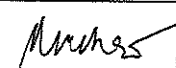
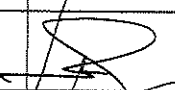
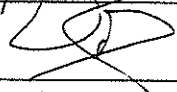
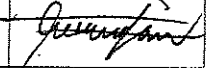
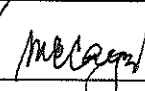
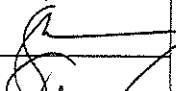
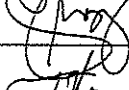
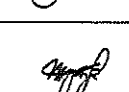
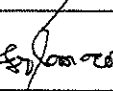
Received by: *[Signature]* TINA SANTO

ATTENDANCE SHEET

JUNE 10, 2026

Municipal Function Hall

"AN ORDINANCE WAIVING THE RENTAL FEES AND CHARGES FOR THE USE OF THE VILLABA MUNICIPAL GYMNASIUM BY PUBLIC ELEMENTARY AND SECONDARY SCHOOLS FOR OFFICIAL SCHOOL-RELATED ACTIVITIES"

NAME	ADDRESS	SIGNATURE
1. ANA MARIE B. VARRINO	MMD	
2. BLANCA C. SILVA	SB	
3. DENNIS L. DY	SB	
4. ROQUE M. COMARAK	SB	
5. Mary Jane B. Campos	VSCS	
6. ERIC B. NIXON	MMD	
7. Merlita D. Velasco	MMD	M. D. VELASCO
8. Jenny Gail P. Mwanje	SB	
9. Lita G. Nungro	SM SUP	
10. Erich Goh.	SPS	
11. Jeffrey V. Toron	MBO	
12. Julius B. Porter	MBO	
13. Maria Melina Laraga	CCR	
14. Sanchez Raymond	SB	
15. PAMPILLO COBRE	PNP	
16. Ilda SANCOS	JD SB	
17. MEKAILA P. PACALDO	SB J.D.	