



Republic of the Philippines
PROVINCE OF LEYTE
Provincial Capitol
Tacloban City

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PROVINCIAL LEGAL OFFICE

Sangguniang Panlalawigan
Province of Leyte
RECEIVED

Date: AUG 03 2026
By: [Signature]

2nd INDORSEMENT

June 30, 2026

Respectfully returned to the Sangguniang Panlalawigan of Leyte, through SP Secretary, the attached Ordinance No. 26-225 of the Sangguniang Bayan of Burauen, Leyte.

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

- Ordinance No. 26-225 entitled: "HRMPSB Reconstitution Ordinance of the Municipality of Burauen."

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 443(c)(2)² of the same, subject to CSC rules and the availability of funds. 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 2} Section 443.

(c) The sangguniang bayan may:

(2) Create such other offices as may be necessary to carry out the purposes of the municipal government;

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

1ST INDORSEMENT
25 June 2026

PROVINCE OF LEYTE
LEGAL OFFICE

RECEIVED

By: 
Date: June 25, 2026 Time: 11:42

The Provincial Legal Office is respectfully requested to review and submit recommendations on the herein enclosed **Municipal Ordinance No. 26-225 of the Municipality of Burauen, Leyte, entitled: An Ordinance reconstituting the Human Resource Merit Promotion and Selection Board (HRMPSB) of the Municipal Government of Burauen in accordance with the 2017 Omnibus Rules on Appointments and Other Human Resource Actions (ORAOHRA), as amended.**



FLORINDA JILL S. UYVICO
Secretary to the Sanggunian



OFFICE OF THE SANGGUNIANG BAYAN

June 23, 2026

THE HONORABLE MEMBERS
Sangguniang Panlalawigan
Province of Leyte

ATTENTION: FLORINDA JILL S. UYVICO
Secretary to the Sanggunian
Province of Leyte
Palo, Leyte

Sangguniang Panlalawigan
Province of Leyte
RECEIVED

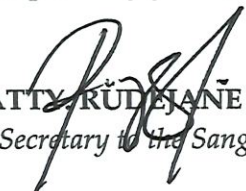
Date: _____
By: JUN 23 2026
Fanni V.

Ladies/Gentlemen:

We transmit herewith 12 copies of Municipal Ordinance No. 26-225, Series of 2026 of the Sangguniang Bayan of Burauen, Leyte, entitled "*An Ordinance Reconstituting the Human Resource Merit Promotion and Selection Board (HRMPSB) of the Municipal Government of Burauen in Accordance with the 2017 Omnibus Rules on Appointments and Other Human Resource Actions (ORAOHRA), as Amended*", for review and approval of the body.

Thank you and please acknowledge receipt hereof.

Respectfully yours,


ATTY. RUDEJANE S. TAN
Secretary to the Sanggunian



OFFICE OF THE SANGGUNIANG BAYAN

MUNICIPAL ORDINANCE NO. 26-225

Series of 2026

Sangguniang Panlalawigan
Province of Leyte

RECEIVED

Date: JUN 23 2026

By: Jennli

AN ORDINANCE RECONSTITUTING THE HUMAN RESOURCE MERIT PROMOTION AND SELECTION BOARD (HRMPSB) OF THE MUNICIPAL GOVERNMENT OF BURAUEN IN ACCORDANCE WITH THE 2017 OMNIBUS RULES ON APPOINTMENTS AND OTHER HUMAN RESOURCE ACTIONS (ORAOHRA), AS AMENDED

BE IT ORDAINED by the Sangguniang Bayan of the Municipality of Burauen, Leyte:

Section 1. TITLE. This Ordinance shall be known as the "HRMPSB Reconstitution Ordinance of the Municipality of Burauen."

Section 2. DECLARATION OF POLICY. It is the policy of the Municipal Government of Burauen to uphold merit, fitness, transparency, and accountability in all human resource actions, consistent with Civil Service laws, rules, and regulations.

Section 3. RECONSTITUTION OF THE HRMPSB. The Human Resource Merit Promotion and Selection Board (HRMPSB) of the Municipal Government of Burauen is hereby reconstituted to align with the updated provisions of the Omnibus Rules on Appointments and Other Human Resource Actions (ORAOHRA), as amended.

Section 4. COMPOSITION. The HRMPSB shall be composed as follows:

A. Chairperson:

- 1) For Executive Department Vacancies – Municipal Mayor
- 2) For Sangguniang Bayan Vacancies – Municipal Vice Mayor

B. Members:

- 1) Human Resource Management Officer;
- 2) Head of Office where the vacancy exists;
- 3) First Level Employee Representative;
- 4) First Level Employee Representative Alternate;
- 5) Second Level Employee Representative;
- 6) Second Level Employee Representative Alternate.

C. Secretariat:

The Human Resource Management Office shall serve as the Secretariat of the HRMPSB.

Section 5. FUNCTIONS. The HRMPSB shall:

- a. Establish and implement a systematic and merit-based selection process;
- b. Evaluate applicants based on qualifications, competence, and relevant criteria;
- c. Utilize appropriate assessment tools, including competency-based evaluation and digital verification systems, where applicable;
- d. Prepare and submit to the appointing authority a shortlist of qualified candidates;

- e. Ensure alignment with the approved Human Resource Merit Promotion and Selection Plan (HRMPSP);
- f. Maintain records of deliberations and selection proceedings; and
- g. Perform such other functions as may be required under applicable laws, rules, and regulations.

Section 6. ALIGNMENT WITH HRMPSP. The operations of the HRMPSB shall be aligned with the applicable Human Resource Merit Promotion and Selection Plan (HRMPSP) of the Municipality, consistent with Civil Service Commission guidelines.

Section 7. CONTINUING COMPLIANCE. The Human Resource Management Office shall ensure that the Human Resource Merit Promotion and Selection Plan (HRMPSP), if necessary, is updated or enhanced in accordance with prevailing Civil Service Commission issuances.

Section 8. SEPARABILITY CLAUSE. If any provision of this Ordinance is declared invalid or unconstitutional, the remaining provisions shall not be affected thereby.

Section 9. REPEALING CLAUSE. All ordinances, resolutions, rules, and regulations, or parts thereof, that are inconsistent with the provisions of this Ordinance are hereby repealed, amended, or modified accordingly.

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

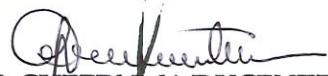
Section 11. EFFECTIVITY. This Ordinance shall take effect immediately.

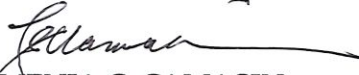
ENACTED, this 27th day of April 2026, at the Municipality of Burauen.

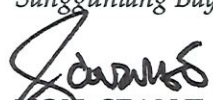

HON. BRYAN R. CINCO
Sangguniang Bayan Member


ATTY. LEO S. APOSTOL
Sangguniang Bayan Member

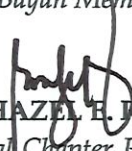

HON. JUANITO E. RENOMERON
Sangguniang Bayan Member


HON. CHEERYL Y. DUCENTES
Sangguniang Bayan Member

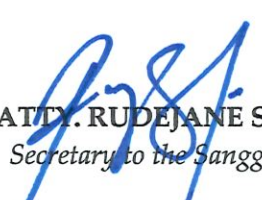

HON. HERMENIA C. CAMASIN
Sangguniang Bayan Member


HON. SEAN T. CORDERO
Sangguniang Bayan Member

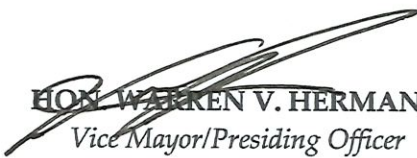

HON. ANDRES REY L. CAGARA
Sangguniang Bayan Member


HON. MA. HAZEL E. RELATORRES
LnB Municipal Chapter President/ Ex-Officio SB Member

I HEREBY CERTIFY that this Ordinance was enacted by the Sangguniang Bayan of Burauen, Leyte, during its 43rd Regular Session held on April 27, 2026.


ATTY. RUDEJANE S. TAN
Secretary to the Sanggunian

ATTESTED:


HON. WARREN V. HERMANO
Vice Mayor/Presiding Officer

APPROVED:


HON. FE S. RENOMERON
Municipal Mayor

Date: MAY 04 2026





OFFICE OF THE SANGGUNIANG BAYAN

CERTIFICATE OF POSTING

TO WHOM IT MAY CONCERN:

THIS IS TO CERTIFY that Municipal Ordinance No. 26-225, Series of 2026 of the Sangguniang Bayan of Burauen, Leyte, entitled, *"An Ordinance Reconstituting the Human Resource Merit Promotion and Selection Board (HRMPSB) of the Municipal Government of Burauen in Accordance with the 2017 Omnibus Rules on Appointments and Other Human Resource Actions (ORAOHRA), as Amended"*, was approved on May 4, 2026, and has been posted in two (2) conspicuous and publicly accessible places of the municipality from May 7, 2026 to May 17, 2026 in compliance with Section 59, paragraph (b) of Republic Act No. 7160, otherwise known as the "Local Government Code of 1991".

Burauen, Leyte, May 25, 2026.


ATTY. RUDEJANE S. TAN
Secretary to the Sanggunian