



Republic of the Philippines
PROVINCE OF LEYTE
Provincial Capitol
Tacloban City

-oOo-

PROVINCIAL LEGAL OFFICE

2nd INDORSEMENT

August 11, 2026

Item No.: 06

Date: 15 2026 SEP

PROVINCE OF LEYTE
LEGAL OFFICE

RELEASED

By: [Signature]
Date: 9-15-26 Time: 9:30
Sangguniang Panlalawigan
Province of Leyte

RECEIVED

Date: SEP 08 2026
By: [Signature]

Respectfully returned to the Sangguniang Panlalawigan of Leyte, through the SP Secretary, the attached Ordinance No. 2026-066 of the Sangguniang Bayan of Carigara, Leyte.

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

- Ordinance : “An Ordinance abolishing existing Plantilla positions etc. ”

REVIEW/RECOMMENDATION/LEGAL OPINION:

This office is of the opinion that the subject Ordinance is generally in accordance with its power under Section 447(a)(1)(viii)¹ of the Local Government Code of 1991 (R.A 7160) in consonance with Section 76 ², subject to the availability of funds and to normal and regular accounting and auditing procedures and also to Civil Service rules and regulations. 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(viii) Determine the positions and salaries, wages, allowances and other emoluments and benefits of officials and employees paid wholly or mainly from municipal funds and provide for expenditures necessary for the proper conduct of programs, projects, services, and activities of the municipal government;

² 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.

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

1ST INDORSEMENT
07 August 2026

PROVINCE OF LEYTE
LEGAL OFFICE
RECEIVED
By: *[Signature]*
Date: *8.10.26* Time: *9:20*

The Provincial Legal Office is respectfully requested to review and submit recommendations on the herein enclosed **Municipal Ordinance No. 2026-066** of the **Municipality of Carigara, Leyte**, entitled: **An Ordinance abolishing existing Plantilla positions of two (2) Statistician Aide, SG 3 under the Municipal Planning and Development Office, and creating in lieu therefore two (2) Plantilla positions of Statistician Aide, SG 4 under the same office.**



FLORINDA JILL S. UYVICO
Secretary to the Sanggunian



REPUBLIC OF THE PHILIPPINES
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MUNICIPALITY OF CARIGARA

-oOo-

OFFICE OF THE SANGGUNIANG BAYAN

Telephone No. (053) 530-5144 E-mail Address: sangguniangbayancarigara@gmail.com



SP

1st Indorsement
August 7, 2026

Sangguniang Panlalawigan
Province of Leyte
RECEIVED
Date: **AUG 07 2026**
By: *[Signature]*

Respectfully forwarded to the Honorable Members of the Sangguniang Panlalawigan of Leyte, thru the Provincial Board Secretary, Florinda Jill S. Uyvico, the herein **Municipal Ordinance No. 2026-066** –“*An Ordinance Abolishing Existing Plantilla Positions of Two (2) Statistician Aide, SG 3/1, under the Municipal Planning and Development Office, and Creating in lieu Thereof Two (2) Plantilla Positions of Statistician Aide, SG 4/1, under the same Office.*”

For your perusal and appropriate action.

[Signature]
RACHELYN A. SILVESTRE-CABALLES
MGDH – I (Secretary to the Sangguniang Bayan)



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Sangguniang Panlalawigan
Province of Leyte

RECEIVED

Date: AUG 07 2026

By: [Signature]

BAGONG PILIPINAS

EXCERPT FROM THE MINUTES/JOURNAL OF THE 51ST REGULAR
SESSION OF THE 20TH COUNCIL OF THE SANGGUNIANG BAYAN
OF CARIGARA HELD AT THE SESSION HALL, LEGISLATIVE
BUILDING, CARIGARA, LEYTE, ON JUNE 22, 2026

* * * * *

PRESENT:

Hon. Jimmy A. Camposano----- Mun. Vice Mayor-Pres. Officer
Hon. Fernando N. Moriel----- SB Member
Hon. Vilma M. Domus ----- SB Member
Hon. Mildred C. Modesto ----- SB Member
Hon. Carlo Angelo B. Go----- SB Member
Hon. Ulpiano U. Arpon Jr.----- SB Member
Hon. Joenlee C. Larraga ----- SB Member
Hon. Myla L. Aguilar ----- SB Member
Hon. Guillermo I. Panal ----- SB Member
Hon. Arvin. N. Urmeneta----- SB Member-LnB President
Hon. Daniel N. Ariaso, Jr.----- SB Member-SK Fed. Pres.

ABSENT:

None

* * * * *

EXPLANATORY NOTE

The Sangguniang Bayan of Carigara enacted Ordinance No. 2025-030, entitled: *"An Ordinance Abolishing Certain Plantilla Positions under the Different Offices of the Municipal Government of Carigara, Leyte, Transferring the Plantilla Item of Administrative Aide VI (Clerk III), SG 6/1 and Administrative Aide IV (Reproduction Machine Operator II), SG 4/1, all under the Municipal Mayor's Office*



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PAGE 2/7 – MUNICIPAL ORDINANCE NO.2026-066 DATED JUNE 22, 2026 – **“AN ORDINANCE ABOLISHING EXISTING PLANTILLA POSITIONS OF TWO (2) STATISTICIAN AIDE, SG 3/1, UNDER THE MUNICIPAL PLANNING AND DEVELOPMENT OFFICE, AND CREATING IN LIEU THEREOF TWO (2) PLANTILLA POSITIONS OF STATISTICIAN AIDE, SG 4/1, UNDER THE SAME OFFICE.”**

to the Municipal Administrator's Office, and Administrative Aide III (Driver I), SG 3/5, under the Municipal Planning and Development Office to the Municipal Disaster Risk Reduction and Management Office, and Subsequently Creating Additional Plantilla Positions for CY 2026, Appropriating Funds Therein, and for Other Purposes,” which was approved on December 17, 2025.

Subsequently, it was discovered that Section 3 (Creation of Positions) of the said ordinance inadvertently created two (2) Statistician Aide positions under the Municipal Planning and Development Office with Salary Grade 3, Step 1. Upon further review, it was determined that this salary grade does not conform to the approved Qualification Standards for the position of Statistician Aide, which prescribes Salary Grade 4.

To rectify this inadvertent error and ensure compliance with the applicable Civil Service Commission Qualification Standards and existing laws, rules, and regulations governing position classification and compensation, it is necessary to abolish the erroneously created plantilla positions of Statistician Aide, Salary Grade 3, Step 1, and create in lieu thereof two (2) plantilla positions of Statistician Aide, Salary Grade 4, Step 1, under the same office.

This corrective measure is intended solely to align the plantilla with the approved Qualification Standards and shall not create additional



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PAGE 3/7 – MUNICIPAL ORDINANCE NO.2026-066 DATED JUNE 22, 2026 – “AN ORDINANCE ABOLISHING EXISTING PLANTILLA POSITIONS OF TWO (2) STATISTICIAN AIDE, SG 3/1, UNDER THE MUNICIPAL PLANNING AND DEVELOPMENT OFFICE, AND CREATING IN LIEU THEREOF TWO (2) PLANTILLA POSITIONS OF STATISTICIAN AIDE, SG 4/1, UNDER THE SAME OFFICE.”

positions beyond those already authorized under Ordinance No. 2025-030. It likewise ensures the proper implementation of the municipality's staffing pattern and promotes efficient and lawful personnel administration.

In view of the foregoing, the approval of this Ordinance is earnestly sought.

MUNICIPAL ORDINANCE NO. 2026-066
SERIES OF 2026

AN ORDINANCE ABOLISHING EXISTING PLANTILLA POSITIONS OF TWO (2) STATISTICIAN AIDE, SG 3/1, UNDER THE MUNICIPAL PLANNING AND DEVELOPMENT OFFICE, AND CREATING IN LIEU THEREOF TWO (2) PLANTILLA POSITIONS OF STATISTICIAN AIDE, SG 4/1, UNDER THE SAME OFFICE

Hon. Fernando N. Moriel
Author

Section 1. Title – This Ordinance shall be known as the “ORDINANCE ABOLISHING EXISTING PLANTILLA POSITIONS OF TWO (2) STATISTICIAN AIDE, SG 3/1, UNDER THE MUNICIPAL PLANNING AND DEVELOPMENT OFFICE, AND CREATING IN LIEU THEREOF TWO (2) PLANTILLA POSITIONS OF

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PAGE 4/7 – MUNICIPAL ORDINANCE NO.2026-066 DATED JUNE 22, 2026 – “AN ORDINANCE ABOLISHING EXISTING PLANTILLA POSITIONS OF TWO (2) STATISTICIAN AIDE, SG 3/1, UNDER THE MUNICIPAL PLANNING AND DEVELOPMENT OFFICE, AND CREATING IN LIEU THEREOF TWO (2) PLANTILLA POSITIONS OF STATISTICIAN AIDE, SG 4/1, UNDER THE SAME OFFICE.”

STATISTICIAN AIDE, SG 4/1, UNDER THE SAME OFFICE.”

Section 2. ABOLITION OF POSITIONS - The positions to be abolished are:

POSITION TITLE, SALARY GRADE & STEP	OFFICE
Two (2) Statistician Aide, SG 3/1	Municipal Planning and Development Office

Section 2. CREATION OF POSITIONS - There are hereby created the two permanent positions under the Municipal Planning and Development Office:

POSITION TITLE, SALARY GRADE & STEP	OFFICE
Two (2) Statistician Aide, SG 4/1	Municipal Planning and Development Office

Section 3. DUTIES AND RESPONSIBILITIES. The duties and responsibilities of the created positions shall be in consonance with the prescription of the Civil Service Commission and/ or as may be assigned by the respective head of office.

Section 4. FUNDING. The newly created positions shall have a



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PAGE 5/7 - MUNICIPAL ORDINANCE NO.2026-066 DATED JUNE 22, 2026 - "AN ORDINANCE ABOLISHING EXISTING PLANTILLA POSITIONS OF TWO (2) STATISTICIAN AIDE, SG 3/1, UNDER THE MUNICIPAL PLANNING AND DEVELOPMENT OFFICE, AND CREATING IN LIEU THEREOF TWO (2) PLANTILLA POSITIONS OF STATISTICIAN AIDE, SG 4/1, UNDER THE SAME OFFICE."

corresponding salaries and allowances as provided for by law.

Section 5. SEPARABILITY CLAUSE - If any provision of this Ordinance is found to be inconsistent with any law, other provisions or part/s thereof not so affected shall remain in full force and effect.

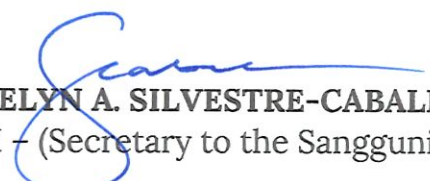
Section 6. REPEALING CLAUSE - All Ordinances, Rules and Regulations or part/s thereof, in conflict with, or contrary to, the Provisions of this Ordinance, not so affected herewith are hereby repealed or modified accordingly.

Section 7. EFFECTIVITY - This Ordinance shall take effect upon approval and after compliance with the publication or posting requirement provided by law.

APPROVED UNANIMOUSLY this 22nd day of June 2026 at the Sangguniang Bayan Session Hall, Carigara, Leyte.

* * * * *

I HEREBY CERTIFY that this is a true and accurate copy of the ordinance enacted by the Sanggunian on 22 June 2026.


RACHELYN A. SILVESTRE-CABALLES
MGDH I - (Secretary to the Sanggunian)

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PAGE 6/7 - MUNICIPAL ORDINANCE NO.2026-066 DATED JUNE 22, 2026 - "AN ORDINANCE ABOLISHING EXISTING PLANTILLA POSITIONS OF TWO (2) STATISTICIAN AIDE, SG 3/1, UNDER THE MUNICIPAL PLANNING AND DEVELOPMENT OFFICE, AND CREATING IN LIEU THEREOF TWO (2) PLANTILLA POSITIONS OF STATISTICIAN AIDE, SG 4/1, UNDER THE SAME OFFICE."

Attested:


JIMMY A. CAMPOSANO

Municipal Vice Mayor/Presiding Officer

Concurred:

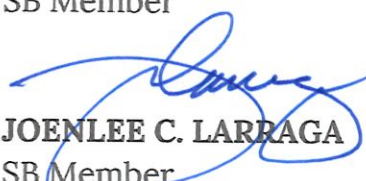

FERNANDO N. MORIEL
SB Member

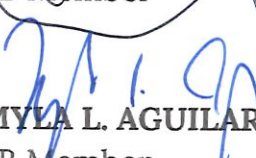

VILMA M. DOMUS
SB Member


CARLO ANGELO B. GO
SB Member


MILDRED C. MODESTO
SB Member

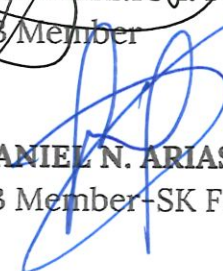

ULPIANO U. ARPON JR.
SB Member


JOENLEE C. LARRAGA
SB Member


MYLA L. AGUILAR
SB Member


GUILLERMO I. PANAL
SB Member


ARVIN N. URMENETA
SB Member-LnB Pres.


DANIEL N. ARIASO JR.
SB Member-SK Fed. Pres.

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Approved:

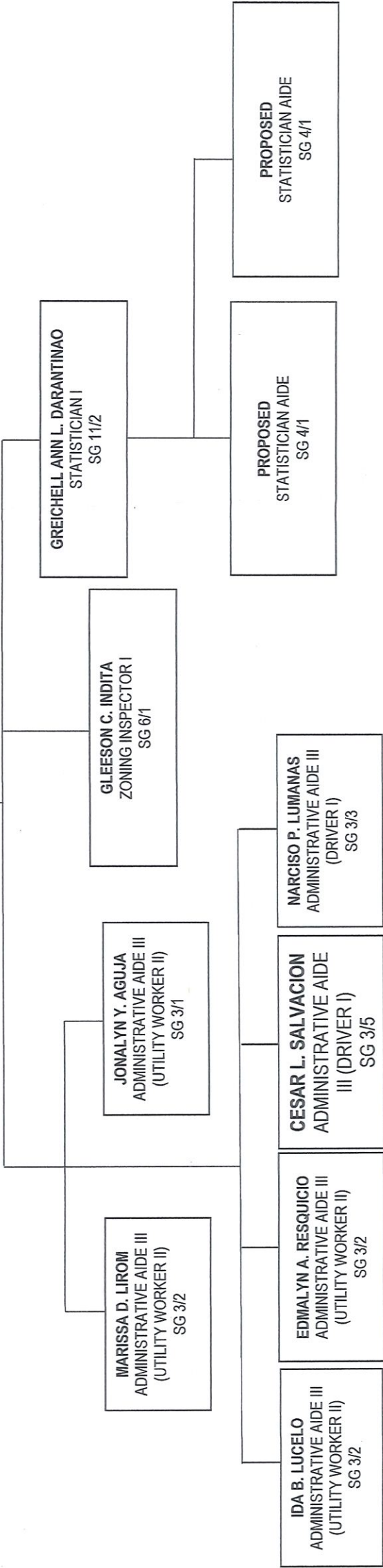

EDUARDO T. ONG, JR.
Municipal Mayor

Date Approved

08/07/2026

MUNICIPAL PLANNING AND DEVELOPMENT OFFICE

DARYL DANIEL G. BODO
MUNICIPAL GOVERNMENT DEPARTMENT HEAD I
(MUNICIPAL PLANNING AND DEVELOPMENT COORDINATOR)
SG 24/2



APPROVED:

for is
Hon. FERNANDO N. MORIEL
Sangguniang Bayan Member I

indane
Hon. VILMA M. DOMUS
Sangguniang Bayan Member I

for cm
Hon. MILDRED C. MODESTO
Sangguniang Bayan Member I

for
Hon. CARLO ANGELO B. GO
Sangguniang Bayan Member I

for
Hon. ULPIANO U. ARBON JR.
Sangguniang Bayan Member I

for
Hon. JOENLEE C. LARAGA
Sangguniang Bayan Member I

for
Hon. MYLA L. AGUILAR
Sangguniang Bayan Member I

for
Hon. GUILLERMO PANAL
Sangguniang Bayan Member I

for
Hon. ARVIN N. URMENETA
Sangguniang Bayan Member I
(Liga ng mga Barangay President)

for
Hon. DANIEL N. ARIASO JR.
Sangguniang Bayan Member I
(SK Federation President)



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-oOo-

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CERTIFICATION

THIS IS TO CERTIFY that **Municipal Ordinance No. 2026-066** –“*An Ordinance Abolishing Existing Plantilla Positions of Two (2) Statistician Aide, SG 3/1, under the Municipal Planning and Development Office, and Creating in lieu Thereof Two (2) Plantilla Positions of Statistician Aide, SG 4/1, under the same Office*”, was posted last, August 07, 2026 in accordance with R.A. 7160, otherwise known as the Local Government Code of 1991.

ISSUED this 7th day of August, 2026.

RACHELYN A. SILVESTRE-CABALLES
MGDH – I (Secretary to the Sangguniang Bayan)