



Republic of the Philippines
PROVINCE OF LEYTE
Provincial Capitol
Tacloban City

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PROVINCIAL LEGAL OFFICE

2nd INDORSEMENT

July 8, 2026

Item No.: 07
Date: 08 2026 SEP

PROVINCE OF LEYTE
LEGAL OFFICE

RELEASED

By: [Signature]
Date: 8-28-26 Time: 9:45

Sangguniang Panlalawigan
Province of Leyte

RECEIVED

Date: AUG 28 2026
By: [Signature]

Respectfully returned to the Sangguniang Panlalawigan of Leyte, through the SP Secretary, the attached Ordinance No. 2026-008 of the Sangguniang Bayan of Santa Fe, Leyte.

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

- Ordinance No. 2026-008 entitled: “Santa Fe National and Provincial Government Agencies and Other External Sourced Projects Coordination Ordinance .”

REVIEW/RECOMMENDATION/LEGAL OPINION:

This office is of the opinion that the subject Ordinance is generally in accordance with its power under Sections 26 and 27¹ 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 (Section 26. Duty of National Government Agencies in the Maintenance of Ecological Balance. - It shall be the duty of every national agency or government-owned or controlled corporation authorizing or involved in the planning and implementation of any project or program that may cause pollution, climatic change, depletion of non-renewable resources, loss of crop land, rangeland, or forest cover, and extinction of animal or plant species, to consult with the local government units, nongovernmental organizations, and other sectors concerned and explain the goals and objectives of the project or program, its impact upon the people and the community in terms of environmental or ecological balance, and the measures that will be undertaken to prevent or minimize the adverse effects thereof.

Section 27. Prior Consultations Required. - No project or program shall be implemented by government authorities unless the consultations mentioned in Sections 2 (c) and 26 hereof are complied with, and prior approval of the sanggunian concerned is obtained: Provided, That occupants in areas where such projects are to be implemented shall not be evicted unless appropriate relocation sites have been provided, in accordance with the provisions of the Constitution.

Republic of the Philippines
PROVINCE OF LEYTE
Palo, Leyte
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PROVINCE OF LEYTE
LEGAL OFFICE
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By: 
Date: 03-10-26 Time: 3:25 PM

OFFICE OF THE SANGGUNIANG PANLALAWIGAN

1ST Indorsement
10 July 2026

The Provincial Legal Office is respectfully requested to review and submit recommendations on the herein enclosed **Municipal Ordinance No. 2026-008, series of 2026** of the **Municipality of Santa Fe, Leyte**, entitled: **An Ordinance requiring national and provincial government agencies and other external sourced projects and their contractors or authorized representatives to secure a Certificate of Coordination, building permit, and Clearances prior to the implementation of national and provincial government agencies and external sourced projects within the Municipality of Santa Fe, Leyte.**


FLORINDA JILL S. UYVICO
Secretary to the Sanggunian



Republic of the Philippines
Province of Leyte
Municipality of Santa Fe



SANGGUNIAN BAYAN SECRETARY

INDORSEMENT

Sangguniang Panlalawigan
Province of Leyte
RECEIVED
Date: JUL 10 2026
By: Jenni W.

RESPECTFULLY FORWARDED to the Sangguniang Panlalawigan of the Province of Leyte, Palo, Leyte: the herein attached **MUNICIPAL ORDINANCE No.2026-008 (Series of 2026)** of the Sangguniang Bayan, this Municipality, entitled “**AN ORDINANCE REQUIRING NATIONAL AND PROVINCIAL GOVERNMENT AGENCIES AND OTHER EXTERNAL SOURCED PROJECTS AND THEIR CONTRACTORS OR AUTHORIZED REPRESENTATIVES TO SECURE A CERTIFICATE OF COORDINATION, BUILDING PERMIT, AND CLEARANCES PRIOR TO THE IMPLEMENTATION OF NATIONAL AND PROVINCIAL GOVERNMENT AGENCIES AND EXTERNAL SOURCED PROJECTS WITHIN THE MUNICIPALITY OF SANTA FE, LEYTE**” duly approved by the said August Body on **June 08, 2026**, hereby recommending your appropriate favorable action.

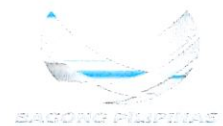

JULIUS XERXES M. OBENQUE
Secretary to the Sanggunian

Copy Furnished:

- The Municipal Mayor
- The Engineering Office
- The Municipal Budget Officer
- The Municipal Treasurer's Office
- The Municipal Planning and Development Office



Republic of the Philippines
Province of Leyte
Municipality of Santa Fe



OFFICE OF THE SANGGUNIANG BAYAN

MUNICIPAL ORDINANCE NO. 2026-008
Series of 2026

Sangguniang Panlalawigan
Province of Leyte
RECEIVED
Date: JUL 10 2026
By: [Signature]

AN ORDINANCE REQUIRING NATIONAL AND PROVINCIAL GOVERNMENT AGENCIES AND OTHER EXTERNAL SOURCED PROJECTS AND THEIR CONTRACTORS OR AUTHORIZED REPRESENTATIVES TO SECURE A CERTIFICATE OF COORDINATION, BUILDING PERMIT, AND CLEARANCES PRIOR TO THE IMPLEMENTATION OF NATIONAL AND PROVINCIAL GOVERNMENT AGENCIES AND EXTERNAL SOURCED PROJECTS WITHIN THE MUNICIPALITY OF SANTA FE, LEYTE.

Author: HON. LARRY S. ARUTA

Chairman- Committee on Engineering, Infrastructure, and General Services

CO-AUTHORS:

HON. RODEL L. AJETO
HON. RICARDO D. FAJARDO
HON. BELEN C. CHUCA
HON. AMIEL P. ENAGE
HON. LEAH T. SALCEDA
HON. ALDRIN D. PETILLA
HON. MARILOU L. MILITANTE
HON. KENT ELMER JACINTO

HON. EDUARDO N. TOREROS
Presiding Officer

WHEREAS, the Municipality of Santa Fe recognizes the importance of National and Provincial Government Agencies and other external sourced projects in fostering development and improving the welfare of its constituents.

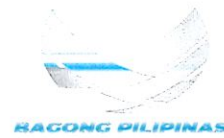
WHEREAS, there is a need to ensure that these projects align with the municipality's development priorities, that proper coordination with the local government is observed, that community participation and transparency are promoted, and that effective oversight mechanisms are in place.

WHEREAS, in coordination between the National and Provincial Government Agencies and the LGU is essential to avoid duplication of projects, ensure proper planning, and minimize disruption to the community;

WHEREAS, Section 16 of the Local Government Code of 1991 (Republic Act No. 7160) mandates all Local Government Units to exercise powers necessary for their efficient and effective governance and to promote the general welfare of their inhabitants;



Republic of the Philippines
Province of Leyte
Municipality of Santa Fe



Continuation: Municipal Ordinance No. 2026 - 008
Dated: June 08, 2026

NOW THEREFORE, be it ordained by the Sangguniang Bayan of Santa Fe, Province of Leyte, in session assembled:

SECTION 1. TITLE - This Ordinance shall be known as the **"Santa Fe National and Provincial Government Agencies and Other External Sourced Projects Coordination Ordinance."**

SECTION 2. DECLARATION POLICY – It is hereby declared the policy of the Municipality of Santa Fe that all National and Provincial Government Agencies and Other External Sourced Projects implemented within its territorial jurisdiction shall.

- a) Align with local development plans;
- b) Be implemented in a coordinated manner with the Municipal Government; and
- c) Be transparently monitored with the active participation of the community.

SECTION 3. COVERAGE – The Ordinance shall apply to all National and Provincial Government Agencies (NGAs) and External Sourced Projects, including their contractors or authorized representatives, intending to implement projects within the Municipality of Santa Fe, Leyte.

SECTION 4. DEFINITION OF TERMS – As used in this Ordinance, the following terms and phrases shall have the meaning ascribed to them below, unless the context clearly indicates otherwise.

- 1) National Government Agencies (NGAs)** – Refers to all departments, bureaus, offices, commissions, boards, agencies, and instrumentalities of the National Government of the Philippines, including government-owned and controlled corporations (GOCCs) and their subsidiaries.
- 2) Provincial Government Agencies (PGAs)** - Refers to all offices, departments, and instrumentalities of the Provincial Government exercising jurisdiction over the Municipality of Santa Fe.
- 3) Externally Sourced Projects** – Refers to any infrastructure, development, or activity implemented within the Municipality whose funding, implementation, or management comes from sources outside the regular budget of the National and Provincial Government, including but not limited to foreign grants, loans, private donations, joint ventures, and public-private partnership (PPP) arrangements.
- 4) Contractor** – Refers to any individual, firm, partnership, corporation, or organization duly accredited and authorized to undertake the construction, rehabilitation, improvement, maintenance, or implementation of projects covered by this Ordinance.



Republic of the Philippines
Province of Leyte
Municipality of Santa Fe



Continuation: Municipal Ordinance No. 2026 - 008
Dated: June 08, 2026

5. Authorized Representative - Refers to any person duly designated by an NGA, PGA, or contractor through the written documents (such as a special power of attorney or board resolution) to act on their behalf in securing permits, clearances, and other requirements under this Ordinance.

6. Certification of Coordination - an official document issued by the Municipality certifying that the proposed project has been coordinated with the appropriate local government units, departments, and offices, and that it complies with existing local plans, policies, and regulations,

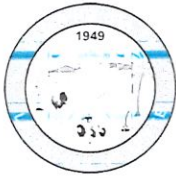
7. Building Permit - an official document issued by the Municipal Building Official authorizing the construction, alteration, repair, renovation, demolition, or occupancy of any building or structure within the Municipality, in accordance with the National Building Code and its implementing rules and regulations.

8. Clearances - a necessary document, certification or endorsements required from the Municipality or its concerned offices prior to the implementation of a project, including but not limited to zoning clearance, locational clearance, environmental clearance, and right - of - way clearance.

9. Clearance and Coordination Fees - the amount imposed and collected by the Municipality as compensation for the administrative services rendered in processing, evaluating, and issuing the Certification of Coordination, Building Permit, and other clearances required under this Ordinance.

SECTION 5. REQUIREMENT FOR CERTIFICATION OF COORDINATION AND OTHER PROVINCIAL CLEARANCES;

- 1) No National and Provincial Project shall commence implementation within the Municipality of Santa Fe without first securing a Certification of Coordination (CC) from the Office of the Municipal Mayor and other concerned offices.
- 2) The application for Certification of Coordination (CC) shall include, but shall not be limited to, the following;
 - a) Engineering Design and Technical Specifications;
 - b) Project budget and funding source
 - c) Project description and objectives, including scope and expected outputs;
 - d) Implementation plan, and timeline;
 - e) Environmental Assessment or Initial Environmental Examination, if applicable;
 - f) Community consultations plan; and
 - g) Such other documents as may be required by the Municipal Mayor.



Republic of the Philippines
Province of Leyte
Municipality of Santa Fe



Continuation: Municipal Ordinance No. 2026 - 008
Dated: June 08, 2026

SECTION 6. IMPOSING FEE – A One-Hundred-Pesos (₱ 100.00) Coordination Clearance Fee is hereby imposed and collected from the National Government Agencies, Provincial Government Agencies, contractors of external sourced projects, or their duly authorized representative.

SECTION 7. PURPOSE – This fee shall be collected for the Issuance of the Certification of Coordination required before the implementation of any project located within the territorial jurisdiction of the Municipality of Santa Fe, Leyte.

SECTION 8. TIME OF PAYMENT– The Fee shall be paid in full at the Municipal Treasurer's Office before the said certificate is issued or released.

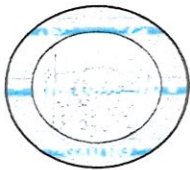
SECTION 9. PROCESS FOR SECURING A CERTIFICATION OF COORDINATION AND OTHER PERMITS AND CLEARANCES.

- a) The National and Provincial Government Agency shall submit a written Notice of Project to be implemented, together with a Letter of Intent to secure a Certification of Coordination, to the Office of the Municipal Mayor.
- b) The Office of the Municipal Mayor shall furnish a copy of the Notice to the Local Project Monitoring Committee (LPMC), composed of the following:
 - a. Municipal Planning Development Coordinator (MPDC)
 - b. Municipal Engineer (ME)
 - c. Municipal Treasurer (MT)
 - d. Liga ng mga Barangay President
 - e. Sangguniang Bayan Chairperson on Infrastructure
 - f. Municipal Assessor Office (MASSO)
 - g. Other concerned department heads; and
 - h. Representatives from relevant sectors of the community, CSO members in PMC.
- c) The Local Chief Executive (LCE) shall issue the Certification of Coordination upon payment of the required fees as provided under the Local Government Code, within thirty (30) days from the date of submission of complete requirements.

SECTION 10. MONITORING AND EVALUATION - The Municipal Government of Santa Fe, through the Local Project Monitoring Committee (LPMC), shall monitor National and Provincial Projects to ensure compliance with the Certification of Coordination and adherence to approved project implementation plans.

SECTION 11 - LOCAL PROJECT MONITORING COMMITTEE

- 1) Municipal Planning Development Coordinator (MPDC)
- 2) Municipal Engineer (ME)
- 3) Municipal Treasurer (MT)
- 4) Liga ng mga Barangay President

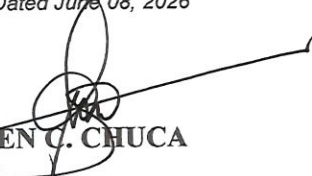


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Municipality of Santa Fe

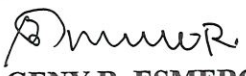


OFFICE OF THE SANGGUNIANG BAYAN

Continuation: Municipal Ordinance No. 2026-008
Dated June 08, 2026


HON. BELEN C. CHUCA
SB Member


HON. AMIEL P. ENAGE
SB Member


HON. GENY R. ESMERO
SB Member


HON. ALDRIN D. PETILLA
SB Member

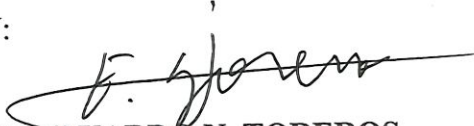

HON. MARILOU L. MILITANTE
SB Member/ Liga President


HON. KENT ELMER JACINTO
SB Member/SK Federation Pres.

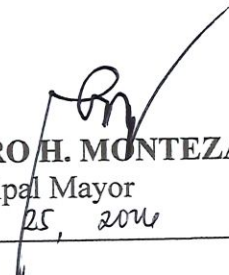
I HEREBY CERTIFY to the correctness of the foregoing Ordinance.


JULIUS XERXES M. OBENQUE
Secretary to the Sanggunian Bayan

ATTESTED BY:


HON. EDUARDO N. TOREROS
Municipal Vice Mayor
Presiding Officer

APPROVED:


HON. AMPARO H. MONTEZA
Municipal Mayor
Date: JUNE 25, 2026



Republic of the Philippines
Province of Leyte
Municipality of Santa Fe



SANGGUNIANG BAYAN SECRETARY

CERTIFICATION OF POSTING

Sangguniang Panlalawigan
Province of Leyte
RECEIVED
Date: JUL 10 2026
By: [Signature]

TO WHOM IT MAY CONCERN:

This is to certify that the copies of Municipal Ordinance of the herein attached **Municipal Ordinance No.2026-008(Series of 2026)** of the Sangguniang Bayan, this Municipality, entitled “**AN ORDINANCE REQUIRING NATIONAL AND PROVINCIAL GOVERNMENT AGENCIES AND OTHER EXTERNAL SOURCED PROJECTS AND THEIR CONTRACTORS OR AUTHORIZED REPRESENTATIVES TO SECURE A CERTIFICATE OF COORDINATION, BUILDING PERMIT, AND CLEARANCES PRIOR TO THE IMPLEMENTATION OF NATIONAL AND PROVINCIAL GOVERNMENT AGENCIES AND EXTERNAL SOURCED PROJECTS WITHIN THE MUNICIPALITY OF SANTA FE, LEYTE**”, duly approved and/or enacted by said August Body on **June 8, 2026**, has been posted in at least (3) conspicuous places in the municipality. One copy was posted at the bulletin board at the lobby of the municipal hall, one at the HRMO, and one at the Municipal Gymnasium.

Issued this 30th day of June 2026, at Santa Fe, Leyte.


JULIUS XERXES M. OBENQUE
Secretary to the Sangguniang Bayan