Item No.: 13

Date: DEC 0 1 2026

PROVINCE OF LEYTE
LEGAL OFFICE
RELEASED
By:
Date: 11-27-26 Time: 9AM

Republic of the Philippines
PROVINCE OF LEYTE
Provincial Capitol
Tacloban City

-oOo-

PROVINCIAL LEGAL OFFICE

Sangguniang Panlalawigan
Province of Leyte
RECEIVED
Date: NOV 2 7 2026
By:

2nd INDORSEMENT
August 26, 2026

Respectfully returned to the Sangguniang Panlalawigan of Leyte, through the SP Secretary, the attached Ordinance No. 013-2026 of the Sangguniang Bayan of Pastrana, Leyte.

REVIEW/RECOMMENDATION/LEGAL OPINION:

This office opines that the subject Ordinance is, in general, within the legislative authority of the Sangguniang Bayan under Section 22(a)(3)[1] of the Local Government Code of 1991 (R.A 7160). 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 22.** *Corporate Powers.* -
(3) To have and use a corporate seal;

Republic of the Philippines
PROVINCE OF LEYTE
Palo, Leyte
-o0o-

OFFICE OF THE SANGGUNIANG PANLALAWIGAN

PROVINCE OF LEYTE
LEGAL OFFICE
RECEIVED
By:
Date: 8.27.26 Time: 9:22

1ST INDORSEMENT
26 August 2026

The Provincial Legal Office is respectfully requested to review and submit recommendations on the herein enclosed **Municipal Ordinance No. 013-2026** of the **Municipality** of **Pastrana, Leyte**, entitled: **An Ordinance adopting the official logo/seal of the Sangguniang Bayan of Pastrana, Leyte and providing guidelines for its use.**

FLORINDA JILL S. UYVICO
Secretary to the Sanggunian

Republic of The Philippines
PROVINCE OF LEYTE
Municipality of Pastrana

Sangguniang Panlalawigan
Province of Leyte
RECEIVED
AUG 26 2026
Date:
By:

The Sangguniang Bayan

TRANSMITTAL

24 AUGUST 2026

HONONORABLE SANGGUNIANG PANLALAWIGAN MEMBERS
New Provincial Capitol Complex
6501, Palo, Leyte

Thru: **LEONARDO "SANDY" MORALES JAVIER, JR.**
Vice-Governor
Province of Leyte

Dear Honorable Members,

Greetings!

The Legislative Body of Pastrana Province of Leyte is respectfully endorsing to your good office THIRTEEN (13) folders bearing original copies of the approved Municipal Ordinance for your approval:

- **MUNICIPAL ORDINANCE NO. 013, SERIES OF 2026**

- **AN ORDINANCE ADOPTING THE OFFICIAL LOGO OR OFFICIAL SEAL OF THE SANGGUNIANG BAYAN OF PASTRANA, LEYTE AND PROVIDING GUIDELINES FOR ITS USE"**

Thank you, more power and mabuhay.

Respectfully,

HON. CHITO C. CAYACO
Municipal Vice-Mayor

CHITO C. CAYACO
Municipal Vice Mayor/
Presiding Officer

GERARDO S. CARIAN
Sangguniang Bayan Member

ANGELINA C. DIOLA
Sangguniang Bayan Member

LOIDA B. VILLABLANCA
Sangguniang Bayan Member

NATHAN G. LETRODO
Sangguniang Bayan Member

ALEX C. SEQUITO
Sangguniang Bayan Member

PIO M. TAN
Sangguniang Bayan Member

NICOLE MARIE C. MARCOS
Sangguniang Bayan Member

RODEL M. TOBILLA
Sangguniang Bayan Member

JERLYN C. BORJA
ABC President

ABSENT
FRANCIS CHARLES T. ALVAREZ
Sangguniang Kabataan Federation President

BAGONG PILIPINAS

BAYAN NG PASTRANA 1912 LALAWIGAN NG LEYTE

Sangguniang Panlalawigan
PROVINCE OF LEYTE
SANGGUNIANG PANLALAWIGAN
RECEIVED
Date: AUG 26 2026
By:

Republic of the Philippines
PROVINCE OF LEYTE
Municipality of Pastrana
-o0o-

Office of the Sangguniang Bayan

EXCERPTS FROM THE MINUTES OF THE 52nd REGULAR SESSION OF THE SANGGUNIANG BAYAN OF PASTRANA HELD LAST AUGUST 10, 2026 AT THE SANGGUNIANG BAYAN SESSION HALL, PASTRANA LEYTE

Municipal Ordinance No. 013– 2026
Series of 2026

"AN ORDINANCE ADOPTING THE OFFICIAL LOGO/SEAL OF THE SANGGUNIANG BAYAN OF PASTRANA, LEYTE AND PROVIDING GUIDELINES FOR ITS USE,"

HON. NATHAN G. LETRODO
AUTHOR

WHEREAS, the Sangguniang Bayan of Pastrana, Leyte, as the legislative body of the Municipality, is committed to strengthening its institutional identity, visibility, and representation in the discharge of its legislative and public service functions;

WHEREAS, there is a need to establish a distinct and meaningful official logo for the Sangguniang Bayan of Pastrana that shall serve as its visual identity in official documents, communications, programs, activities, publications, and other authorized materials;

WHEREAS, the proposed Sangguniang Bayan Logo is designed to embody the dignity, authority, and constitutional and statutory mandate of the Sangguniang Bayan, while reflecting its commitment to responsive, transparent, participatory, and people – centered local legislation;

WHEREAS, the elements, symbols, colors, and other features incorporated in the proposed logo are intended to represent the Municipality of Pastrana, its people, heritage, aspirations, and the continuing partnership between the local legislative body and the communities it serves;

WHEREAS, the adoption of a unified logo will promote consistency and proper identification of the Sangguniang Bayan in the conduct of its official functions, legislative activities, public engagement, and institutional programs;

Santo Niño Street, District IV, Pastrana Leyte
Sbpastranaleyte2022@gmail.com

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Municipal Vice Mayor/
Presiding Officer

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Sangguniang Bayan Member

ANGELINA C. DIOLA
Sangguniang Bayan Member

LOIDA B. VILLABLANCA
Sangguniang Bayan Member

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FRANCIS CHARLES T. ALVAREZ
Sangguniang Kabataan
Federation President

WHEREAS, the proposed logo shall further serve as symbol of the Sangguniang Bayan's commitment to uphold the principles of good governance, accountability, integrity, public participation, and service to the constituents of the Municipality of Pastrana;

WHEREAS, the adoption of the proposed logo is deemed necessary and appropriate to enhance the institutional identity of the Sangguniang Bayan and to provide a recognizable symbol that reflects its role as the legislative institution of the Municipality;

WHEREAS, after due consideration and deliberation, the Sangguniang Bayan finds the proposed logo to be appropriate and consistent with the values and objectives of the local legislative body;

NOW, THEREFORE, be it ordained by the Sangguniang Bayan of Pastrana, in session duly assembled:

SECTION 1. Title. This Ordinance shall be known as the "**Official Logo/Seal of the Sangguniang Bayan of Pastrana Ordinance of 2026**."

SECTION 2. DECLARATION OF POLICY. It is hereby declared the policy of the Sangguniang Bayan of Pastrana to establish an official logo/seal that embodies the identity, authority, and legislative function of the municipal council, and to ensure its proper and consistent use in all official communications, documents, and representations.

SECTION 3. ADOPTION OF OFFICIAL LOGO/SEAL. The Sangguniang Bayan hereby adopts the official logo/seal of the Sangguniang Bayan of Pastrana, Leyte, as described below:



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CHITO C. CAYACO
Municipal Vice Mayor/
Presiding Officer

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Sangguniang Bayan Member

ANGELINA C. DIOLA
Sangguniang Bayan Member

LOIDA B. VILLABLANCA
Sangguniang Bayan Member

NATHAN G. LETRODO
Sangguniang Bayan Member

ALEX C. SEQUITO
Sangguniang Bayan Member

PEDRO M. TAN
Sangguniang Bayan Member

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Sangguniang Bayan Member

RODEL M. TOBILLA
Sangguniang Bayan Member

JERLYN C. BORJA
ABC President

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Sangguniang Kabataan
Federation President

Design elements:

1. **Outer Circle** – Contains the inscription: "Sangguniang Bayan ng Pastrana, Leyte"



2. **Inner Shield/Emblem** – Represents governance, unity, and public service.



3. **Scale of Justice** – represents the local legislative body's mandate to weigh competing interests fairly, pass ordinances impartially, and ensure the equitable distribution of resources and services across all constituents.



4. **Gavel** – Legislative authority, order and governance. It represents the power vested in the municipal council to hear cases, conduct orderly sessions, enact ordinances and resolutions for the municipality.



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Sangguniang Kabataan Federation President

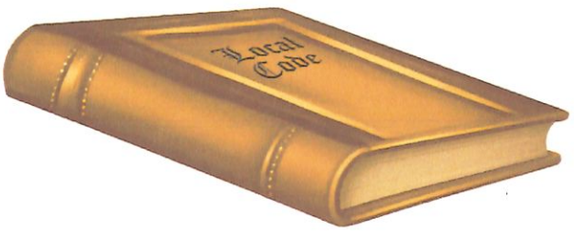
5. **Rice fields** – Agriculture as the town's lifeblood. They represent food security, economic livelihood and deep enduring bond between the community and their land.



6. **Rising Sun** – represents the commitment of local leaders to effective governance. It symbolizes enlightenment, integrity, and the community's ever burning desire for progress and prosperity.



7. **Book** – the law, transparency, and education. It represents legislative integrity, recorded official proceedings, and a deep commitment to governance guided by truth and wisdom.



8. **Flag** – flag colors and imagery represent nationalism, public service and local authority.



Color Scheme:

a. **Blue** – Integrity and governance
b. **Green** – Growth and development
c. **Gold** – Excellence and service
d. **Red –** Courage, passion and unwavering commitment to public services.
e. **White –** purity, peace, integrity, transparency and unity.
f. **Brown –** Resilience, hard work and preservation of the community's cultural heritage and natural resources.

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ABC President

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Sangguniang Kabataan
Federation President

SECTION 4. AUTHORIZED USE.

The official logo/seal shall be used in the following:

a. Official documents, resolutions, and ordinances
b. Letterheads, certificates, and communications
c. Identification cards and official publications
d. Signages and official materials of the Sangguniang Bayan

SECTION 5. RESTRICTIONS ON USE.

The logo/seal shall not be used:

a. For private, commercial, or political purposes

b. Without proper authorization from the Sangguniang Bayan

c. In any manner that distorts or alters its official design

SECTION 6. CUSTODIANSHIP.

The Office of the Sangguniang Bayan Secretary shall be the official custodian of the logo/seal and shall ensure its proper use and reproduction.

SECTION 7. PENALTIES.

Any unauthorized use or misuse of the official logo/seal shall be subject to appropriate administrative or legal action in accordance with existing laws and ordinances.

SECTION 8. SEPARABILITY CLAUSE.

If any provision of this Ordinance is declared invalid or unconstitutional, the remaining provisions shall continue to be in full force and effect.

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ABC President

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Sangguniang Kabataan Federation President

SECTION 9. REPEALING CLAUSE.

All ordinances, resolutions, or issuances inconsistent with this Ordinance are hereby repealed or modified accordingly.

SECTION 10. EFFECTIVITY.

This Ordinance shall take effect upon approval and compliance with publication requirements under the Local Government Code of 1991.

NOW, THEREFORE, on motion of HON. NATHAN G. LETRODO, and seconded unanimously by the August body be it RESOLVED AND ENACTED:

APPROVED UNANIMOUSLY, this 10th day of AUGUST 2026

VERNADITH L. NIEGOS-DIZON, LPT.
Local Legislative Staff Officer II/ Sangguniang Bayan Secretary - Designate

Santo Niño Street, District IV, Pastrana Leyte
Sbpastranaleyte2022@gmail.com

Concurred:

GERARDO S. CARIAN
SB Member

ANGELINA C. DIOLA
SB Member

LOIDA B. VILLABLANCA
SB Member

NATHAN G. LETRODO
SB Member

ALEX C. SEQUITO
SB Member

PIO M. TAN
SB Member

NICOLE MARIE C. MARCOS
SB Member

RODEL M. TOBILLA
SB Member

JERLYN C. BORJA
Liga Ng Mga Barangay President

ABSENT
FRANCIS CHARLES T. ALVAREZ
Sangguniang Kabataan Federation President

Attested:

HON. CHITO C. CAYACO
Municipal Vice-Mayor

Approved by:

HON. MARITESS B. CAYACO-MARCOS, RN.
Municipal Mayor

Santo Niño Street, District IV, Pastrana Leyte
Sbpastranaleyte2022@gmail.com

Republic of the Philippines
PROVINCE OF LEYTE
Municipality of Pastrana

-oOo-

MINUTES OF THE **COMMITTEE MEETING AS A WHOLE** OF THE SANGGUNIANG BAYAN ON THE REVIEW AND APPROVAL OF THE ORDINANCE ADOPTING THE OFFICIAL LOGO/SEAL OF THE SANGGUNIANG BAYAN OF PASTRANA, HELD ON JULY 27, 2026, AT THE SANGGUNIANG BAYAN SESSION HALL

PRESENT:
(See attached attendance)

COMMITTEE MEETING PROCEEDINGS

The Committee Meeting as a Whole was called to order by the Presiding Officer, Hon. Nathan G. Letrodo, at exactly 11:02 AM. Thereafter, the Presiding Officer conducted the roll call. With eight (8) committee members present, a quorum was declared.

The meeting formally began with a welcome message from the Committee Chairperson, Hon. Nathan G. Letrodo, who acknowledged the presence of the committee members and proceeded with the presentation of the agenda.

The meeting was convened to review and finalize the proposed draft ordinance entitled:

"An Ordinance Adopting the Official Logo or Official Seal of the Sangguniang Bayan of Pastrana, Leyte, and Providing Guidelines for Its Use."

The Presiding Officer started by reviewing the proposed ordinance section by section:

a) **Section 1. Short Title.** This Ordinance shall be known as the *"Official Logo or Official Seal of the Sangguniang Bayan of Pastrana."* The Presiding Officer stated that the term "Official Seal" is included because this official logo will simultaneously serve as the exclusive seal of the Sangguniang Bayan. It will be utilized in all official communications, documentation, and formal papers originating from this august body. There being no further comments or additions, Section 1 was carried.

b) **Section 2. Declaration of Policy.** The Presiding Officer stated that Section 2 clearly highlights the explicit separation between the legislative and executive branches, and that this ordinance manifests distinct legislative powers separate from the executive. Section 2 was carried.

c) **Section 3. Adoption of the Official Logo and Seal.** The Presiding Officer raised a concern regarding the funding year, which the august body agreed to leave blank for the time being.

   Hon. Rodel M. Tobilla was recognized and asked if the flag was necessary in that specific layout, noting that the current layout does not accurately reflect the official Philippine flag format as the proportions appear inverted. He mentioned that while the graphical check pattern is fine, the flag's physical orientation needs adjustment.

   Hon. Loida B. Villablanca was recognized and stated that the wavy graphic draft can be adjusted in the logo without truncating the flag itself. She noted that the general aesthetic is suitable, but the orientation requires correction.

The Presiding Officer directed the Secretary to note the committee's recommendation to adjust the flag graphic so that it strictly complies with standard flag proportions and placement while maintaining the correct color palette.

d) **Color Scheme.**
The Presiding Officer suggested adding the color red to the Color Scheme.

Hon. Loida B. Villablanca was recognized and suggested adding white and brown.

The august body agreed to add red, white, and brown along with their respective symbolism:

- **Red:** Courage, passion, and unwavering commitment to public service.
- **White:** Purity, peace, integrity, transparency, and unity.
- **Brown:** Resilience, hard work, and preservation of the community's cultural heritage and natural resources.

Hon. Loida B. Villablanca was recognized and asked the Presiding Officer if additional elements, such as coconut trees and irrigation, should be included in the logo layout.

The Presiding Officer clarified that such elements are already present in the Official Logo of the Municipality of Pastrana. He explained that the logo for the Sangguniang Bayan will focus solely on the legislature and its functions, which is why elements such as a gavel, scale, book, and other symbols related to legislative duties are used. And being no further additions to the color scheme, Section 3 was carried.

e) **Section 4. Authorized Use.** Section 4 was carried.
f) **Section 5. Restrictions on Use.** Section 5 was carried.
g) **Section 6. Custodianship.** Section 6 was carried.
h) **Section 7. Penalties.** Section 7 was carried.
i) **Section 8. Separability Clause.** Section 8 was carried.
j) **Section 9. Repealing Clause.** Section 9 was carried.
k) **Section 10. Effectivity.** Section 10 was carried.

There being no other additions, concerns, suggestions, or recommendations regarding the proposed ordinance for the adoption of the official logo, the Presiding Officer thanked the august body for taking the time to attend the committee meeting.

There being no other matters to discuss, the meeting was adjourned at 11:28 AM upon the motion of Hon. Loida B. Villablanca, unanimously seconded by the august body.

CERTIFIED TRUE AND CORRECT:

VERNADITH L. NIEGOS-DIZON, LPT.
Local Legislative Staff Officer II/
Sangguniang Bayan Secretary- Designate

APPROVED:

HON. NATHAN G. LETRODO
Presiding Officer/ Chairman

WITH CONCURRENCE:

HON. ROMEL M. TOBILLA
Committee Member

HON. GERARDO S. CARIAN
Committee Member

HON. ANGELINA C. DIOLA
Committee Member

HON. LOIDA B. VILLABLANCA
Committee Member

HON. NICOLE MARIE C. MARCOS
Committee Member

HON. ALEX C. SEQUITO
Committee Member

HON. JERLYN C. BORJA
Committee Member

HON. PIO M. TAN
Committee Member

ABSENT
HON. FRANCIS CHARLES ALVAREZ
Committee Member

Republic of the Philippines
Province of Leyte
Municipality of Pastrana
-oOo-
OFFICE OF THE SANGGUNIANG BAYAN

COMMITTEE MEETING AS A WHOLE

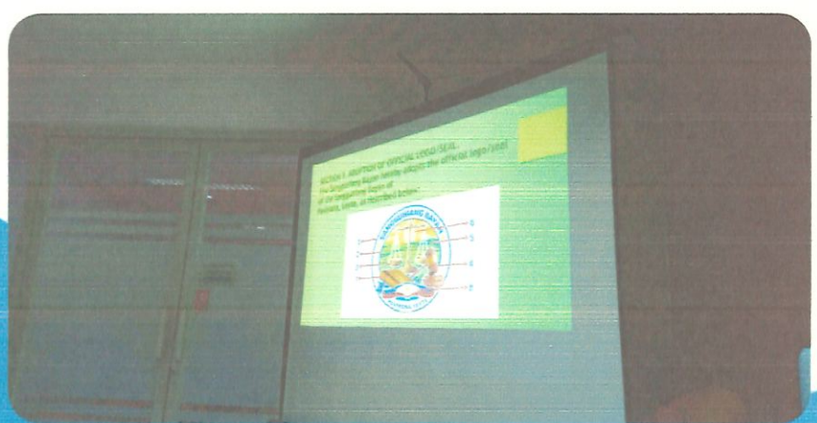
DOCUMENTATION OF COMMITTEE MEETING

AN ORDINANCE ADOPTING THE OFFICIAL LOGO/SEAL OF THE SANGGUNIANG BAYAN OF PASTRANA

JULY 27, 2026







Republic of The Philippines
PROVINCE OF LEYTE
Municipality of Pastrana

The Sangguniang Bayan

C E R T I F I C A T I O N

THIS IS TO CERTIFY, that we have posted in several conspicuous places with the entire jurisdiction of the Municipality of Pastrana, Province of Leyte, the invitation for **COMMITTEE MEETING** on **AN ORDINANCE ADOPTING THE OFFICIAL LOGO/SEAL OF THE SANGGUNIANG BAYAN OF PASTRANA, LEYTE PROVIDING GUIDELINES FOR ITS USE"**

Committee Meeting held on

July 27, 2026

Certified True and Correct,

VERNADITH NIEGOS-DIZON, LPT.
Sangguniang Bayan Secretary - designate

Issued on: **August 10, 2026**
Issued at: **Pastrana, Leyte**

Republic of The Philippines
PROVINCE OF LEYTE
Municipality of Pastrana

BAGONG PILIPINAS

ATTENDANCE

"AN ORDINANCE ADOPTING THE OFFICIAL LOGO OF THE SANGGUNIANG BAYAN OF PASTRANA, LEYTE AND PROVIDING GUIDELINES FOR ITS USE"
Date: July 27, 2026

NAME	SIGNATURE
HON. NATHAN G. LETRODO	
HON. LOIDA B. VILLABLANCA	
HON. ANGELINA DIOLA	
HON. NICOLE MARIE C. MARCOS	
HON. ALEX C. SEQUITO	
HON. GERARDO S. CARIAN	
HON. RODEL M. TOBILLA	
HON. PIO M. TAN	
HON. JERLYN C. BORJA	
HON. FRANCIS CHARLES T. ALVAREZ	