



EXCERPT FROM THE MINUTES OF THE CY 2023 –52nd REGULAR SESSION OF THE HONORABLE SANGGUNIANG BAYAN TIGBAUAN, ILOILO HELD AT THE S.B. SESSION HALL, TIGBAUAN MUNICIPAL BUILDING ON DECEMBER 19, 2023 AT 10:15 IN THE MORNING

PRESENT:

HON. LUGEN T. ORTILANO,	-	Vice Mayor & Presiding Officer
HON. NERI T. CAMIÑA	-	SB Member
HON. REYNALDO E. TUMABOTABO	-	SB Member
HON. JULIUS T. LEDESMA	-	SB Member
HON. NORBERTO T. TURALBA	-	SB Member
HON. JERRY T. TUARES	-	SB Member
HON. GAYLORD T. TRASPORTO	-	Liga President

OFFICIAL TRAVEL:

HON. ADRIAN S. CAMPOSAGRADO	-	SB Member
<i>(To facilitate important matters Re: PCL Year-End Evaluation from PCL Iloilo Provincial Capitol Office, Dec. 19, 2023)</i>		
HON. ANA ROWENA A. PERERA	-	SB Member
<i>(To facilitate urgent matter on blood products supply & inquire schedule of bloodletting activities in the Province of Iloilo, Dec. 19, 2023)</i>		
HON. FLORENCE JOY V. CABALONGA	-	SKMF President
<i>(To attend meeting of the Committee for Culture & the Arts, SK Iloilo Provincial Capitol Office, Dec. 19, 2023)</i>		

Appropriation Ordinance No. 2023- 005
Supplemental Budget No. 2023-004

AN APPROPRIATION ORDINANCE APPROVING THE SUPPLEMENTAL BUDGET NO. 2023-004 AND SUPPLEMENTAL ANNUAL INVESTMENT PROGRAM (AIP) CY 2023 IN THE TOTAL AMOUNT OF THREE MILLION SIX HUNDRED NINETY-NINE THOUSAND PESOS (P3,699,000.00) FOR THE GRANT OF SERVICE RECOGNITION INCENTIVE (SRI) TO GOVERNMENT EMPLOYEES FOR FISCAL YEAR (FY) 2023 AS PER ADMINISTRATIVE ORDER NO. 12 DATED DECEMBER 7, 2023 AND DBM BUDGET CIRCULAR 2023-2 DATED DECEMBER 13, 2023 FROM PERSONAL SERVICES SAVINGS OF VACANT-FUNDED POSITIONS WITH A TOTAL SRI APPROPRIATION OF THREE MILLION THREE HUNDRED THOUSAND PESOS (P3,300,000.00) AND GRANT OF GRATUITY PAY TO CONTRACT OF SERVICE AND JOB ORDER WORKERS IN GOVERNMENT FOR FISCAL YEAR 2023 AS PER ADMINISTRATIVE ORDER NO. 13 DATED DECEMBER 7, 2023 AND DBM BUDGET CIRCULAR 2023-3 DATED DECEMBER 14, 2023 WITH A TOTAL GRATUITY PAY OF THREE HUNDRED NINETY-NINE THOUSAND PESOS (P399,000.00) FROM MAINTENANCE AND OTHER OPERATING EXPENSES (MOOE) SAVINGS OF VARIOUS OFFICES OF THE MUNICIPALITY OF TIGBAUAN, PROVINCE OF ILOILO.”

Introduced by: Administration Measure
Author & Movant: HON. JULIUS T. LEDESMA
Sponsored by: Committee on Appropriations, Budget, Finance and Accounts
Chairperson: HON. JULIUS T. LEDESMA
Vice Chairman: Hon. Neri T. Camiña,
Members: Hon. Adrian S. Camposagrado, Hon. Jerry T. Tuares and Hon. Norberto T. Turalba
Seconded by: Hon. Neri T. Camiña, Hon. Reynaldo E. Tumabotabo, Hon. Norberto T. Turalba, Hon. Jerry T. Tuares, Hon. Joel L. Sayson and Hon. Gaylord T. Trasporto

WHEREAS, the Local Chief Executive in a letter dated December 19, 2023 requested this Sangguniang Bayan for the passing of an *“Appropriation Ordinance Approving the Supplemental Budget No. 2023-004 and Supplemental Annual Investment Plan (AIP) CY 2023 in the amount of Three Million Six Hundred Ninety Nine Thousand Pesos (P3,699,000.00) of the Municipality of Tigbauan, Province of Iloilo;”*

WHEREAS, the Municipal Development Council’s Executive Committee on December 15, 2023 passed Resolution No. 2023-04 entitled: *“Resolution Approving the Supplemental Annual Investment Program (AIP) for the Grant of Service Recognition Incentive (SRI) to Government Employees for Fiscal Year (FY) 2023 as per Administrative Order No. 12 Dated December 7, 2023 and DBM Budget Circular 2023-2 Dated December 13, 2023, from Personal Services Savings of Vacant-Funded Positions With A Total SRI Appropriation of Three Million Three Hundred Thousand Pesos (P3,300,000.00) and Grant of Gratuity Pay to Contract of Service and Job Order Workers in Government for Fiscal Year 2023 as per Administrative Order No. 13 Dated December 7, 2023 and DBM Budget Circular 2023-3 Dated December 14, With A Total Gratuity Pay of Three Hundred Ninety-Nine Thousand Pesos (P399,000.00), from Maintenance and Other Operating Expenses (MOOE) Savings of Various Offices of the Municipality of Tigbauan, Province of Iloilo.”*

WHEREAS, Section (4)(h) of Congressional Joint Resolution (JR) No. 4 (s. 2009) authorizes the grant of (i) incentives to reward an employee’s loyalty to government service and contributions to the agency’s continuing viable existence ; (ii) incentives as rewards for exceeding agency financial and operational performance targets to motivate employee efforts toward higher productivity ; and (iii) other existing benefits to be categorized by the Department of Budget and Management (DBM) as incentives;

WHEREAS, Section (17)(iv) of JR No. 4 provides that the President, upon the recommendation of the DBM, is authorized to update the Compensation and Position Classification System for civilian personnel and the Base Pay Schedule for military and uniformed personnel, as well as policies on and levels of allowances, benefits, and incentives applicable to all government personnel;

WHEREAS, Administrative Order (AO) Nos. 19 (s. 2019), 37 (s. 2020), 45 (s. 2021) and 1 (s. 2022) authorized the grant of Service Recognition Incentive to government employees for Fiscal Years (FYS) 2019, 2020, 2021 and 2022 respectively in recognition of the hardwork, commitment and dedication to public service of government personnel;

WHEREAS, there is a grant of Service Recognition Incentive (SRI) to government employees for Fiscal Year (FY) 2023 as per Administrative Order No. 12 dated December 7, 2023 and DBM Budget Circular 2023-2 dated December 13, 2023 at a uniform amount of Twenty Thousand Pesos (P20,000.00) for each qualified government employee from Personal Services Savings of Vacant-Funded Positions;

WHEREAS, as reflected and itemized under Section 1 of this ordinance, Ms. Elma G. Tionsay (Municipal Treasurer) and Mrs. Mary Grace M. Trio (Municipal Accountant) had certified in the Statement of Funding Sources for FY 2023 – that there is a total amount of Three Million Six Hundred Ninety-Nine Thousand Pesos (P3,699,000.00) *from Personal Services Savings of Vacant-Funded Positions in the amount of P3,300,000.00 and from Maintenance and Other Operating Expenses (MOOE) Savings of various offices in the amount of P399,000.00;*

WHEREAS, a **Statement of Supplemental Appropriations CY 2023** (prepared by: Atty. Myra Gene Gautier, (Municipal Budget Officer) Ms. Elma T. Tionsay (Municipal Treasurer), Mrs. Mary Grace M. Trio (Municipal Accountant) Mr. Jimmy T. Tupas (MPDC)) and approved by the Municipal Mayor, Atty. Virgilio T. Teruel), stated that said **Php 3,699,000.00** is intended for the grant of Service Recognition Incentive to Government Employees for CY 2023 pursuant to Budget Circular No. 2023-2 and for the grant of Gratuity Pay to Contract of Service and Job Order Personnel for CY 2023, pursuant to Budget Circular No. 2023-3 of the Municipality of Tigbauan, Iloilo;

WHEREAS, Section 305 (a) of R.A. 7160 or the Local Government Code of 1991 provides that: *“No money shall be paid out of the local treasury except in pursuance of an appropriation’s ordinance or law;”*

NOW THEREFORE, be it enacted by the Sangguniang Bayan of the Municipality of Tigbauan, Province of Iloilo, the following Appropriation Ordinance:

Section 1. SOURCES OF FUNDS

The Municipality of Tigbauan has available funds for appropriation and supplemental budget in the total amount of Three Million Six Hundred Ninety Nine Thousand Pesos (Php3,699,000.00) itemized as follows:

PARTICULARS (1)		ACCOUNT CLASSIFICATION (2)	AMOUNT (3)
1.0	New Revenue Sources		
	Tax Revenue		
	Loan Proceeds (Borrowings)		
2.0	Actual Collection in Excess of Estimated Income		
3.0	Savings		
	Personal Services (PS): Service Recognition Incentive (SRI) to Government Employees for FY 2023		
GENERAL FUND:			
	1 EXECUTIVE SERVICES		
	Salaries and Wages	5-01-01-010	100,000.00
	TOTAL PS SAVINGS-EXEC		100,000.00
	2 HRMO		
	Salaries and Wages	5-01-01-010	318.84
	Other Bonuses and Allowances	5-01-02-990	4.00
	Year-End Bonus	5-01-02-140	4.00
	Life/Retirement Insurance Contribution	5-01-03-010	6.24
	PhilHealth Contributions	5-01-03-030	2,759.04
	Other Personnel Benefits	5-01-04-990	17,500.00
	TOTAL PS SAVINGS-HRMO		20,592.12
	3 PESO		
	Salaries and Wages	5-01-01-010	36.00
	Year-End Bonus	5-01-02-140	3.00
	Life/Retirement Insurance Contribution	5-01-03-010	5.00
	PhilHealth Contributions	5-01-03-030	1,998.00
	Other Personnel Benefits	5-01-04-990	10,500.00
	TOTAL PS SAVINGS-PESO		12,542.00
	4 BPLO		
	Salaries and Wages	5-01-01-010	124,528.00
	Personal Economic Relief Allowance	5-01-02-010	8,000.00
	Cash Gift	5-01-02-150	500.00
	Other Bonuses and Allowances	5-01-02-990	2.00
	Year-End Bonus	5-01-02-140	3,114.60
	Life/Retirement Insurance Contribution	5-01-03-010	14,943.92
	PAG-IBIG Contributions	5-01-03-020	400.00
	PhilHealth Contributions	5-01-03-030	4,398.32
	Employees Compensation Insurance Premiums	5-01-03-040	400.00
	Other Personnel Benefits	5-01-04-990	15,500.00

		TOTAL PS SAVINGS-BPLO		171,786.84
	5	CAO/TOURISM		
		Salaries and Wages	5-01-01-010	66,818.39
		Personal Economic Relief Allowance	5-01-02-010	2,198.16
		Other Bonuses and Allowances	5-01-02-990	1.00
		Year-End Bonus	5-01-02-140	1.00
		Life/Retirement Insurance Contribution	5-01-03-010	8,017.81
		PhilHealth Contributions	5-01-03-030	2,853.84
		Other Personnel Benefits	5-01-04-990	10,500.00
		TOTAL PS SAVINGS-CAO/TOURISM		90,390.20
	6	MENRO		
		Salaries and Wages	5-01-01-010	77,443.00
		Personal Economic Relief Allowance	5-01-02-010	2,000.00
		Other Bonuses and Allowances	5-01-02-990	76,900.00
		Life/Retirement Insurance Contribution	5-01-03-010	9,304.20
		PAG-IBIG Contributions	5-01-03-020	100.00
		PhilHealth Contributions	5-01-03-030	6,198.70
		Employees Compensation Insurance Premiums	5-01-03-040	100.00
		Other Personnel Benefits	5-01-04-990	17,401.00
		TOTAL PS SAVINGS-MENRO		189,446.90
	7	GSO		
		Salaries and Wages	5-01-01-010	52,806.66
		Personal Economic Relief Allowance	5-01-02-010	10,000.00
		Cash Gift	5-01-02-150	250.00
		Other Bonuses and Allowances	5-01-02-990	11,144.00
		Year-End Bonus	5-01-02-140	558.15
		Life/Retirement Insurance Contribution	5-01-03-010	6,776.08
		PAG-IBIG Contributions	5-01-03-020	500.00
		PhilHealth Contributions	5-01-03-030	3,781.18
		Employees Compensation Insurance Premiums	5-01-03-040	500.00
		Other Personnel Benefits	5-01-04-990	26,000.00
		TOTAL PS SAVINGS-GSO		112,316.07
	8	IAS		
		Salaries and Wages	5-01-01-010	24.00
		Other Bonuses and Allowances	5-01-02-990	2.00
		Year-End Bonus	5-01-02-140	2.00
		Life/Retirement Insurance Contribution	5-01-03-010	3.48
		PhilHealth Contributions	5-01-03-030	1,444.08
		Other Personnel Benefits	5-01-04-990	7,000.00
		TOTAL PS SAVINGS-IAS		8,475.56
	9	MPDC		
		PhilHealth Contributions	5-01-03-030	7,399.44
		Other Personnel Benefits	5-01-04-990	13,999.32
		TOTAL PS SAVINGS-MPDC		21,398.76
	10	MCR		
		Salaries and Wages	5-01-01-010	1,908.00
		Other Bonuses and Allowances	5-01-02-990	212.00
		Life/Retirement Insurance Contribution	5-01-03-010	229.02
		PhilHealth Contributions	5-01-03-030	3,784.32
		Other Personnel Benefits	5-01-04-990	14,000.00
		TOTAL PS SAVINGS-MCR		20,133.34
	11	MBO		
		Salaries and Wages	5-01-01-010	6,274.00
		Other Bonuses and Allowances	5-01-02-990	1,252.00
		Year-End Bonus	5-01-02-140	2.00

		Life/Retirement Insurance Contribution	5-01-03-010	753.44
		PhilHealth Contributions	5-01-03-030	4,253.24
		Other Personnel Benefits	5-01-04-990	14,000.00
		TOTAL PS SAVINGS-MBO		26,534.68
	11	ACCOUNTING		
		Salaries and Wages	5-01-01-010	2,267.00
		Other Bonuses and Allowances	5-01-02-990	377.00
		Year-End Bonus	5-01-02-140	16.00
		Life/Retirement Insurance Contribution	5-01-03-010	270.36
		PhilHealth Contributions	5-01-03-030	7,534.06
		Other Personnel Benefits	5-01-04-990	31,500.00
		TOTAL PS SAVINGS-ACCOUNTING		41,964.42
	12	TREASURY		
		Salaries and Wages	5-01-01-010	452,366.19
		Personal Economic Relief Allowance	5-01-02-010	72,000.00
		Clothing Allowance	5-01-02-040	18,000.00
		Cash Gift	5-01-02-150	15,000.00
		Other Bonuses and Allowances	5-01-02-990	72,573.00
		Year-End Bonus	5-01-02-140	72,451.00
		Life/Retirement Insurance Contribution	5-01-03-010	104,358.76
		PAG-IBIG Contributions	5-01-03-020	3,600.00
		PhilHealth Contributions	5-01-03-030	27,836.96
		Employees Compensation Insurance Premiums	5-01-03-040	3,600.00
		Other Personnel Benefits	5-01-04-990	71,000.00
		TOTAL PS SAVINGS-TREASURY		912,785.91
	13	ASSESSOR		
		Salaries and Wages	5-01-01-010	48.00
		Other Bonuses and Allowances	5-01-02-990	4.00
		Year-End Bonus	5-01-02-140	4.00
		Life/Retirement Insurance Contribution	5-01-03-010	6.64
		PhilHealth Contributions	5-01-03-030	3,925.44
		Other Personnel Benefits	5-01-04-990	17,500.00
		TOTAL PS SAVINGS-ASSESSOR		21,488.08
	14	HEALTH		
		Salaries and Wages	5-01-01-010	103,408.84
		Personal Economic Relief Allowance	5-01-02-010	40,903.23
		Clothing Allowance	5-01-02-040	6,000.00
		Cash Gift	5-01-02-150	6,000.00
		Other Bonuses and Allowances	5-01-02-990	91,579.00
		Year-End Bonus	5-01-02-140	42,627.80
		Life/Retirement Insurance Contribution	5-01-03-010	83,721.18
		PAG-IBIG Contributions	5-01-03-020	1,900.00
		PhilHealth Contributions	5-01-03-030	35,462.26
		Employees Compensation Insurance Premiums	5-01-03-040	2,000.00
		Other Personnel Benefits	5-01-04-990	95,500.00
		TOTAL PS SAVINGS-HEALTH		509,102.31
	15	MSWDO		
		Salaries and Wages	5-01-01-010	15,587.00
		Other Bonuses and Allowances	5-01-02-990	1,431.00
		Year-End Bonus	5-01-02-140	1,431.00
		Life/Retirement Insurance Contribution	5-01-03-010	1,869.56
		PhilHealth Contributions	5-01-03-030	6,653.24
		Other Personnel Benefits	5-01-04-990	31,500.00
		TOTAL PS SAVINGS-MSWDO		58,471.80
	16	AGRICULTURE		

		Salaries and Wages	5-01-01-010	377,799.00
		Personal Economic Relief Allowance	5-01-02-010	24,000.00
		Clothing Allowance	5-01-02-040	6,000.00
		Cash Gift	5-01-02-150	5,000.00
		Other Bonuses and Allowances	5-01-02-990	31,295.00
		Year-End Bonus	5-01-02-140	31,130.00
		Life/Retirement Insurance Contribution	5-01-03-010	45,337.12
		PAG-IBIG Contributions	5-01-03-020	1,200.00
		PhilHealth Contributions	5-01-03-030	20,143.14
		Employees Compensation Insurance Premiums	5-01-03-040	1,200.00
		Other Personnel Benefits	5-01-04-990	54,000.00
		TOTAL PS SAVINGS-AGRICULTURE		597,104.26
	17	ENGINEERING		
		Salaries and Wages	5-01-01-010	10,311.50
		Personal Economic Relief Allowance	5-01-02-010	866.67
		Other Bonuses and Allowances	5-01-02-990	4.00
		Year-End Bonus	5-01-02-140	4.00
		Life/Retirement Insurance Contribution	5-01-03-010	1,236.38
		PhilHealth Contributions	5-01-03-030	6,414.96
		Other Personnel Benefits	5-01-04-990	31,500.00
		TOTAL PS SAVINGS-ENGINEERING		50,337.51
	18	MDRRMO		
		Salaries and Wages	5-01-01-010	2,188.00
		Other Bonuses and Allowances	5-01-02-990	432.00
		Year-End Bonus	5-01-02-140	4.00
		Life/Retirement Insurance Contribution	5-01-03-010	262.92
		PhilHealth Contributions	5-01-03-030	4,242.32
		Other Personnel Benefits	5-01-04-990	28,000.00
		TOTAL PS SAVINGS-MDRRMO		35,129.24
		TOTAL-GF		3,000,000.00
	<i>Special Account from the General Fund</i>			
	19	MARKET		
		Salaries and Wages	5-01-01-010	145,849.00
		Personal Economic Relief Allowance	5-01-02-010	20,000.00
		Cash Gift	5-01-02-150	5,000.00
		Other Bonuses and Allowances	5-01-02-990	11,743.00
		Year-End Bonus	5-01-02-140	11,634.00
		Life/Retirement Insurance Contribution	5-01-03-010	17,007.92
		PAG-IBIG Contributions	5-01-03-020	1,200.00
		PhilHealth Contributions	5-01-03-030	8,119.82
		Employees Compensation Insurance Premiums	5-01-03-040	1,200.00
		Other Personnel Benefits	5-01-04-990	6,948.54
		TOTAL PS SAVINGS-MARKET		228,702.28
	20	ABATTOIR		
		Salaries and Wages	5-01-01-010	14,944.00
		Personal Economic Relief Allowance	5-01-02-010	2,000.00
		Clothing Allowance	5-01-02-040	6,000.00
		Other Bonuses and Allowances	5-01-02-990	14,922.00
		Year-End Bonus	5-01-02-140	2.00
		Life/Retirement Insurance Contribution	5-01-03-010	1,792.76
		PAG-IBIG Contributions	5-01-03-020	100.00
		PhilHealth Contributions	5-01-03-030	1,436.96

		Employees Compensation Insurance Premiums	5-01-03-040	100.00
		Other Personnel Benefits	5-01-04-990	30,000.00
		TOTAL PS SAVINGS-ABATTOIR		71,297.72
		TOTAL-SAGF		300,000.00
		TOTAL SAVINGS-SRI 2023		3,300,000.00
		Maintenance and Other Operating Expenses (MOOE): Gratuity Pay to Contract of Service and Job Order Workers in Government for Fiscal Year 2023		
	GENERAL FUND:		Other General Services	
	1	EXECUTIVE	5-02-12-990	139,060.00
	2	NON-OFFICE PPO	5-02-12-990	3,000.00
	3	NON-OFFICE BAC	5-02-12-990	9,000.00
	4	NON-OFFICE TRAFFIC MANAGEMENT	5-02-12-990	21,000.00
	5	NON-OFFICE COMELEC	5-02-12-990	3,000.00
	6	HRMO	5-02-12-990	6,000.00
	7	CAO/TOURISM	5-02-12-990	12,000.00
	8	MENRO	5-02-12-990	12,000.00
	9	BPLO	5-02-12-990	3,000.00
	10	GSO	5-02-12-990	1,940.00
	11	SB	5-02-12-990	12,000.00
	12	MPDC	5-02-12-990	3,000.00
	13	MCR	5-02-12-990	6,000.00
	14	BUDGET	5-02-12-990	6,000.00
	15	ACCOUNTING	5-02-12-990	3,000.00
	16	TREASURY	5-02-12-990	3,000.00
	17	ASSESSOR	5-02-12-990	6,000.00
	18	MHO	5-02-12-990	21,000.00
	19	AGRICULTURE	5-02-12-990	3,000.00
	20	ENGINEERING	5-02-12-990	33,000.00
	21	MDRRMO	5-02-12-990	36,000.00
	22	MSWDO	5-02-12-990	9,000.00
		TOTAL-GRATUITY PAY-GF		351,000.00
	SPECIAL ACCOUNT FROM THE GENERAL FUND:			
	1	MARKET	5-02-12-990	27,000.00
		TOTAL-GRATUITY PAY-SAGF		27,000.00
	TRUST FUND:			
	1	ENGINEERING OVERHEAD	5-02-12-990	6,000.00
	2	BFP	5-02-12-990	12,000.00
	3	LIGA NG MGA BARANGAY	5-02-12-990	3,000.00
		TOTAL-GRATUITY PAY-TF		21,000.00
		TOTAL SAVINGS MOOE-GRATUITY PAY 2023		399,000.00
		TOTAL SAVINGS-PS & MOOE		3,699,000.00
4.0		Realignment		
5.0		Reversion		
		Total Supplemental Budget		3,699,000.00

Section 2. USES OF FUNDS

The total amount of Php 3,699,000.00 shall be appropriated and supplemented for the following items of expenditures:

IMPLEMENTING OFFICE	PARTICULARS/ PURPOSE	AIP CODE	OBJECT OF EXPENDITURE	ACCOUNT CODE	AMOUNT
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Personal Services (PS):					
Service Recognition Incentive (SRI) to Government Employees for FY 2023					
General Fund	Service Recognition Incentive to Government Employees for FY 2023		Other Bonuses and Allowances	5-01-02-990	
1 Executive Services					140,000.00
2 HRMO					100,000.00
3 PESO					60,000.00
4 BPLO					40,000.00
5 CAO					60,000.00
6 MENRO					100,000.00
7 GSO					100,000.00
8 IAS					40,000.00
9 Sangguniang Bayan					400,000.00
10 MPDC					80,000.00
11 MCR					80,000.00
12 Budget					80,000.00
13 Accounting					180,000.00
14 Treasury					260,000.00
15 Assessor					100,000.00
16 Health					400,000.00
17 MSWDO					180,000.00
18 Agriculture					260,000.00
19 Engineering					180,000.00
20 MDRRMO	160,000.00				
TOTAL SRI-GF					3,000,000.00
Special Account from the General Fund	Service Recognition Incentive to Government Employees for FY 2023		Other Bonuses and Allowances	5-01-02-990	
1 Market					240,000.00
2 Abattoir					60,000.00
TOTAL SRI-SAGF					300,000.00
Grand Total-SRI					3,300,000.00
Maintenance and Other Operating Expenses (MOOE):					
Gratuity Pay to Contract of Service and Job Order Workers in Government for Fiscal Year 2023					
General Fund	Gratuity Pay to Contract of Service and Job Order Workers in Government for Fiscal Year 2023		Other General Services	5-02-12-990	
1 EXECUTIVE					105,000.00
2 NON-OFFICE PPO					3,000.00
3 NON-OFFICE BAC					9,000.00
4 NON-OFFICE TRAFFIC MANAGEMENT					21,000.00
5 NON-OFFICE COMELEC					3,000.00
6 HRMO					6,000.00
7 CAO/TOURISM					12,000.00
8 MENRO					12,000.00
9 BPLO					3,000.00
10 GSO					36,000.00
11 SB					12,000.00
12 MPDC					3,000.00
13 MCR					6,000.00
14 BUDGET					6,000.00
15 ACCOUNTING					3,000.00
16 TREASURY					3,000.00
17 ASSESSOR					6,000.00
18 MHO					21,000.00
19 AGRICULTURE					3,000.00
20 ENGINEERING					33,000.00
21 MDRRMO					36,000.00
22 MSWD	9,000.00				
TOTAL GRATUITY PAY-GF					351,000.00

Special Account from the General Fund	Gratuity Pay to Contract of Service and Job Order Workers in Government for Fiscal Year 2023		Other General Services	5-02-12-990	
1 Market					27,000.00
TOTAL GRATUITY PAY-SAGF					27,000.00
TRUST FUND	Gratuity Pay to Contract of Service and Job Order Workers in Government for Fiscal Year 2023		Other General Services	5-02-12-990	
1 ENGINEERING OVERHEAD					6,000.00
2 BFP					12,000.00
3 LIGA NG MGA BARANGAY					3,000.00
TOTAL GRATUITY PAY-TF					21,000.00
Grand Total-Gratuity Pay					399,000.00
TOTAL SUPPLEMENTAL BUDGET					3,699,000.00

Section 3. The grant of the Service Recognition Incentive (SRI) in the amount of P20,000.00 for each qualified employee and the grant of the Gratuity pay for Contract of Service and Job Order Workers shall be subject to the following:

3.1 GUIDELINES ON THE GRANT OF SRI:

- a. The civilian personnel are occupying regular, contractual or casual positions;
- b. The personnel are still in government service as of 30 November 2023;
- c. The personnel have rendered at least a total or an aggregate of four (4) months of satisfactory service as of 30 November 2023, inclusive of service rendered under any of the alternative work arrangements prescribed by the Civil Service Commission;
- d. Those who have rendered less than a total or an aggregate of four (4) months of satisfactory service as of 30 November 2023 shall be entitled to a pro-rated SRI as follows:

LENGTH OF SERVICE	PERCENTAGE OF INCENTIVE
3 months but less than 4 months	40%
2 months but less than 3 months	30%
1 month but less than 2 months	20%
Less than 1 month	10%

3.2 GUIDELINES OF THE GRANT OF GRATUITY PAY:

- 1. The grant of the one-time Gratuity Pay to COS and JO workers, not exceeding P3,000.00 per person, shall be subject to the following conditions:
 - 1.1 The COS and JO workers have rendered a total or an aggregate of at least four (4) months of actual satisfactory performance of service, as stipulated in their respective contracts, as of December 15, 2023; and
 - 1.2 The Contract of the COS and JO workers are still effective as of December 15, 2023
- 2. Those who have rendered less than (4) months of actual satisfactory performance of service, as stipulated in their respective contracts, as of December 15, 2023, and whose contracts are still effective as of same date, shall be granted the Gratuity Pay, on pro rata basis, as follows:

LENGTH OF SERVICE	AMOUNT OF GRATUITY PAY
3 months but less than 4 months	Not exceeding P2,500.00
2 months but less than 3 months	Not exceeding P2,000.00
Less than 2 months	Not exceeding P1,500.00

Section 4. Included herein, and shall be made an integral part of this appropriation ordinance are the following: a.) Statement of Funding Sources, b.) Statement of Supplemental Appropriation CY 2023 c.) CY 2023 Annual Investment Program (AIP) (*Supplemental*) and d.) Resolution No. 2023-04 of the MDC-Execom.

Section 5. The appropriated amount as embodied in this Appropriation Ordinance and Supplemental Budget shall be subject to usual accounting and auditing rules and procedures. Compliance with all existing laws, rules and regulations shall be the responsibility of the officials authorizing the disbursement of funds. Expenditures of funds in violation of the Local Government Code and other laws shall be a personal liability of the official or employee responsible therefore.

Section 5. SEPARABILITY CLAUSE. If, for any reason, any section or provision of this Ordinance is declared invalid or unconstitutional, other sections or provisions thereof which are not affected shall continue to be in full force or effect.


Section 6. EFFECTIVITY. The provisions of this Ordinance shall take effect upon its approval.

ENACTED. December 19, 2023.


CERTIFIED CORRECT:

ATTESTED:


LUGEN T. ORTILANO
Vice Mayor & Presiding Officer

MARLENE TAYO-NAVA
SB Secretary


APPROVED:


ATTY. VIRGILIO T. TERUEL
Municipal Mayor

(Date signed)

HON. LUGEN T. ORTILANO
Municipal Vice Mayor

Sangguniang Bayan Members:

HON. ADRIAN S. CAMPOSAGRADO
HON. NERI T. CAMIÑA
HON. REYNALDO E. TUMABOTABO

HON. JULIUS T. LEDESMA, O.D.
HON. NORBETO T. TURALBA
HON. JERRY T. TUARES, C.E.
HON. JOEL L. SAYSON

HON. ANA ROWENA ARIAS-PERERA, R.N. M.A.N.
HON. GAYLORD T. TRASPORTO, LNB President
HON. FLORENCE JOY V. CABALONGA, PPSK President

"Public office is a public Trust. Public Officials must at all times be accountable to the people."

