



EXCERPT FROM THE MINUTES OF THE REGULAR SESSION OF THE HONORABLE SANGGUNIANG BAYAN, TIGBAUAN, ILOILO HELD AT THE SB SESSION HALL, TIGBAUAN MUNICIPAL BUILDING ON AUGUST 6, 2014 AT 1:50 IN THE AFTERNOON.

**PRESENT:**

HON. ROEL T. JARINA,	Vice Mayor & Presiding Officer
HON. RONNIE T. PAGUNTALAN,	Liga President & Temp. Pres. Officer
HON. JOSE DONEL T. TRASPORTO,	SB Member
HON. RENEE LIBRODO- VALENCIA,	SB Member
HON. VIRGILIO T. TERUEL,	SB Member
HON. MARLON R. TERUÑEZ,	SB Member
HON. SUZETTE MARIE HILADO-BANNO,	SB Member
HON. RICKY T. NULADA,	SB Member
HON. ARIEL I. BERNARDO,	SB Member

**ABSENT:**

HON. MA. GERRYLIN SANTUYO-CAMPOSAGRADO, SB Member

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**Municipal Ordinance No. 2014-013**

**AN ORDINANCE ADOPTING THE OFFICIAL SEAL OF THE SANGGUNIANG BAYAN OF TIGBAUAN, REGULATING ITS USE AND PROVIDING PENALTY FOR VIOLATIONS THEREOF.**

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SPONSORED BY: HON. JOSE DONEL T. TRASPORTO,  
Chairman, Committee on Rules, Ordinances, Resolutions & Legal Matters

SECONDED BY: Hon. Renee Librodo-Valencia, Hon. Virgilio Teruel, Hon. Suzette Marie Hilado-Banno,  
Hon. Ricky Nulada, Hon. Ariel Bernardo and Hon. Ronnie Paguntalan

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**WHEREAS**, under Section 446 of the Local Government Code of 1991, to wit: "The Sangguniang Bayan, the legislative body of the municipality, shall be composed of the Municipal Vice Mayor as the Presiding Officer, the regular Sanggunian Members, the President of the Municipal Chapter of the Liga ng mga Barangay, the President of the Pambayang Pederasyon ng mga Sangguniang Kabataan, and the Sectoral Representatives, as members."

**WHEREAS**, the Sanggunian has evolved and emerged to be a dynamic body that focuses not just in local legislation but also in the meaningful exercise of local autonomy and effective and efficient delivery of basic services;

**WHEREAS**, adopting an official seal for the Office of the Sangguniang Bayan serves the purpose of having a concrete symbol of its authority as well as constant reminder of the duties and responsibilities of its officials and employees as defined under the Local Government Code, other laws, rules and regulations affecting local governance and public service;

**NOW THEREFORE**, BE IT ORDAINED by the Sangguniang Bayan of Tigbauan, Iloilo that:

**SECTION 1. TITLE** – This Ordinance shall be known as "AN ORDINANCE ADOPTING THE OFFICIAL SEAL OF THE SANGGUNIANG BAYAN OF TIGBAUAN, REGULATING ITS USE AND PROVIDING PENALTY FOR VIOLATIONS THEREOF."

## SECTION 2. THE SANGGUNIANG BAYAN OFFICIAL SEAL

### A. SYMBOLISM



The Official Seal of the Sangguniang Bayan of Tigbauan shows the image of the Shield inside the circular knots.

#### THE CIRCULAR KNOTS:

The knots that form a circular shape enclosing the shield and caption of Sangguniang Bayan Tigbauan, Iloilo, symbolize the unity and oneness of the people of Tigbauan. It represents the unified goal, dreams and aspiration of every Tigbaueño to become part and parcel of building a progressive and peaceful community centered on faith and driven by the desire to contribute one's talents and skills in order for the change and development to happen.

#### THE SHIELD:

The shield symbolizes the duty of the Sanggunian to promote the general welfare of the people of Tigbauan through efficient and effective legislation by the passage of ordinances, policies and resolutions which will protect and advance the rights of every Tigbaueño. The Sanggunian as a collegial body is committed to protect the people's welfare.

#### ELEVEN STARS:

The eleven golden stars inside the shield represent the Members of the Sangguniang Bayan headed by the Municipal Vice Mayor who work together for the realization of the goal to have a proactive legislative body. The members of the Sanggunian play a vital role in the realization of the dream to create a First Class Municipality and as such they serve as the guiding stars that will light the path towards the attainment and realization of the LGU's Mission and Vision.

#### THE GAVEL:

The gavel is indispensable in the exercise of the legislative power of the Sangguniang Bayan. It is a symbol of the authority and right to act officially in the capacity of a chair or presiding officer. It is used to call for attention or to punctuate rulings and proclamation. It is customarily struck to indicate the opening (call to order), keep the session or meeting itself calm and orderly, and the closing or adjournment of proceedings, meeting or session. The gavel reminds every member of the Sanggunian of their duties and responsibilities as legislators.

#### THE BOOKS:

The books are representations of the Philippine Constitution, Republic Act 7160 or the Local Government Code of 1991 as well as the other laws, rules and regulations that serve as the guide of the Sangguniang Bayan in coming with its own local policies through responsive, legal and progressive ordinances and resolutions. The Sanggunian Bayan is dedicated and committed to pass legislative measures that are based both on moral and legal convictions.

**THE COMPUTER:**

The Sangguniang Bayan of Tigbauan is one of the first municipalities, if not the first, to adopt and practice a paperless session in Panay. With the aid of modern technology such as the computer and the internet, documents are being downloaded or uploaded electronically in order to reduce paper consumption and to maximize the potential of information technology as tool in advancing efficient, effective and responsive local legislation.

**THE MUNICIPAL BUILDING:**

The representation of the Municipal Building of Tigbauan found also inside the shield symbolizes the commitment of the Sanggunian to work in partnership with the Local Chief Executive and other departments of the LGU in order bring more progress and development to the Municipality. The Sangguniang Bayan shall co-exist with other departments and agencies in the promotion of the welfare of the people.

**“Nam bonum gentis”****MMXIV**

The Latin phrase “nam bonum gentis” means “for the good of the people”. This is the guiding philosophy of the Sangguniang Bayan. The members of the Sanggunian work together not for self-aggrandizement but for the good of the people whose welfare should be on top of the Sanggunian’s agenda. The Roman Numerals MMXIV or 2014 indicates the year of adoption of the official of the Sanggunian.

**B. REGULATORY CLAUSE****1. USE OF SANGGUNIANG BAYAN SEAL**

Only the Office of the Sangguniang Bayan and its local officials and employees shall use the corporate seal:

- a. To authenticate all public documents and other administrative issuances.
- b. As letterhead in official communication or correspondence in the exercise of the Sanggunian’s legislative and other functions;
- c. To be affixed upon such other official documents, plates and papers of the Office of the Sangguniang Bayan of Tigbauan as may be provided by a Sanggunian resolution or ordinance, or as may be required by custom or usage;
- d. As symbol of the Sanggunian in all its affairs within or outside of its territorial jurisdiction.
- e. To be affixed upon Sanggunian pins, service rings, stickers or be embroidered and affixed upon the uniforms of Sanggunian officials and employees.

**2. CUSTODY OF THE ORIGINAL LAY - OUT OF THE SEAL**

The Office of the Sangguniang Bayan shall have custody of the original lay-out or draft of the Official Seal of the Sangguniang Bayan of Tigbauan, scanned and saved in a computer or in a disc.

**3. PROHIBITED ACTS**

It shall be prohibited:

- a. To mutilate, deface, defile, trample on, or cast contempt by any act or omission casting dishonor or ridicule upon the official seal;
- b. To display the seal under any frame or picture;
- c. To display the seal in a platform or stage during programs not hosted by the Municipal Government of Tigbauan;
- d. To add any word, figure, mark, picture, design, drawings, advertisements, or imprint of any nature on the seal;
- e. To print, paint or attach representation of the seal on handkerchief, napkins, cushions, and other articles of merchandise except upon authority of the Sanggunian through a resolution for the purpose of promoting tourism and legislative education which shall be under the control and supervision of the Sangguniang Bayan;

- f. To use or display the seal as part of any advertisement or infomercial, except when undertaken by the Sangguniang Bayan itself;
- g. To use the official Sangguniang Bayan seal as personal seal of any local official including the Municipal Vice Mayor by indicating the name or position within the ring border of the seal.

4. CHANGE IN THE DESIGN OF THE CORPORATE SEAL

- a. The seal provided herein shall only be changed for a justifiable reason and by a unanimous vote of all the members of the Sangguniang Bayan, and no new seal shall be adopted within ten (10) years from the date of approval hereof.
- b. Any change in the design of the seal provided herein, without changing the entire design shall be made only for a justifiable reason, not more than once every ten years and by a unanimous vote of all the members of the Sangguniang Bayan.

5. PERMANENT DISPLAY OF CARVED CORPORATE SEAL

As a sign of authority, there shall be made two (2) carved official seals of Sangguniang Bayan of Tigbauan either in wood, stone, brass, clay or other medium. They shall be permanently attached/displayed at the Office of the Municipal Vice Mayor and at the SB Session Hall. These shall be in bigger sizes proportionate with the wall or room, and placed in an elevated, centermost dominant position.

C. PENAL CLAUSE

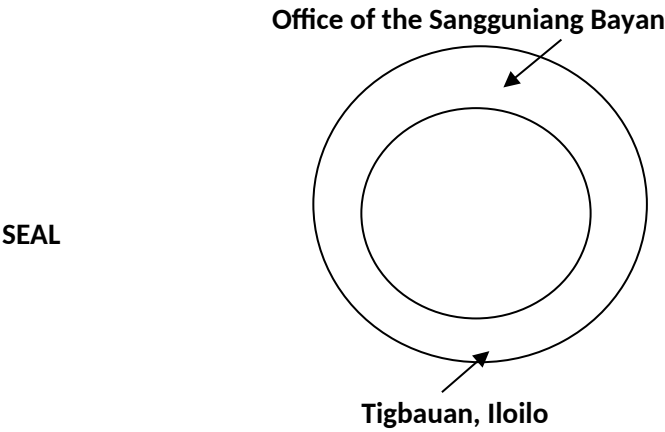
- 1. Any person who commits the prohibited acts letters (a) to (f) shall be meted a fine of One Thousand Pesos (P1,000.00) or imprisonment for fifteen (15) days, or both such fine and imprisonment at the discretion of the court; provided that for any second and succeeding offenses, both fine and imprisonment shall be imposed;
- 2. Local officials, who may commit the prohibited act letter (g), and other provisions of this ordinance, shall be subject to reprimand, discipline or be administratively liable, without prejudice to the filing of the appropriate civil or criminal action;
- 3. Any person who violates any provision of this ordinance, other than the prohibited acts shall be meted a fine of Five Hundred Pesos (P500.00) or imprisonment for three (3) days, or both such fine and imprisonment at the discretion of the court; provided that for any second and succeeding offenses, both fine and imprisonment shall be imposed.

SECTION 3. THE DRY SEAL OF THE OFFICE OF THE SANGGUNIAN BAYAN OF TIGBAUAN

A. REGULATORY CLAUSE

There shall be adopted in the Office of the Sangguniang Bayan of Tigbauan a dry seal in authenticating public documents or administrative issuances, a dry seal containing the official seal of the Sangguniang Bayan of Tigbauan illustrated as follows:

- 1. The name of the Office of the Sangguniang Bayan shall occupy the top portion of the ring border while the bottom shall indicate the name of the municipality.



- 2. The dry seal shall not be used as personal seal of the officials and employees of the Sangguniang Bayan (e.g. the text SB Member Juan de la Cruz indicated within the ring border of the seal is not allowed).
- 3. The Secretary of the Sanggunian shall have custody and care of the dry seal, and shall:
  - a. designate an official and exclusive place for the dry seal in the Office of the Sangguniang Bayan;
  - b. task a subordinate in affixing and safekeeping the dry seal.
- 4. The affixing of the seal on documents shall be done within the office and during office hours, hence, dry seal shall not be used outside the office and beyond office hours;
- 5. Dry seal shall be kept and secured inside the office after office hours.

**B. PENAL CLAUSE**

- 1. Any public officer or employee who violates any provision of this ordinance shall be subject to reprimand, discipline, suspension or any administrative liability depending on the gravity of the offense, without prejudice to the filing of appropriate civil or criminal action;
- 2. Any person affixing the dry seal on any document without the knowledge and consent of the Municipal Vice Mayor or Secretary to the Sanggunian, or destroying the dry seal shall be meted a fine of Five Hundred Pesos (P500.00) or imprisonment or community service of eight (8) hours, or both fine and imprisonment or community service at the discretion of the court; without prejudice to the filing of the appropriate civil or criminal action. Provided however, that persons who destroy the dry seal aside from the penalty shall immediately replace the destroyed dry seal.

**SECTION 4. SEPARABILITY CLAUSE**

In the event any part or portion of this ordinance is declared to be illegal, unconstitutional or invalid, those parts or portions thereof which are not affected thereby shall continue to be effective and enforceable.

**SECTION 5. REPEALING CLAUSE**

Any prior ordinance in conflict or inconsistent with this ordinance shall be deemed repealed or amended accordingly, this ordinance shall be incorporated to the Code of General Ordinances of Tigbauan.

**SECTION 6. EFFECTIVITY CLAUSE**

This ordinance shall take effect after complying with the requirements as to posting and publication as provided for under Section 59 of RA 7160.

**APPROVED.**

**CERTIFIED CORRECT:**

**MARLENE TAYO-NAVA**  
S.B. Secretary

**ATTESTED:**

**ROEL T. JARINA**  
Vice Mayor & Presiding Officer

**APPROVED:**

**SUZETTE TENEFRANCIA-ALQUISADA**  
Municipal Mayor

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**HON. ROEL T. JARINA, M.D.**  
Municipal Vice Mayor

***Sangguniang Bayan Members:***

Hon. Jose Donel T. Trasporto, Lawyer  
Hon. Renee Librodo-Valencia, CPA  
Hon. Virgilio T. Teruel, Lawyer  
Hon. Marlon R. Teruñez, Ph.D.

Hon. Ma. Gerrylin Santuyo-Camposagrado  
Hon. Suzette Marie Hilado-Banno, M.D.  
Hon. Ricky T. Nulada  
Hon. Ariel I. Bernardo

Hon. Ronnie T. Paguntalan (LnB-President)

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