



Republic of the Philippines
Province of Oriental Mindoro
MUNICIPALITY OF BULALACAO

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OFFICE OF THE SANGGUNIANG BAYAN

Municipal Building, Poblacion, Bulalacao, 5214, Oriental Mindoro

EXCERPTS FROM THE MINUTES OF THE REGULAR SESSION OF THE SANGGUNIANG BAYAN OF BULALACAO, ORIENTAL MINDORO HELD ON FEBRUARY 10, 2017 AT THE SANGGUNIANG BAYAN SESSION HALL.

PRESENT:

Hon. Ramon G. Magbanua	-	Presiding Officer
Hon. Dexter R. Gonzales	-	Sang. Bayan Member
Hon. Dennes M. Faner	-	-do-
Hon. German S. Acosta	-	-do-
Hon. Guillermo G. Salas, Jr.	-	-do-
Hon. Edwin C. Acheron	-	-do-
Hon. Teresita S. Bantugan	-	-do-
Hon. Tulay M. Caring	-	IPs Representative
Hon. Enrico C. Villas	-	Pangulo, Liga ng mga Brgy.

ABSENT:

Hon. Edezer F. Acheron	-	Sang. Bayan Member - Leave
Hon. Elpidio N. Contreras, Jr.	-	-do- - O.B.

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ORDINANCE NO. 17-02-174

AN ORDINANCE SETTING PROCEDURE IN THE RECEIPT AND UTILIZATION OF TRUST FUNDS IN THE LOCAL GOVERNMENT UNIT OF BULALACAO, ORIENTAL MINDORO

Sponsor:

SB Member DEXTER R. GONZALES
Chairperson, Committee on Finance, Budget, and Appropriation

BE IT ORDAINED by the Sangguniang Bayan of Bulalacao, Oriental Mindoro:

SECTION 1. Statement of Policy. It is the policy of the Local Government Unit of Bulalacao (LGU of Bulalacao) to harmonize and complement budgetary processes in order to ensure optimum, prudent, and lawful utilization of funds for local government operations and services.

SEC. 2. Trust Fund Receipt. The Municipal Treasurer, with official receipt, shall receive all trust funds and shall at once deposit such funds to appropriate bank accounts of the LGU of Bulalacao. Within three (3) working days after every deposit, the Municipal Treasurer shall inform the Office of the Municipal Mayor, Municipal Budget Office, Municipal Accounting Office, Municipal Planning and Development Office, Office of the Sangguniang Bayan, and the implementing office/s of the availability of fund using this memorandum format:

(Handwritten signatures and initials)

Date

MEMORANDUM

To: Office of the Municipal Mayor
Municipal Budget Office
Municipal Accounting Office
Municipal Planning and Development Office
Office of the Sangguniang Bayan

(implementing office/s)

Subject: Trust fund receipt

This is to inform your good offices that a certain fund amounting to _____ (PhP _____ .00) had been deposited to account name _____ with account number _____ at _____ - _____ Branch on _____. The source of fund is _____ and such money is intended for _____.

Municipal Treasurer

SEC. 3. Trust Fund Disbursement. As trust fund is a current receipt with automatic appropriation, there shall be no need to obligate such fund. Its disbursement, however, shall be limited to objects of expenditure to which the fund has been actually appropriated for. Every trust fund disbursement must be known to the Municipal Budget Officer who shall install electronic and/or manual trust fund monitoring system in order to help ensure optimum, prudent, and legal fund use.

The Municipal Accountant shall not sign the journal entry voucher (JEV) of each trust fund disbursement without the initials or signature made by the Municipal Budget Officer below the name of the former.

All monies deposited in trust fund accounts shall be utilized for objects of expenditure specifically mentioned in duly approved program of works, project design, legislative act, or executive issuance subject to procurement, budgeting, accounting, disbursing, and auditing laws, rules, and regulations whenever necessary and applicable.

The Municipal Treasurer shall submit trust funds utilization report of the preceding year to the Office of the Municipal Mayor and to the Sangguniang Bayan of Bulalacao on or before January 31 of the current year and the Municipal Accountant shall make sure that financial statements pertaining to trust funds shall always be included in trial balances.

The Municipal Mayor shall approve payments chargeable to trust funds only after the head of implementing office affixed his or her signature or initials below the printed name of the former.



SEC. 4. Implementing Rules and Regulations. Within ninety (90) days after the approval of this Ordinance, the Office of the Municipal Mayor thru the Municipal Administrator shall prepare and disseminate the Implementing Rules and Regulations of this Ordinance (IRR) preferably in Filipino.

SEC. 5. Penalty. Any official, officer, employee, or worker who disregards or neglects or cause to disregard or neglect the implementation of this Ordinance shall be administratively dealt with and such shall be a ground for suspension or dismissal subject to the pertinent provisions of the Civil Service Laws and Rules, the Local Government Code, and other laws and policies.

SEC. 6. Repealing Clause. Any Ordinance inconsistent with the provisions of this Ordinance is hereby repealed or modified accordingly.

SEC. 7. Separability Clause. If any provision of this Ordinance is declared invalid, the remainder or any provision hereof not affected thereby shall remain in force and effect. Higher laws or policies inconsistent with the provisions of this Ordinance shall prevail.

SEC. 8. Effectivity. This Ordinance shall take effect immediately after the approval of the Municipal Mayor. A copy of the approved ordinance shall be given to agencies, offices, and incumbents of positions mentioned herein and shall be posted in bulletin board at the entrance of the municipal hall and in at least two (2) other conspicuous places in the Local Government Unit of Bulalacao.

ENACTED this 10th day of February, 2017, Bulalacao, Oriental Mindoro.

HON. DEXTER R. GONZALES
SB Member

HON. DENNIS M. FANER
SB Member

HON. GERMAN S. ACOSTA
SB Member

HON. GUILLERMO G. SALAS, JR.
SB Member

HON. EDWIN C. ACERON
SB Member

HON. TERESITA S. BANTUGAN
SB Member

HON. ENRICO C. VILLAS
Pangulo, Liga ng mga Brgy.

HON. TULAY M. CARING
IPs Representative

CERTIFIED TRUE AND CORRECT:

PERVITA L. PAZ
Secretary to the Sanggunian

ATTESTED:

HON. RAMON G. MAGBANUA
Municipal Vice Mayor/Presiding Officer

APPROVED:

HON. ERNILO C. VILLAS
Municipal Mayor
Date Signed: 02-06-17