

File



Republic of the Philippines
Province of Oriental Mindoro
MUNICIPALITY OF BULALACAO

OFFICE OF THE SANGGUNIANG BAYAN

Municipal Building, Poblacion, Bulalacao, 5214, Oriental Mindoro

EXCERPTS FROM THE MINUTES OF THE REGULAR SESSION OF THE 10TH SANGGUNIANG BAYAN OF BULALACAO, ORIENTAL MINDORO HELD ON DECEMBER 13, 2021 AT THE SANGGUNIANG BAYAN SESSION HALL

PRESENT:

- | | |
|-------------------------------|-------------------------------|
| Hon. Ramon G. Magbanua | Municipal Vice Mayor |
| Hon. Dexter R. Gonzales | Sangguniang Bayan Member |
| Hon. Dennes M. Faner | Sangguniang Bayan Member |
| Hon. Edezer F. Aceron | Sangguniang Bayan Member |
| Hon. German S. Acosta | Sangguniang Bayan Member |
| Hon. Kieven E. Cantos | Sangguniang Bayan Member |
| Hon. Jess V. Sapungan | Sangguniang Bayan Member |
| Hon. Elpidio N. Contreras, Jr | Sangguniang Bayan Member |
| Hon. Edwin C. Aceron | Sangguniang Bayan Member |
| Hon. Tulay M. Caring | IPM Representative |
| Hon. Kim Jonh Elco E. Cantos | SK Federation President |
| Hon. Enrico C. Villas | Pangulo, Liga ng mga Barangay |

ABSENT: None

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MUNICIPAL APPROPRIATION ORDINANCE NO. 21-12-33

AN ORDINANCE AUTHORIZING THE ANNUAL BUDGET OF THE LOCAL GOVERNMENT UNIT OF THE MUNICIPALITY OF BULALACAO, ORIENTAL MINDORO FOR FISCAL YEAR 2022 IN THE TOTAL AMOUNT OF TWO HUNDRED SIXTY FOUR MILLION EIGHT HUNDRED TWELVE THOUSAND FIVE HUNDRED TWO PESOS (PHP264,812,502.00), COVERING VARIOUS EXPENDITURES FOR THE OPERATION OF THE LOCAL GOVERNMENT UNIT OF BULALACAO, ORIENTAL MINDORO FOR FISCAL YEAR 2022 AND APPROPRIATING THE NECESSARY FUNDS FOR SUCH PURPOSE

Sponsor and Author:

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

"WHEREAS, Section 318 of Republic Act No. 7160 otherwise known as the Local Government Code of 1991 states that "The Local Chief Executive shall submit the executive budget to the sanggunian concerned not later than the sixteenth [16th] of October of the current fiscal year. Failure to submit such budget on the date prescribed herein shall subject the local chief executive to such criminal and administrative penalties as provided for under this Code and other applicable laws";

"WHEREAS, Section 319 of the same law states that "On or before the end of current fiscal year, the sanggunian concerned shall enact, through an ordinance the annual budget of the local government unit for the ensuing fiscal year on the basis of the estimates of income and expenditures submitted by the local chief executive";

HON. JESS V. SAPUNGAN
HON. KIEVEN E. CANTOS
HON. GERMAN S. ACOSTA
HON. EDDEZER F. ACERON
HON. DENNES M. FANER
HON. RAMON G. MAGBANUA
HON. DEXTER R. GONZALES
HON. ELPIDIO N. CONTRERAS, JR
HON. ENRICO C. VILLAS

HON. TULAY M. CARING
HON. KIM JONH ELCO E. CANTOS
HON. RIM JONH ELCO E. CANTOS
HON. ENRICO C. VILLAS
HON. EDWIN C. ACERON
HON. ERMILIO M. VILLAS

"WHEREAS, the Executive Budget for fiscal year 2022 of the Local Government Unit of Bulalacao, Oriental Mindoro was submitted to this Sanggunian on October 14, 2021, was included in the calendar of business under first reading during the regular session of the Sanggunian on October 18, 2021, and was henceforth referred to the Committee on Finance, Budget and Appropriation for appropriate study;

"WHEREAS, after thorough deliberation during committee hearings and consultation with the Local Finance Committee, department heads, and concerned employees, the Sangguniang Bayan of Bulalacao approved this appropriation ordinance in second reading on December 10, 2021 and in third reading on December 13, 2021;

Now, therefore, be it ...

RESOLVED AS IT IS HEREBY RESOLVED, to authorize the Municipal Annual Budget for Fiscal Year 2022 of the Local Government Unit of Bulalacao, Oriental Mindoro;

Section 1. Authority. The Annual Budget of the Local Government Unit of Bulalacao, Oriental Mindoro (LGU of Bulalacao) for fiscal year 2022 in the total amount of two hundred sixty four million eight hundred twelve thousand and five hundred two pesos (PhP264,812,502.00) covering various expenditures for the operation of the municipal government for fiscal year 2022 is hereby authorized.

The budget documents as named hereunder are incorporated herein and made as integral parts of this Ordinance:

1. Executive Budget
 - a. Local Expenditures Program
 - b. Budget of Expenditures and Sources of Financing

2. Approved Local Budget Preparation Forms Including Personnel Schedule
 - a. Annual Investment Program
 - i. Date submitted to the Sangguniang Bayan - July 16, 2021
 - ii. Date approved by the Sangguniang Bayan - Aug. 16, 2021
 - iii. Date submitted to the Sangguniang Panlalawigan - Sept. 15, 2021

General Provisions

Section 2. Sources of Funds. The following receipts of income certified to be reasonably collected by the Local Finance Committee (LFC) are hereby declared as sources of funds to cover the general administration and operations of the LGU of Bulalacao from January 01 to December 31, 2022:

Internal Sources	
Tax Revenue	PhP 3,805,000.00
Non-tax Revenue	PhP <u>6,195,000.00</u>
Total Internal Sources	PhP 10,000,000.00
External Sources	
Internal Revenue Allotment	PhP <u>254,812,502.00</u>
Total Income Receipts	PhP 264,812,502.00

HON. JESS V. SAMPUNGAN
 HON. PERITA L. RAZ
 HON. KEYVIE E. CANTOS
 HON. JULAY M. CARING
 HON. GERMAN S. AGOSTA
 HON. KIM JOHN HELCON CANTOS
 HON. EDEZER F. ACERON
 HON. ENRICO C. VILLAS
 HON. DENNIS M. FANER
 HON. EDWIN C. ACERON
 HON. DEXTER S. GONZALES
 HON. RAFAEL C. MANGBANUA
 HON. ELPIDIO M. GONZALEZ
 HON. ERNIL C. VILLAS

Section 3. Appropriation and Use of Funds. The amount of two hundred sixty four million eight hundred twelve thousand and five hundred two pesos (PhP264,812,502.00) is hereby appropriated for the general administration, support services, operation and special purpose appropriations of the LGU of Bulalacao from January 01 to December 31, 2022, as follows:

I. Office Expenditures		
A. Office of the Municipal Mayor	PhP	49,328,666.48
B. Office of the Municipal Administrator		11,576,240.69
C. Sangguniang Bayan Office		23,146,686.40
D. Office of the Secretary to the Sanggunian		1,997,439.44
E. Municipal Planning and Development Office		3,639,526.64
F. Municipal Civil Registry Office		2,983,284.72
G. Municipal Budget Office		2,357,543.68
H. Municipal Accounting Office		2,162,373.28
I. Municipal Treasury Office		5,461,481.68
J. Municipal Assessment Office		3,516,940.40
K. Municipal Health Office		25,327,578.52
L. Municipal Social Welfare and Development Office		24,551,912.16
M. Municipal Agriculture Office		6,699,130.88
N. Municipal Engineering Office		11,205,101.20
O. Municipal Cooperative and Development Office		8,508,237.24
P. Municipal Disaster Risk Reduction and Management Office		<u>7,064,893.04</u>
Sub-Total	PhP	189,527,036.45

II. Special Purpose Appropriations		
A. 20% Development Fund	PhP	50,962,500.40
B. 5% Municipal Disaster Risk and Reduction Management Fund		13,240,625.10
C. Financial Assistance to Barangays		1,500,000.00
D. Aid to Katarungang Pambarangay		75,000.00
E. Discretionary Expenses		27,340.05
F. Gender and Development		<u>9,480,000.00</u>
Total Appropriation	PhP	264,812,502.00

20% Development Fund

A. Social Development Sector		
01. Improvement of Cambunang-Campaasan-Poblacion Water System	PhP	1,000,000.00
02. Improvement of Lagnas-San Roque-Nasucob-Campaasan-Poblacion Water System		1,500,000.00
03. Improvement of Tulali-Tuktukon-Evora-Foursquare-Talisay-Sibucan Water System		1,000,000.00
04. Provision of Additional Streetlights for 15 barangays		1,000,000.00
05. Construction of Multi-Purpose Building at Barangay Balatasan		150,000.00
06. Construction of Multi-Purpose Building at Barangay Benli		150,000.00
07. Construction of Multi-Purpose Building at Barangay Cabugao		150,000.00
08. Construction of Multi-Purpose Building at Barangay Cambunang		150,000.00
09. Construction of Multi-Purpose Building at Barangay Campaasan		150,000.00
10. Construction of Multi-Purpose Building at Barangay Maasin		150,000.00
11. Construction of Multi-Purpose Building at Barangay Maujao		150,000.00
12. Construction of Multi-Purpose Building at Barangay Milagrosa		150,000.00
13. Construction of Multi-Purpose Building at Barangay Nasucob		150,000.00

HON. JESS V. SARUMPAN

PERITA Y. PAZ

HON. KIEVIN E. CANTOS

HON. TULAY M. CARING

HON. GERMAN S. ACOSTA

HON. RIM JON M. ELCO F. CANTOS

HON. EDEZER F. ACERON

HON. EDWIN C. ACERON

HON. DENNIS M. FANER

HON. ENRICO C. VILLAS

HON. DEXTER S. GONZALES

HON. EPIDIO N. CONTRERAS JR.

HON. RAMON S. MAGBANUA

HON. ERMITA VILLAS

14. Construction of Multi-Purpose Building at Barangay Poblacion	150,000.00
15. Construction of Multi-Purpose Building at Barangay San Francisco	150,000.00
16. Construction of Multi-Purpose Building at Barangay San Isidro	150,000.00
17. Construction of Multi-Purpose Building at Barangay San Juan	150,000.00
18. Construction of Multi-Purpose Building at Brgy. San Roque	150,000.00
19. Construction of Multi-Purpose Building at Pocanil	500,000.00
20. Construction/Improvement of Mun. Cemetery at Brgy. Poblacion	800,000.00
21. Construction of Holding Facility for People with Mental Problem	500,000.00
22. Water and Sanitation Project in Barangay Bagong Sikat	200,000.00
23. Water and Sanitation Project in Barangay Balatasan	270,000.00
24. Water and Sanitation Project in Barangay Benli	350,000.00
25. Water and Sanitation Project in Barangay Cabugao	200,000.00
26. Water and Sanitation Project in Barangay Cambunang	270,000.00
27. Water and Sanitation Project in Barangay Campaasan	270,000.00
28. Water and Sanitation Project in Barangay Maasin	200,000.00
29. Water and Sanitation Project in Barangay Maujao	270,000.00
30. Water and Sanitation Project in Barangay Milagrosa	270,000.00
31. Water and Sanitation Project in Barangay Nasucob	200,000.00
32. Water and Sanitation Project in Barangay Poblacion	270,000.00
33. Water and Sanitation Project in Barangay San Francisco	200,000.00
34. Water and Sanitation Project in Barangay San Isidro	200,000.00
35. Water and Sanitation Project in Barangay San Juan	270,000.00
36. Water and Sanitation Project in Barangay San Roque	350,000.00
PhpP 12,260,000.00	

HON. JESS V. SAPURGAN
 HON. KIE YAT E. CANTOS
 HON. GERMAN S. ACOSTA
 HON. NI M. JOH ELOO E. CANTOS
 HON. TUJAY M. CARING
 HON. ENRICO C. VILLAS
 HON. EDWIN C. ACERON

B. Economic Development Sector

01. Improvement/Rehabilitation of Village-Type Corn Center	1,000,000.00
02. Construction/Rehabilitation of Core Roads (Barangays Poblacion and Campaasan)	500,000.00
03. Concreting of San Francisco-San Isidro-Cabugao Road	1,000,000.00
04. Eco-Tourism Farm	2,000,000.00
05. Rehabilitation of Campaasan Access Road and Drainage System	500,000.00
06. Construction of Spillway at Bagacay, Barangay Nasucob	850,000.00
07. Concreting of Footbridge at Sitio Looban, Cambunang	200,000.00
08. Construction of Abintang View Deck & Land Mark for Tourism	200,000.00
09. Construction of Tourism Floating Cottage at Maasin (MPA)	200,000.00
10. Construction of View Deck/Tourist Support facility at Maujao	200,000.00
11. Loan Amortization	9,712,500.40
PhpP 16,362,500.40	

C. Environmental Development Sector

01. Improvement of Bulalacao Bay Park and Greening Project	21,840,000.00
02. Development of Ecological Park at Bagong Sikat	250,000.00
03. Construction of Multi-Purpose Building for Granulator and Improvement of the Vicinity	250,000.00
PhpP 22,340,000.00	

5% Municipal Disaster Risk Reduction and Management Fund

A. Quick Response Fund (30% of 5% MDRRM Fund)	PhpP 3,972,187.53
B. Calamity Fund (70% of 5% MDRRM Fund)	
Disaster Prevention and Mitigation	
01. Rehabilitation of Storm Drainage Canal	300,000.00
02. Tree Planting in Water Shed and Mangrove Forest	20,000.00
03. MDRRM Council Meetings	40,000.00
04. Attendance to PDRRM Council Meetings	10,000.00
05. Monthly meeting of MDRRMO staff, responders and volunteers	30,000.00

HON. EDEZER F. ACERON
 HON. DENNES M. FANER
 HON. DEXTER A. GONZALES
 HON. RAYMUN T. MAGBANUA
 HON. ELPIDIO N. CONTRERAS, JR.
 HON. ENRICO C. VILLAS
 HON. ERMILO B. VILLAS

06. First Aid/Basic Life Support and Disaster Response Enhancement Skills Training	150,000.00
07. Skills Training on WASAR/MOSAR/High Angle/USAR/Fire Fighting	78,437.57
08. Drill and Simulation Exercise (flood/landslide/earthquake and other calamities)	40,000.00
09. Oplan Semana Santa	20,000.00
10. Oplan Kaluluwa	20,000.00
11. Oplan Pasko & Bagong Taon	20,000.00
12. Public Safety in Schools	20,000.00
13. Brigada Kaluluwa	20,000.00
14. Formulation and Updating of Contingency Plan	250,000.00
15. Incident Command System (ICS) Training and Planning Course	200,000.00
16. PDRRMO/MDRRMO/RDRRMO Summit and Success Case Replication Tour	20,000.00
17. GIS Insurance and Registration of Rescue Vehicles	200,000.00
18. Purchase of Medicine	50,000.00
19. Annual Assembly of Responder (Annual Evaluation and Skills Enhancement)	80,000.00
20. Annual Youth Responders Survival and Disaster Preparedness Camp	50,000.00
21. Rapid Disaster Assessment Need Analysis (RDANA) Training	150,000.00
22. Preposition of Supplies for Nutrition and Emergency Purposes	50,000.00
23. Preposition of Hygiene Kits and Toiletries	50,000.00
24. Acquisition and Preposition of Relief Goods (Food Commodities)	1,000,000.00
25. Acquisition and Proposition of Other Supplies	130,000.00
26. Disaster-Related Emergencies/Activities	30,000.00
27. Insurance for Rescue Volunteers	50,000.00
28. Assistance to Disaster-Affected LGUs	120,000.00
29. Implementation of DRRM Health Plan	100,000.00
30. Maintenance and Purchase of Spareparts of OpCen Equipment	60,000.00
31. Purchase of Rescue Equipment	150,000.00
32. Purchase of Fuel and Lubricants (Rescue Vehicle and Motorcycle)	400,000.00
33. Maintenance of Rescue Vehicles and Motorcycle	100,000.00
34. Purchase of Fuel and Lubricants for Rescue Boat	60,000.00
35. Maintenance of Rescue Boat and Motorized Banca	50,000.00
36. Purchase of Spareparts Rescue Vehicles, Motorized Banca and Motorcycle	400,000.00
37. Purchase of PPE and Rescue Equipments	150,000.00
38. Construction of Quarantine Facilities	200,000.00
39. Improvement of Quarantine Facilities	100,000.00
40. Purchase of Equipment/Fixtures of Quarantine Facilities	100,000.00
41. Purchase of OpCen Equipment/Fixtures	100,000.00
42. Purchase of Multi-Purpose Rescue Truck	2,500,000.00
43. Restocking of First Aid Kit/Bags	200,000.00
44. Purchase of NTC-Licensed Handheld Radios for 15 Barangays	1,300,000.00
45. Renewal of NTC-Licensed of Handheld Radios	100,000.00

Total of 70% Calamity Php 9,268,437.57

Total 5% Calamity Fund Php 13,240,625.10

Utilization of Municipal Disaster Risk Reduction and Management Fund shall be accordance with MDRRMC-DBM-DILG-JMC 2013-1 dated March 23, 2013 while utilization of 20% Development Fund shall conform to DILG-DBM JMC No. 2017-1 dated February 22, 2017.

HON. JESS V. SARINDEAN
 HON. KIESEL E. CANTOS
 HON. JULAY M. QARING
 HON. KIM JONH ENO E. CANTOS
 HON. ENRICO C. VILLAS
 HON. EDWIN C. ACERON
 HON. DEXTER A. GONZALEZ
 HON. FELICITO R. CONRENAS JR.
 HON. BAYON G. MAGBANUA
 HON. ERNILDO VILLAS
 PENITA PAZ

GENERAL PROVISIONS

Receipts and Income

Section 4. Fees and Charges. All fees and charges and other receipts or revenues authorized to be imposed and collected by municipal government offices or sections in the exercise of their functions shall accrue to the general fund as part of the general income of the LGU of Bulalacao, except those that are specifically authorized to be recorded as income or receipts of special fund or trust fund.

Section 5. Trust Receipts or Grants for Specific Purposes. All trust receipts or grants for specific purposes from different government agencies or non-government institutions shall be recorded as trust liability accounts to be deposited in separate bank accounts and shall be utilized and administered in accordance with the conditions under related ordinances or under the memorandum of agreement or contract or purposes of such, subject to existing accounting and auditing rules and regulations; provided, that the interest earned from such deposits shall accrue to the general fund when applicable.

Section 6. Performance Bonds and Deposits. Performance bonds and deposits filed or posted by private persons or entities shall be deposited in the Municipal Treasury Office and shall be considered as trust liability accounts. Upon faithful performance of the undertaking or termination of the obligation for which the bond or deposit was required, any amount due shall be returned to the concerned party, to be withdrawn in accordance with accounting and auditing rules and regulations; provided, that any interest accruing on the deposit accounts and any forfeited amounts shall be recorded as income under the general fund. This provision shall apply to cash bonds, such as bidder's bond, guaranty bonds and all bonds and deposits required by law, rules and regulations.

Section 7. Seminar and Conference Fees. Offices of the LGU of Bulalacao which will conduct training and seminar programs in relation to their mandated functions shall be authorized to collect training, seminar, or registration fees from government and/or private agency participants, at such standard rates as the Department of Budget and Management and Civil Service Commission shall deem appropriate. The payment with corresponding official receipts shall be utilized to defray expenses for such activities, subject to pertinent budgeting, accounting and auditing rules and regulations; provided, that any excess therefrom shall be kept as savings by Municipal Treasurer and shall accrue to the General Fund.

Section 8. Borrowing. The amounts of PhP 1,594,280.24 and PhP 12,193,220.16 are hereby appropriated in the FY 2022 Annual Budget for the payment of loans from the FMR-ARCP II MDFO and the Development Bank of the Philippines respectively and shall be utilized for the specific purposes and conditions set forth in loan contracts.

Section 9. Fund Augmentation. Additional realized income, fund surplus of the previous year operations, and unused or unappropriated balances of continuing and current year appropriations, shall be primarily used to augment fund for maintenance and operating expenses, capital outlay and personnel expenses in accordance with existing laws, and regulations, policies, and local ordinances and upon recommendation of the Local Finance Committee only after the mandatory or special appropriations shall have been satisfied.

HON. JESS V. SARDUEN
HON. MELBA CANTOS
HON. GERMAN S. AGOSTA
HON. EDEZAR S. ALCANTARA
HON. DENNIS M. MANER
HON. RAYMOND M. GONZALES
HON. RAMON M. MAGBANJA
HON. TULAY M. CARING
HON. JOY NELCO B. CANTOS
HON. ENRICO C. VILLAS
HON. EDWIN C. ACERON
HON. ANTONIO M. ANTONIO
HON. ANTONIO M. ANTONIO

EXPENDITURES

Personal Services

Section 10. Compensation Adjustment. Any allowable adjustment or increase in salaries and other compensations of personnel by virtue of Salary Standardization Law and/or any enabling law, circular, or issuance shall be given highest priority in appropriating additional or available sources thru supplemental budget or realignment.

The 3rd tranche of monthly salary schedule for third class municipality based on RA 11466 or "An Act Modifying the Salary Schedule for Civilian Government Personnel and Authorizing the Grant of Additional Benefits, and for Other Purposes" shall be granted. Adjustments shall also be made on salaries of medical personnel pursuant to Budget Circular No. 2021-2 dated August 25, 2021.

Section 11. Step Increment and Other Benefits. The grant of step increment to all qualified officials and employees of the municipal government is hereby authorized and shall be done in accordance with CSC-DBM Joint Circular No. 1 s. 2012 dated September 3, 2012 for appointive personnel and CSC-DBM Joint Circular No. 1 s. 2016 dated January 27, 2016 for elective officials.

Appropriation for other personnel benefits not appropriated in this Budget shall be taken from personal services savings and other lawful sources thru augmentation and shall be disbursed in accordance with existing local ordinances and implementing circulars which the Department of Budget and Management may issue or have already issued.

Granting of overtime and night pay shall conform with CSC-DBM JC 2, s. 2015 dated November 25, 2015.

Section 12. Representation and Transportation Allowances. Officials, heads of office, assistant office heads, and other entitled employees of equivalent rank, while in the actual performance of their respective functions, shall be granted monthly commutable representation and transportation allowances payable from the programmed appropriations provided for their respective offices not exceeding applicable rates prescribed by LBC No. 103 dated May 15, 2013. The corresponding transportation allowance herein authorized shall not be granted to officials or employees who are assigned or who use a government land vehicle for a minimum period prescribed by related policies.

Section 13. Uniform and Clothing Allowance. The applicable appropriation herein provided for every office shall be used for uniform and clothing allowance of all employees and officials at the maximum amount per annum allowed by law, which may be given in cash or in kind, upon recommendation of the Program on Awards and Incentives for Service Excellence (PRAISE) Committee subject to the approval of the Local Chief Executive. The granting of Uniform and Clothing Allowance shall comply with the provision of BC 2018-1 dated March 8, 2018. Each employee and official shall receive P6,000.00 uniform and clothing allowance as granted in Section 50 of the General Provisions of the General Appropriations Act of 2018.

Section 14. Magna Carta Benefits of Public Health Workers and Public Social Workers. Pursuant to Republic Act 7305, Magna Carta benefits in the form of hazard pay, subsistence allowance, and laundry allowance shall be granted to all eligible public health workers in the LGU of Bulalacao. Meanwhile, pursuant to Republic Act 9433, Magna Carta benefit in the form of hazard pay shall be granted to all eligible public social workers in the same agency. Appropriation for these benefits is hereby included in 2022 Annual Budget. The PRAISE Committee shall certify to the eligibility of public health workers and public social workers to receive these benefits. Such benefits shall be granted only upon the approval of the LCE.

HON. JESS V. SANTIAGO
PELITA LAZ
HON. RUBEN BARTOS
HON. JULAY M. GARING
HON. GERMAN AGOSTA
HON. RAN JOY ELCO E. CANTOS
HON. ENRICO C. VILLAS
HON. EDUARDO F. ACERON
HON. DENNIS M. FANER
HON. EDWIN C. ACERON
HON. SEXTON R. GONZALES
HON. ELFINO M. SANTIAGO
HON. RAMON M. MGBANUA
HON. ERNILLO VILLAS

Section 15. Personnel Economic Relief Allowance (PERA). The Personnel Economic Relief Allowance (PERA) in the amount of two thousand pesos (PhP 2,000.00) per month shall be granted to each official and employee occupying itemized plantilla position with salary grades 1 to 27 pursuant to BC 2009-3 dated August 18, 2009 and BC 2011-2 dated September 26, 2011.

Section 16. Terminal Leave Benefit. The amount of two million five hundred eight thousand pesos (PhP 2,508,000.00) is hereby appropriated for the terminal leave benefits of Ms. Lerma G. Anthony, Ms. Delia C. Pantilo, Hon. Dennes M. Faner, Hon. German S. Acosta, Hon. Edwin C. Acheron, Engr. Chiquita C. Jano and Engr. Nelson S. Bantugan.

The grant of this benefit shall be guided by DBM-CSC Joint Circular No. 2016-2 dated March 29, 2016 and shall be based on the computation to be made by the Human Resource Management Officer as approved by the LCE.

Section 17. Bonuses and Cash Gift. With appropriations in 2022 Annual Budget or augmentation through fund realignment or supplemental budget, all qualified employees and officials of the LGU of Bulalacao shall be granted with mid-year bonus, year-end bonus, productivity enhancement incentive, cash gift, and other bonuses in accordance with pertinent laws, policies, orders, or circulars.

Section 18. Creation of new positions. The following new positions are hereby created with corresponding funds under personal services of the concerned offices:

Plantilla Position No.	Position Title	Office	SG/Step Increment	Salary
10	Administrative Assistant V	Office of the Municipal Administrator	11/1	244,212.00
17	Administrative Officer V	Office of the Municipal Administrator	18/1	433,944.00
19	Administrative Aide II	Office of the Municipal Administrator	2/1	127,728.00
22	Administrative Aide II	Office of the Municipal Administrator	2/1	127,728.00
24	Administrative Officer V	Office of the Municipal Administrator	18/1	433,944.00
32	Administrative Aide V	Office of the Municipal Administrator	5/1	152,724.00
52	Local Legislative Staff Officer I	Secretary to the Sanggunian	11/1	244,212.00
57	Administrative Officer IV	Municipal Civil Registry Office	15/1	336,936.00
110	Municipal Cooperative Development Officer	Municipal Cooperative Development Office	24/1	848,736.00
138	Municipal Government Department Head II	Municipal Disaster Risk Reduction Management Office	25/1	967,560.00
146	Administrative Assistant IV	Municipal Disaster Risk Reduction Management Office	10/1	213,024.00
152	Administrative Aide IV	Municipal Disaster Risk Reduction Management Office	4/1	143,928.00

Section 19. Creation of New Offices. The appropriation for the operation of the following new offices which were created through ordinances shall be provided in this annual budget:

HON. JESS V. SAPUNGAN
 HON. KIEVER F. CANTOS
 HON. GERMAN S. ACOSTA
 HON. EDWIN C. ACERON
 HON. DENNES M. FANER
 HON. EDUARDO F. ACERON
 HON. ENRICO C. VILLAS
 HON. DEVIDE C. GONZALES
 HON. EPIDIO M. CONTRERAS, JR.
 HON. RAFAEL S. MAGBANUA
 HON. ERNILDO VILLAS
 HON. JULAY M. CARING
 HON. TULAY M. CARING
 HON. RIM JOHN ELCO E. CANTOS
 HON. RIM JOHN ELCO E. CANTOS

- a. Municipal Ordinance No. 21-10-300 - ORDINANCE CREATING THE MUNICIPAL COOPERATIVE DEVELOPMENT OFFICE OF THE LOCAL GOVERNMENT UNIT OF BULALACAO, ORIENTAL MINDORO, DEFINING THE QUALIFICATIONS, POWERS AND DUTIES OF THE MUNICIPAL COOPERATIVE DEVELOPMENT OFFICER, AND APPROPRIATING FUNDS THEREFOR
- b. Municipal Ordinance No. 21-10-301 - AN ORDINANCE CREATING THE OFFICE OF THE MUNICIPAL ADMINISTRATOR IN THE LOCAL GOVERNMENT UNIT OF BULALACAO, ORIENTAL MINDORO, DEFINING THE QUALIFICATIONS, POWERS, AND FUNCTIONS OF THE MUNICIPAL ADMINISTRATOR, AND APPROPRIATING FUNDS THEREFOR
- c. Municipal Ordinance No. 21-10-302 - ORDINANCE CREATING THE MUNICIPAL DISASTER RISK REDUCTION AND MANAGEMENT OFFICE OF THE LOCAL GOVERNMENT UNIT OF BULALACAO, ORIENTAL MINDORO, DEFINING THE QUALIFICATIONS, POWERS AND DUTIES OF THE MUNICIPAL GOVERNMENT DEPARTMENT HEAD II, AND APPROPRIATING FUNDS THEREFOR

HON. JESS V. SAPUNGAN
 HON. REYNOLDE CANTOS
 HON. TULAY M. CARING
 HON. GERMANA COSTA
 HON. JOHNSON E. CANTOS

Maintenance and Other Operating Expenditures

Section 20. Travel Expense. Approved travel order for official travel outside Bulalacao or personnel locator slip for field works within the municipality shall be secured before leaving the place of work. Official travels outside the municipality for meetings, conferences, conventions, trainings, and seminars shall be supported by invitation or notice indicating the required number of days. These documents shall be always included in requirements prior to disbursement of funds for travel expense as appropriated in the annual budget. Payment of per diems shall be in accordance with Executive Order No. 77, dated March 15, 2019.

HON. EDWIN C. ACERON
 HON. ENRICO C. VILLAS

Section 21. Trainings and Seminars. Appropriations for these subjects shall cover the expenses for trainings and seminars to be conducted by the LGU of Bulalacao and the expenses to be incurred when officials and employees attend to such activities within and outside the municipality. As far as practicable, trainings, seminars, conferences, conventions, or meetings shall be held in government facilities. In case of unavailability or impracticality, the same shall be held in an inexpensive but conducive area which is accessible to greater number of participants. Registration or participation fees to conventions, seminars, workshops, etc. shall be governed by related provisions of National Budget Circular no. 563 dated April 22, 2016.

HON. DENNIS M. FANER
 HON. EDWIN C. ACERON

Section 22. Procurement of Good and Supplies. Procurement of goods, office supplies, spare parts, fuel, and any other items shall be based on quarterly release of appropriations and must conform to R.A. 9184 and its Revised Implementing Rules and Regulations dated August 26, 2016.

HON. REX R. GONZALES
 HON. FELDIN N. CONTRERAS

Section 23. Emergency Purchase. Head of the agency through the heads of office may resort to emergency purchase of urgently needed supplies, materials and spare parts in order to address an emergency situation which may involve the loss of or danger to life and property. Procurement of those necessities chargeable to appropriation under the concerned office must not be delayed so as not to become detrimental to public service. Such emergency purchase, however, shall be immediately coordinated with the Bids and Awards Committee (BAC) and concerned personnel.

HON. RICHARD M. MABANUA
 HON. ENRICO VILLAS

Section 24. Utilities. To ensure wise and efficient use of electricity, all air conditioning units shall be turned off from 12:00 noon to 1:00 in the afternoon. Meanwhile, lights, equipment, and gadgets not in use shall be always turned off or switched off. All heads of office shall ensure that all appliances, equipment, lights, computers, gadgets, and any electric – consuming things in their respective offices and area of supervision and influence are turned or switched off at the close of office hours. Pursuant to Municipal Ordinance No. 17-03-178, the use of light-emitting diode (LED) lights shall be strictly observed.

Water and energy conservation shall be always observed and practiced.

Section 25. Communication and Internet Allowances. All officials and heads of office, and incumbents of certain positions and designations are entitled to receive monthly communication and internet allowances subject to the provisions of Municipal Ordinance No. 21-07-293 enacted by the Sangguniang Bayan of Bulalacao.

Section 26. Meals and Snacks. The cost of meals and snacks consumed during official functions participated in by national and local dignitaries, LGU officials and personnel, representatives from non-government and people's organizations, sectoral representatives, and other stakeholders shall be charged to representation expense account. The procurement of such shall comply with the provisions of R.A. 9184 and its Revised Implementing Rules and Regulations dated August 26, 2016.

Section 27. Other Maintenance and Operating Expenses. Appropriation for other maintenance and operating expenses shall include only costs of services which cannot be classified under any other account name. It shall in no case be utilized or used for payment of salaries of other remunerations of personnel. Likewise, the same shall be subject to Section 335 of R.A. 7160.

Section 28. Monthly Allowance for Certain Personnel of National Government Agencies and Provincial Government of Oriental Mindoro. Pursuant to certain enacted municipal ordinances, incumbents of the following positions in different national government agencies and in Bulalacao Community Hospital being operated and maintained by the Provincial Government of Oriental Mindoro, shall be granted with monthly allowance chargeable to appropriation for other maintenance and expenses under the Office of the Municipal Mayor, to wit:

Position	Monthly Allowance
Bureau of Fire Protection Station Chief	PhP 5,000.00
Bulalacao Municipal Police Station Chief	PhP 5,000.00
Municipal Local Governance Operation Officer	PhP 5,000.00
Department of Health's Doctor to the Barrio	PhP 15,000.00
Associate Provincial Prosecutor	PhP 10,000.00
Public Attorneys (3)	PhP 7,500.00
MCTC Presiding Judge	PhP 10,000.00
RTC Presiding Judge	PhP 10,000.00
Deputy Provincial Prosecutor (2)	PhP 10,000.00
RTC Clerk of Court	PhP 7,500.00

Section 29. Rent Expense. Appropriation for rent expense shall be paid to the following land owners or administrators in connection with the operation of water system:

Name	Location	Amount
1. Arjay Evora	Sitio Talisay, Campaasan	PhP 3,000.00
2. Benjie Salas (2 sources)	Sitio Tulali, Poblacion	6,000.00
3. Hermie Alarcon	Sitio Tuktukon, Poblacion	3,000.00
4. Carmelina F. Magada	San Francisco	2,500.00

HON. JESS V. SUBUNGAN
 HON. GERMAN S. ACOSTA
 HON. EDZEL F. ACERON
 HON. DENNES Y. PANER
 HON. DEKTERA GONZALES
 HON. RAYON E. MAGBANUA
 HON. ENRIQUE C. VILLAS
 HON. EDWIN C. ACERON
 HON. ERNILLO VILLAS
 HON. TULAY M. CARING
 HON. ROMELINO E. CANTOS
 HON. JOY H. ELSO
 HON. ELPIDIO N. CONTRERAS, JR.
 HON. RITA PAZ

Section 30. Donations. The appropriations for donations shall not be applied to religious or private purposes or utilized to payment of salaries and other remunerations. The LGU of Bulalacao shall comply with proper signatories as mandated by Sections 465 of the Government Code of 1991, and Sections 39 and 43 of the Commission on Audit Circular No. 92-382.

Capital Outlay

Section 31. Capital Outlay. Acquisition of office equipment, information technology equipment, furniture and fixtures, and motor vehicles shall be based on the consolidated Annual Procurement Plan of the LGU of Bulalacao. Purchase of motor vehicles must adhere with the provisions of related orders from the Department of Interior and Local Government (DILG) and other agencies.

Special Purpose Appropriations

Section 32. The appropriation provided for all the items included in the Special Purpose Appropriations such as the awards and indemnities, debt services, budgetary reserve and programs/projects/activities under 20% Development Fund shall be disbursed for the specific purposes they are intended for and in accordance with existing rules and regulations. In case of development program, disbursements shall be guided by the approved annual or supplemental investment program and program of works. Gender and development programs and projects initially approved by the DILG shall be implemented using Gender and Development (GAD) fund. Certain programs shall be attributed to GAD to comply with the 5% GAD fund requirement.

Budget Execution

Section 33. Execution/Implementation Forms. The budget shall be implemented using the prescribed execution forms:

- Annual Investment Program. This form shall integrate the location, quarterly target, manpower complement and allocations to be prepared for each program by the implementing office.
- Consolidated Annual Supplies and Equipment Procurement Plan. This shall be prepared by BAC and shall be the basis for posting of bids for goods, supplies and equipment.
- Local Budget Matrix of each office and program (LBM-LBEF No. 1). This form shall be prepared by the Municipal Budget Office (MBO).
- Cash Flow Forecast (CFF-LBEF No.4). This form shall be prepared by MBO.
- Cash Receipt Forecast (CRF-BEF No. 4a). This form shall be prepared by MTO.
- Cash Flow Analysis (CFA-LBEF No. 5). This form shall be prepared by MTO.
- Annual Project Procurement Plan (APPP). This shall be prepared by BAC and shall be the basis for the posting/publication of bids for public works.
- Allotment Release Order (ARO-LBEF No.2). This shall be prepared by MBO based on approved Local Budget Manual (LBM).
- Obligation Request (OR-LBEF No.10). This form shall be prepared along with the payroll, disbursement voucher, purchase request, and RIS. ORs shall be reviewed and certified by the MBO.

HON. JESS V. SAPUNGAN
 HON. MIEVIE CANTOS
 HON. GERMAN S. COSTA
 HON. EDEZAR ACERON
 HON. DEJES M. FAVIER
 HON. DEXTER GONZALEZ
 HON. RAMON MAGBANUA
 HON. TULLY M. GARING
 HON. JON HECTOR E. CANTOS
 HON. ENRICO C. VILLAS
 HON. EDWIN C. ACERON
 HON. ELPIDIO CONTRERAS, JR.
 HON. ERNESTO VILLAS

- Disbursement Voucher (DV-LBEF No.11). This shall be prepared by each office.
- Procurement Tracking and Monitoring and Other Procurement Forms. These shall be prepared by BAC.

Section 34. Automatic Release of Appropriations. The appropriations for personal services and MOOE shall be considered automatically released (not needing clearance) upon approval of the local matrices of the offices except those items which necessitate further clearance or documentary requirement before they could be released and/or disbursed.

Section 35. Release of Allotment for Appropriation Needing Clearance. Allotment Release Order (ARO) for appropriations needing clearance shall be prepared only upon the order of the local chief executive (LCE) and approval of the required supporting documents. The MBO shall release the quarterly allotments.

Section 36. Request for Additional Appropriations. No request for additional appropriations shall be granted except in meritorious cases/ circumstances as contained in a letter request from the department head concerned subject to the approval of the LCE and availability of funds.

Other Provisions

Section 37. Development Projects. Subject to the availability of funds, funding support for development projects shall be granted provided that the requested project is:

- Included in the barangay AIP or municipal AIP; and
- That the proponent has counterpart share either in cash or in kind.

If the requested projects are not included in barangay or municipal AIP then such projects shall not be given due course during the year but shall be considered in the following year's priorities. Rehabilitation of infrastructure facilities damaged by typhoons, flood and other calamities shall be given priority over other civil works.

Section 38. Other Year-end Benefits/Other Compensations. One-shot benefit such as extra cash gift and other benefits or additional compensation may be given to employees upon approval of LCE but shall be subject to PS Limitation.

Section 39. Unexpended Balances of Appropriations. The unexpended balances of current MOOE and personal services expenses shall be reverted to retained earnings or to surplus account at year-end while year-end balances in capital outlay, 5% calamity fund, and 20% development fund shall be considered as continuing appropriations for the succeeding year.

Section 40. Prohibition. In order not to compromise public interest and general welfare, construction of building and other structures funded out of municipal fund in land owned or in possession by private individuals or entities shall be prohibited provided, that deed of donation, deed of usufruct, or the necessary contract of understanding shall have been made in favor of the LGU of Bulalacao or any other government agencies.

HON. JESS V. SAPUNGAN
 PEELITA V. PAZ
 HON. TUJAY M. CARING
 HON. KINDEE CASAS
 HON. GERMAN S. CABRERA
 HON. KIM JOHN DELCOE. CANTOS
 HON. EDEZ R. F. ACERON
 HON. ENRICO C. VILLAS
 HON. DENNIS M. PANER
 HON. EDWIN C. ACERON
 HON. DEXTER R. GONZALES
 HON. RICHARD M. GABANUA
 HON. JONATHAN M. CONTRERAS JR.
 HON. ERIC M. VILLAS

Section 41. Liability of Heads of Office and Head of the Agency. All heads of office shall judiciously and equitably control the disbursement of funds duly appropriated thru this Ordinance. Any expenditure incurred in excess of or without appropriation shall be the personal liability of the head of office concerned. The heads of office and the head of the agency shall ensure that the implementation of programs and projects conforms with existing laws, rules and regulations. They shall comply with the lawful requirements pertinent to certain program or project like Memorandum of Agreement made by and between the LGU of Bulalacao and end-users thru the representatives regarding the maintenance, operation and sustainability of projects.

Section 42. Separability Clause. If for any reason, any section or provision of this budget is declared unconstitutional or invalid, other sections or provisions herein which are not affected thereby shall continue to be full force and effect. Higher laws or policies inconsistent with the provisions of this Ordinance shall prevail.

Section 43. Effectivity. This appropriation ordinance shall take effect on January 1, 2022 in accordance with Sec. 320 of Republic Act 7160.


ENACTED on December 13, 2021. Bulalacao, Oriental Mindoro.



Hon. DEXTER R. GONZALES
Sangguniang Bayan Member

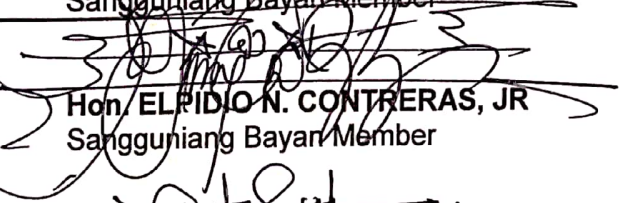

Hon. DENNES W. FANER
Sangguniang Bayan Member

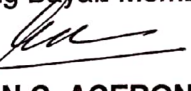

Hon. EDEZER F. ACERON
Sangguniang Bayan Member


Hon. GERMAN S. ACOSTA
Sangguniang Bayan Member


Hon. KIEVEN E. CANTOS
Sangguniang Bayan Member


Hon. JESS V. SAPUNGAN
Sangguniang Bayan Member


Hon. ELPIDIO N. CONTRERAS, JR
Sangguniang Bayan Member



Hon. EDWIN C. ACERON
Sangguniang Bayan Member


Hon. KIM JONH ELCO E. CANTOS
SK Federation President

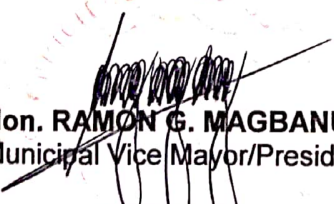

Hon. ENRICO C. VILLAS
Pangulo, Liga ng mga Brgy.


Hon. TULAY M. CARING
IPM-Representative

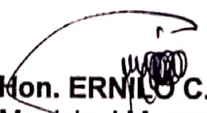
CERTIFIED TRUE AND CORRECT:


PERLITA L. PAZ
Secretary to the Sangunian

ATTESTED:


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

APPROVED:


Hon. ERNILDO C. VILLAS
Municipal Mayor

Date Signed: Dec. 18, 2021