



Republic of the Philippines
Province of Oriental Mindoro
MUNICIPALITY OF BULALACAO

OFFICE OF THE SANGGUNIANG BAYAN

Municipal Building, Poblacion, Bulalacao, 1214, Oriental Mindoro

EXCERPTS FROM THE MINUTES OF THE REGULAR SESSION OF THE 10TH SANGGUNIANG BAYAN OF BULALACAO, ORIENTAL MINDORO HELD ON DECEMBER 16, 2019 AT THE SANGGUNIANG BAYAN SESSION HALL

PRESENT:

Hon. Ramon G. Magbanua	Municipal Vice Mayor/Presiding Officer
Hon. Dennes M. Faner	Sangguniang Bayan Member
Hon. Edezer F. Acheron	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. Acheron	Sangguniang Bayan Member
Hon. Enrico C. Villas	Pangulo, Liga ng mga Barangay
Hon. Tulay M. Caring	IPM Representative
Hon. Kim Jonh Elco E. Cantos	SK Federation President

ABSENT:

Hon. Dexter R. Gonzales	Sangguniang Bayan Member-Leave
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MUNICIPAL APPROPRIATION ORDINANCE NO. 19-12-36

AN ORDINANCE AUTHORIZING THE ANNUAL BUDGET OF THE MUNICIPAL GOVERNMENT OF BULALACAO, ORIENTAL MINDORO FOR FISCAL YEAR 2020 IN THE TOTAL AMOUNT OF ONE HUNDRED SEVENTY SEVEN MILLION NINE HUNDRED ONE THOUSAND SIX HUNDRED TEN PESOS (PHP177,901,610.00) COVERING VARIOUS EXPENDITURES FOR THE OPERATION OF THE LOCAL GOVERNMENT UNIT OF BULALACAO, ORIENTAL MINDORO FOR FISCAL YEAR 2020 AND APPROPRIATING THE NECESSARY FUNDS FOR SUCH PURPOSE

Sponsors:

Committee on Finance, Budget and Appropriation
Vice Chairperson: SB Member German S. Acosta
Members: SB Member Edezer F. Acheron
SB Member Elpidio N. Contreras, Jr.
SB Member Kieven E. Cantos

BE IT ORDAINED by the Sangguniang Bayan of Bulalacao, Oriental Mindoro during its Regular Session:

Section 1. Authority. The Annual Budget of the Local Government Unit of Bulalacao, Oriental Mindoro (LGU of Bulalacao) in the amount of one hundred seventy seven million nine hundred one thousand and six hundred ten pesos (PhP177,901,610.00) covering various expenditures for the operation of the Municipal Government of Bulalacao for Fiscal Year 2020 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

HON. RAMON G. MAGBANUA
HON. DENNES M. FANER
HON. EDEZER F. ACERON
HON. GERMAN S. ACOSTA
HON. KIEVEN E. CANTOS
HON. JESS V. SAPUNGAN
HON. ELPIDIO N. CONTRERAS, JR.
HON. EDWIN C. ACERON
HON. ENRICO C. VILLAS
HON. TULAY M. CARING
HON. KIM JONH ELCO E. CANTOS

70% of Calamity Fund

A. Disaster Prevention and Mitigation

01. Rehabilitation of Storm Drainage Canal	300,000.00	
02. Rehabilitation of water shed and mangrove forest	30,000.00	
03. MDRRM Council Meetings (Council Meeting/Association/ Regular Monthly Meeting/Special Meetings)	60,000.00	
04. Attendance to PDRRM Council Meeting (every 2 months regular)	40,000.00	
05. Monthly meeting of MDRRMO staff, responders and volunteers	30,000.00	
06. Youth volunteer group community organizing	50,000.00	
07. Quarterly skills training and first aid/basic life support and disaster response	300,000.00	
08. Skills trainings on WASAR/MOSAR/High Angle/USAR/ Fire fighting rescue training	150,000.00	
09. Drill and simulation exercise (flood/landslide/earthquake and other calamities)	50,000.00	
10. Oplan Semana Santa	30,000.00	
11. Oplan Kaluluwa	38,500.00	
12. Christmas/New Year Holiday	30,000.00	
13. Public Safety in School/Brigada Eskwela	40,000.00	
14. Incidents Command System (ICS) Training (Planning Course)	250,000.00	
15. PDRRMO/MDRRMO/RDRRMO summit and success case replication tour	60,000.00	
16. GIS Insurance and Registration of rescue vehicles	50,000.00	
17. Purchase of Medicines	50,000.00	
18. Annual Assembly of Responders (Annual Evaluation and Skills enhancement)	80,000.00	
19. Annual Youth Responders survival and disasters Preparedness camp	80,000.00	
20. Rapid disaster assessment need analysis (RDANA) Training	230,000.00	
21. Preposition of supplies for nutrition and emergency	30,000.00	
22. Preposition of hygiene kits and toiletries for female	30,000.00	
23. Acquisition and preposition of relief goods (Food commodities)	250,000.00	
24. Acquisition and preposition of non-goods, items/supplies	150,000.00	
25. Disaster related, emergencies/activities	50,000.00	
26. Insurance for rescue volunteers	50,000.00	
27. Assistance to Disaster Affected LGU's	120,000.00	
28. DRRM Health	80,000.00	
29. Improvement of Operation Center (Rest Facilities, Kitchen & CR)	150,000.00	
30. Maintenance and purchase of OPCEN equipments	40,000.00	
31. Maintenance & purchase of spareparts of rescue equipments	40,000.00	
32. Purchase of fuel and lubricants (rescue vehicle and motorcycle)	300,000.00	
33. Maintenance of rescue vehicle and motorcycle	100,000.00	
34. Purchase of fuel and lubricants for rescue boat	50,000.00	
35. Maintenance of rescue boat	30,000.00	
36. Purchase of spareparts rescue vehicles, motorized banca and Motorcycle	198,000.00	
37. Purchase of PPE and rescue equipments	100,000.00	
38. Purchase of OPCEN equipments/fixtures	100,000.00	
39. 2-way Radio with NTC license	260,000.00	
40. Purchase of BackHoe	2,150,056.35	

Total 70% Calamity 6,226,556.35

Total Calamity Fund 8,895,080.50

HON. JESS V. SAPANGAN
HON. TULLY M. CARING
HON. KRYSTINE CANTOS
HON. JOE E. CANTOS
HON. KIM J. PARRAL
HON. GERMAN S. ROSSTA
HON. ENRICO C. VILLAS
HON. EDEZER P. ACERON
HON. EDWIN C. ACERON
HON. DEMAR M. FANER
HON. ALFREDIO N. CONTRERAS, JR.
HON. RAFAEL S. VIGBANUA
HON. ERNILLO C. VILLAS

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 units 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 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 which conduct training and seminar programs in relation to their mandated functions are 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. Grants/Donations. Receipts from grants and/or donations shall be considered as trust liability accounts of the Municipal Government and shall be implemented or disbursed in accordance with the specific purposes, or terms and condition of agreement or contract, appropriate local ordinances, and pertinent accounting and auditing rules and regulations.

SECTION 9. Borrowing. The amortization of loan from the Land Bank of the Philippines (P4,109,287.53) and for loan from the Municipal Development Fund Office (P1,594,280.22) are appropriated in the FY 2020 Annual Budget and shall be utilized for the specific purposes and conditions set forth in loan contracts.

SECTION 10. 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 have been completed or done.

HON. JESSY S. APUNGAN
 HON. TUAYAL CARING
 HON. KRYVENE CANTOS
 HON. ANTONILDO E. CANTOS
 HON. GERMAN S. AGOSTA
 HON. ANTONILDO E. CANTOS
 HON. ENRIQUE VILLAS
 HON. EDEZER F. ACERON
 HON. EDWIN C. ACERON
 HON. DENNISTA FAMES
 HON. LEONARDO MONTENEGRO JR.
 HON. EMANUEL M. GABANUA
 HON. ERNILLO VILLAS

EXPENDITURES

Personal Services

SECTION 11. 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.

SECTION 12. 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 LBC No. 115 Annexes A-5 and A-1.

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 1, s. 2015 dated November 25, 2015.

SECTION 13. 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, are 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. 102 dated January 17, 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 policy.

SECTION 14. 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 2012-1 dated February 23, 2012. 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 15. 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 2019 Annual Budget. The PRAISE Committee shall certify 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. JESSY SAPUNGAN
 HON. JULAY M. CIRING
 HON. TULAY M. CANTOS
 HON. E. CANTOS
 HON. KIM
 HON. GEMAROS COSTA
 HON. ENRICO C. VILLAS
 HON. EDWIN C. ACERON
 HON. EDWIN C. ACERON
 HON. DENNIS M. FAMER
 HON. EDILSON CONTEPAS, JR.
 HON. ERNILDO VILLAS

SECTION 16. Personnel Economic Relief Allowance (PERA). The Personnel Economic Relief Allowance (PERA) in the amount of two thousand pesos (P2,000.00) 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 17. Terminal Leave Benefit. The amount of Two Million Three Hundred Fifty-six Thousand Five Hundred Fifty Pesos (PhP 2,356,550.00) is hereby appropriated for the terminal leave benefits of Joseph Lorenz C. Maula, Ederlinda T. Gonzales, Luisito P. Contreras, and 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 18. Bonuses and Cash Gift. With appropriations in 2020 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 19. Abolition of Position. The position mentioned below is hereby abolished.

Plantilla Position No.	Position Title	Office	SG / Step Increment	Salary
98	Midwife III	Municipal Health Office	11/3	248,376.00

Maintenance and Other Operating Expenditures

SECTION 20. Travel Expense. Executive Order No. 77, dated March 15, 2019, entitled "Prescribing rules and regulations and rates of expenses for official, local and foreign travels of government personnel is hereby adopted for all officials and employees of LGU Bulalacao.

SECTION 21. Training and Seminar. Appropriations for these subjects shall cover expenses for trainings and seminars to be conducted by the LGU of Bulalacao and expenses to be incurred when officials and employees attend to such activities within and outside the municipality. As far as practicable, training, seminars, conference, or meeting shall be held in government facilities. In case of unavailability or impracticability, 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 govern with the provisions of National Budget Circular no. 563 dated April 22, 2016.

SECTION 22. Office supplies. Procurement of office supplies based on quarterly release of appropriations must conform to R.A. 9184 and its Revised Implementing Rules and Regulations dated August 26, 2016.

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 in order to address an emergency situation which may involve the loss 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. JESSA BANTUGAN
 HON. TULAY B. CARING
 HON. JUVEN E. CANTOS
 HON. RICHARD E. CANTOS
 HON. GERMAN S. ECOSTA
 HON. ENRIQUE VILLAS
 HON. EDEER F. ACERON
 HON. EDWIN C. ACERON
 HON. DENNIS M. FANER
 HON. ELPIDIO N. CONTRERAS, JR.
 HON. PATRICIO M. GABANUA
 HON. ERNIE C. VILLAS

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 Equipment Procurement Plan of the LGU of Bulalacao. Purchase of motor vehicles must adhere with the provisions of Administrative Order No. 14 s.2018 dated December 10, 2018.

Special Purpose Appropriations

SECTION 32. The appropriation provided for all the items included in the Special Purpose Appropriation such as the awards and indemnities, debt services, budgetary reserve and programs/projects/activities under 20% Development Fund shall be disburse for the specific purposes they are intended for and in accordance with the existing rules and regulations. In case of development program, disbursements shall be guided by the approved AIP and program of works.

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 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 LBM.
- Obligation Request (OR-LBEF No.10). This shall be prepared along with the payroll, DV, PR, and RIS. ORs shall be reviewed and certified by the MBO.
- 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.

HON. JESS SAMPUNGAN
 HON. TULAY M. CARING
 HON. JESVENTE CARLOS
 HON. GERMAN S. ACOSTA
 HON. ENRIQUE C. VILLAS
 HON. EDZER F. ACERON
 HON. EDMAN C. ACERON
 HON. RENAN L. PANEER
 HON. FELICIANO CONTRERAS, JR.
 HON. ERN L O C VILLAS
 HON. PABLO A. PAZ

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 LCE and approval of the required supporting documents. The MBO shall release the first quarter 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. Infrastructure Development. Subject to the availability of funds, funding support for projects shall be granted provided that requested project is:

- a) Included in the Barangay or Municipal AIP; and
- b) That the proponent has counterpart share either in cash or in kind.

Request for infrastructure projects or counterpart assistance when not in Barangay of Municipal AIP 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. Year-end Benefits/Other Compensations. One shot benefits 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 operating expenses at year end shall revert to retained earnings or surplus account. Balances of capital outlay shall continue to succeeding year.

SECTION 40. Liability of Department Heads. All heads of departments or units shall judiciously and equitably control the disbursement of fund allocated for the operation of office and implementation of development programs/projects/activities. Any expenditure incurred in excess of or without appropriation shall be the personal liability of department head concerned.

All fees and charges and other receipts or revenues authorized to be imposed and collected by municipal government offices or units 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.

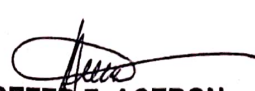
Section 41. Separability Clause. If for any reason, any section or provision of this budget is declared unconstitutional or invalid, other sections or provisions here which are not affected thereby shall continue to be full force and effect.


Section 42. Effectivity. This appropriation ordinance shall take effect on January 1, 2020 in accordance with Sec. 320 of Republic Act 7160.

ENACTED on December 16, 2019 Bulalacao, Oriental Mindoro.

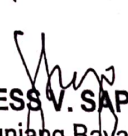
HON. JESS V. SAPONGAN
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 HON. RAYMOND M. GABANUA
 HON. ERIC C. VILLAS

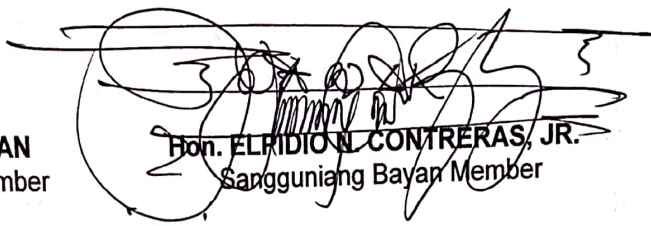

Hon. DENNES M. FANER
Sangguniang Bayan Member


Hon. EDEZER F. ACERON
Sangguniang Bayan Member



Hon. GERMAN S. ACOSTA
Sangguniang Bayan Member

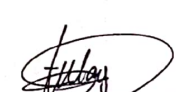

Hon. KIEVEN E. CANTOS
Sangguniang Bayan Member


Hon. JESS V. SAPUNGAN
Sangguniang Bayan Member


Hon. ELRIDION CONTRERAS, JR.
Sangguniang Bayan Member


Hon. EDWIN C. ACERON
Sangguniang Bayan Member


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

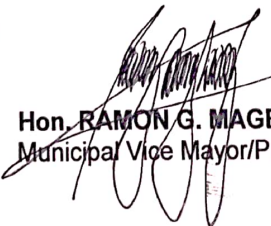

Hon. TULAY M. CARING
IPM-Representative


Hon. KIM JONH ELCO E. CANTOS
SK Federation President


CERTIFIED TRUE AND CORRECT:


PERLITA I. PAZ
Secretary to the Sangunian

ATTESTED:


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

APPROVED:


Hon. ERNILLO C. VILLAS
Municipal Mayor
Date Signed: 02-18-2020