



Republic of the Philippines  
Province of Surigao del Norte  
*Municipality of San Benito*



**Office of the 10<sup>th</sup> Sangguniang Bayan**

AN EXCERPT FROM THE MINUTES OF THE 42<sup>nd</sup> REGULAR SESSION OF THE SANGGUNIANG BAYAN MEMBERS FOR FY 2023 OF THE MUNICIPALITY OF SAN BENITO, SURIGAO DEL NORTE HELD AT SANGGUNIANG BAYAN SESSION HALL ON DECEMBER 18, 2023 AT EXACTLY 9:00 O' CLOCK IN THE MORNING

**PRESENT:**

Hon. Wellybel A. Requirme  
Hon. Cindy R. Agati  
Hon. Puyat P. Sumando  
Hon. Charlito E. Mendavia  
Hon. Aldrein C. Glimane  
Hon. Felix B. Sumando Sr.  
Hon. Delfin P. Labola  
Hon. William A. Polican  
Hon. Jayrom P. Caballejos  
Hon. Ruella T. Rulete  
Hon. Aira Mae C. Galano

Mun. Vice Mayor/ Presiding Officer  
Sangguniang Bayan Member  
Sangguniang Bayan Member  
Sangguniang Bayan Member  
Sangguniang Bayan Member  
Sangguniang Bayan Member  
Sangguniang Bayan Member  
Sangguniang Bayan Member  
Ex-Officio / LNMB President  
Ex-Officio / SKF President

**ABSENT:**

None

**MUNICIPAL ORDINANCE NO. 146-23**  
**(Supplemental Appropriation Ordinance No. 002)**  
Series of 2023

**"AN ORDINANCE AUTHORIZING THE SUPPLEMENTAL APPROPRIATION OF THE MUNICIPALITY OF SAN BENITO, SIARGAO ISLAND, SURIGAO DEL NORTE IN THE TOTAL AMOUNT OF ONE MILLION SEVEN HUNDRED THOUSAND PESOS (P 1,700,000.00) COVERING THE EXPENDITURES FOR THE RELEASE OF THE SERVICE RECOGNITION INCENTIVES (SRI) FOR LOCAL GOVERNMENT OFFICIALS AND EMPLOYEES - FISCAL YEAR 2023, IN ADHERENCE TO ADMINISTRATIVE ORDER NO. 12 S. 2023, SECTION 6 OF PRESIDENT FERDINAND "BONGBONG" MARCOS, JR. ISSUED ON DECEMBER 07, 2023, AND APPROPRIATING THE NECESSARY FUNDS FOR THE PURPOSE"**

**WHEREAS,** presented for consideration is the second Supplemental Appropriations for Fiscal Year 2023 of the Municipal Government of San Benito, Surigao del Norte in the total amount of **ONE MILLION SEVEN HUNDRED THOUSAND PESOS (P 1,700,000.00)** from General Fund to cover the expenditures for the payment of the Service Recognition Incentives (SRI) for Local Government Officials and Employees - Fiscal Year 2023, in adherence to Administrative Order No. 12 s. 2023,

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Supplemental Appropriation Ordinance No. 002 s. 2023

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Section 6 of President Ferdinand "Bongbong" Marcos, Jr. issued on December 07, 2023;

**WHEREAS**, such appropriations are found to be consistent and in conformity with the legalities prescribed by law and that the funds that is going to be used for the release of the Service Recognition Incentives (SRI) for Local Government Officials and Employees is derived from the savings of the Personal Services (PS) allocation through the vacant and unfilled positions in this LGU for Fiscal Year 2023;

**WHEREAS**, payment of SRI to qualified Local Government Officials and Employees are to be made not earlier than 15<sup>th</sup> of December 2023, a need to enact a supplemental appropriation ordinance for this purpose is necessary, hence the enactment of this ordinance;

**WHEREFORE**, foregoing premises considered and upon the motion of Sangguniang Bayan Member Delfin P. Labola duly seconded by Sangguniang Bayan Member William A. Polican,

**BE IT ENACTED** by the Sangguniang Bayan Members in session assembled that:

**Section 1.** The Supplemental Appropriation of the Municipality of San Benito, Siargao Island, Surigao del Norte in the total amount of **ONE MILLION SEVEN HUNDRED THOUSAND PESOS (P 1,700,000.00)**, derived from the savings of the Personal Services (PS) allocation for Fiscal Year 2023 covering the expenditures for the payment of the Service Recognition Incentives (SRI) for Local Government Officials and Employees - Fiscal Year 2023, in adherence to Administrative Order No. 12 s. 2023, Section 6 of President Ferdinand "Bongbong" Marcos, Jr. issued on December 07, 2023 is hereby approved.

**Section 2. Statement of Funding Sources.** This Supplemental Appropriation of the Municipality of San Benito, Siargao Island, Surigao del Norte is being sourced from the savings of the Personal Services (PS) allocation through the vacant and unfilled positions in this LGU for Fiscal Year 2023, wherein an allocated amount is being released for purposes of payment of the Service Recognition Incentive (SRI) for FY 2023, being summarized as follow:

LBP FORM NO. 8

**STATEMENT OF FUNDING SOURCES**  
**(SUPPLEMENTAL BUDGET NO. 2)**  
**CY 2023**

Municipality of San Benito

GENERAL FUND (PERSONAL SERVICES)		
Particulars	Account Classification	Amount
(1)	(2)	(3)
Savings of appropriation from vacant position of the Municipal Health Office - Municipal Government Department Head 1 (Rural Health Physician / MHO)		1,300,000.00



Savings of appropriation from vacant position MENRO - Municipal Government Department Head 1		400,000.00
<b>TOTAL ESTIMATED INCOME</b>		<b>1,700,000.00</b>

**Section 3. Use of Funds.** The amount of **ONE MILLION SEVEN HUNDRED THOUSAND PESOS (P 1,700,000.00)** is hereby appropriated for the Supplemental Budget of the Municipality of San Benito, Siargao Island, Surigao del Norte as follows:

1. Appropriations by Office, Program, Project, Activity (PPA), and performance Indicator (PI)

AIP Reference Code	Office/PPA	Major Final Output	Performance / Output Indicator	Target	Proposed Budget for the Budget Year 2024				
					PS	MOOE	FE	CO	Total
1	2	3	4	5	6	7	8	9	10
1000-100-3-01-001-000-000-001	Mayor's Office/Personal Services	100% Implemented	100% Implemented	December 2023	580,000.00				580,000.00
1000-100-3-01-002-000-000-001	Legislative/Personal Services	100% Implemented	100% Implemented	December 2024	320,000.00				320,000.00
1000-100-3-01-009-000-000-001	MPDO Personal Services	100% Implemented	100% Implemented	December 2025	80,000.00				80,000.00
1000-100-3-01-012-000-000-001	MCR/Personal Services	100% Implemented	100% Implemented	December 2026	40,000.00				40,000.00
1000-100-3-01-005-000-000-001	Treasury Office/Personal Services	100% Implemented	100% Implemented	December 2027	100,000.00				100,000.00
1000-100-3-01-007-000-000-001	Accounting Office/Personal Services	100% Implemented	100% Implemented	December 2028	80,000.00				80,000.00
1000-100-3-01-008-000-000-001	Budget Office/Personal Services	100% Implemented	100% Implemented	December 2029	80,000.00				80,000.00
1000-100-3-01-006-000-000-001	Assessor's Office/Personal Services	100% Implemented	100% Implemented	December 2030	60,000.00				60,000.00
8000-100-3-01-010-000-000-001	Engineering Office/Personal Services	100% Implemented	100% Implemented	December 2031	80,000.00				80,000.00
8000-100-3-02-003-000-000-001	Agriculture's Office/Personal Services	100% Implemented	100% Implemented	December 2032	80,000.00				80,000.00
3000-100-3-01-011-000-000-001	MHO/Personal Services	100% Implemented	100% Implemented	December 2033	120,000.00				120,000.00
3000-100-3-02-006-000-000-001	MSWDO/Personal Services	100% Implemented	100% Implemented	December 2034	60,000.00				60,000.00
3000-100-3-03-006-000-000-001	LDRRMO/Personal Services	100% Implemented	100% Implemented	December 2035	20,000.00				20,000.00
					1,700,000.00				1,700,000.00

2. Appropriation by Object of Expenditures

Object of Expenditure	Account Code	Past Year 2022	Current Year 2023	Budget Year 2024
<b>1.1 Personal Services</b>				
Salaries	5 01 01 010			
Wages	5 01 01 020			
Other Bonuses and Allowances	5 01 02 990	1,680,000.00	1,700,000.00	-
<b>Total Personal Services</b>		1,680,000.00	1,700,000.00	-
<b>1.2 Maintenance &amp; Other Operating Expenditures</b>				
Traveling Expenses	5 02 01 010			
<b>Total Maintenance &amp; Other Operating Expenditures</b>				
<b>2.0 CAPITAL OUTLAY</b>				
Office Equipment	5 02 13 050			
<b>Total Capital Outlays</b>				

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Supplemental Appropriation Ordinance No. 002 s. 2023

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Signature 3

Signature 4

Signature 5

Signature 6



3.0 FINANCIAL EXPENSES				
Interest Expenses	5 03 01 020			
Bank Charges	5 03 01 040			
Total Financial Expenses		-	-	-
4.0 SPECIAL PURPOSE APPROPRIATION				
Other Authorized SPAs				
Total Special Purpose Appropriation		-	-	-
TOTAL APPROPRIATIONS		1,680,000.00	1,700,000.00	-

**Section 4. Expenditure Program.** There is hereby an Expenditure Program with the use of the savings of the Personal Services (PS) allocation through the vacant and unfilled positions in this LGU for Fiscal Year 2023 in the General Fund that shall cover the expenses incurred for the payment of the Service Recognition Incentives (SRI) for Local Government Officials and Employees - Fiscal Year 2023, in adherence to Administrative Order No. 12 S. 2023, Section 6, Sub Paragraph (B) of President Ferdinand "Bongbong" Marcos, Jr. issued on December 17, 2023 in the total amount of **ONE MILLION SEVEN HUNDRED THOUSAND PESOS (P 1,700,000.00)** with the following details, viz:

STATEMENT OF SUPPLEMENTAL APPROPRIATION  
(SUPPLEMENTAL BUDGET)  
FY 2023

Implementing Office	Particulars Purpose	AIP CODE	Object of Expenditure	Account Code	Amount
1	2	3	4	5	6
MHO	Payment of Salaries, Allowances, Contributions & other Benefits	3000-100-3-01-011-000-000-001	Salaries and Wages- Regular	5-01-01-010	800,000.00
		3000-100-3-01-011-000-000-001	8000-100-3-02-004-C26	5-01-02-010	12,000.00
		3000-100-3-01-011-000-000-001	PEI	5-01-02-080	5,000.00
		3000-100-3-01-011-000-000-001	Year End Bonus	5-01-02-140	70,000.00
		3000-100-3-01-011-000-000-001	Cash Gift	5-01-02-150	5,000.00
		3000-100-3-01-011-000-000-001	Retirement and Life Insurance Premium (GSIS)	5-01-03-010	100,000.00
		3000-100-3-01-011-000-000-001	PAG-IBIG Contributions	5-01-03-020	1,000.00
		3000-100-3-01-011-000-000-001	PHILHEALTH Contributions	5-01-03-030	17,000.00
		3000-100-3-01-011-000-000-001	ECC Contributions	5-01-03-040	1,000.00
MENRO	Payment of Salaries, Allowances, Contributions & other	8000-100-3-02-004-000-000-001	Salaries and Wages- Regular	5-01-01-010	570,000.00



Benefits	8000-100-3-02-004-000-000-001	Personnel Economic Relief Allowance (PERA)	5-01-02-010	12,000.00
	8000-100-3-02-004-000-000-001	PEI	5-01-02-080	5,000.00
	8000-100-3-02-004-000-000-001	Year End Bonus	5-01-02-140	40,000.00
	8000-100-3-02-004-000-000-001	Cash Gift	5-01-02-150	5,000.00
	8000-100-3-02-004-000-000-001	Retirement and Life Insurance Premium (GSIS)	5-01-03-010	50,000.00
	8000-100-3-02-004-000-000-001	PAG-IBIG Contributions	5-01-03-020	1,000.00
	8000-100-3-02-004-000-000-001	PHILHEALTH Contributions	5-01-03-030	5,000.00
	8000-100-3-02-004-000-000-001	ECC Contributions	5-01-03-040	1,000.00
	TOTAL			1,700,000.00

**Section 5. Special Provision.** The amount herein appropriated shall be used in accordance with the Administrative Order No. 12 s. 2023, Section 6, Sub Paragraph (b) of President Ferdinand “Bongbong” Marcos, Jr. issued on December 7, 2023, and its subsequent Implementing Rules and Regulations (IRR) contained in the Budget Circular No. 2023 – 02, dated 13 December 2023 and the herein Municipal Ordinance No. 146-23 (Supplemental Ordinance No. 02) series of 2023.


**Section 6. Separability Clause.** If for any reason, any section or provision of this Appropriation Ordinance shall be held unconstitutional or invalid by competent authority, such judgment or action shall not affect or impair the other sections or provisions thereof.

**Section 7. Effectivity.** This Supplemental Appropriation Ordinance is effective immediately. Let the Office of the Municipal Budget Officer, Office of the Municipal Accountant and Office of the Municipal Treasurer to commence the payment of the one-time Service Recognition Incentive (SRI) for qualified Local Government officials and employees with ₱ 20,000.00 each and pro-rated amount for those employees serving less than a total or an aggregate of four (4) months of satisfactory service as of 30 November 2023.

**RESOLVED FINALLY,** that copies of this Supplemental Appropriation Ordinance be furnished to all concerned agencies for information and appropriate action;


**PASSED AND ENACTED,** this 18<sup>th</sup> day of December 2023.

XX  
**We hereby certify to the correctness of the foregoing Supplemental Appropriation Ordinance.**

  
**HON. CINDY R. AGATI**  
SB Member

  
**HON. PUYAT P. SUMANDO**  
SB Member

  
**HON. CHARLITO E. MENDAVIA**  
SB Member

  
**HON. FELIX B. SUMANDO, SR.**  
SB Member

  
**HON. WILLIAM A. POLICAN**  
SB Member


  
**HON. RUELLA T. RULETE**  
Ex-Officio / LNMAB President

  
**HON. ALDREIN C. GLIMANE**  
SB Member

  
**HON. DELFIN P. LABOLA**  
SB Member

  
**HON. JAYROM P. CABALLEJOS**  
SB Member

  
**HON. AIRA MAE C. GALANO**  
Ex-Officio / SKF President

  
**HON. WELLYBELA A. REQUIRME**  
Municipal Vice Mayor  
Presiding Officer

**ATTESTED:**

  
**MELQUIADES G. MANTILLA, MA, MPA**  
Municipal Government Department Head 1  
Sangguniang Bayan Secretary

**APPROVED:**

Date: 12/20/2023

  
**HON. Ma. GINA SUMANDO - MENIL, LCB**  
Municipal Mayor