



Republic of the Philippines  
CARAGA Region XIII  
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 39<sup>TH</sup> REGULAR SESSION OF THE 10<sup>TH</sup> SANGGUNIAN BAYAN MEMBERS OF THE MUNICIPALITY OF SAN BENITO, SURIGAO DEL NORTE HELD AT SANGGUNIAN BAYAN SESSION HALL ON OCTOBER 07, 2024 AT EXACTLY 9:00 O' CLOCK IN THE MORNING

#### **PRESENT:**

Hon. Wellybel A. Requirme  
Hon. Puyat P. Sumando  
Hon. Charlito E. Mendavia  
Hon. Delfin P. Labola  
Hon. William A. Polican  
Hon. Jayrom P. Caballejos  
Hon. Ruella T. Rulete  
Hon. Aira Mae C. Galano

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

#### **ABSENT:**

Hon. Cindy R. Agati  
Hon. Aldrein C. Glimane  
Hon. Felix B. Sumando Sr.

Sangguniang Bayan Member  
Sangguniang Bayan Member  
Sangguniang Bayan Member

### **MUNICIPAL ORDINANCE NO. 165 - 24** Series of 2024

#### **“AN ORDINANCE CREATING FOUR (4) DIFFERENT REGULAR PLANTILLA POSITIONS IN THE MUNICIPAL GOVERNMENT OF SAN BENITO, SIARGAO ISLAND, SURIGAO DEL NORTE FOR FISCAL YEAR 2025, PROVIDING FUNDS THEREOF AND FOR OTHER PURPOSES”**

**WHEREAS**, the Office of the Municipal Mayor through the Municipal Development Council submitted to this Office the Local Expenditure Program (LEP) of the Municipality of San Benito, Surigao del Norte for Fiscal Year 2024 for this august body's review and authorization;

**WHEREAS**, presented for consideration is the proposed creation of four (4) different regular plantilla positions in the local government unit for Fiscal Year 2025 for purposes of efficient delivery of basic services to our constituents through hiring qualified employees based on merit and fitness;

**WHEREFORE**, foregoing premises considered and upon the motion of Sangguniang Bayan Member William A. Polican duly seconded by Sangguniang Bayan Member Charlito E. Mendavia, be it:

**ENACTED** by the 10<sup>th</sup> Sangguniang Bayan of San Benito, Surigao del Norte in session assembled, that:

**Section 1. Purpose.** This Ordinance is enacted for purposes of reinforcing and strengthening the pool of human resources who are qualified based on merit and fitness to join government service in order to achieve efficient and effective delivery of basic services, through creation of new plantilla positions in this local government unit.

**Section 2. Creation of New Plantilla Positions and its Funding.** There is hereby CREATED NEW PLANTILLA POSITIONS in this local government unit for Fiscal Year 2025 including appropriation of funds for salaries and other benefits thereof, to wit:

DEPT. / OFFICE	PROPOSED POSITION	SALARY GRADE	PLAN TILLA ITEM NO.	PROPOSED ANNUAL RATE
Office of the Municipal Mayor (MMO)	✚ Administrative Aide I (Utility Worker 1)	1/1	1-093	₱ 101,400.00
	✚ Administrative Aide 1 (Utility Worker 1)	1/1	1-094	₱ 101,400.00
Office of the Municipal Engineer (OME)	✚ Administrative Aide IV (Electrician 1)	4/1	1-095	₱ 121,572.00
Office of the Sangguni ang Bayan (Legislative Dept.	✚ Administrative Aide III (Utility Worker II)	3/1	2-096	₱ 114,492.00

**Section 3. Sources of Funds.** The funding to be used for the newly created plantilla positions shall be sourced from the National Tax Allocation embodied in the General Appropriation Ordinance for FY 2025 of the Municipality of San Benito, Surigao del Norte;

**Section 4. Certification as to Appropriation Not Exceeding the 55% PS Limitation.** There is hereby Certification issued by the Municipal Budget Officer as to availability of funds and that the proposed four new plantilla positions appropriation are not exceeding the mandatory 55% PS Limitation.

**Section 5. Effectivity.** This Ordinance is effective for the whole duration of Calendar Year 2024 which shall commence from the first day of January 2025 and will cease to effect on the midnight of December 31, 2025.

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



ENACTED this, 07<sup>th</sup> day of October 2024 at Sangguniang Bayan Session Hall, San Benito, Surigao del Norte.

XX  
We hereby certify to the correctness of the foregoing Ordinance.

HON. PUYAT P. SUMANDO  
SB Member


  
HON. DELFIN P. LABOLA  
SB Member

  
HON. CHARLITO E. MENDAVIA  
SB Member

  
HON. WILLIAM A. POLICAN  
SB Member

HON. JAYROM P. CABALLEJOS  
SB Member

  
HON. RUELLA T. RULETE  
LNMB President/Ex-Officio

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

HON. WELLYBEL A. REQUIRME  
Municipal Vice Mayor  
Presiding Officer

Attested:

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

APPROVED: 10/09/2024

  
HON. Ma. GINA SUMANDO – MENIL, LCB  
Municipal Mayor