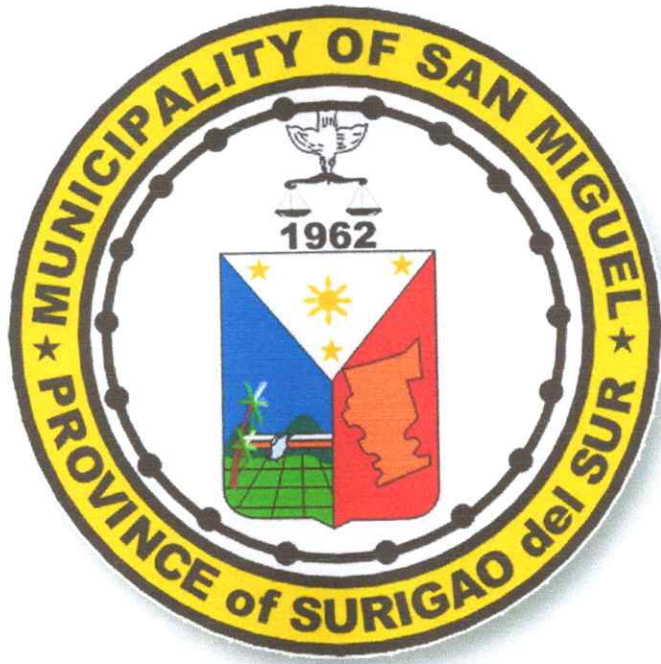




MUNICIPAL ORDINANCE

No. 73 Series of 2025

MUNICIPALITY OF SAN MIGUEL
SURIGAO DEL SUR



Republic of the Philippines
Province of Surigao del Sur
Municipality of San Miguel



Office of the Secretary to the Sangguniang Bayan

December 16, 2025

The Sangguniang Panlalawigan
Tandag City

Sir & Madam:



Respectfully submitted the herein Municipal Ordinance No. 73,
Series of 2025, of this municipality which is self-explanatory for SP's
review and approval.

Thank you.

Respectfully yours,

LALAIN ELZALDE-PRAMBITA
Secretary to the Sangguniang Bayan 1



Republic of the Philippines
Province of Surigao del Sur
Municipality of San Miguel



-oOo-

Office of the Sangguniang Bayan

(Twenty Second Sanggunian of the Municipality of San Miguel)

EXCERPTS FROM THE MINUTES OF THE 15TH REGULAR SESSION OF THE SANGGUNIANG BAYAN OF SAN MIGUEL, SURIGAO DEL SUR, HELD ON DECEMBER 01, 2025 AT THE SESSION HALL.

Present:	Honorable Alfeo G. Perez, Jr.	-	-Vice Mayor (Presiding Officer)
	Honorable Celso B. Bangoy	-	-SB Member
	Honorable Milva C. Yu	-	-SB Member
	Honorable Ruth C. Guinsod	-	-SB Member
	Honorable Rebecca R. Gascon	-	-SB Member
	Honorable Dominador M. Empedrad, Jr.	-	-SB Member
	Honorable Alfricis Reztan S. Perez	-	-SB Member
	Honorable Julieta C. Lobaton, Jr.	-	-SB Member
	<u>Ex-Officio Members:</u>		
	Honorable Gladys Mae E. Corilla	-	-ABC President
	Honorable Rico H. Maca	-	-IPM Representative
	Honorable Lejohn H. Elizalde	-	-SKF President
Absent:	Honorable Fidilreto G. Nazi	-	-SB Member

ORDINANCE NO. 73
Series of 2025



AN ORDINANCE CREATING THE POSITION TITLE OF PROJECT DEVELOPMENT OFFICER II, SG-15, UNDER THE OFFICE OF THE MUNICIPAL MAYOR AND APPROPRIATING FUNDS THEREFOR.

Authored by :	Honorable Rebecca R. Gascon
seconded by:	Honorable Ruth C. Guinsod

Explanatory Note

WHEREAS, Section 76 of Republic Act No. 7160, otherwise known as the Local Government Code of 1991, grants local government units the authority to create, consolidate, or modify positions in their organizational structure in accordance with their needs and financial capability;

WHEREAS, the Municipality of San Miguel recognizes the need to strengthen its project development, planning, monitoring, and implementation functions to ensure efficiency and timely delivery of government programs and services;

WHEREAS, the creation of a Project Development Officer II, Salary Grade 15, under the Office of the Municipal Mayor, is necessary to enhance institutional capacity, improve coordination with national agencies, and support the expanding development initiatives of the local government;

WHEREAS, the Human Resource Management Office (HRMO) and the Municipal Mayor have certified the necessity and urgency of the position, and the Municipal Budget Officer has certified the availability of funds to support the salary and benefits of the said position;

NOW THEREFORE

BE IT ORDAINED by the Sangguniang Bayan of San Miguel, Surigao del Sur, in session assembled, that:

SECTION 1. CREATION OF POSITION. There is hereby created under the Office of the Municipal Mayor one (1) permanent position with the following particulars:

- Position Title: Project Development Officer II
- Salary Grade: 15
- Status: Permanent
- Office Assignment: Office of the Municipal Mayor

SECTION 2. DUTIES AND FUNCTIONS. The Project Development Officer II shall perform the following functions, among others:

- a. Formulate, develop, and evaluate local development projects and programs;
- b. Assist in the preparation of project proposals, feasibility studies, and required documentation;
- c. Coordinate with national government agencies, NGOs, CSOs, and other stakeholders for project implementation;
- d. Monitor and evaluate ongoing projects and prepare progress reports and recommendations;
- e. Perform other related tasks as may be assigned by the Municipal Mayor.

SECTION 3. QUALIFICATION STANDARDS.

Qualification Standards

- Education : Bachelor's degree relevant to the job
- Training : 4 hours of relevant training
- Experience : 1 year of relevant experience
- Eligibility : Career Service (Professional)/Second Level Eligibility.

SECTION 4. APPROPRIATION OF FUNDS. The amount necessary to implement this Ordinance, including salary, benefits, and related Personnel Services requirements, shall be charged against the available funds of the Municipality of San Miguel. Budgetary adjustments shall be incorporated in the next Supplemental Budget, if needed.

SECTION 5. EFFECTIVITY. This Ordinance shall take effect upon its approval.

Enacted: December 01, 2025.

As disposed of by the Presiding Officer

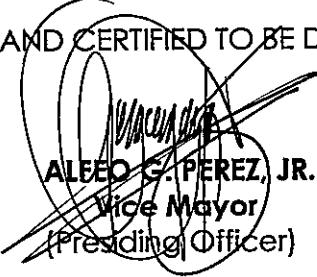
Ayes (10) Honorable Bangoy, Honorable Yu, Honorable Guinsod, Honorable Gascon, Honorable Empedrad, Jr., Honorable Perez, Honorable Lobaton, Jr., Honorable Cubero, Honorable Maca and Honorable Elizalde.

*Nayes (0)
Abstained (0)*

I HEREBY CERTIFY to the correctness of the foregoing ordinance.


LALAIN ELIZALDE-PRAMBITA
Secretary to the Sangguniang Bayan I

ATTESTED AND CERTIFIED TO BE DULY ENACTED:


ALEJO C. PEREZ, JR.
Vice Mayor
(Presiding Officer)

APPROVED:


MICHAEL T. CORILLA
Municipal Mayor

Date: 12-15-25