



Republic of the Philippines  
PROVINCE OF SURIGAO DEL SUR  
MUNICIPALITY OF CARRASCAL

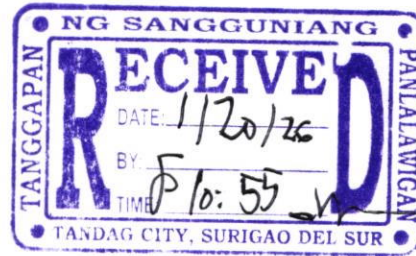


**Office of the Sangguniang Bayan**

January 19, 2026

**MR. EDGAR G. PEREZ II, LLB**  
Provincial Secretary  
Sangguniang Panlalawigan  
Tandag City, Surigao del Sur

Sir:




*Greetings of peace and goodwill!*

We are forwarding herewith **Municipal Ordinance No. 40-C, Series of 2025** entitled “An Ordinance Creating the Position of Farm Worker II, Salary Grade 4, Under the Municipal Agriculturist Office of the Municipality of Carrascal, Province of Surigao del Sur, and providing funds therefor.” Which was duly approved and signed by the Local Executive **on January 19, 2025.**

Its contents are self-explanatory, and the foregoing is duly transmitted for your review, evaluation, and appropriate action.

We trust that this will merit your kind consideration.

Very truly yours,

  
**CHESTER A. AZARCON**  
Secretary to the Sanggunian

# **P O S T E D**

**SB BULLETIN BOARD**

**MAYOR'S OFFICE BULLETIN BOARD**

**CARRASCAL PUBLIC MARKET**

**January 19, 2026**

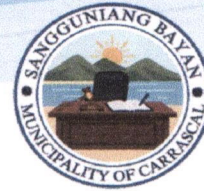


**CHESTER A. AZARCON**

Secretary to the Sanggunian



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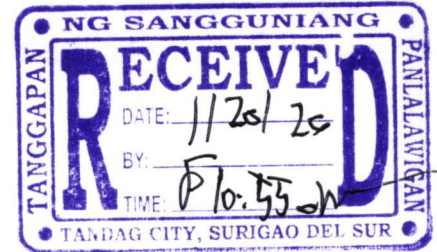


Office of the Sangguniang Bayan

EXCERPT FROM THE MINUTES OF THE 14<sup>th</sup> REGULAR SESSION OF THE 12<sup>TH</sup> SANGGUNIANG BAYAN OF CARRASCAL, SURIGAO DEL SUR HELD ON OCTOBER 20, 2025 AT THE LEGISLATIVE SESSION HALL.

PRESENT:

HON. JESSIE JAMES T. VALLE  
 SB Member  
 Presiding Officer Pro Tempore



Regular Members

- |                                |                           |
|--------------------------------|---------------------------|
| Hon. John Angelo T. Arreza     | Hon. Romen R. Intano      |
| Hon. Keith Vincent P. Pimentel | Hon. Richard L. Hotchkiss |
| Hon. Oliver Han D. Villarosa   | Hon. Chito O. Eliot       |

Ex-Officio Members

- |                             |   |                         |
|-----------------------------|---|-------------------------|
| Hon. Carmelita V. Correos   | - | LNMB                    |
| Hon. Kidd Elijah P. Pebojot | - | SK Federation President |

- ON LEAVE:**
- |                              |   |                      |
|------------------------------|---|----------------------|
| Hon. Vicente H. Pimentel III | - | Municipal Vice Mayor |
| Hon. Arnel C. Sunico         | - | SB Member            |
| Hon. Datu Dennis H. Dagno    | - | IPMR                 |

ORDINANCE NO. 40-C, SERIES OF 2025

“AN ORDINANCE CREATING THE POSITION OF FARM WORKER II, SALARY GRADE 4, UNDER THE MUNICIPAL AGRICULTURE OFFICE OF THE MUNICIPALITY OF CARRASCAL, PROVINCE OF SURIGAO DEL SUR, AND PROVIDING FUNDS THEREFOR.”

INTRODUCED BY:  
 HONORABLE JOHN ANGELO T. ARREZA, CE

“WHEREAS, agricultural development remains a vital component of the local economy of the Municipality of Carrascal;

“WHEREAS, the effective implementation of agricultural programs requires adequate manpower support at the field level;

“WHEREAS, the Local Chief Executive has recommended the creation of a Farm Worker II position to support agricultural operations and services;

M.O. NO. 40-C, SERIES OF 2025 – AN ORDINANCE CREATING THE POSITION OF FARM WORKER II, SALARY GRADE 4, UNDER THE MUNICIPAL AGRICULTURE OFFICE OF THE MUNICIPALITY OF CARRASCAL, PROVINCE OF SURIGAO DEL SUR, AND PROVIDING FUNDS THEREFOR.

PROVINCE OF SURIGAO DEL SUR  
 Office of the Secretary to the Sangguniang Panlalawigan  
 Tel. No.: 086-2115832  
 Email: ossp@surigaoelSUR.gov.ph  
**OSSP-26-05458**



“ NOW THEREFORE ”

“BE IT ENACTED BY THE SANGGUNIANG BAYAN, in a Regular Session duly assembled that:

**SECTION 1. CREATION OF POSITION.** There is hereby created a permanent position of Farm Worker II, with Salary Grade 4, under the Municipal Agriculture Office.

**SECTION 2. DECLARATION OF POLICY.** The Municipality of Carrascal adopts the policy of promoting efficient, secure, and accountable public service delivery by ensuring that all municipal offices are adequately supported through the appointment of qualified and competent individuals to positions of trust and confidentiality, in accordance with applicable civil service laws, rules, and regulations.

**SECTION 3. OBJECTIVE.** The Ordinance aims to: (1) Create the position of Farm Worker II under the Municipal Agriculture Office; (2) Define the scope of functions and responsibilities of the position; (3) Ensure compliance with Civil Service Commission standards for coterminous and confidential appointments; and (4) Allocate necessary appropriations to support the performance of the position.

**SECTION 4. QUALIFICATIONS.** The position is assigned the following Qualification Standards in accordance with the Civil Service Rules and Regulations and as verified by the Municipal Human Resource Management Officer:

**Education** : Elementary School Graduate.

**Training** : None required.

**Experience** : None required.

**Eligibility** : None required (MC 10, s. 2013 as amended – Cat. III)

**SECTION 5. FUNCTIONS.** The Appointee shall perform the following duties and responsibilities:

1. Prepare land through manual or mechanical labor such as digging, plowing, and leveling;
2. Assist in planting, watering, weeding, pruning, and harvesting of crops;
3. Apply fertilizers, compost, and other soil enhancers under supervision;
4. Feed, bathe, and monitor farm animals such as cattle, goats, poultry, and pigs;
5. Clean and maintain farm tools, equipment, and simple machinery;
6. Clean farm surroundings, irrigation canals, and work areas; and
7. Follow instructions from Technicians or Researchers on experimental trials.

**SECTION 6. APPROPRIATIONS.** The necessary funds for the compensation, benefits, and other operational needs of this position shall be included in the appropriated budget of the said office and sourced from any available or applicable funding, subject to existing budgeting, accounting, and auditing rules and regulations.

**SECTION 7. SEPARABILITY CLAUSE.** If any part or provision of this ordinance is declared unconstitutional or invalid, the same shall not affect the validity and effectivity of the other parts of provisions hereof.

M.O. NO. 40-C, SERIES OF 2025 – AN ORDINANCE CREATING THE POSITION OF FARM WORKER II, SALARY GRADE 4, UNDER THE MUNICIPAL AGRICULTURE OFFICE OF THE MUNICIPALITY OF CARRASCAL, PROVINCE OF SURIGAO DEL SUR, AND PROVIDING FUNDS THEREFOR.

**SECTION 8. EFFECTIVITY.** This ordinance shall take effect after ten (10) days from the date a copy hereof is posted in the bulletin board at the entrance of the Municipal Hall and in at least two (2) conspicuous places in the local government unit concerned.

**DONE** this 20<sup>th</sup> day of October, 2025 at Carrascal, Surigao del Sur.

**CERTIFIED TRUE AND CORRECT:**

  
**CHESTER A. AZARCON**  
Secretary to the Sanggunian

**ATTESTED TO BE DULY ADOPTED:**

  
**JESSIE JAMES T. VALLE**  
SB Member, Presiding Officer Pro Tempore

**APPROVED:**

  
**JOSEPH L. URGEL**  
Municipal Mayor