



*Republic of the Philippines*  
**Province of Surigao del Sur**  
**MUNICIPALITY OF CARMEN**

**OFFICE OF THE SECRETARY TO THE SANGGUNIANG BAYAN**

---

February 19, 2026

**THE HONORABLE VICE-GOVERNOR**

**AND**

**THE HONORABLE SANGGUNIANG PANLALAWIGAN MEMBERS**

THRU: **THE SECRETARY TO THE SANGGUNIANG PANLALAWIGAN**  
Tanggapan Ng Sangguniang Panlalawigan,  
Capitol Hills, Tandag City,  
Surigao del Sur

Sirs/ Mesdames:

Respectfully submitting to your level, **ORDINANCE NO. 22, Series of 2026** entitled "**AN ORDINANCE INSTITUTIONALIZING THE PRE-POSITIONING OF FOOD AND NON- FOOD ITEMS TO DESIGNATED HIGH RISK, LOW INCOME AND NO NATIONAL TAX ALLOTMENT BARANGAY IN THE MUNICIPALITY OF CARMEN, PROVINCE OF SURIGAO DEL SUR, PROVIDING MECHANISMS FOR ITS IMPLEMENTATION AND APPROPRIATING FUNDS THEREOF**" dated February 10, 2026.

Attached herewith is the Certificate of Posting.

For your review and favorable action.

Thank you and more power.

Very truly yours,

  
**MA. JULINA T. BORDA- JUTILO, LLB., J.D.**  
Secretary to the Sangguniang Bayan



Republic of the Philippines  
Province of Surigao del Sur  
**MUNICIPALITY OF CARMEN**

POSTED:  
DATE: 2/13/2026  
BY: **M.A. JULINA B. JUTILLO**  
**SB SECRETARY**

**TANGGAPAN NG SANGGUNIANG BAYAN**

EXCERPTS FROM THE MINUTES OF THE 28<sup>TH</sup> REGULAR SESSION OF THE 14<sup>TH</sup> SANGGUNIANG BAYAN  
OF CARMEN, SURIGAO DEL SUR HELD AT THE SB SESSION HALL, LEGISLATIVE BUILDING ON  
FEBRUARY 10, 2026

**PRESENT:**

**REGULAR SANGGUNIANG BAYAN MEMBERS:**

|                          |       |                                                                  |
|--------------------------|-------|------------------------------------------------------------------|
| Hon. Carlos S. Estrada   | ..... | SB Member/<br>Acting Municipal Vice- Mayor/<br>Presiding Officer |
| Hon. Harvey S. Manawatao | ..... | SB Member                                                        |
| Hon. Tanie A. Quillano   | ..... | SB Member                                                        |
| Hon. Daniel A. Tejol     | ..... | SB Member                                                        |
| Hon. Elvie U. Ohao       | ..... | SB Member                                                        |
| Hon. Rencio P. Valeroso  | ..... | SB Member                                                        |
| Hon. Michael C. Escuyos  | ..... | SB Member                                                        |

**EX-OFFICIO MEMBERS:**

|                              |       |                         |
|------------------------------|-------|-------------------------|
| Hon. Blandena V. Sugian      | ..... | ABC President           |
| Hon. Jeff Anthony D. Beloria | ..... | SK Federation President |

**ON LEAVE:**

**REGULAR SANGGUNIANG BAYAN MEMBER:**

|                    |       |           |
|--------------------|-------|-----------|
| Hon. Nilo S. Bigno | ..... | SB Member |
|--------------------|-------|-----------|

**ABSENT:**

|                    |       |                                                  |
|--------------------|-------|--------------------------------------------------|
| Hon. Jane V. Plaza | ..... | Municipal Vice- Mayor/<br>Acting Municipal Mayor |
|--------------------|-------|--------------------------------------------------|

**ORDINANCE NO. 22**  
**Series of 2026**

**“AN ORDINANCE INSTITUTIONALIZING THE PRE-POSITIONING OF FOOD AND NON- FOOD ITEMS TO  
DESIGNATED HIGH RISK, LOW INCOME AND NO NATIONAL TAX ALLOTMENT BARANGAY IN THE  
MUNICIPALITY OF CARMEN, PROVINCE OF SURIGAO DEL SUR, PROVIDING MECHANISMS FOR ITS  
IMPLEMENTATION AND APPROPRIATING FUNDS THEREOF”**

Author: Hon. Harvey S. Manawatao

Enacted: All Members Present

**EXPLANATORY NOTE**

**WHEREAS**, Section 16, General Welfare Clause of Republic Act No. 7160 otherwise known as the Local Government Code of 1991 mandates that the Local Government Units shall ensure and promote the health and safety of their inhabitants including the promotion of health and safety during disasters;

**WHEREAS**, Republic Act No 10121 otherwise known as the Philippine Disaster Risk Reduction and Management Act of 2010 empowers the Local Government Units to strengthen their capacity for disaster risk reduction and management;

**WHEREAS**, the Department of Social Welfare and Development (DSWD) emphasizes the pre-positioning of relief goods as a primary mechanism to increase disaster resilience especially in areas that are vulnerable or hard hit;

**WHEREAS**, some barangays in the Municipality of Carmen, Province of Surigao del Sur due to their limited financial capacity (low and no National Tax Allotment) and geographical location are highly vulnerable and require special support in procuring, storing and distributing food and non-food items during calamities;

**WHEREAS**, the Philippines is geographically prone to typhoon, floods, landslides, earthquakes and other natural calamities necessitating proactive risk reduction management;

**WHEREAS**, the distribution of relief good (food and non-food items) are only intended to the evacuated residents living in the landslide areas, along the no build zones, flood prone areas and other vulnerable locations of the Barangay;

**BE IT ORDAINED**, by the Sangguniang Bayan of Carmen, Surigao del Sur in Regular Session assembled, that:

**Section 1. SHORT TITLE-** This Ordinance shall be known as the "PRE-POSITIONING OF EMERGENCY RELIEF GOODS ACT FOR VULNERABLE BARANGAY OF THE MUNICIPALITY."

**Section 2. OBJECTIVES-** The Main objectives of this Ordinance are:

1. To ensure that food and non-food supplies are already in high risk, low income and no National Tax Allotment Barangay before the onset of natural disasters.
2. To empower, strengthen and support the Barangay Disaster Risk Reduction and Management Committees (BDRRMC) of low income in disaster response.
3. To reduce the response time for providing essential items to affected families.

**Section 3. DEFINITION OF TERMS-**

1. **PRE-POSITIONING-** the storing of food and non- food items in identified areas before a disaster occurs.
2. **BARANGAY WITH LOW INCOME/NO NTA-** barangay identified by the Municipal Budget Office as having a minimal or no National Tax Allotment (NTA) thus, having limited capability to procure relief items on their own.
3. **FOOD AND NON-FOOD ITEMS-** includes but is not limited to: rice, canned goods, instant noodles, instant coffee, bottled water, biscuits, etc.
4. **IDENTIFIED EVACUATION CENTER-** is a specially designated pre- selected building or site chosen by local authorities to provide temporary safe and secure shelter for residents displaced by human induced or natural disasters.
5. **BARANGAY RISK REDUCTION AND MANAGEMENT COMMITTEE-** the local body responsible for planning and implementing disaster preparedness and response at the community (Barangay level).

6. MUNICIPAL SOCIAL WELFARE and DEVELOPMENT- a Local Government Unit office responsible for implementing social welfare programs, providing aid to the underprivileged and delivering social protection services.
7. MUNICIPAL RISK REDUCTION AND MANAGEMENT OFFICE- a Local Government Unit office responsible for managing disaster risk, preparedness, response and recovery within the Municipality.
8. FIFO (FIRST IN, FIRST OUT)- inventory management technique ensuring that the oldest stock is used first to prevent spoilage.
9. HOUSEHOLD- a house and its occupants regarded as a unit

**Section 4. HOUSEHOLD BENEFICIARY-** The Municipal Social Welfare and Development Office (MSWDO) and the Municipal Disaster Risk Reduction and Management Office (MDRRMO) in coordination of the Barangay Disaster Risk Reduction and Management Committee (BDRRMC) shall identify the respective households in the identified evacuation centers and/or the likes in the occurrences of calamities.

- Geographical Vulnerability
- Accessibility (Isolated or Hard to reach)
- Residing in a No Build Zone

**Section 5. PRE-POSITIONING MECHANISM AND STORAGE-**

1. The Local Government shall procure food and non- food items and directly deliver to the designated, secure and dry storage facilities to the beneficiary barangay.
2. A Memorandum of Agreement (MOA) shall be signed between the Municipal Mayor and the Punong Barangay outlining the responsibility of the Barangay for the security, inventory and maintenance of the items, if necessary.
3. The Barangay shall maintain a First In, First Out (FIFO) inventory system to manage spoilage.

**Section 6. DISTRIBUTION PROTOCOL-**

1. The Pre-positioned goods shall be distributed only upon the declaration of a State of Calamity or when the Barangay Disaster Risk Reduction and Management Committee (BDRRMC) recommends the same due to an immediate threat.
2. The BDRRMC shall ensure that goods are distributed to the most affected families in the community or in the identified evacuation centers that are evacuated.
3. A liquidation report and distribution list must be submitted to the MSWDO within twenty- four (24) hours after distribution.

**Section 7. FUNDING ALLOCATION-** The Municipality of Carmen, Surigao del Sur shall allocate a portion of the Five Percent (5 %) Municipal Disaster Risk Reduction and Management Fund (MDRRMF) for the procurement of these pre-position goods.

**Section 8. PROHIBITION-** The Pre-positioned goods shall not be used for any purpose other than for the disaster relief operation. Misuse of these goods by any Barangay Officials shall be held liable under existing laws.

**Section 9. SEPARABILITY CLAUSE-** If any provision of this Ordinance is declared invalid and/or unconstitutional, other parts not affected shall continue to be in full force and effect.

**Section 10. REPEALING CLAUSE-** All Ordinances, Resolutions or Rules inconsistent with this Ordinance are hereby repealed or modified accordingly.

**Section 11. EFFECTIVITY CLAUSE-** This Ordinance shall take effect upon approval.

**ENACTED** this 10<sup>th</sup> day of February, 2026 at Carmen, Surigao del Sur.

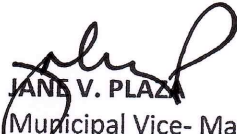
**I HEREBY ATTEST** to the correctness of the foregoing Ordinance.

  
**MA. JULINA T. BORDA-JUTILO, LLB., J.D.**  
Secretary to the Sangguniang Bayan

CERTIFIED CORRECT:

  
**CARLOS S. ESTRADA**  
SB Member/  
Acting Municipal Vice- Mayor/  
Presiding Officer

APPROVED:

  
**JANE V. PLAZA**  
Municipal Vice- Mayor/  
Acting Municipal Mayor  
2-13-2026



Republic of the Philippines  
Province of Surigao del Sur  
**MUNICIPALITY OF CARMEN**

**TANGGAPAN NG SANGGUNIANG BAYAN**

**CERTIFICATE OF POSTING**

In compliance to Section 59 of RA 7160, Article 113, IRR of ra 7160, the hereunder approved ordinance is hereby posted:

**ORDINANCE NO. 22, SERIES OF 2026** entitled **“AN ORDINANCE INSTITUTIONALIZING THE PRE-POSITIONING OF FOOD AND NON- FOOD ITEMS TO DESIGNATED HIGH RISK, LOW INCOME AND NO NATIONAL TAX ALLOTMENT BARANGAY IN THE MUNICIPALITY OF CARMEN, PROVINCE OF SURIGAO DEL SUR, PROVIDING MECHANISMS FOR ITS IMPLEMENTATION AND APPROPRIATING FUNDS THEREOF”**

**Date Enacted** : February 10, 2026

**Date Approved** : February 13, 2026

**Date Posted** : February 13, 2026

**Place Posted** : Carmen Municipal Hall, Carmen, Surigao del Sur

**MA. JULINA T. BORDA- JUTILO, LLB., J.D.**  
Secretary to the Sangguniang Bayan

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Province of Surigao del Sur  
**MUNICIPALITY OF CARMEN**

**TANGGAPAN NG SANGGUNIANG BAYAN**

EXCERPTS FROM THE MINUTES OF THE 28<sup>TH</sup> REGULAR SESSION OF THE 14<sup>TH</sup> SANGGUNIANG BAYAN OF CARMEN, SURIGAO DEL SUR HELD AT THE SB SESSION HALL, LEGISLATIVE BUILDING ON FEBRUARY 10, 2026

**PRESENT:**

| REGULAR SANGGUNIANG BAYAN MEMBERS: |       | SB Member/<br>Acting Municipal Vice- Mayor/<br>Presiding Officer |
|------------------------------------|-------|------------------------------------------------------------------|
| Hon. Carlos S. Estrada             | _____ | SB Member                                                        |
| Hon. Harvey S. Manawatao           | _____ | SB Member                                                        |
| Hon. Tanie A. Quillano             | _____ | SB Member                                                        |
| Hon. Daniel A. Tejido              | _____ | SB Member                                                        |
| Hon. Elvie U. Otao                 | _____ | SB Member                                                        |
| Hon. Rancio P. Valeroso            | _____ | SB Member                                                        |
| Hon. Michael C. Escuyos            | _____ | SB Member                                                        |

**EX-OFFICIO MEMBERS:**

|                              |       |                         |
|------------------------------|-------|-------------------------|
| Hon. Blandens V. Sugan       | _____ | ABC President           |
| Hon. Jeff Anthony D. Beloria | _____ | SK Federation President |

**ON LEAVE:**

|                                          |       |           |
|------------------------------------------|-------|-----------|
| <b>REGULAR SANGGUNIANG BAYAN MEMBER:</b> |       |           |
| Hon. Nilo S. Bigno                       | _____ | SB Member |

**ABSENT:**

|                    |       |                                                  |
|--------------------|-------|--------------------------------------------------|
| Hon. Jane V. Plaza | _____ | Municipal Vice- Mayor/<br>Acting Municipal Mayor |
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**ORDINANCE NO. 22**  
Series of 2026

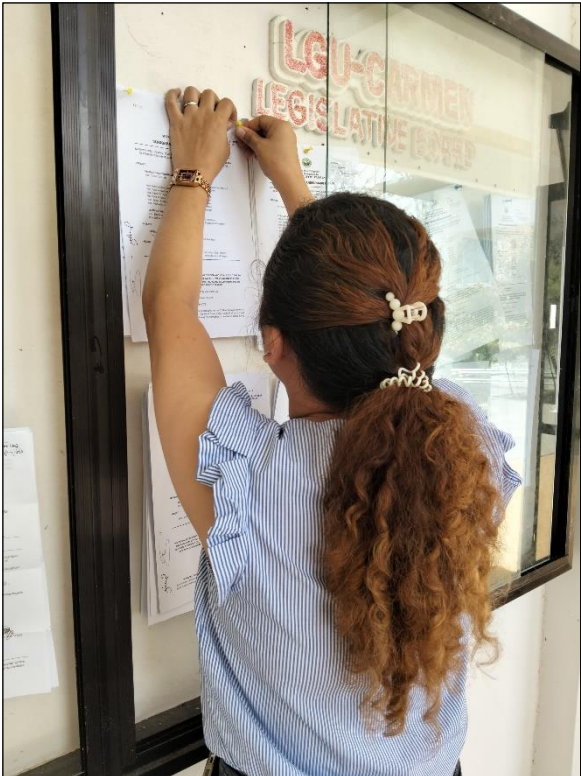
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Author: Hon. Harvey S. Manawatao

Enacted: All Members Present

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**Date Enacted** : February 10, 2026

**Date Approved** : February 13, 2026

**Date Posted** : February 13, 2026

**Place Posted** : Carmen Public Market, Carmen, Surigao del Sur

**MA. JULINA T. BORDA- JUTILO, LLB., J.D.**  
Secretary to the Sangguniang Bayan

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**PRESENT:**

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| Hon. Harvey S. Manawatao                 | _____ | SB Member                                                        |
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| Hon. Daniel A. Tejol                     | _____ | SB Member                                                        |
| Hon. Elvie U. Ohao                       | _____ | SB Member                                                        |
| Hon. Rancio P. Valeroso                  | _____ | SB Member                                                        |
| Hon. Michael C. Escuyos                  | _____ | SB Member                                                        |
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| Hon. Blandens V. Sugan                   | _____ | ABC President                                                    |
| Hon. Jeff Anthony D. Beloria             | _____ | SK Federation President                                          |

**ON LEAVE:**

|                                         |       |           |
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| <b>REGULAR SANGGUNANG BAYAN MEMBER:</b> |       |           |
| Hon. Nilo S. Signo                      | _____ | SB Member |

**ABSENT:**

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