



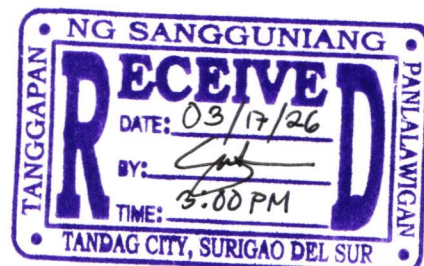
Republic of the Philippines
PROVINCE OF SURIGAO DEL SUR
MUNICIPALITY OF CARRASCAL



Office of the Sangguniang Bayan

March 16, 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 **Ordinance No. 20, Series of 2026** entitled "An Ordinance Transferring Certain Plantilla Positions from the Office of the Municipal Mayor to the Human Resource Management Office of this Municipality."

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

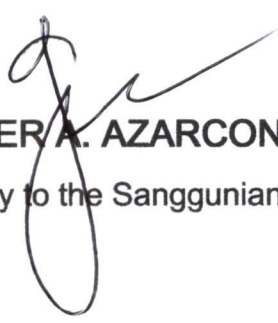
P O S T E D

SB BULLETIN BOARD

MAYOR'S OFFICE BULLETIN BOARD

CARRASCAL PUBLIC MARKET

March 16, 2026

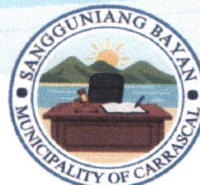


CHESTER A. AZARCON

Secretary to the Sanggunian



Republic of the Philippines
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MUNICIPALITY OF CARRASCAL



Office of the Sangguniang Bayan

EXCERPT FROM THE MINUTES OF THE 31ST REGULAR SESSION OF THE 12TH SANGGUNIANG BAYAN OF CARRASCAL, SURIGAO DEL SUR HELD ON MARCH 9, 2026 AT THE LEGISLATIVE SESSION HALL.

PRESENT:

HON. VICENTE H. PIMENTEL III

Municipal Vice Mayor
Presiding Officer

Regular Members

Hon. John Angelo T. Arreza, CE
Hon. Chito O. Eliot

Hon. Oliver Han D. Villarosa
Hon. Arnel C. Sunico

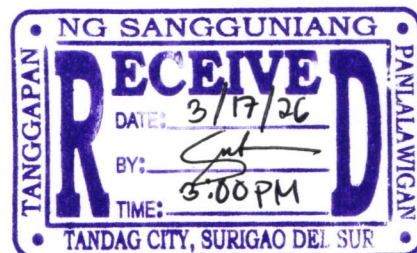
Ex-Officio Members

Hon. Datu Dennis H. Dagno - IPMR
Hon. Kidd Elijah P. Pebojot - SK Federation President

OFFICIAL BUSINESS:

Hon. Carmelita V. Correos - LNMB

ON LEAVE: Hon. Jessie James T. Valle - SB Member
Hon. Romen R. Intano - SB Member
Hon. Keith Vincent P. Pimentel - SB Member
Hon. Richard L. Hotchkiss - SB Member



ORDINANCE NO. 20, SERIES OF 2026

“AN ORDINANCE TRANSFERRING CERTAIN PLANTILLA POSITIONS FROM THE OFFICE OF THE MUNICIPAL MAYOR TO THE HUMAN RESOURCE MANAGEMENT OFFICE OF THIS MUNICIPALITY.”

INTRODUCED BY:

HONORABLE JOHN ANGELO T. ARREZA, CE

“WHEREAS, Republic Act No. 7160, otherwise known as the Local Government Code of 1991, authorizes the Sangguniang Bayan to determine the organizational structure and staffing pattern of the municipality, subject to Civil Service laws, rules, and regulations;

“WHEREAS, the establishment and strengthening of a functional Human Resource Management Office require that appropriate Plantilla positions be placed under its administrative supervision to ensure effective personnel management and institutional efficiency; and

M.O. NO. 20, SERIES OF 2026 – AN ORDINANCE TRANSFERRING CERTAIN PLANTILLA POSITIONS FROM THE OFFICE OF THE MUNICIPAL MAYOR TO THE HUMAN RESOURCE MANAGEMENT OFFICE OF THIS MUNICIPALITY.

"WHEREAS, the proposed transfer of the positions of Administrative Officer IV (Human Resource Management Officer II), Salary Grade 15, and Administrative Assistant II (Human Resource Management Assistant), Salary Grade 8, is consistent with sound administrative practice and will not result in diminution of rank, salary, or security of tenure.

" NOW THEREFORE "

BE IT ORDAINED by the Sangguniang Bayan of the Municipality of Carrascal, Surigao del Sur, in session assembled:

SECTION 1. Transfer of Positions. The following Plantilla positions are hereby transferred from the Office of the Municipal Mayor to the Human Resource Management Office:

1. *Administrative Officer IV (Human Resource Management Officer II) – Salary Grade 15;*
2. *Administrative Assistant II (Human Resource Management Assistant) – Salary Grade 8.*

SECTION 2. Supervision and Functions. Upon effectivity of this Ordinance, the said positions shall be placed under the direct supervision and control of the Human Resource Management Office and shall perform duties in accordance with existing laws, Civil Service rules, and applicable issuances.

SECTION 3. No Diminution of Rank or Compensation. The transfer shall not result in any reduction of salary grade, rank, benefits, or security of tenure of the incumbents, if any.

SECTION 4. Repealing Clause. All ordinances, resolutions, and issuances inconsistent herewith are hereby repealed or modified accordingly.

SECTION 5. Effectivity. This Ordinance shall take effect after compliance with the posting and publication requirements of the Local Government Code of 1991 and after due review, where applicable.

ENACTED this 9th day of March 2026, at the Municipality of Carrascal, Province of Surigao del Sur, Philippines.

CERTIFIED TRUE AND CORRECT:

CHESTER A. AZARCON
Secretary to the Sanggunian

**ATTESTED AND CERTIFIED
TO BE DULY ADOPTED:**

VICENTE R. PIMENTEL III
Municipal Vice Mayor, Presiding Officer

APPROVED:

JOSEPH L. URGEL
Municipal Mayor

M.O. NO. 20, SERIES OF 2026 – AN ORDINANCE TRANSFERRING CERTAIN PLANTILLA POSITIONS FROM THE OFFICE OF THE MUNICIPAL MAYOR TO THE HUMAN RESOURCE MANAGEMENT OFFICE OF THIS MUNICIPALITY.