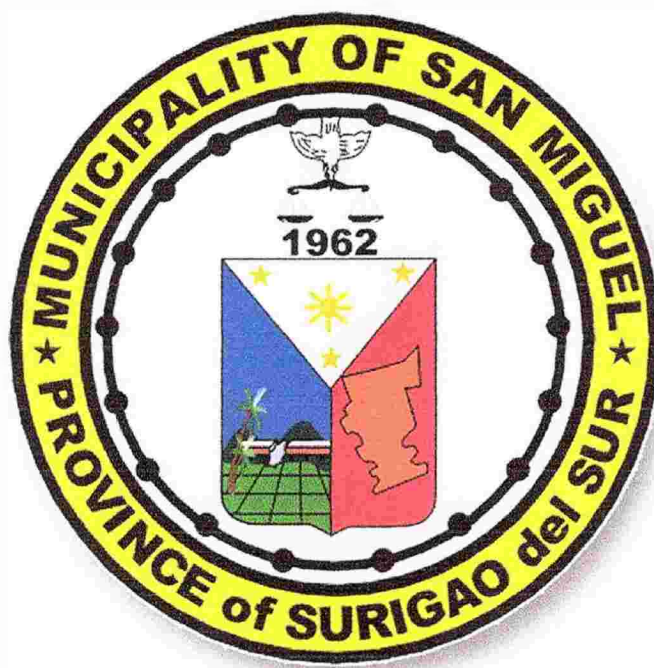




MUNICIPAL ORDINANCE

No. 27 Series of 2026

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

May 07, 2026

The Sangguniang Panlalawigan
Tandag City

Sir & Madam:

Respectfully submitted the herein Municipal Ordinance No. 27, Series of 2026, 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



-oOo-

Office of the Sangguniang Bayan
(Twenty Second Sanggunian of the Municipality of San Miguel)

EXCERPTS FROM THE MINUTES OF THE 12TH REGULAR SESSION OF THE SANGGUNIANG BAYAN OF
SAN MIGUEL, SURIGAO DEL SUR, HELD ON APRIL 20, 2026 AT THE SESSION HALL.

Present:	Honorable Dominador M. Empedrad, Jr.	-	-SB Member
			(Temporary Presiding Officer)
	Honorable Celso B. Bangoy	-	-SB Member
	Honorable Milva C. Yu	-	-SB Member
	Honorable Rebecca R. Gascon	-	-SB Member
	Honorable Fidlireto G. Nazi	-	-SB Member
	Honorable Julieta C. Lobaton, Jr.	-	-SB Member
	<u>Ex-Officio Member:</u>		
	Honorable Rico H. Maca	-	-IPM Representative
Absent:	Honorable Alfeo G. Perez, Jr.	-	-Vice Mayor, on O.B. in China.
	Honorable Ruth C. Guinsod	-	-SB Member
	Honorable Alfris Rezfan S. Perez	-	-SB Member
	Honorable Gladys Mae C. Cubero	-	-ABC President
	Honorable Lejohn H. Elizalde	-	-SKF President

ORDINANCE NO. 27
Series of 2026

AN ORDINANCE AMENDING SECTION 3 OF ORDINANCE NO. 56, SERIES OF 2025, ENTITLED: AN ORDINANCE CREATING THE POSITION TITLE OF INTERNAL AUDITOR I (SG-11) UNDER THE MUNICIPAL INTERNAL AUDIT SERVICES OFFICE AND APPROPRIATING FUNDS FOR PERSONNEL SERVICES THEREFOR”, BY CORRECTING THE TRAINING AND EXPERIENCE REQUIREMENTS FOR THE POSITION OF INTERNAL AUDITOR I, SALARY GRADE II, UNDER THE MUNICIPAL INTERNAL AUDIT SERVICES OFFICE (MIASO), MUNICIPALITY OF SAN MIGUEL, SURIGAO DEL SUR.

Authared by	: Hanarable Rebecca R. Gascon
Seconded by	: Hanarable Fidlireto G. Nazi

Explanatory Nate

WHEREAS, the Sangguniang Bayan of San Miguel enacted Ordinance No. 56, Series of 2025, creating the position af Internal Auditor I, Salary Grade 11, under the Municipal Internal Audit Services Office (MIASO);

WHEREAS, it was subsequently noted that the training and experience requirements for the said position, as stated under Section 3 of the same Ordinance, were incompletely and erroneously presented as “Training: Four (4) hours of relevant training” and “Experience: One (1) year of relevant experience”;

WHEREAS, in order to properly reflect the correct qualification standards for the position of Internal Auditar I, Salary Grade 11, the training and experience requirements should be corrected to “Training: None required” and “Experience: None required”;

WHEREAS, there is a need to amend Section 3 of Ordinance No. 56, Series of 2025 to correct the said entries to avoid confusion in implementation and in the processing of appointments

NOW THEREFORE

Be it ordained by the Sangguniang Bayan of the Municipality of San Miguel, in session assembled, that:

SECTION 1. Amendments. Section 3 (Qualification Standards) of Ordinance Na. 56, Series of 2025 is hereby amended, particularly the entries on training and experience for the position of Internal Auditor I (SG-11), and shall now read as follows:

Training : None required
Experience : None required

All other qualification standards under Section 3 shall remain unchanged.

SECTION 2. All other provisions of Ordinance No. 56, Series of 2025 not affected by this amendatory ordinance shall remain valid and in full force and effect.

SECTION 3. Separability Clause. If, for any reason, any provision of this Ordinance is declared invalid or unconstitutional, the remaining provisions not affected thereby shall continue to be in full force and effect.

SECTION 4. Repealing Clause. All ordinances, rules and regulations, or parts thereof inconsistent with this Ordinance are hereby repealed or modified accordingly.

SECTION 5. Effectivity. This Ordinance shall take effect immediately upon approval.

Enacted: April 20, 2026.

As disposed of by the Presiding Officer
Ayes (6) Honorable Bangoy, Honorable Yu, Honorable Gascon, Honorable Nazi, Honorable Lobaton and Honorable Maca.
Nays (0)
Abstained (0)

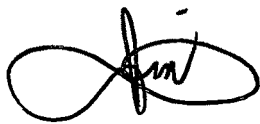
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I HEREBY CERTIFY to the correctness of the foregoing ordinance.


LALAIN ELIZALDE-PRAMBITA
Secretary to the Sangguniang Bayan I

ATTESTED AND CERTIFIED TO BE DULY ENACTED:


DOMINADOR M. EMPEDRAD, JR.
SB Member
(Temporary Presiding Officer)

APPROVED:


MICHAEL T. CORILLA
Municipal Mayor

Date: 5-6-26

Republika ng Pilipinas
LALAWIGAN NG SURIGAO DEL SUR
TANDAGCITY

Tanggapan ng Sangguniang Panlalawigan
(Office of the Provincial Council)

EXCERPT FROM THE MINUTES OF THE 26TH REGULAR SESSION OF THE 21ST SANGGUNIANG PANLALAWIGAN OF SURIGAO DEL SUR HELD AT THE SANGGUNIANG PANLALAWIGAN SESSION HALL, LEGISLATIVE BUILDING, CAPITOL HILLS, TELAJE, TANDAG CITY, PROVINCE OF SURIGAO DEL SUR ON JANUARY 20, 2026

PRESENT:

Hon. Manuel O. Alameda, Sr.	- Vice Governor (Presiding Officer)
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Regular Sangguniang Panlalawigan Members:

District I

Hon. Ruel D. Momo
Hon. Henrich M. Pimentel
Hon. Antonio C. Azarcon
Hon. Valerio T. Montesclaros, Jr.

District II

Hon. Joey S. Pama
Hon. Gines Ricky J. Sayawan, Sr.
Hon. Margarita G. Garay
Hon. Anthony Joseph P. Cañedo
Hon. Raul K. Salazar

Ex- Officio Members:

Hon. John Paul C. Pimentel	- President, Philippine Councilors' League, Surigao del Sur Chapter
Hon. Melanie Joy M. Guno	- President, Provincial Chapter of the Liga ng mga Barangay sa Pilipinas
Hon. Jimmy I. Guinsod	- Indigenous Peoples Mandatory Representative, Surigao del Sur
Hon. Yuri Art Eufy R. Sanchez	- President, Panlalawigang Pederasyon ng mga Sangguniang Kabataan

ABSENT:

On Special Privilege Leave:

Hon. Jose Dumagan, Jr.	- Member, Sangguniang Panlalawigan
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RESOLUTION NO. 641-26
(Series of 2026)

RETURNING ORDINANCE NO. 56 DATED OCTOBER 20, 2025 OF THE MUNICIPALITY OF SAN MIGUEL, THIS PROVINCE ENTITLED "AN ORDINANCE CREATING THE POSITION TITLE OF INTERNAL AUDITOR I (SG-11) UNDER THE MUNICIPAL INTERNAL AUDIT SERVICES OFFICE AND APPROPRIATING FUNDS FOR PERSONNEL SERVICES THEREOF", FOR RECTIFICATION

SPONSORS:

HON. HENRICH M. PIMENTEL, HON. GINES RICKY J. SAYAWAN, SR., HON. MARGARITA G. GARAY, HON. JOHN PAUL C. PIMENTEL, HON. ANTONIO C. AZARCON, HON. RUEL D. MOMO, HON. JOSE DUMAGAN, JR., HON. VALERIO T. MONTESCLAROS, JR., HON. JOEY S. PAMA, HON. ANTHONY JOSEPH P. CAÑEDO, HON. RAUL K. SALAZAR, HON. JIMMY I. GUINSOD, HON. MELANIE JOY M. GUNO AND HON. YURI ART EUFY R. SANCHEZ

WHEREAS, Chapter 3, Article III, Section 468 Par. (a) No. 1 (i) of the Local Government Code of 1991 provides that, “the sangguniang panlalawigan shall review all ordinances approved by the sanggunians of component cities and municipalities and executive orders issued by the mayors of said component units to determine whether these are within the scope of the prescribed powers of the sanggunian and of the mayor”;

WHEREAS, Ordinance No. 56 dated October 20, 2025 of the Municipality of San Miguel, this Province entitled “An Ordinance Creating the Position Title of Internal Auditor I (SG-11) Under the Municipal Internal Audit Services Office and Appropriating Funds for Personnel Services Thereof”, was submitted to this Body for review and same was referred to the Committee on Good Government, Public Ethics and Accountability, for appropriate action and was indorsed to the Provincial Human Resource Management Office (PHRMO) and to the Provincial Finance Committee (PFC), all of this Province, for technical review;

WHEREAS, the Provincial Finance Committee (PFC) in its letter dated November 28, 2025 informed the Body that the above-mentioned Ordinance is within the scope of the prescribed powers of the Sanggunian Bayan concerned pursuant to Section 447 of R.A. 7160 (Local Government Code of 1991) and that the said LGU has still an allowable Personal Services Cost of Php 17,222,538.73;

WHEREAS, however, Mr. Ace R. Orcullo, MPA, CHRA, Provincial Human Resource Management Officer, this Province in his letter dated December 15, 2025 upon perusal of the subject Ordinance, informed the August Body of the following observations, viz:

SECTIONS	FINDING/S	RECOMMENDATION/S
Section 3 Qualification Standards	The training and experience requirement for the created position of Internal Auditor I – SG 11 was incompletely presented in Section 3 of the same Ordinance.	The LGU shall adhere to the Qualification Standard (QS) Manual prescribed by the CSC.
	As presented in the Ordinance:	It shall be presented as:
	Training: Four (4) hours of relevant training	Training: None required
	Experience: One (1) year of relevant experience	Experience: None Required

WHEREAS, after a careful deliberation on the matter, the Committee on Good Government, Public Ethics and Accountability, to which the matter was referred to, during its Committee Meeting on January 13, 2026 recommended to return Ordinance No. 56 dated October 20, 2025 of the Municipality of San Miguel, this Province for rectification with a suggestion that the same shall adhere to the corresponding observation/finding by the Provincial Human Resource Management Officer, this Province;

WHEREAS, in view of the foregoing and on motion of Hon. Henrich M. Pimentel and unanimously seconded by all Sangguniang Panlalawigan Members present;

NOW THEREFORE

BE IT RESOLVED by the Sangguniang Panlalawigan of Surigao del Sur to return Ordinance No. 56 dated October 20, 2025 of the Municipality of San Miguel, this Province entitled "An Ordinance Creating the Position Title of Internal Auditor I (SG-11) Under the Municipal Internal Audit Services Office and Appropriating Funds for Personnel Services Thereof", for rectification.

RESOLVED FINALLY: To furnish copies of this Resolution to Hon. Michael T. Corilla, Municipal Mayor and to the Sangguniang Bayan thru Hon. Alfeo G. Perez, Jr., Municipal Vice Mayor/Presiding Officer, all of the Municipality of San Miguel, this Province, for their information and appropriate action.

ADOPTED this 20th day of January, 2026 at the City of Tandag, Province of Surigao del Sur by unanimous votes of all the Sangguniang Panlalawigan Members present.

X ----- X

I HEREBY CERTIFY to the correctness of the foregoing Resolution.



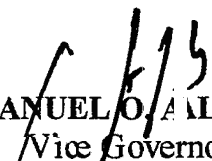
EDGAR G. PEREZ II, J.D.

Secretary to the Sangguniang Panlalawigan

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



HON. MANUEL O. ALAMEDA, SR.
Vice Governor
(Presiding Officer)



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 11TH REGULAR SESSION OF THE SANGGUNIANG BAYAN OF SAN MIGUEL, SURIGAO DEL SUR, HELD ON OCTOBER 20, 2025 AT THE SESSION HALL.

Present:	Honorable Alfeo G. Perez, Jr.	-	-Vice Mayor (Presiding Officer)
	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 Alfcris Reztan S. Perez	-	-SB Member
	Honorable Julieta C. Lobaton, Jr.	-	-SB Member
<u>Ex-Officio Members:</u>			
Absent:	Honorable Gladys Mae E. Corilla	-	-ABC President
	Honorable Lejohn H. Elizalde	-	-SKF President
	Honorable Celso B. Bangoy	-	-SB Member
	Honorable Fidleto G. Nazi	-	-SB Member
	Honorable Rico H. Maco	-	-IPM Representative, on official business.

ORDINANCE NO. 56

Series of 2025

AN ORDINANCE CREATING THE POSITION TITLE OF INTERNAL AUDITOR I (SG-11) UNDER THE MUNICIPAL INTERNAL AUDIT SERVICES OFFICE AND APPROPRIATING FUNDS FOR PERSONNEL SERVICES THEREOF.

Authored by : Honorable Rebecca R. Gascon
Seconded by : Honorable Fidleto G. Nazi

Explanatory Note

WHEREAS, Section 447(a)(1)(viii) of Republic Act No. 7160, otherwise known as the Local Government Code of 1991, empowers the Sangguniang Bayan to create such positions as may be deemed necessary to carry out the purposes of the municipal government and to appropriate funds therefor;

WHEREAS, the Internal Audit Services Office plays a vital role in ensuring compliance with laws, rules, and regulations, the effectiveness and efficiency of operations, the reliability of financial reporting, and the safeguarding of government assets;

WHEREAS, to strengthen the Municipal Internal Audit Services Office (MIASO) of the Municipality of San Miguel, there is a need to create a position title of Internal Auditor I (Salary Grade 11) to assist in the performance of auditing functions, internal control evaluation, and audit planning and reporting;

WHEREAS, the creation of the said position is consistent with the national policies on internal control framework and internal auditing standards, and supports the local government's commitment to uphold integrity, efficiency, and transparency in public service;

WHEREAS, funds for the salary and benefits of the newly created position shall be charged against the General Fund of the Municipality, subject to the usual budgeting, accounting, and auditing rules and regulations;

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 one (1) plantilla position under the Municipal Internal Audit Services Office (MIASO), to wit:

Position Title	Salary Grade (SG)	Number of Positions
Internal Auditor I	SG-11	1

SECTION 2. DUTIES AND FUNCTIONS OF THE POSITIONS.

1. Under general supervision, reviews agency organizational structure, staffing, administrative systems and procedures or conducts research to obtain background information on the activities to be audited;
2. Drafts audit plans and reports for the review of the immediate supervisor;
3. Discusses research findings with the audit team leader/immediate supervisor;
4. Follow up actions to determine if audit recommendations have been carried out;
5. Performs comprehensive auditing work;
6. Perform other internal audit related duties and responsibilities as maybe assigned or delegated by the Municipal Internal Auditor or as maybe required by law;
7. Comply with the Code of Conduct and Ethical Standards for Public Officials and Employees;
8. Possess the knowledge, skills, technical and functional expertise;
9. Acquire the skills in dealing with people and communicating audit findings and recommendations and related issues effectively;
- 10.Regularly improve the technical competence through a program of professional development;
- 11.Exercise due professional diligence in performing their duties;
- 12.Keep the confidentiality of information;
- 13.Provide support to the LGUs anti-fraud program;
- 14.Maintain internal audit records; and
- 15.Foster teamwork in performing the internal audit function;

SECTION 3. QUALIFICATION STANDARDS.

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

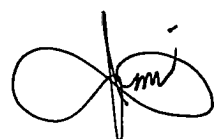
SECTION 4. IMPLEMENTATION. The Municipal Human Resource Management Office (MHRMO), in coordination with the Municipal Budget Office and the Municipal Accountant's Office, shall take the necessary steps for the implementation of this Ordinance, including the updating of the Municipal Plantilla of Personnel and the submission of supporting documents to the Department of Budget and Management (DBM) and the Civil Service Commission (CSC) for review and approval.

SECTION 5. APPROPRIATION OF FUNDS. The amount necessary to implement this Ordinance shall be charged to the General Fund of the Municipality or any available savings, subject to the usual budgeting, accounting, and auditing rules and regulations.

The corresponding amount for the salary and other benefits of the Internal Auditor I shall be included in the annual municipal budget thereafter.

SECTION 6. SEPARABILITY CLAUSE. If, for any reason, any part or provision of this Ordinance is declared invalid or unconstitutional, the remaining provisions shall not be affected and shall remain in full force and effect.





SECTION 7. REPEALING CLAUSE. All ordinances, resolutions, or parts thereof inconsistent with this Ordinance are hereby repealed or modified accordingly.

SECTION 8. EFFECTIVITY. This ordinance shall take effect immediately upon approval.

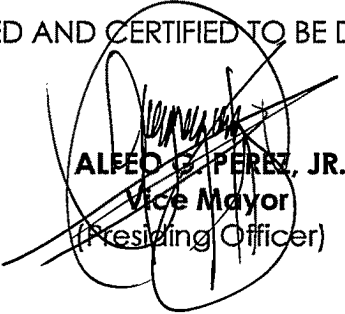
Enacted: October 20, 2025.

As disposed of by the Presiding Officer
Ayes (8) Honorable Yu, Honorable Guinsod, Honorable Gascon, Honorable Empedrad, Jr., Honorable Perez, Honorable Lobaton, Jr., Honorable Cubero and Honorable Elizalde.
Nayes (0)
Abstained (0)

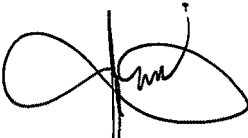
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I HEREBY CERTIFY to the correctness of the foregoing ordinance.


LALAIN E. ZALDE-P RAMBITA
Secretary to the Sangguniang Bayan I

ATTESTED AND CERTIFIED TO BE DULY ENACTED:


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

APPROVED:


MICHAEL T. CORILLA
Municipal Mayor

Date: Nov 06, 2025