



Republika ng Pilipinas
LALAWIGAN NG SURIGAO DEL SUR
BAYAN NG CORTES

Tanggapan ng Sangguniang Bayan
(Office of the Municipal Council)

September 18, 2026

The Honorable Chairman and Members

Sangguniang Panlalawigan
Tanggapan ng Sangguniang Panlalawigan
Capitol Hills, Tandag City, Surigao del Sur

Thru: **Mr. Edgar G. Perez, II, J. D.**
Secretary to the Sangguniang Panlalawigan
Tanggapan ng Sangguniang Panlalawigan
Capitol Hills, Tandag City, Surigao del Sur

Sir/Madam:

Greetings!

Respectfully submitting the approved **Municipal Ordinance No. 19** series of 2026 of this municipality dated September 15, 2026 entitled: **"AN ORDINANCE AMENDING SECTION 2 OF MUNICIPAL ORDINANCE NO. 10, SERIES OF 2026, ENTITLED "AN ORDINANCE CREATING THE POSITION OF ADMINISTRATIVE OFFICER III (SUPPLY OFFICER II), SALARY GRADE - 14, IN THE OFFICE OF THE MUNICIPAL MAYOR, DEFINING THE QUALIFICATION STANDARDS, DUTIES AND RESPONSIBILITIES, AND FOR OTHER RELATED PURPOSES," FOR THE PURPOSE OF RECTIFYING THE QUALIFICATION STANDARDS OF THE POSITION TO CONFORM WITH CIVIL SERVICE COMMISSION MEMORANDUM CIRCULAR NO. 10, SERIES OF 2005, AND FOR OTHER RELATED PURPOSES** for your review and appropriate action.

Thank you very much.

Very truly yours,

CYKEE C. DOTE

Local Legislative Staff Officer II
Acting Secretary to the Sangguniang Bayan



Republika ng Pilipinas
Lalawigan ng Surigao del Sur
BAYAN NG CORTES

Tanggapan ng Sangguniang Bayan
(Office of the Municipal Council)

EXCERPT FROM THE MINUTES OF THE 57TH REGULAR SESSION OF THE 19TH SANGGUNIANG BAYAN OF CORTES, SURIGAO DEL SUR HELD AT THE MUNICIPAL SESSION HALL ON SEPTEMBER 15, 2026

Present:

Hon. Cherry B. Daraman
Municipal Vice Mayor
Regular Presiding Officer

Regular Sangguniang Bayan Members

Hon. Ronald S. Cubero	Sangguniang Bayan Member
Hon. Adrian Y. Pono	- do -
Hon. Sedfrey G. Cuartero	- do -
Hon. Lydia I. Gabisay	- do -
Hon. Manuel D. Bagnol	- do -
Hon. Mercedette V. Dumagan, MPA	- do -

Ex-Officio Member

Hon. Carmelito S. Montenegro	IPM Representative
Hon. Julieta A. Arlegui	ABC President

On Official Business:

Hon. Joven P. Rivera	Sangguniang Bayan Member
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Absent: On Wellness Leave

Hon. Hazel G. Pasok	Sangguniang Bayan Member
Hon. Vincent L. Quiño	SK Fed. President

MUNICIPAL ORDINANCE NO. 19
(Series of 2026)

Introduced by: **HON. SEDFREY G. CUARTERO**
Seconded by: **All Members Present**

AN ORDINANCE AMENDING SECTION 2 OF MUNICIPAL ORDINANCE NO. 10, SERIES OF 2026, ENTITLED "AN ORDINANCE CREATING THE POSITION OF ADMINISTRATIVE OFFICER III (SUPPLY OFFICER II), SALARY GRADE – 14, IN THE OFFICE OF THE MUNICIPAL MAYOR, DEFINING THE QUALIFICATION STANDARDS, DUTIES AND RESPONSIBILITIES, AND FOR OTHER RELATED PURPOSES," FOR THE PURPOSE OF RECTIFYING THE QUALIFICATION STANDARDS OF THE POSITION TO CONFORM WITH CIVIL SERVICE COMMISSION MEMORANDUM CIRCULAR NO. 10, SERIES OF 2005, AND FOR OTHER RELATED PURPOSES

WHEREAS, Municipal Ordinance No. 10, Series of 2026, entitled "An Ordinance Creating the Position of Administrative Officer III (Supply Officer II), Salary Grade – 14, in the Office of the Municipal Mayor, Defining the Qualification Standards, Duties and Responsibilities, and for Other Related Purposes," was enacted by this Body on June 9, 2026 and approved by the Municipal Mayor on June 15, 2026;

WHEREAS, pursuant to Section 468 Par. (a) No. 1 (i), Chapter 3, Article III of Republic Act No. 7160, otherwise known as the Local Government Code of 1991, the said Ordinance was submitted to the Tanggapan ng Sangguniang Panlalawigan of Surigao del Sur for mandatory review;

WHEREAS, the Provincial Human Resource Management Officer, in a letter dated July 9, 2026, found that the education requirement for the created position of Administrative Officer III (Supply Officer II) was erroneously presented in Section 2 of the said Ordinance, and recommended that the concerned Local Government Unit adhere to Civil Service Commission Memorandum Circular (CSC MC) No. 10, Series of 2005, for the appropriate qualification standards of the position;

WHEREAS, acting on the foregoing finding, the Tanggapan ng Sangguniang Panlalawigan of Surigao del Sur, through Resolution No. 1481-26 dated July 28, 2026, returned Municipal Ordinance No. 10, Series of 2026, to this Municipality for rectification of the qualification standards set out in Section 2 thereof;

WHEREAS, under CSC Memorandum Circular No. 10, Series of 2005, and consistent with the Index of Occupational Services, Position Titles, and Salary Grades in the Local Government issued by the Department of Budget and Management, the appropriate qualification standards for the position of Administrative Officer III (Supply Officer II), Salary Grade – 14, are: Bachelor's degree relevant to the job; one (1) year of relevant experience; four (4) hours of relevant training; and Career Service (Professional)/ Second Level Eligibility;

WHEREAS, this Body deems it necessary and proper to amend Section 2 of Municipal Ordinance No. 10, Series of 2026, to correct the qualification standards of the position of Administrative Officer III (Supply Officer II) in compliance with the recommendation of the Provincial Human Resource Management Officer and the directive of the Tanggapan ng Sangguniang Panlalawigan under Resolution No. 1481-26;

NOW THEREFORE,

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

Section 1. TITLE. This Ordinance shall be known as "An Ordinance Amending Section 2 of Municipal Ordinance No. 10, Series of 2026, on the Qualification Standards of the Position of Administrative Officer III (Supply Officer II)."

Section 2. AMENDMENT. Section 2 of Municipal Ordinance No. 10, Series of 2026, is hereby amended to read as follows:

"Section 2. QUALIFICATIONS. The qualifications of Administrative Officer III (Supply Officer II) shall be in accordance with the standards set forth by the Civil Service Commission under CSC Memorandum Circular No. 10, Series of 2005, and the Index of Occupational Services, Position Titles, and Salary Grade in the Local Government issued by the Department of Budget and Management, indicated hereunder:

Administrative Officer III (Supply Officer II)

Education : Bachelor's degree relevant to the job
Experience : 1 year of relevant experience
Training : 4 hours of relevant training
Eligibility : Career Service (Professional)/ 2nd Level Eligibility"

Section 3. EFFECT ON OTHER PROVISIONS. All other provisions of Municipal Ordinance No. 10, Series of 2026, including but not limited to the creation of the position, the duties and functions under Section 3, and the Organizational Structure and Staffing Pattern under Annex "A" thereof, not inconsistent herewith, shall remain in full force and effect.

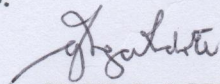
Section 4. SEPARABILITY CLAUSE. If, for any reason or reasons, any part or provision of this Ordinance shall be held to be unconstitutional or invalid, other parts or provisions hereof which are not affected thereby shall continue to be in full force and effect.

Section 5. REPEALING CLAUSE. Any ordinance, resolution, or executive issuance, or part thereof, inconsistent with the provisions of this Ordinance, is hereby repealed or modified accordingly.

Section 6. EFFECTIVITY. This Ordinance shall take effect upon its approval.

ENACTED by the 19th Sangguniang Bayan of Cortes, Surigao del Sur on its 57th Regular Session on September 15, 2026 at Cortes, Surigao del Sur.

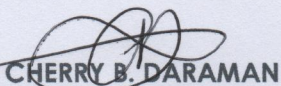
ATTESTED:



CYKEE C. DOTE

Local Legislative Staff Officer II
Acting Secretary to the Sangguniang Bayan

**CERTIFIED CORRECT
TO BE DULY ADOPTED:**



CHERRY B. DARAMAN
Municipal Vice Mayor
Regular Presiding Officer

APPROVED:



FREDERICK P. YU
Municipal Mayor

Date: 9-18-2026

Republic of the Philippines
Province of Surigao del Sur
Municipality of Cortes

Office of the Sangguniang Bayan
(Office of the Municipal Council)

CERTIFICATION

TO WHOM IT MAY CONCERN:

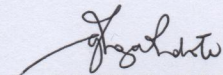
THIS IS TO CERTIFY that **Municipal Ordinance No. 19 of this municipality** dated September 15, 2026, viz;

- 1. Municipal Ordinance No. 19 "AN ORDINANCE AMENDING SECTION 2 OF MUNICIPAL ORDINANCE NO. 10, SERIES OF 2026, ENTITLED "AN ORDINANCE CREATING THE POSITION OF ADMINISTRATIVE OFFICER III (SUPPLY OFFICER II), SALARY GRADE - 14, IN THE OFFICE OF THE MUNICIPAL MAYOR, DEFINING THE QUALIFICATION STANDARDS, DUTIES AND RESPONSIBILITIES, AND FOR OTHER RELATED PURPOSES," FOR THE PURPOSE OF RECTIFYING THE QUALIFICATION STANDARDS OF THE POSITION TO CONFORM WITH CIVIL SERVICE COMMISSION MEMORANDUM CIRCULAR NO. 10, SERIES OF 2005, AND FOR OTHER RELATED PURPOSES**

was posted in the bulletin board at the entrance of the Municipal Hall and in 2 other conspicuous places of this municipality.

This **Certification** is issued in compliance with Section 59 of the Local Government Code of 1991 otherwise known as RA 7160.

Done this 18th day of September, 2026 at Cortes, Surigao del Sur.



CYKEE C. DOTE

Local Legislative Staff Officer II
Acting Secretary to the Sangguniang Bayan



Republika ng Pilipinas
Lalawigan ng Surigao del Sur
BAYAN NG CORTES

Tanggapan ng Sangguniang Bayan
(Office of the Municipal Council)

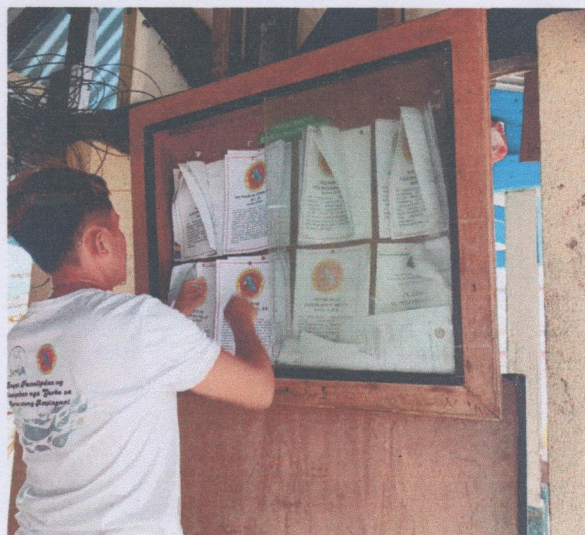
In front of the Municipal Building



Entrance of the Municipal Gymnasium



Cortes Terminal





Republika ng Pilipinas
Lalawigan ng Surigao del Sur
BAYAN NG CORTES

Tanggapan ng Sangguniang Bayan
(Office of the Municipal Council)

**EXCERPT FROM THE MINUTES OF THE 43RD REGULAR SESSION OF THE 19TH SANGGUNIAN
BAYAN OF CORTES, SURIGAO DEL SUR HELD AT THE MUNICIPAL SESSION HALL ON JUNE
9, 2026**

Present:

Hon. Cherry B. Daraman
Municipal Vice Mayor
Regular Presiding Officer

Regular Sangguniang Bayan Members

Hon. Hazel G. Pasok
Hon. Ronald S. Cubero
Hon. Joven P. Rivera
Hon. Adrian Y. Pono
Hon. Sedfrey G. Cuartero
Hon. Lydia I. Gabisay
Hon. Manuel D. Bagnol
Hon. Mercedette V. Dumagan

Sangguniang Bayan Member

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Ex-Officio Member

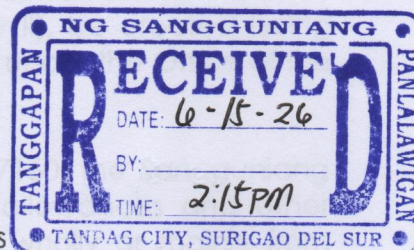
Hon. Carmelito S. Montenegro
Hon. Julieta A. Arlegui

IPM Representative
ABC President

Absent: On Sick Leave:

Hon. Vincent L. Quiño

SK Fed. President



MUNICIPAL ORDINANCE NO. 10
(Series of 2026)

**AN ORDINANCE CREATING THE POSITION OF ADMINISTRATIVE OFFICER III,
(SUPPLY OFFICER II), SALARY GRADE – 14, IN THE OFFICE OF THE MUNICIPAL
MAYOR, DEFINING THE QUALIFICATION STANDARDS, DUTIES AND
RESPONSIBILITIES, AND FOR OTHER RELATED PURPOSES**

Introduced by: **HON. SEDFREY G. CUARTERO**
Seconded by : **All Members Present**

WHEREAS, Section 76 of R.A. No. 7160, otherwise known as the Local Government Code of 1991, provides that every local government unit shall design and implement its own organizational structure and staffing pattern taking into consideration its service requirements and financial capability, subject to the minimum standards and guidelines prescribed by the Civil Service Commission;

WHEREAS, Section 77 also provides that the chief executive of every local government unit shall be responsible for human resources and development in his unit and shall take all personnel actions in accordance with the constitutional provisions on civil service, pertinent laws, and rules and regulations thereon, including such policies, guidelines and standards as the Civil Service Commission may establish;

WHEREAS, pursuant to the foregoing provisions of the Local Government Code, the Municipal Mayor of Cortes made representation and indorsement to this Body that the position of Administrative Officer III, (Supply Officer II), be created being essential to the effective performance of administrative tasks under the Office of the Mayor;

WHEREAS, under Section 447 (a) (1) (viii) of R.A. No. 7160, the Sangguniang Bayan shall determine the positions and salaries, wages, allowances and other emoluments and benefits of officials and employees paid wholly or mainly from municipal funds and provide for expenditures necessary for the proper conduct of programs, projects, services, and activities of the municipal government;

WHEREAS, this Body is of the view that the recommendation of the Municipal Mayor to create the subject position is beneficial to improve public service.

NOW THEREFORE

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

Section 1. **CREATION OF POSITION.** The position of Administrative Officer III, (Supply Officer II) with Salary Grade 14 under the Office of the Municipal Mayor is hereby created. For purposes of this Section, the Organizational Structure of the Office of the Municipal Mayor is hereby modified indicating the position of Administrative Officer III, (Supply Officer II) as embodied in **Annex "A"** which forms an integral part of this Ordinance.

Section 2. **QUALIFICATIONS.** The qualifications of Administrative Officer III, (Supply Officer II) shall be in accordance with the standards set forth by the Civil Service Commission and Index of Occupational Services, Position Titles, and Salary Grade in the Local Government issued by the Department of Budget and Management, indicated hereunder:

Administrative Officer III (Supply Officer II)

Education	: Bachelor's degree
Experience	: 1 year relevant experience
Training	: 4 hours of relevant training
Eligibility	: Career Service (Professional) 2 nd Level Eligibility

Section 3. DUTIES AND FUNCTIONS. The Administrative Officer III (Supply Officer II) shall perform the following:

A. Administrative Management

- (1) Oversee general administrative services in the municipality.
- (2) Ensure compliance with government rules and regulations in personnel, records, property, and procurement management.
- (3) Implement internal policies to streamline office operations.

B. Records and Documentation

- (4) Supervise the safekeeping, updating, and retrieval of municipal records.
- (5) Ensure proper documentation of transactions, contracts, and official communications.
- (6) Maintain personnel files and service records of municipal employees.

C. Procurement and Property Custodianship

- (7) Manage procurement processes in accordance with Republic Act No. 9184, as amended by Republic Act No. 12009 or the New Government Procurement Act.
- (8) Oversee inventory, custody, and disposal of municipal properties and supplies.
- (9) Prepare procurement plans and ensures transparency in bidding and purchasing.

D. Personnel and Human Resource Support

- (10) Provide assistance in recruitment, appointments, promotions, and other HR actions.
- (11) Monitor employee attendance, leave records, and performance evaluation.
- (12) Coordinate with CSC and other agencies on HR-related compliance.

E. Budget and Financial Support

- (13) Assist in preparing budget proposals for administrative operations.
- (14) Monitor disbursement of funds for office supplies, utilities, and administrative expenses.

- (15) Ensure proper liquidation and reporting of expenditures.

F. Supervisory and Liaison Role

- (16) Supervise clerical and administrative staff under the office.
- (17) Act as liaison between the municipal government and external agencies on administrative matters.
- (18) Provide advice to department heads and the municipal mayor on administrative concerns.

Section 4. **COMPLIANCE WITH EXISTING LAWS, RULES AND REGULATIONS.** The position herein created is subject to the minimum standards and guidelines prescribed by the Civil Service Commission and Department of Budget and Management, and the budgetary limitations prescribed by the Local Government Code.

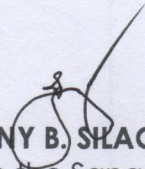
Section 5. **SEPARABILITY CLAUSE.** If, for any reason or reasons, any part or provision of this Ordinance shall be held to be unconstitutional or invalid, other parts or provisions hereof which are not affected thereby shall continue to be in full force and effect.

Section 6. **REPEALING CLAUSE.** Municipal Ordinance No. 01, Series of 2025, dated September 16, 2025, all Ordinances, Resolutions and Executive Issuances which are in conflict or inconsistent with the provisions of this Ordinance are hereby repealed or modified accordingly.

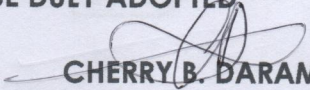
Section 7. **EFFECTIVITY.** This Ordinance shall take effect upon its approval.

ENACTED by the 19th Sangguniang Bayan of Cortes, Surigao del Sur on its 43RD Regular Session on June 9, 2026 at Cortes, Surigao del Sur.

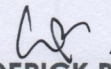
ATTESTED:


DANNY B. SILAGAN
Secretary to the Sangguniang Bayan

**CERTIFIED CORRECT
TO BE DULY ADOPTED:**


CHERRY B. DARAMAN
Municipal Vice Mayor
Regular Presiding Officer

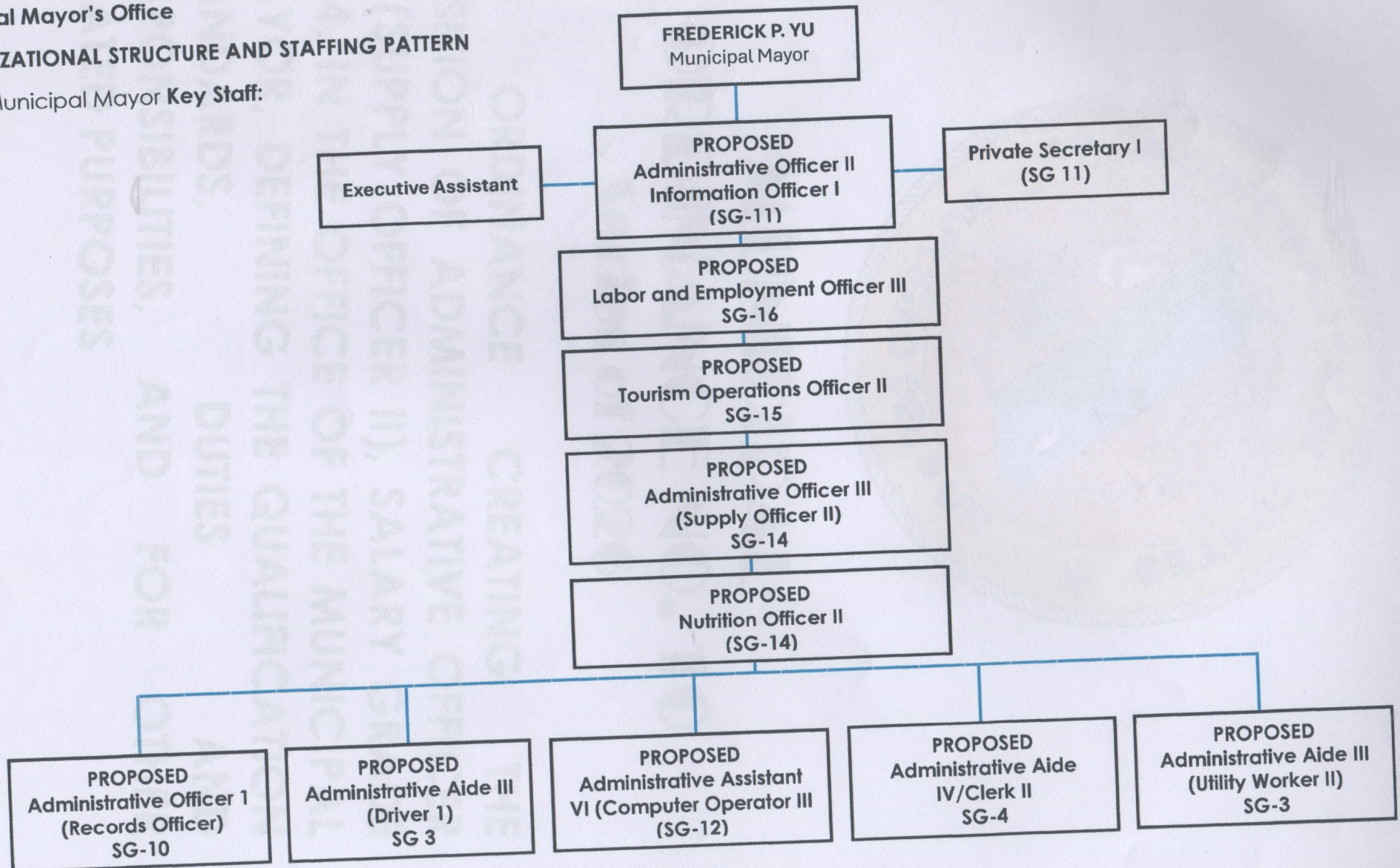
APPROVED:


FREDERICK P. YU
Municipal Mayor
JUN 15 2026

Municipal Mayor's Office

ORGANIZATIONAL STRUCTURE AND STAFFING PATTERN

Head: Municipal Mayor **Key Staff:**



**LALAWIGAN NG SURIGAO DEL SUR
TANDAG CITY**

**Tanggapan ng Sangguniang Panlalawigan
(Office of the Provincial Council)**

EXCERPT FROM THE MINUTES OF THE 53RD REGULAR SESSION OF THE 21ST SANGGUNIANG PANLALAWIGAN OF SURIGAO DEL SUR HELD AT THE LEGISLATIVE BUILDING SESSION HALL, CAPITOL OF THE SOUTH, KAHAYAG, BISLIG CITY, PROVINCE OF SURIGAO DEL SUR ON JULY 28, 2026

PRESENT:

Hon. Joey S. Pama

- Member, Sangguniang Panlalawigan
(Temporary Presiding Officer)

Regular Sangguniang Panlalawigan Members:

District I

Hon. Ruel D. Momo

District II

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

Ex – Officio Members:

Hon. Jimmy I. Guinsod

- Indigenous Peoples Mandatory
Representative, Surigao del Sur

On Virtual Attendance:

Hon. Henrich M. Pimentel

- Member, Sangguniang Panlalawigan

Hon. Antonio C. Azarcon

- Member, Sangguniang Panlalawigan

Hon. Valerio T. Montesclaros, Jr.

- Member, Sangguniang Panlalawigan

Hon. John Paul C. Pimentel

- President, Philippine Councilors'
League, Surigao del Sur Chapter

ON OFFICIAL BUSINESS:

Hon. Jose Dumagan, Jr.

- Member, Sangguniang Panlalawigan

ABSENT:

On Vacation Leave:

Hon. Melanie Joy M. Guno

- President, Provincial Chapter
of the Liga ng mga Barangay
sa Pilipinas

On Sick Leave:

Hon. Yuri Art Eufy R. Sanchez

- President, Panlalawigang Pederasyon
ng mga Sangguniang Kabataan

RESOLUTION NO. 1481 – 26

(Series of 2026)

RETURNING ORDINANCE NO. 10 DATED JUNE 9, 2026 OF THE MUNICIPALITY OF CORTES, THIS PROVINCE ENTITLED “AN ORDINANCE CREATING THE POSITION OF ADMINISTRATIVE OFFICER III, (SUPPLY OFFICER II), SALARY GRADE – 14, IN THE OFFICE OF THE MUNICIPAL MAYOR, DEFINING THE QUALIFICATION STANDARDS, DUTIES AND RESPONSIBILITIES, AND FOR OTHER RELATED PURPOSES”, FOR RECTIFICATION

SPONSORS:

HON. HENRICH M. PIMENTEL, HON. GINES RICKY J. SAYAWAN, SR., HON. ANTONIO C. AZARCON, HON. MARGARITA G. GARAY, HON. JOHN PAUL C. PIMENTEL, 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 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. 10 dated June 9, 2026 of the Municipality of Cortes, this Province entitled “An Ordinance Creating the Position of Administrative Officer III, (Supply Officer II), Salary Grade – 14, in the Office of the Municipal Mayor, Defining the Qualification Standards, Duties and Responsibilities, and for Other Related Purposes”, 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 July 3, 2026 informed the Body that the above-mentioned Ordinance is within the scope of the prescribed powers of the Sanggunian Bayan concerned pursuant to R.A. 7160 (Local Government Code of 1991) and that it complies with the pertinent provisions of Civil Service Commission (CSC) Memorandum Circular No. 12, series of 2022 dated November 8, 2022. It also adheres to LBC No. 137 dated July 13, 2021 of the Department of Budget and Management and that the said LGU has still an allowable Personal Services Cost of Php 3,970,686.58;

WHEREAS, however, Mr. Ace R. Orcullo, MPA, CHRA, Provincial Human Resource Management Officer, this Province in his letter dated July 9, 2026 upon perusal of the subject Ordinance, informed the August Body of the finding and recommendation below:

ORDINANCE	FINDING/S	RECOMMENDATION/S
10	The education requirement for the created position of Administrative Officer III (Supply Officer II) was erroneously presented in Section 2 of the said Ordinance.	The concerned LGU shall adhere CSC MC 10, s. 2005 for the appropriate education requirement.

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 July 21, 2026 recommended to return Ordinance No. 10 dated June 9, 2026 of the Municipality of Cortes, this Province for rectification with a suggestion that the same shall adhere to the corresponding finding and recommendation by the Provincial Human Resource Management Officer, this Province;

WHEREAS, in view of the foregoing and on motion of Hon. Henrich M. Pimentel and jointly seconded by Hon. Margarita G. Garay, Hon. John Paul C. Pimentel, Hon. Antonio C. Azarcon and Hon. Valerio T. Montesclaros, Jr.;

NOW THEREFORE

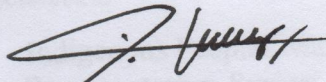
BE IT RESOLVED by the Sangguniang Panlalawigan of Surigao del Sur to return Ordinance No. 10 dated June 9, 2026 of the Municipality of Cortes, this Province entitled "An Ordinance Creating the Position of Administrative Officer III, (Supply Officer II), Salary Grade – 14, in the Office of the Municipal Mayor, Defining the Qualification Standards, Duties and Responsibilities, and for Other Related Purposes", for rectification.

RESOLVED FINALLY: To furnish copies of this Resolution to Hon. Frederick P. Yu, Municipal Mayor and to the Sangguniang Bayan thru Hon. Cherry B. Daraman, Municipal Vice Mayor/Presiding Officer, all of the Municipality of Cortes, this Province, for their information and appropriate action.

ADOPTED this 28th day of July, 2026 at the City of Bislig, Province of Surigao del Sur by unanimous votes of all the Sangguniang Panlalawigan Members present.

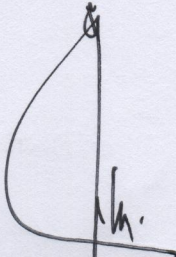
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I HEREBY CERTIFY to the correctness of the foregoing Resolution.


EDGAR G. PEREZ II, J.D.

Secretary to the Sangguniang Panlalawigan

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


JOEY S. PAMA

Member, Sangguniang Panlalawigan
(Temporary Presiding Officer)