



Republic of the Philippines
PROVINCE OF SURIGAO DEL SUR
MUNICIPALITY OF CARRASCAL
Office of the Sangguniang Bayan



September 22, 2026

MR. EDGAR G. PEREZ II, J.D.

Provincial Secretary
Sangguniang Panlalawigan
Tandag City, Surigao del Sur

Sir:

Greetings of peace and goodwill!

We respectfully submit herewith **Ordinance No. 39, Series of 2026** entitled “AN ORDINANCE CREATING THE POSITION OF DISABILITY AFFAIRS OFFICER III, SALARY GRADE 18, UNDER THE MUNICIPAL PERSONS WITH DISABILITY AFFAIRS OFFICE (MPDAO) OF THE MUNICIPALITY OF CARRASCAL, SURIGAO DEL SUR, PRESCRIBING ITS QUALIFICATION STANDARDS, DEFINING ITS DUTIES AND FUNCTIONS, AND APPROPRIATING FUNDS THEREFOR.”

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, J.D.

Secretary to the Sanggunian



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



Office of the Sangguniang Bayan

EXCERPT FROM THE MINUTES OF THE 54TH REGULAR SESSION OF THE 12TH SANGGUNIANG BAYAN OF CARRASCAL, SURIGAO DEL SUR HELD ON SEPTEMBER 14, 2026 AT THE LEGISLATIVE SESSION HALL.

PRESENT:

HON. JESSIE JAMES T. VALLE

SB Member

Presiding Officer Pro Tempore

Regular Members

Hon. Keith Vincent P. Pimentel

Hon. Richard L. Hotchkiss

Hon. Oliver Han D. Villarosa

Hon. Chito O. Eliot

Hon. Arnel C. Sunico

Ex-Officio Members

Hon. Kidd Elijah P. Pebojot

- SK Federation President

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- IPMR

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- Municipal Vice Mayor

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ORDINANCE NO. 39, SERIES OF 2026

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INTRODUCED BY:

HONORABLE ARNEL C. SUNICO

“WHEREAS, Section 16 of Republic Act No. 7160, otherwise known as the *Local Government Code of 1991*, empowers local government units to exercise such powers and perform such functions as are necessary, appropriate, or incidental for the efficient and effective governance and promotion of the general welfare of their constituents;

M.O. NO. 39, SERIES OF 2026 – AN ORDINANCE CREATING THE POSITION OF DISABILITY AFFAIRS OFFICER III, SALARY GRADE 18, UNDER THE MUNICIPAL PERSONS WITH DISABILITY AFFAIRS OFFICE (MPDAO), PRESCRIBING ITS QUALIFICATION STANDARDS, DEFINING ITS DUTIES AND FUNCTIONS, AND APPROPRIATING FUNDS THEREFOR.

“WHEREAS, Republic Act No. 7277, otherwise known as the *Magna Carta for Persons with Disability*, as amended by Republic Act No. 10070, mandates the establishment of a Persons with Disability Affairs Office (PDAO) in every municipality, while its Implementing Rules and Regulations provide for the position of Disability Affairs Officer III, Salary Grade 18, for first (1st) to third (3rd) class municipalities, subject to prescribed qualification standards;

“WHEREAS, there is a need to strengthen the Municipal Persons with Disability Affairs Office (MPDAO) to enhance the Municipality’s institutional capacity in the formulation, coordination, implementation, and monitoring of programs, projects, and services for persons with disabilities;

“WHEREAS, the creation of the said position will ensure the effective management and operation of the MPDAO and the sustained implementation of laws, policies, programs, and services for the promotion and protection of the rights and welfare of persons with disabilities within the Municipality.

“ NOW THEREFORE ”

BE IT ENACTED, as it is hereby enacted by the Sangguniang Bayan of the Municipality of Carrascal, Surigao del Sur, in session assembled:

SECTION 1. Creation of Position. There is hereby created the position of *Disability Affairs Officer III, Salary Grade 18*, under the *Municipal Persons with Disability Affairs Office*.

SECTION 2. Duties and Functions. The *Disability Affairs Officer III* shall perform the following duties and functions:

1. Supervise the implementation of approved programs, projects, and activities for PWDs;
2. Prepare operational plans, activity designs, and implementation strategies for approved PWD programs;
3. Assess the needs and concerns of PWDs as basis for program development and improvement;
4. Coordinate with government agencies, PWD organizations, NGOs, POs, and other stakeholders;
5. Monitor and evaluate the implementation of PWD programs and recommend appropriate improvements;
6. Review and consolidate program reports, accomplishment data, and technical documents;
7. Provide technical guidance to Disability Affairs Officers and other personnel in program implementation; *and*
8. Perform other functions as instructed by the immediate supervisor or the Local Chief Executive.

SECTION 3. Qualifications.

Education : Bachelor’s degree
Experience : Two (2) years of relevant experience on disability affairs
Training : Eight (8) hours of relevant training on disability affairs
Eligibility : Career Service Professional/Second Level Eligibility

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SECTION 4. Compensation. The position shall receive compensation corresponding to Salary Grade 18, including such benefits and allowances as may be authorized by law and applicable rules and regulations.

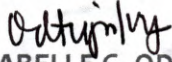
SECTION 5. Appropriation and Funding. Funding shall be sourced from the available funds, subject to existing budgeting, accounting, and auditing laws, rules, and regulations.

SECTION 6. Separability Clause. If any provision of this Ordinance is declared invalid, other provisions not affected shall remain in force.

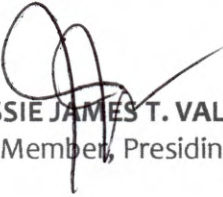
SECTION 7. Effectivity. This Ordinance shall take effect upon posting in at least three conspicuous places within the Municipality of Carrascal, in accordance with Section 59 of Republic Act No. 7160, otherwise known as the Local Government Code of 1991, and other applicable laws, rules, and regulations.

DONE this 14th day of September, 2026 at the Municipality of Carrascal, Province of Surigao del Sur.

CERTIFIED TRUE AND CORRECT:


IVY YSABELLE G. ODTUJAN
Administrative Officer I (Records Officer I)

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


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

APPROVED:


JOSEPH L. URGEL
Municipal Mayor

M.O. NO. 39, SERIES OF 2026 – AN ORDINANCE CREATING THE POSITION OF DISABILITY AFFAIRS OFFICER III, SALARY GRADE 18, UNDER THE MUNICIPAL PERSONS WITH DISABILITY AFFAIRS OFFICE (MPDAO), PRESCRIBING ITS QUALIFICATION STANDARDS, DEFINING ITS DUTIES AND FUNCTIONS, AND APPROPRIATING FUNDS THEREFOR.



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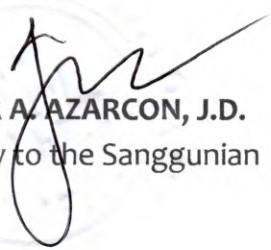


CERTIFICATION

THIS IS TO CERTIFY that **Ordinance No. 39, Series of 2026** entitled “AN ORDINANCE CREATING THE POSITION OF DISABILITY AFFAIRS OFFICER III, SALARY GRADE 18, UNDER THE MUNICIPAL PERSONS WITH DISABILITY AFFAIRS OFFICE (MPDAO) OF THE MUNICIPALITY OF CARRASCAL, SURIGAO DEL SUR, PRESCRIBING ITS QUALIFICATION STANDARDS, DEFINING ITS DUTIES AND FUNCTIONS, AND APPROPRIATING FUNDS THEREFOR” has been posted in three (3) conspicuous places within the Local Government Unit of Carrascal, Surigao del Sur, namely: **(1) Carrascal Bus Terminal; (2) Carrascal Public Market; and (3) Office of the Municipal Mayor.** Photographs of the posted ordinance are attached to this Certification as proof of compliance.

This is in compliance with the applicable provisions of Republic Act No. 7160, otherwise known as the *Local Government Code of 1991*, requiring ordinances and resolutions to be posted in three (3) conspicuous places within the local government unit, as applicable, in connection with the prescribed requirements for their effectivity.

Issued this **22nd day of September 2026** at Carrascal, Surigao del Sur, Philippines.


CHESTER A. AZARCON, J.D.
Secretary to the Sanggunian



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PROVINCE OF SURIGAO DEL SUR
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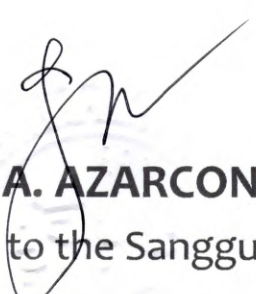
Office of the Sangguniang Bayan



POSTED

**CARRASCAL BUS TERMINAL
CARRASCAL PUBLIC MARKET
OFFICE OF THE MUNICIPAL MAYOR**

September 22, 2026


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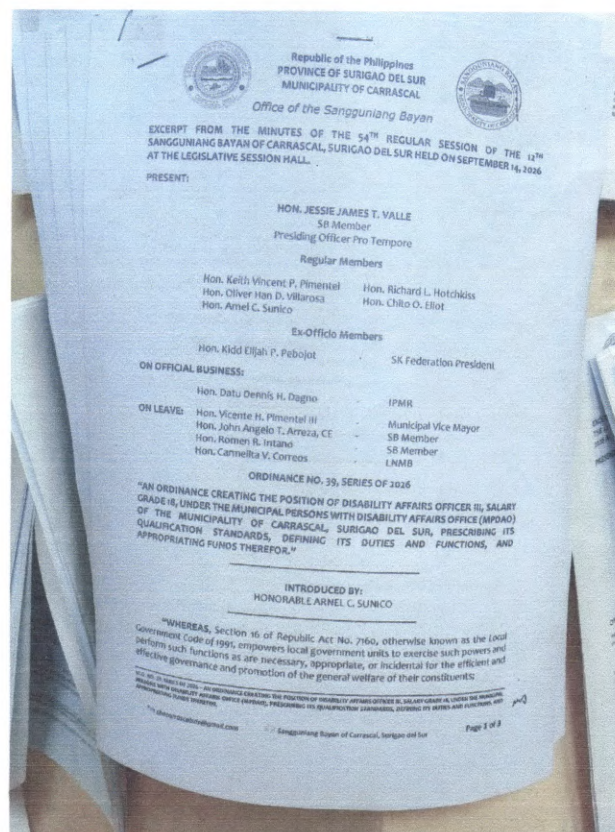


Republic of the Philippines
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MUNICIPALITY OF CARRASCAL



OFFICE OF THE SANGGUNIANG BAYAN

MAYOR'S OFFICE





Republic of the Philippines
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OFFICE OF THE SANGGUNIANG BAYAN

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Presiding Officer Pro Tempore

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Hon. Oliver Han D. Villarosa Hon. Chito O. Eliot
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ORDINANCE NO. 40, SERIES OF 2026

"AN ORDINANCE CREATING THE POSITION OF DISABILITY AFFAIRS OFFICER II, SALARY GRADE 15, UNDER THE MUNICIPAL PERSONS WITH DISABILITY AFFAIRS OFFICE (MPDAO) OF THE MUNICIPALITY OF CARRASCAL, SURIGAO DEL SUR, PRESCRIBING ITS QUALIFICATION STANDARDS, DEFINING ITS DUTIES AND FUNCTIONS, AND APPROPRIATING FUNDS THEREFOR."

INTRODUCED BY:
HONORABLE ARNEL C. SUNICO

"WHEREAS, Section 16 of Republic Act No. 7160, otherwise known as the Local Government Code of 1991, empowers local government units to exercise such powers and perform such functions as are necessary, appropriate, or incidental for the efficient and effective governance and promotion of the general welfare of their constituents;

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ORDINANCE NO. 41, SERIES OF 2026

"AN ORDINANCE CREATING THE POSITION OF DISABILITY AFFAIRS ASSISTANT, SALARY GRADE 8, UNDER THE MUNICIPAL PERSONS WITH DISABILITY AFFAIRS OFFICE (MPDAO) OF THE MUNICIPALITY OF CARRASCAL, SURIGAO DEL SUR, PRESCRIBING ITS QUALIFICATION STANDARDS, DEFINING ITS DUTIES AND FUNCTIONS, AND APPROPRIATING FUNDS THEREFOR."

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ORDINANCE NO. 42, SERIES OF 2026

"AN ORDINANCE CREATING THE POSITION OF MUNICIPAL GOVERNMENT DEPARTMENT HEAD 1 (MUNICIPAL PESO MANAGER), SALARY GRADE 24, UNDER THE MUNICIPAL PERSONS WITH DISABILITY AFFAIRS OFFICE (MPDAO) OF THE MUNICIPALITY OF CARRASCAL, SURIGAO DEL SUR, PRESCRIBING ITS QUALIFICATION STANDARDS, DEFINING ITS DUTIES AND FUNCTIONS, AND APPROPRIATING FUNDS THEREFOR."

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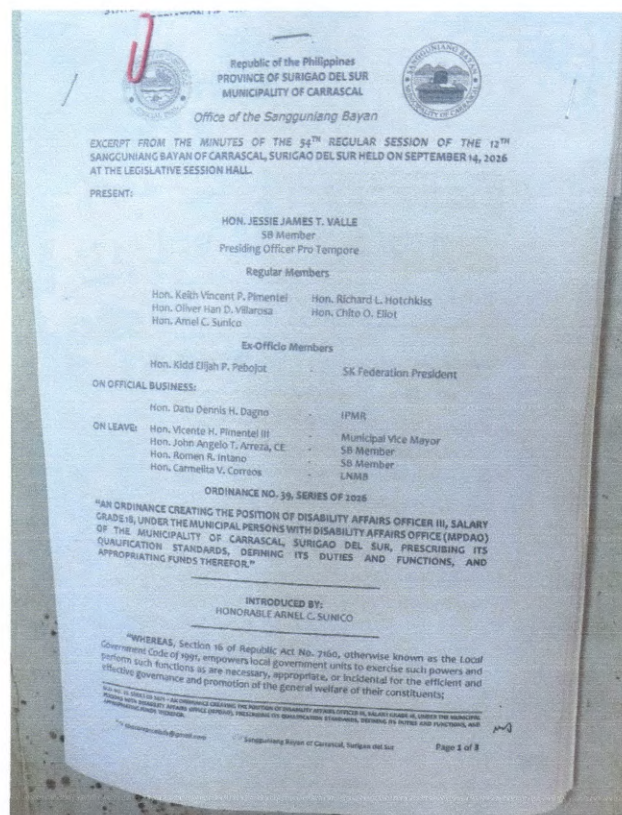


Republic of the Philippines
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OFFICE OF THE SANGGUNIANG BAYAN

CARRASCAL PUBLIC MARKET





Republic of the Philippines
Province of Surigao del Sur
MUNICIPALITY OF CARRASCAL



OFFICE OF THE SANGGUNIANG BAYAN

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sbocarrascalsds@gmail.com Sangguniang Bayan of Carrascal, Surigao del Sur Page 1 of 3

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sbocarrascalsds@gmail.com Sangguniang Bayan of Carrascal, Surigao del Sur Page 1 of 3

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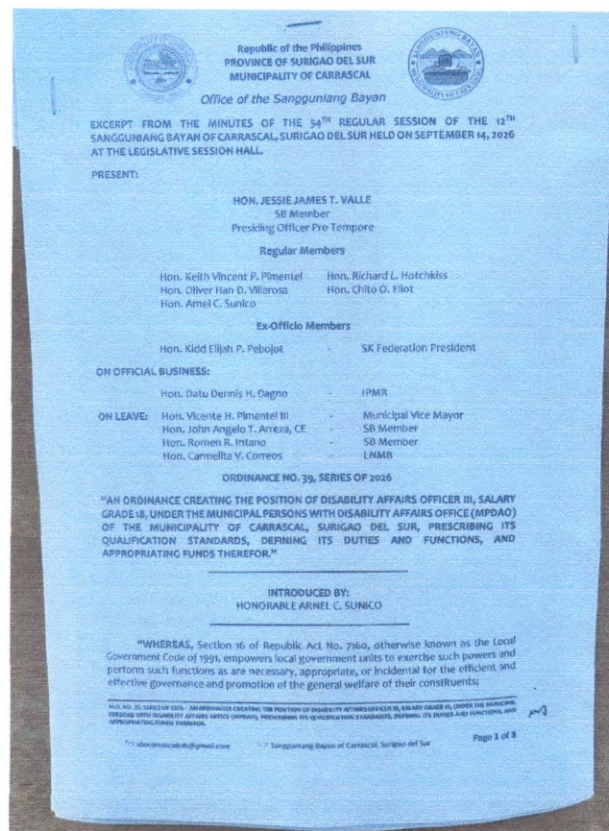


Republic of the Philippines
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OFFICE OF THE SANGGUNIANG BAYAN

CARRASCAL TERMINAL





Republic of the Philippines
Province of Surigao del Sur
MUNICIPALITY OF CARRASCAL



OFFICE OF THE SANGGUNIANG BAYAN

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ON LEAVE:

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Hon. John Angelo T. Arreza, CE - SB Member
Hon. Romel R. Intano - SB Member
Hon. Carmelita V. Correos - LNMB

ORDINANCE NO. 40, SERIES OF 2026

"AN ORDINANCE CREATING THE POSITION OF DISABILITY AFFAIRS OFFICER II, SALARY GRADE 15, UNDER THE MUNICIPAL PERSONS WITH DISABILITY AFFAIRS OFFICE (MPDAO) OF THE MUNICIPALITY OF CARRASCAL, SURIGAO DEL SUR, PRESCRIBING ITS QUALIFICATION STANDARDS, DEFINING ITS DUTIES AND FUNCTIONS, AND APPROPRIATING FUNDS THEREFOR."

INTRODUCED BY:
HONORABLE ARNEL C. SUNICO

"WHEREAS, Section 16 of Republic Act No. 7160, otherwise known as the Local Government Code of 1991, empowers local government units to exercise such powers and perform such functions as are necessary, appropriate, or incidental for the efficient and effective governance and promotion of the general welfare of their constituents;

sdccarrascalsds@gmail.com Sangguniang Bayan of Carrascal, Surigao del Sur Page 1 of 3

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

Office of the Sangguniang Bayan

EXCERPT FROM THE MINUTES OF THE 54TH REGULAR SESSION OF THE 12TH SANGGUNIANG BAYAN OF CARRASCAL, SURIGAO DEL SUR HELD ON SEPTEMBER 14, 2026 AT THE LEGISLATIVE SESSION HALL.

PRESENT:

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

Regular Members

Hon. Keith Vincent P. Pimentel Hon. Richard L. Hotchkiss
Hon. Oliver Han D. Villarosa Hon. Chito O. Elliot
Hon. Arnel C. Sunico

Ex-Officio Members

Hon. Kidd Elijah P. Pebojot - SK Federation President

ON OFFICIAL BUSINESS:

Hon. Datu Dennis H. Dagno - IPMR

ON LEAVE:

Hon. Vicente H. Pimentel III - Municipal Vice Mayor
Hon. John Angelo T. Arreza, CE - SB Member
Hon. Romel R. Intano - SB Member
Hon. Carmelita V. Correos - LNMB

ORDINANCE NO. 41, SERIES OF 2026

"AN ORDINANCE CREATING THE POSITION OF DISABILITY AFFAIRS ASSISTANT, SALARY GRADE 8, UNDER THE MUNICIPAL PERSONS WITH DISABILITY AFFAIRS OFFICE (MPDAO) OF THE MUNICIPALITY OF CARRASCAL, SURIGAO DEL SUR, PRESCRIBING ITS QUALIFICATION STANDARDS, DEFINING ITS DUTIES AND FUNCTIONS, AND APPROPRIATING FUNDS THEREFOR."

INTRODUCED BY:
HONORABLE ARNEL C. SUNICO

"WHEREAS, Section 16 of Republic Act No. 7160, otherwise known as the Local Government Code of 1991, empowers local government units to exercise such powers and perform such functions as are necessary, appropriate, or incidental for the efficient and effective governance and promotion of the general welfare of their constituents;

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Republic of the Philippines
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MUNICIPALITY OF CARRASCAL

Office of the Sangguniang Bayan

EXCERPT FROM THE MINUTES OF THE 54TH REGULAR SESSION OF THE 12TH SANGGUNIANG BAYAN OF CARRASCAL, SURIGAO DEL SUR HELD ON SEPTEMBER 14, 2026 AT THE LEGISLATIVE SESSION HALL.

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ON OFFICIAL BUSINESS:

Hon. Datu Dennis H. Dagno - IPMR

ON LEAVE:

Hon. Vicente H. Pimentel III - Municipal Vice Mayor
Hon. John Angelo T. Arreza, CE - SB Member
Hon. Romel R. Intano - SB Member
Hon. Carmelita V. Correos - LNMB

ORDINANCE NO. 42, SERIES OF 2026

"AN ORDINANCE CREATING THE POSITION OF MUNICIPAL GOVERNMENT DEPARTMENT HEAD I (MUNICIPAL PESO MANAGER), SALARY GRADE 24, UNDER THE MUNICIPAL PUBLIC EMPLOYMENT SERVICE OFFICE (MPESO) OF THE MUNICIPALITY OF CARRASCAL, SURIGAO DEL SUR, PRESCRIBING ITS QUALIFICATION STANDARDS, DEFINING ITS DUTIES AND FUNCTIONS, AND APPROPRIATING FUNDS THEREFOR."

INTRODUCED BY:
HONORABLE ARNEL C. SUNICO

"WHEREAS, Section 16 of Republic Act No. 7160, otherwise known as the Local Government Code of 1991, empowers local government units to exercise such powers and perform such functions as are necessary, appropriate, or incidental for the efficient and effective governance and promotion of the general welfare of their constituents;

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