

Republic of the Philippines Province of Cagayan Tuguegarao City

OFFICE OF THE S.P SECRETARIAT TUGUEGARAO CITY, CAGAYAN 1-12-24 Date: OFFICE OF THE CITY MAYOR 10:11 hm Time: Asy:

11 January 2024

THE PRESIDING OFFICER AND MEMBERS Sangguniang Panlungsod This City

Dear Presiding Officer and Members of the Sanggunian:

Greetings of Solidarity and peace!

We are respectfully forwarding to your level the attached Resolution No. 6, Series of 2024 of Barangay Leonarda on the proposed creation of their Official Seal.

For your information and appropriate action.

In the name of public service,

MAILA ROSARIO S. TING-QUE City Mayor



Republic of the Philippines Province of Cagayan City of Tuguegarao BARANGAY LEONARDA

OFFICE OF THE SANGGUNIANG BARANGAY

RESOLUTION NO. 06 (Series of 2024)

"A RESOLUTION CREATING THE OFFICIAL SEAL OF SANGGUNIANG BARANGAY OF LEONARDA"



OFFICE OF THE CITY MAYOR

Time:

WHEREAS, inscribed within a circle, the barangay official seals is a representation of infinite fullness and generations, rebirth and wisdom, this seal depicts the inherent distinction of the Pamahalaang Barangay ng Leonarda as a stronghold of infinite public service.

WHEREAS, within the circle are hands formed triangularly in colors blue, green and red symbolizing a community helping each other, the Divine Mercy image, patron of this Barangay is shown reminding that Leonardaoeños are God fearing people, spiritually devoted and peace loving.

WHEREAS, shown at the inside of the circle are facilities like school, transport terminal, car repairs and maintenance shops, people from all walk of life visiting from other towns, children/students happily walking, constitute and rebuild barangay Leonarda.

WHEREAS, within the circle, the two(2) stars symbolize that this barangay originated from Pengue-Ruyu split up into two(2) barangays, barangay Leonarda and barangay Pengue-Ruyu. The back sunrays symbolize hope and renewal.

WHEREAS, on the outer circle, BARANGAY LEONARDA, TUGUEGARAO CITY is proudly written as a symbol of honor and distinction.

WHEREFORE, Resolve, as it hereby resolve. Hon. Socorro Delos Santos concurred by the body approved the presented logo to be the Official Seal of Barangay Leonarda.

RESOLVED FURTHER, the copy of this Resolution be given to the 9th City Council for immediate approval.

Enacted this 8th day of January 2024 at Barangay Leonarda, Tuguegarao City, Cagayan.

I HEREBY CERTIFY TO THE CORRECTNESS OF THE FOREGOING: CHARITO A. IBAÑES Barangay Secretary

> Attested and Approved: RIZALDY C. RETAMAL Punong Barangay

ATTESTED:

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DIOMEDES B. BADAJOS Barangay Kagawad

SOCORRO C. DELOS SANTOS Barangay Kagawad

SUSJE S. ODON Barangay Kagawad

TIRSO MARTIREZ JR Barangay Kagawad MANUELS. CANSEJO Barangay Kagawad

JOJIT M. BARBANO Barangay Kagawad

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JOSE JESUS D GOLLAYAN Barangay Kagawad

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FATIMA MAE CRIZEL D. MARTIREZ SK-CHAIRMAN



OFFICE OF THE SANGGUNIANG BARANGAY

EXCERPTS FROM THE MINUTES OF THE 1st REGULAR SESSION OF THE 2023-2025 SANGGUNIANG BARANGAY OF BARANGAY LEONARDA HELD ON NOVEMBER 04, 2023 AT BARANGAY SESSION HALL, LEONARDA, TUGUEGARAO CITY, CAGAYAN.

Present:

JESUS D. GOLLAY

HON. SOCORRO C. DELOS SANTOS

ι			
	HON. RIZALDY C. RETAMAL	÷.	Punong Barangay
	HON. DIOMEDES B. BADAJOS	-	SB Member
	HON. SOCORRO C. DELOS SANTOS	÷.	SB Member
	HON. SUSIE S. ODON	*	SB Member
	HON. TIRSO F. MARTIREZ JR.	÷	SB Member
	HON. MANUEL S. CANSEJO	÷	SB Member
	HON. JOJIT M. BERBANO	-	SB Member
	HON. JOSE JESUS D, GOLLAYAN		SB Member
	HON. FATIMA MAE KRIZEL D. MARTIRES	e l	SK Chairperson

SANGGUNIANG BARANGAY INTERNAL RULES OF PROCEDURE Resolution No. 001- 2023 Series of 2023

A RESOLUTION ADOPTING THE INTERNAL RULES OF PROCEDURE OF THE SANGGUNIANG BARANGAY OF BARANGAY LEONARDA, TUGUEGARAO CITY, CAGAYAN

WHEREAS, the Sangguniang Barangay Leonarda Internal Rules Procedures are necessary in order to govern the orderly conduct of the members of the Sangguniang Barangay;

WHEREAS, the promulgation of these rules is imperative in the efficient discharge of the powers, duties and functions of the members of the Sangguniang Barangay, pursuant to the pertinent provisions as found therein in the Local Government Code of 1991(RA 7160)

NOW THEREFORE, on motion of Kagawad Socorro De Los Santos, duly seconded by Kagawad Susie Odon Pamittan, be it resolved as it is hereby resolved, to adopt the following Internal Rules of Procedure of the Sangguniang Barangay of Barangay Leonarda.

RULE I. MEMBERSHIP

Section 1. COMPOSITION

The officials of Barangay Leonarda are composed of the Punong Barangay, the seven (7) Sangguniang Barangay members, the Sangguniang Kabataan Chairman, the Barangay Secretary and the Barangay Treasurer (Sec. 387, RA 7160).

Section 2. TERM OF OFFICE

The term of office of the Sangguniang Barangay Leonarda shall be two 2 years which command on November 1, 2023. This term of office may be extended by virtue of national proclamation.



OFFICE OF THE SANGGUNIANG BARANGAY

Section 3. OATH OF AFFIRMATION

The Punong Barangay as Chairman, the regular members of the Sangguniang Barangay, the SK Chairman, the Barangay Secretary and Treasurer shall assume office on the day and in the manner as provided for by law.

RULE II. PRESIDING OFFICER

Section 1. PUNONG BARANGAY

The Punong Barangay shall be the Presiding Officer of the Sangguniang Barangay. The Presiding Officer shall vote only to break a tie.

In the event of inability of the Punong Barangay to preside over the session, the Barangay Kagawad who is first in rank shall preside the session.

Section 2. POWER AND DUTIES

The powers, duties and functions of the Punong Barangay are provided by Sec. 389 of RA 7160.

- 1. Chief Executive: Powers, Duties, and Functions.
 - a) The Punong Barangay, as the chief executive of the Barangay Government, shall exercise such power and perform such duties and functions, as provided by code and other laws.
 - b) The efficient, effective and economical governance, the purpose of which is the general welfare of the Barangay and its inhabitants pursuant to Section 16 of this Code, the Punong Barangay shall:
 - i. Enforce all laws and ordinances which are applicable within the barangay;
 - ii. Negotiate, enter into, and sign contracts for and in behalf of the barangay, upon authorization of the Sangguniang Barangay;
 - Maintain public order in the barangay and, in pursuance thereof, assist the City or Municipal Mayor and the Sangguniang Members in the performance of their duties and functions;
 - iv. Call and preside over the sessions of the Sangguniang Barangay upon the Barangay Assembly, and vote only to break a tie;
 - v. Upon approval by a majority of all the members of the Sangguniang Barangay, appoint or replace the Barangay Treasurer, the Barangay Secretary, and other Appointive Barangay Officials;
 - vi. Organize and lead an emergency group whenever the same may be necessary for the maintenance of peace and order or on occasions of emergency and calamity within the Barangay;
 - vii. In coordination with the Barangay Development Council, prepare the annual executive and supplemental budgets of the barangay;
 - viii. Approve vouchers relating to the disbursement of barangay fund;



OFFICE OF THE SANGGUNIANG BARANGAY

- ix. Enforce laws and regulations relating to pollution control and protection of the environment;
- x. Administer the operation of the Katarungang Pambarangay in accordance with the provisions of this Code;
- xi. Exercise general supervision over the activities of the Sangunian and Kabataan;
- xii. Ensure the delivery of basic services as mandated under Section 17 of this Code;
- xiii. Ensure the delivery of basic services as mandated under Section 17 of this Code;
- xiv. Conduct an annual palarong barangay which shall feature traditional sports and disciplines included in National and International games, in coordination with the Department of Education, Culture, and Sports;
- xv. Promote the general welfare of the barangay;
- xvi. Exercise such other powers and perform such other duties and function as may be prescribed by law or ordinance.
- c) In the performance of his peace and order functions, the Punong Barangay shall entitled to possess and carry the necessary firearm within his territorial jurisdiction, subject to appropriate rules and regulations.

RULE III. THE SANGGUNIANG BARANGAY

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Section 1. Composition. The Sangguniang, the legislative body of the barangay, shall be composed of the Punong Barangay as Presiding Office, and the seven (7) regular Sangguniang Barangay members elected at large, the SK Chairman(ex-oficio) as members (Sec. 390, RA 7160)

Section 2. The powers, duties and functions of the Punong Barangay are provided by Sec. 389 of RA 7160.

Section 3. The other duties of the Sangguniang Barangay members are provided for by Sec. 392 of RA 7160.

RULE IV. APPOINTIVE BARANGAY OFFICIALS

Section 1. Barangay Secretary. The appointment, qualifications, powers and duties of the Barangay Secretary are provided for by Sec. 394 of RA 7160.

Section 2. Barangay Treasurer. The appointment, qualifications, powers and duties of the Barangay Treasurer are provided for by Sec. 394 of RA 7160.



REPUBLIC OF THE PHILIPPINES Province of Cagayan

Tuguegarao City

Barangay Leonarda

OFFICE OF THE SANGGUNIANG BARANGAY

RULE V. THE STANDING COMMITTEES

Section 1. The Committees. The creation and composition of the standing committees in the Sangguniang Barangay shall be the first order of business for the Sangguniang Barangay. The following are the standing committees of the Sangguniang Barangay:

- 1) COMMITTEE ON FINANCE AND APPROPRIATION
- 2) COMMITTEE ON PUBLIC UTILITIES, TRANSPORTATION
- 3) COMMITTEE ON PUBLIC WORKS AND INFRASTRUCTURE
- 4) COMMITTEE ON HEALTH AND SANITATION
- 5) COMMITTEE ON SOCIAL SERVICES, WELFARE, WOMEN AND CHILDREN
- 6) COMMITTEE ON PEACE AND ORDER
- 7) COMMITTEE ON AGRICULTURE, FISHERIES AND LIVELYHOOD
- 8) COMMITTEE ON YOUTH, SPORTS DEVELOPMENT AND EDUCATION
- 9) COMMITTEE ON WOMEN AND GENDER DEVELOPMENT
- 10) COMMITTEE ON ENVIRONMENT PROTECTION AND CLIMATE CHANGE
- 11) COMMITTEE ON CULTURE AND HERITAGE
- 12) COMMITTEE ON URBAN PLANNING AND LAND USE
- 13) COMMITTEE ON ETHICS AND GOOD GOVERNANCE
- 14). COMMITTEE ON RULES AND AMENDMENTS

Section 2. Composition. A committee shall be composed of a Chairman and two (2) members, except those whose appointments are provided for by the law, the Chairman and its

member shall be chosen by virtue of majority vote of all the members of the Barangay Council.

1) COMMITTEE ON FINANCE AND APPROPRIATION

a.	Chairman:	Diomedes B. Badajos, Barangay Kagawad
b.	Co-Chairman:	Tirso F. Martirez Jr, Barangay KAgawad
c.	Member:	Susie S. Odon, Barangay Kagawad

2) COMMITTEE ON PUBLIC UTILITIES, TRANSPORTATION

a.	Chairman:	Manuel S. Cansejo, Barangay Kagawad
b.	Co-Chairman:	Jojit M. Berbano, Barangay Kagawad
c.	Member:	Tirso F. Martirez Jr., Barangay Kagawad

3) COMMITTEE ON PUBLIC WORKS AND INFRASTRUCTURE

a.	Chairman:	Jose Jesus D. Gollayan, Barangay Kagawad
b.	Co-Chairman:	Diomedes B. Badajos, Barangay Kagawad
c.	Member:	Manuel S. Cansejo, Barangay Kagawad

4) COMMITTEE ON HEALTH AND SANITATION

a.	Chairman:	Susie S. Odon,
b.	Co-Chairman:	Tirso F. Martirez
c.	Member:	Fatima Mae Crizel D. Martirez



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5) COMMITTEE ON SOCIAL SERVICES, WELFARE, WOMEN AND CHILDREN

a. Chairman:

b. Co-Chairman: c. Member:

Socorro C. Delos Santos Fatima Mae Crizel D. Martirez Manuel S. Cansejo

6) COMMITTEE ON PEACE AND ORDER

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a.	Chairman:

Jojit M. Berbano Tirso F. Martirez

- b. Co-Chairman:
- Diomedes B. Badajos c. Member:

7) COMMITTEE ON AGRICULTURE, FISHERIES AND LIVELIHOOD

a.	Chairman:	Jose Jesus D. Gollayan
b.	Co-Chairman:	Socorro C. Delos Santos
C.	Member:	Fatima Mae Crizel D. Martirez

8) COMMITTEE ON YOUTH, SPORTS DEVELOPMENT AND EDUCATION

a.	Chairman:	Fatima Mae Crizel D. Martirez
b.	Co-Chairman:	Jojit M. Berbano
c.	Member:	Socorro C. Delos Santos

9) COMMITTEE ON WOMEN AND GENDER DEVELOPMENT

a.	Chairman:	Socorro C. Delos Santos
b.	Co-Chairman:	Fatima Mae Crizel D. Martirez
c.	Member:	Manuel S. Cansejo

10) COMMITTEE ON ENVIRONMENT PROTECTION AND CLIMATE CHANGE

a.	Chairman:	Tirso F. Martirez
b.	Co-Chairman:	Manuel S. Cansejo
c.	Member:	Susie S. Odon

11) COMMITTEE ON CULTURE AND HERITAGE

a.	Chairman:	Hon. Fatima Mae Crizel D. Martirez
b.	Co-Chairman:	Hon. Tirso F. Martirez Jr.
c.	Member:	Hon. Susie S. Odon

12) COMMITTEE ON URBAN PLANNING AND LAND USE

a. Chairman:	Hon. Tirso F. Martirez Jr.
b. Co- Chairman:	Hon. Socorro C. Delos Santos
c. Member:	Hon.Diomedes B. Badajos

13) COMMITTEE ON ETHICS AND GOOD GOVERNANCE

a. Chairman:	Hon. Socorro C. Delos Santos
b. Co- Chairman:	Hon. Jose Jesus Gollayan
c. Member:	Hon. Jojit M. Berbano



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REPUBLIC OF THE PHILIPPINES Province of Cagayan Tuguegarao City Barangay Leonarda

OFFICE OF THE SANGGUNIANG BARANGAY

14) COMMITTEE ON RULES AND AMENDMENTS

a. Chairman: b. Co- Chairman: c. Member: Hon. Manuel S. Cansejo Hon. Socorro C. Delos Santos Hon. Jojit Berbano

Section 3. **Committee Chairmanship**. a) A Sangguniang Barangay member may hold one or more committee chairmanship upon approval of the majority. b) The Punong Barangay, may choose to, upon approval by the majority of the Barangay Council, hold chairmanship in any of the above committees in the event that no Council member is available for the said position.

Section 4. In the event of reorganizing the Committees, the Chairmanship and Membership of the committee shall be determined by a majority vote of all the members of the Barangay Council.

Section 5. The powers, duties and functions of the following committees are as follows;

1) COMMITTEE ON FINANCE AND APPROPRIATION - With jurisdiction regarding all matters relating to budget, appropriation and the expenditure of funds as found in the Annual Budget and Supplemental Budgets of the Barangay.

2) COMMITTEE ON PUBLIC UTILITIES AND TRANSPORTATION – With jurisdiction in raising other funding requirements for the Barangay, including fund raising for barangay programs and activities and the management of funds raised from the same.

3) COMMITTEE ON PUBLIC WORKS AND INFRASTRUCTURE – Planning, construction, maintenance, improvement and repairs of public buildings, roads, parks, basketball courts and gyms, playground and other public buildings; drainage, sewerage, seawall and sea swell control and protection, irrigation and water facilities.

4) COMMITTEE ON URBAN PLANNING AND LAND USE – Duty to deal with matters relating to land use and applications, land disputes and cases, subdivision development and real estate development and tourism growth and development.

5) COMMITTEE ON HEALTH AND SANITATION – Measures and programs to ensure delivery of health services, all matters related to procurement of medicines and provisions for indigents; health services for the disadvantage groups, including the elderly, the disabled, street children and drug dependents.

6) COMMITTEE ON SOCAIL SERVICES WELFARE, WOMEN AND CHILDREN – The provision for basic social services, especially medical and financial assistance to indigent patients and their families, in coordination with the LINGAP program of the City Government, other forms of financial assistance to indigents and senior citizens, feeding programs and other programs concerning public and social welfare.

7) COMMITTEE ON PEACE AND ORDER – Maintenance of peace and order, fire prevention and control measures and all other matters related to peace and order and public safety, including mitigating to impact of calamities and quick response team creation and dispatch.

8) COMMITTEE ON AGRICULTURE AND FISHERIES DEVELOPMENT & LIVELIHOOD – Development of the agriculture and fisheries sectors in the barangay, urban gardening, livelihood creation and support, support and maintenance of the bantay-dagat, programs and support mechanism for small fishermen and farmer in the barangay, in coordination with the Barangay Fisheries and Aquatic Resources Management Council.



OFFICE OF THE SANGGUNIANG BARANGAY

Within the circle, the two (2) stars symbolize that this barangay originated from Barangay Pengue - Ruyu split up into two (2) barangays, Barangay Leonarda and Barangay Pengue Ruyu. The back sunrays symbolize hope and renewal.

On the outer circle, BARANGAY LEONARDA, TUGUEGARAO CITY is proudly written as a symbol of honor and distinction ...

RULE X. **DISCIPLINE OF MEMBERS**

Section 1. Any member of the Sangguniang Barangay found guilty of disorderly conduct by any competent court. Or commits acts of dishonesty, negligence, corruption or violates any of the grounds as found therein in pertinent laws, or incurs absences without justifiable cause for beyond three consecutive regular sessions, may be censured, reprimanded and suspended for not more than sixty (60) days, or expelled upon the decision of any competent Court of Law (Sec. 60 RA 7160). The procedure as stated in the said section of RA 7160 shall be observed.

AMENDMENTS TO RULES RULE XI.

HON. MANUEL & CANSELO HON. JOUR PARATANO HON. JOSE IESUS D. SOLLAVAN

IOMEDES B. RADAJOS HON. SOCORRO & DELOS SANTOS HON SUSIE S. ODON HON. THEOR MARTINEZ JR. 58 Member

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Section 1. These Internal Rules of Procedure may be amended at any regular session by a 2/3 vote of all the Sangguniang Barangay members.

MISCELLANEOUS PROVISIONS RULE XII.

Section 1. Repealing Clause. All previous Internal Rules of Procedure passed by the Sangguniang Barangay are hereby repealed, amended or modified accordingly.

Section 2. Separability Clause. If, for any reason or reasons, any part of provision of this ordinance shall be held to be unconstitutional or invalid, other parts of provisions hereof which are not affected thereby shall continue to be in full force and effect.

Section 3. Effectivity Clause. This internal Rules of Procedure shall take effect after its approval by the majority members of the Sangguniang Barangay of Leonarda, reviewed and approved by the Sangguniang Panlungsod.

RESOLVED FINALLY, to furnished a copy of this resolution to all person and offices for their information and guidance.

Enacted this 4th day of November 2023 in Barangay Leonarda, Tuguegarao City, Cagavan

Certified and approved by the Sanguniang Barangay Members.

I HEREBY CERTIFY TO THE CORRECTNESS OF THE FOREGOING:

Antines 110 2024 PERPETUA SOCORRO'A. SUMAUANG Barangay Secretary



OFFICE OF THE SANGGUNIANG BARANGAY

ATTESTED:

adap Dr HON. DIOMEDES B. BADAJOS Barangay Kagawad

HON. SUSIE S. ODON Barangay Kagawad

HON. MANUER S. CANSEJO Barangay Kagawad

HON.. JOSE JESUS D. GOLLAYAN Barangay Kagawad HON. SOCORRO C. DELOS SANTOS Barangay Kagawad

MARTIREZ JR. HON. TIRS Barangay Kagawad

BERBANO HON. JOJIT Barangay Kagawad

HON. FATIMA MAE CRIZEL D. MARTIREZ SK Chairman

APPROVED:

HONORABLE RIZALDY C. RETAMAL Punong Barangay

Cc:

Dilg City Government of Tuguegarao