

**PROGRAMMED APPROPRIATION AND OBLIGATION
BY OBJECT OF EXPENDITURE**

OFFICE OF THE SANGGUNIANG PANLUNGSOD

OFFICE/SPECIAL PURPOSE APPROPRIATIONS:

Object of Expenditure	Account Code	Past Year 2013 (Actual)	Current Year 2014 (Estimate)	Budget Year 2015 (Proposed)
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1.0 Current Operating Expenditures

1.1 Personal Services

Salaries and Wages – Regular	1021-	701	9,487,869.20	12,339,720.00	12,341,832.00
Overtime/Night Pay	1021-	723	205,028.70	200,000.00	200,000.00
PERA	1021-	711	598,000.00	696,000.00	696,000.00
Representation Allowance	1021-	713	1,196,287.50	1,470,600.00	1,470,600.00
Transportation Allowance	1021-	714	1,196,287.50	1,470,600.00	1,470,600.00
Clothing and Uniform Allowance	1021-	715	125,000.00	145,000.00	145,000.00
Productivity Enhancement Incentive	1021-	717	599,000.00	58,000.00	58,000.00
Cash Gift	1021-	724	125,000.00	145,000.00	145,000.00
Year-End Bonus	1021-	725	920,539.50	1,028,310.00	1,028,486.00
Life & Retirement Insurance Premiums	1021-	731	1,089,884.17	1,480,767.00	1,481,021.00
PAG-IBIG Contribution	1021-	732	31,500.00	34,800.00	34,800.00
PHILHEALTH Contribution	1021-	733	90,762.50	370,193.00	370,256.00
ECC Contribution	1021-	734	28,513.78	34,800.00	34,800.00
Terminal Leave Benefits	1021-	742	689,920.08	-	-
Other Personnel Benefits	1021-	749	303,713.67	98,325.00	98,342.00

TOTAL PERSONAL SERVICES:			16,687,306.60	19,572,115.00	19,574,737.00
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1.2 Maintenance and Other Operating Expenses

Travelling Expenses - Local	1021-	751	920,682.76	769,120.00	874,000.00
Office Supplies Expenses	1021-	755	123,991.00	202,400.00	230,000.00
Other Supplies Expenses	1021-	765	15,663.50	44,000.00	50,000.00
Postage and Deliveries	1021-	771	1,400.00	4,400.00	5,000.00
Telephone Expenses - Landline	1021-	772	49,176.42	50,000.00	50,000.00
Telephone Expenses - Mobile	1021-	773	167,000.00	204,000.00	204,000.00
Internet Expenses	1021-	774	34,188.78	50,000.00	50,000.00
Cable, Satellite, Telegraph and Radio Expenses	1021-	775	4,808.57	13,200.00	15,000.00
Repair and Maintenance - Office Equipment	1021-	821	-	35,200.00	40,000.00
Repair and Maintenance - IT Equipment and Software	1021-	823	5,200.00	30,800.00	35,000.00
Other Maintenance and Operating Expenses	1021-	969	413,000.00	338,976.00	385,200.00

TOTAL MAINTENANCE AND OTHER OPERATING EXPENSES:			1,735,111.03	1,742,096.00	1,938,200.00
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2.0 Capital Outlay

NONE

TOTAL CAPITAL OUTLAY:			-	-	-
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3.0 Financial Expenses

NONE

TOTAL FINANCIAL EXPENSES

TOTAL APPROPRIATION:			18,422,417.63	21,314,211.00	21,512,937.00
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Prepared:

Reviewed:

Approved:

NICHOLAS M. YULO
City Vice Mayor

ERNESTO E. VARRERA
City Budget Officer

RAMON D. TORRES
City Mayor

PERSONNEL SCHEDULE

Budget Year : 2015
Province/City/Municipality : Bago City

OFFICE: **OFFICE OF THE SANGGUNIANG PANLUNGSOD**

Item Number	Position Title	Name of Incumbent	Current Year 2014 Authorized Rate/Annum		Budget Year 2015 Proposed Rate/Annum		Increase/Decrease
			SG/Step	Amount	SG/Step	Amount	
1	CITY VICE MAYOR	Nicholas M. Yulo	26/1	661,524.00	26/1	661,524.00	-
2	SP MEMBER I	Andrew Martin Y. Torres	25/1	612,528.00	25/1	612,528.00	-
3	SP MEMBER I	Ma. Josefa Y. Matti	25/1	612,528.00	25/1	612,528.00	-
4	SP MEMBER I	Federico A. Matti	25/1	612,528.00	25/1	612,528.00	-
5	SP MEMBER I	Bernadette M. Somcio	25/1	612,528.00	25/1	612,528.00	-
6	SP MEMBER I	Allan C. Galunan	25/1	612,528.00	25/1	612,528.00	-
7	SP MEMBER I	Jorge A. Araneta	25/1	612,528.00	25/1	612,528.00	-
8	SP MEMBER I	Cleo F. Gaudite	25/1	612,528.00	25/1	612,528.00	-
9	SP MEMBER I	Carlos E. Mondia	25/1	612,528.00	25/1	612,528.00	-
10	SP MEMBER I	Donald A. Alvarez	25/1	612,528.00	25/1	612,528.00	-
11	SP MEMBER I	Danilo U. Famoso	25/1	612,528.00	25/1	612,528.00	-
12	SP MEMBER I	Sergio T. Piansay (ABC President, 11/27/13)	25/1	612,528.00	25/1	612,528.00	-
13	SP MEMBER I	-Vacant- (James Anton Y. Alincastre, SK Federation President-End of Term)	25/1	612,528.00	25/1	612,528.00	-
14	SP MEMBER I (WOMEN REP.)	-Vacant-	25/1	612,528.00	25/1	612,528.00	-
15	SP MEMBER I (AGRI. & IND. SECTOR)	-Vacant-	25/1	612,528.00	25/1	612,528.00	-
16	SP MEMBER I (REP. FROM OTHER SECTOR)	-Vacant-	25/1	612,528.00	25/1	612,528.00	-
17	CITY SECRETARY	Brian Martir	25/8	661,272.00	25/8	661,272.00	-

18	RECORDS OFFICER III	Linda Arellano	18/4	369,324.00	18/5	373,380.00	4,056.00
19	ADMINISTRATIVE ASSISTANT	Ana Brenda Reliquias	8/8	182,508.00	8/8	182,508.00	-
20	COMPUTER OPERATOR I	Lemuel Jalea	7/5	164,772.00	7/6	166,416.00	1,644.00
21	STENOGRAPHER II	Teresita P. Carmona, (02/01/14)	6/1	147,300.00	6/1	147,300.00	-
22	STENOGRAPHER II	-Vacant-	6/1	-	6/1	-	-
23	CLERK II	-Vacant-	4/1	-	4/1	-	-
24	CLERK II	Mildred Sinag	4/8	136,656.00	4/8	136,656.00	-
25	CLERK II	Lowella Alvarez	4/8	136,656.00	4/8	136,656.00	-
26	STENOGRAPHER I	Nilo Carbonilla	4/6	133,956.00	4/6	133,956.00	-
27	CLERK I	Felamae C. Bautista, (04/01/14, Teresita P. Carmona, Promoted)	3/4	122,160.00	3/1	118,572.00	(3,588.00)
28	UTILITY WORKER I	Rowel Austria	1/8	110,004.00	1/8	110,004.00	-
29	UTILITY WORKER I	Luis Capablanca	1/8	110,004.00	1/8	110,004.00	-
30	UTILITY WORKER I	Phoebe Lazaro	1/6	107,832.00	1/6	107,832.00	-
31	UTILITY WORKER I	George Araneta	1/6	107,832.00	1/6	107,832.00	-

TOTAL OFFICE OF THE SANGGUNIANG PANLUNGSOD	12,339,720.00	12,341,832.00	2,112.00
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Prepared:

TRICIA Y. MATTI, MGS
Human Resource Management Officer IV

Reviewed:

ERNESTO E. VARRERA
City Budget Officer

Approved:

RAMON D. TORRES
City Mayor

FUNCTIONAL STATEMENTS, OBJECTIVES and EXPECTED RESULTS

Department/ Office: OFFICE OF THE SANGGUNIANG PANLUNGSOD

Budget Year: 2015

I. FUNCTIONAL STATEMENT

1. To provide legislative policies for implementation in the City of Bago.
2. Keep records of the minutes of sessions of the Sangguniang Panlungsod and all papers pertinent thereto.
3. Maintains coordinating and staff services among members of the Sangguniang Panlungsod and the different departments.

II. OBJECTIVES

1. To render legislative services.
2. To provide secretarial services.

III. PROGRAMS/PROJECTS/ACTIVITIES

Projects or activities that may from time to time be decided By the Sangguniang Panlungsod as a whole, concerning the general welfare, security, economic and social upliftment of the citizenry.

Target date to start

Target date of Completion

Variable

Variable

Reference Code	Program/Activity/Project Description	Cost	Performance/ Output Indicator	Target	Implementation Schedule	
					From	To
1	2	3	4	5	6	
01	Codification of Ordinances	P200,000	Codified Ordinances	6 months	Jan. 2015	June 2015
02	Computerization of all Ordinances and Resolutions	P150,000	All ordinances /resolutions encoded at the computer	12 months	Jan. 2015	Dec 2015
03	Legislative Tracking and Analysis	P100,000	Determine effectiveness or non-Effectiveness of enacted ordinances/resolutions	12 months	Jan 2015	Dec 2014
04	Updating of Mandatory Codes	P200,000	Mandatory Codes updated	12 months	Jan. 2015	Dec 2015
05	Attend Professional & Personal Developmental courses, programs & Activities relative to Legislative functions	P1.5M	Efficient & Effective delivery of services	12 months	Jan 2015	Dec. 2015
06	Purchase of Computer Equipment	P50,000	Secured storage of public documents &for encoding purposes	w/in the year	Jan 2015	Dec 2015
07	Hiring of competent & able computer technicians	P100,000	Data are safeguarded & protected from virus & hackers	w/in the year	Jan 2015	Dec 2015
08	Purchase of two units copying machines	P100,000	Faster reproduction of documents on file	w/in the year	Jan 2015	Dec 2015
09	Quarterly staff Assessment seminar/workshop	P50,000	Improve quality of services & gaps on existing office policies/procedures are corrected	Every quarter	Jan 2015	Dec 2015
10	Attend legislative engagements & meetings of the Philippine League of Sanggunian Secretaries (PLEASES). Convention Seminars as well as the League of Secretaries of Occidental Negros	P500,000	Capacity building & Legislative work updated	Continuing	Jan 2015	Dec 2015

Prepared:

Reviewed:

Approved:

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