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### GENERAL FUND

**CERTIFIED STATEMENT OF INCOME**

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<td>Sidewalk Stalls Permit Fees</td>
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<td>Muntinlupa Muslim Vendors Association</td>
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<td>-Rentals</td>
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<td>Albang Supermarket (IAMSPM)</td>
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<td>Flea Market</td>
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<td>MARA-ASIM</td>
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<td>-Receipts from Other Business Operation</td>
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<td>Jeepney Terminal Fees</td>
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<td>Deposits with Government Banks</td>
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### GENERAL FUND

**CERTIFIED STATEMENT OF INCOME**

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<th>PARTICULARS</th>
<th>ACCOUNT</th>
<th>INCOME</th>
<th>PAST YEAR</th>
<th>CURRENT YEAR</th>
<th>BUDGET</th>
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<td>1994 Actual</td>
<td>1995 Actual</td>
<td>YEAR</td>
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<td>FICATION</td>
<td>(2)</td>
<td>(3)</td>
<td>(4)</td>
<td>(5)</td>
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<td><strong>-INCOME FROM PUBLIC ENTERPRISES/INVESTMENT:</strong></td>
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<td>Interest on Loans</td>
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<td>Commission from Phil-Am Life/PLDT</td>
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<td>10,823.88</td>
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<td>89,094.79</td>
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<td><strong>2.3 Capital Revenue</strong></td>
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<td><strong>2.4 Grants</strong></td>
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<td><strong>2.5 Extraordinary Income</strong></td>
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<td><strong>2.6 Borrowing</strong></td>
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<td><strong>TOTAL INCOME (2.1 TO 2.6)</strong></td>
<td></td>
<td></td>
<td>234,083,846.23</td>
<td>161,510,882.87</td>
<td>:582,564,078.00</td>
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<td><strong>TOTAL AVAILABLE RESOURCES (1.0 + 2.0):</strong></td>
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<td>234,083,846.23</td>
<td>161,510,882.87</td>
<td>:582,564,078.00</td>
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<td><strong>3.0 ADD CONTINUING APPROPRIATIONS</strong></td>
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<td><strong>4.0 NET AVAILABLE FOR APPROPRIATION</strong></td>
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<td>234,083,846.23</td>
<td>161,510,882.87</td>
<td>:582,564,078.00</td>
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</table>

We hereby certify to the correctness of the actual income for the past and current calendar years 1994 - 1995, to the reasonable probability of the collection of the estimated income for the Budget Year 1996 based on the present economic conditions and existing tax ordinances.

Local Finance Committee:

HECTOR S. BALTAZAR  
Local Development Planning Officer

ROSEPLO B. OSORIO  
City Budget Officer

NELIA A. BARLIS  
City Treasurer
<table>
<thead>
<tr>
<th>Service Type</th>
<th>Personal Services</th>
<th>Mode</th>
<th>Capital Outlay</th>
<th>Total</th>
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<tr>
<td>I. ADMINISTRATIVE SERVICES:</td>
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<tr>
<td>Mayor’s Office (Proper)</td>
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<td>Central Records’ Office</td>
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<td>SUB-TOTAL</td>
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<td>12,888,215.00</td>
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<td>II. TECHNICAL &amp; LEGAL SERVICES:</td>
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<td>Legal Office</td>
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<td>757,000.00</td>
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<td>4,535,227.00</td>
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<td>Comm. Affairs &amp; Dev’T. Office</td>
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<td>III. FINANCIAL SERVICES:</td>
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<td>Treasurer’s Office</td>
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<td>Assessor’s Office</td>
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IV. SOCIAL SERVICES:

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<th>TOTAL</th>
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<td>MANPOWER &amp; TRAINING CENTER</td>
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<td>EXTENSION SERVICES</td>
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V. LEGISLATIVE SERVICES:

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<tr>
<td>SANGGUNIANG PANULONGGO</td>
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<td>VICE-MAYOR'S OFFICE</td>
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VI. PROTECTIVE SERVICES:

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VII. FINANCIAL ASSISTANCE:

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### VIII. Mandatory Offices:

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<th>Service</th>
<th>Personal Services</th>
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<td>City Administrator's Office</td>
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<td>Social Services Department</td>
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<td>City Prosecutor's Office</td>
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<td>City Architect's Office</td>
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<td>City Registry of Deeds</td>
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<td>Environmental &amp; Natural Resources</td>
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<td>3,213,390.00</td>
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<td>1,795,325.00</td>
<td>2,050,000.00</td>
<td>5,636,420.00</td>
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**Sub-Total**

|               | 38,860,730.00 | 65,661,170.00 | 4,829,320.00 | 110,351,220.00 |

### IX. Education Service:

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<tr>
<th>Institution</th>
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<tbody>
<tr>
<td>Muntinlupa Polytechnic College</td>
<td>5,345,191.00</td>
<td>1,443,126.00</td>
<td>1,560,000.00</td>
<td>8,349,117.00</td>
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**Sub-Total**

|               | 5,345,191.00 | 1,443,126.00 | 1,560,000.00 | 8,349,117.00 |

### X. Engineering and Infrastructure:

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<tr>
<td>Engineer's Office</td>
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<td>Infrastructure Projects</td>
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<td>17,000,000.00</td>
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**Sub-Total**

|               | 15,762,395.00 | 12,895,000.00 | 24,920,000.00 | 53,577,395.00 |
### XI. SPECIAL PROJECTS:

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<th>Service Area</th>
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<td>Sports Dev't. Office</td>
<td>1,236,379.00</td>
<td>3,762,000.00</td>
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<td>Youth Dev't. Office</td>
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<td>Drug Abuse Prevention Prog.</td>
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#### SPECIAL ACTIVITIES FUND:

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<td>Social Amelioration</td>
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<td>Maint. of Clean &amp; Green Program</td>
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<td>11,063,288.00</td>
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<td>Muntinlupa-Gunma Training Prog.</td>
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### XII. NON-OFFICE:

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<td>Gratuity Pay/Gov't. Prog.</td>
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<td>Incentive Fund</td>
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<td>EMPLOYEES MEDICARE HEALTH PROGRAM</td>
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[Signatures]

[Signature]

[Signature]
### III. MANDATORY OBLIGATIONS:

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<td><strong>STATUTORY &amp; CONTRACTUAL OBLIG.:</strong></td>
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<td>5% CALAMITY FUND</td>
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<td>29,013,404.00</td>
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<tr>
<td>20% COMM. DEV'T. FUND</td>
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<td>5% SHARE TO MMMA</td>
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<td>DEBT SERVICE</td>
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<td>BARANGAY DEV'T. FUND</td>
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<td>231,756,765.00</td>
<td>303,056,425.00</td>
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Prepared by: ROSELL F. BOMBA 
Sr. Budget Specialist
## Comparative Statement of Estimated Expenditures

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<th>1996</th>
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<td></td>
<td>OUTLAY</td>
<td>TOTAL</td>
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<td>I. Administrative Services:</td>
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<td>Mayor’s Office</td>
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<td>Central Records Office</td>
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<tr>
<td>Personnel Office</td>
<td>1,716,210.00</td>
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<td>II. Technical and Legal Services:</td>
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<td>Legal Office</td>
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<td>Planning and Development Office</td>
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<td>Exec. Assistance, Agr., &amp; Med. Office</td>
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<td>Community Affairs Office</td>
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<td>Anti-Graft Board</td>
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<td>Dept. on Interior on Local Gov’t.</td>
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<td><strong>Sub-Total</strong></td>
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## Comparative Statement of Estimated Expenditures

<table>
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<th>Office/Department</th>
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<td></td>
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<td>1996</td>
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</tr>
<tr>
<td></td>
<td>MAINTENANCE AND:</td>
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<td>MAINTENANCE AND:</td>
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<tr>
<td></td>
<td>PERSONAL SERVICES</td>
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<td>PERSONAL SERVICES</td>
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<tr>
<td></td>
<td>OTHER OPERATING EXPENSES</td>
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<td>TOTAL</td>
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<tr>
<td><strong>III. Financial Services</strong></td>
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<td>Treasurer's Office</td>
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<td>Fiscal Management Office</td>
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<td>Assessor's Office</td>
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<td>Budget Office</td>
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<td><strong>IV. Social Services</strong></td>
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<td>Health Office</td>
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### COMPARATIVE STATEMENT OF ESTIMATED EXPENDITURES

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<th>PERSONAL SERVICES</th>
<th>PERSONAL EXPENSES</th>
<th>PERSONAL TOTAL</th>
<th>OTHER OPERATING SERVICES</th>
<th>OTHER OPERATING EXPENSES</th>
<th>OTHER OPERATING TOTAL</th>
<th>CAPITAL OUTLAY</th>
<th>CAPITAL TOTAL</th>
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<td><strong>V. LEGISLATIVE SERVICES:</strong></td>
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<tr>
<td>SANGGUNIANG PANGLONGSUO</td>
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Total:  
1995 - 38,384,700.00  
1996 - 38,384,700.00
## Comparative Statement of Estimated Expenditures

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<tr>
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<th>1995</th>
<th>1996</th>
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</thead>
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<td>Personal Services</td>
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<td>Other Operating Services</td>
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<td>Maintenance and Outlay</td>
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<td>4,268,240.00</td>
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## VIII. Mandatory Offices:

| Office of the City Administrator | | |
| Personal Services | 2,604,728.00 | 532,000.00 |
| Other Operating Services | 284,000.00 | 550,000.00 |
| Maintenance and Outlay | 2,604,728.00 | 532,000.00 |
| General Services | | |
| Social Services Dept. | 2,327,991.00 | 3,161,991.00 |
| Office of the City Prosecutor | | |
| Office of the City Architect | | |
| Office of the City Veterinarian | | |
| Office of the City Register of Deeds | | |
| Land Transportation Office | | |
| Solid Waste Management Services Office | | |
| Environmental Protection & Natural Resources | | |
| Bureau of Jail Management and Penology | | |
| Fire Department | | |
| **Sub-Total** | 3,644,870.00 | 8,280,625.00 |

### Totals

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<td>MONTINLUPA POLYTECHNIC COLLEGE</td>
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<td>II. ENGINEERING AND INFRASTRUCTURE:</td>
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<td>II. SPECIAL PROJECTS:</td>
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# Comparative Statement of Estimated Expenditures

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<td>Outlay</td>
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<td>Burial Assistance</td>
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<td>Maint. of Clean &amp; Green Prog.</td>
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<td>Maint. of Traffic Management</td>
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<td>Muntinlupa-Guina Training Prog.</td>
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<td>Government Internship Program</td>
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<td>Tulay 2000</td>
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<td>Manpower Placement Bureau</td>
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<td><strong>Sub-Total</strong></td>
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<td>43,872,393.00</td>
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### Comparison of Estimated Expenditures

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<tr>
<th>Office/Department</th>
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<th>1996</th>
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<tr>
<td><strong>XII. Non-Office</strong></td>
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<tr>
<td>Terminal Pay/Retirement Fund</td>
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<td>Gratuity Pay/Gov't. Prod. Incentive Fund</td>
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<td><strong>III. Mandatory Obligations</strong></td>
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<td>5% Reserve for Calamity Fund</td>
<td>14,848,851.00</td>
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<td>91,131,454.00</td>
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<td>71,276,994.00</td>
<td>91,131,454.00</td>
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**Inappropriated Balance**

**Total Appropriations**

135,510,264.00

| 150,931,878.00 | 156,029,885.00 | 442,472,027.00 | 231,756,765.00 | 303,506,425.00 | 46,869,129.00 | 581,932,310.00 |

Certified true & Correct:

Teofilo O. Oporto
City Budget Officer
1. LEGAL SALARY PERCENTAGE

a) Regular Income of Next Preceding CY Estimates CY’ 94 201,075,173.61
b) 45% or 55% thereof whichever is applicable 90,468,828.12
c) Total amount set aside for Personal Services 231,756,765.00

Deduct:

1. Personal Services for:

   a. Public Utilities:
      - Manpower Dev’t. Office 2,511,807.00
      - Health Office 34,368,346.00
      - Extension Service (Agriculture) 3,080,515.00
      - Multinipo Polytechnic College 5,345,191.00
      - Public Employment Office 1,002,255.00
      - Infrastructure Projects 3,403,039.00

   b. Economic Services:
      - Alabang Jeepney Terminal 1,183,000.00
      - Market and Slaughter House 728,391.00

   c. Financial Assistance:
      - Regional Trial Court – #256 692,808.00
      - Regional Trial Court – #276 890,367.00
      - Metropolitan Trial Court 393,249.00
      - Public Attorney’s office 258,581.00

   d. Mandatory Offices:
      - Office of the City Administrator 2,395,928.00
      - General Services 5,949,598.00
      - Social Services and Development Office 7,462,989.00
      - Office of the City Prosecutor 1,767,895.00
      - Office of the City Architect 253,587.00
      - Office of the City Veterinarian 414,575.00
      - Solid Waste Management Office 13,347,873.00
      - Environmental Protection and Nat. Resources 2,256,390.00
      - Fire Department 1,599,095.00

2. Salary Adjustment as per A0853 9,084,000.00
3. Personnel Economic Relief Allowance 8,934,000.00
4. Representation Allowance 2,364,000.00
5. Transportation Allowance 1,434,000.00

   Total: 111,166,209.00
II. DEVELOPMENT FUND

a) Amount Estimated from BIR Allotment CY '96 177,136,978.00
b) 20% thereof (amount required) 35,427,216.00
c) Amount set aside 35,427,216.00
d) Excess (Deficiency) 

III. DISCRETIONARY FUND - CITY MAYOR

a) Total collection from realty taxes actually realized during the next preceding CY 1995 penalties included 95,680,972.80
b) 2% thereof (amount allowable) 1,913,619.46
   Deduct: Discretionary Fund of the Vice-Mayor 478,404.86
   c) Excess (Deficiency) 1,435,214.60

VI. 5% RESERVE FOR CALAMITY FUND

a) Current Regular Income CY '96 580,268,079.00
b) 5% thereof (amount required) 29,013,404.00
c) Amount set aside 29,013,404.00
d) Excess (Deficiency) 

V. 5% MMAA SHARE

a) Current Regular Income CY '96 231,387,398.00
b) 5% thereof (amount required) 57,750,527.00
c) Net Gross Revenue 173,636,871.00
d) 5% thereof (amount required) 8,681,844.00
e) Amount set aside 
f) Excess (Deficiency) 

NOTE:
* Due to the continuous implementation of Salary Standardization Law as mandated under DBM-LRC #56 and Executive Order #218 and the provision for the third implementation of Salary Standardization
<table>
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<th>Description</th>
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<th>Budget Year CY 1996</th>
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<td>b) Local Franchise Tax</td>
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<td>c) Mechanical Fees</td>
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<td>d) Share from LLDA</td>
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<td>e) Anti-Smoke Belching</td>
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<td>f) Illegal Parking</td>
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<td>g) Jaywalking</td>
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<td>h) Laboratory Fee</td>
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<td>i) Fencing</td>
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<td>j) Excavation Permit</td>
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<td>k) Sid of Document</td>
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<td>l) Proceeds</td>
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<td>q) Illegal Fishing</td>
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LESS: TAX REVENUE

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TOTAL REGULAR INCOME

<table>
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</thead>
<tbody>
<tr>
<td>z) Real Property Tax - Current</td>
<td>201,075,173.61</td>
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</tbody>
</table>

Certified True and Correct:

[Signature]

TEOFILO B. OSORIO

City Budget Officer
AN ORDINANCE APPROPRIATING THE SUM OF FIVE HUNDRED EIGHTY ONE MILLION NINE HUNDRED THIRTY TWO THOUSAND THREE HUNDRED TEN PESOS (P561,932,310.00) UNDER THE GENERAL FUND OF THIS CITY FOR THE OPERATING EXPENDITURES AND CAPITAL OUTLAYS REQUIREMENT OF THE CITY OF MUNTINLUPA TO BE TAKEN FROM ESTIMATED ANNUAL INCOME CERTIFIED AS PROBABLE OF COLLECTION BY THE CITY TREASURER.

WHEREAS, there is an imperative need to provide appropriations of public funds for the operations of the City Government of Muntinlupa, for the Fiscal Year 1996;

WHEREAS, the Local Chief Executive, Pursuant to Section 17 of Republic Act 7160, otherwise known as the Local Government Code of 1991 has submitted before the Sangguniang Panglunsod, his proposed Executive Budget covering the General Fund for the year 1996, embodying his Administration's budget policies and priorities laid down in his Budget Message which are geared towards the continuance of the delivery of the vital and essential public services to the constituents and the fulfillment and implementation of some development and community projects and/or programs which will contribute, in one way or another, to the socio-economic growth of the City, such as the alleviation of poverty, generation of more and productive employment, promotion of peace and order, upholding of justice and fairness and the attainment of a desirable business growth and prosperity;

WHEREAS, the Sangguniang Panglunsod through its Committee on Appropriation, in the exercise of its powers to approve and authorize the appropriations of public funds, has conducted a series of budget hearings in evaluating and considering the propriety of the proposed appropriations under the above Executive Budget; and

WHEREAS, the said Committee on Appropriation, has recommended the approval and consideration of an appropriation ordinance embodying the budget proposals of the City Chief Executive.

NOW, THEREFORE, be it ordained by the Sangguniang Panglunsod, that:
SECTION I. Appropriation of Funds - There is hereby appropriated as it is hereby appropriates the sum of FIVE HUNDRED EIGHTY ONE MILLION NINE HUNDRED THIRTY TWO THOUSAND THREE HUNDRED TEN PESOS (P581,932,310.00) to be taken from the estimated annual income/revenues in the sum of FIVE HUNDRED EIGHTY TWO MILLION FIVE HUNDRED SIXTY FOUR THOUSAND SEVENTY EIGHT PESOS (P582,564,078.00) under the General Fund for Fiscal Year 1996 certified as probable of collections by the City Treasurer to cover the various current operating expenditures and capital outlays of the City of Muntinlupa for the period from January one to December thirty one, nineteen hundred and ninety six except where otherwise specifically provided hereunder, to wit:

PART 1 - APPROPRIATION FOR GENERAL FUND

A. ADMINISTRATIVE SERVICES:

A.1 OFFICE OF THE CITY MAYOR (PROPER)

1.0 CURRENT OPERATING EXPENDITURES

1.1 Personal Services:

- Salaries of Eleven (11) Regular Plantilla Items 1,243,512.00

- Lump Sum Appropriation for Wages of Fifty One (51) Casual Employees 3,110,460.00

- Salary Adjustment 1,488,000.00

- Salary Adjustment as per Administrative Order # 53 360,000.00

- 10 Days Monetization 221,287.00

- Lump Sum Appropriation for GSIS, Medicare, State Insurance and Pag-Ibig Premiums 250,086.00
- Uniform/Clothing Allowance 93,000.00
- Bonus/Incentive Allowance 486,831.00
- Productivity Pay 124,000.00
- Cash Gift 62,000.00

Commutable Allowance:
- Personnel Economic Relief Allowance 360,000.00
- Representation Allowance 66,000.00
- Transportation Allowance 66,000.00

TOTAL FOR PERSONAL SERVICES 7,931,176.00

1.2 Maintenance and Other Operating Expenses:
- Travelling Expenses 100,000.00
- Communication Services 120,000.00

Other Services:
- Training, Seminars/Workshop 500,000.00
- Repair and Maintenance Office Equipment 100,000.00
- Fidelity Bond Premium 75,000.00
- Insurance of Government Properties 200,000.00
- Others 1,500,000.00
- Advertising and Publication 50,000.00
- Representation Expenses 2,000,000.00
- Supplies and Materials 500,000.00
- Athletic Supplies 150,000.00

Repair and Maintenance of Motor vehicles used for official travel of officials and employees:
- Repair and Servicing Vehicles 150,000.00
- Auto Spare Parts 150,000.00
- Gasoline and Oil 600,000.00
- Discretionary Fund 1,435,215.00
- Intelligence Fund 4,000,000.00
- Clean and Green Program 100,000.00

TOTAL FOR MAINTENANCE AND OTHER OPERATING EXPENSES 11,730,215.00

1.3 Capital Outlay:
- Office Furniture and Equipment 1,500,000.00

TOTAL FOR CAPITAL OUTLAY 1,500,000.00

SUB-TOTAL FOR OFFICE OF THE CITY MAYOR (PROPER) 21,161,391.00
A.2 CENTRAL RECORDS OFFICE

1.0 CURRENT OPERATING EXPENDITURES

1.1 Personal Services:

- Salaries of Ten (10) Regular Plantilla Items 849,756.00
- Lump Sum Appropriation for Wages of Three (3) Casual Employees 358,200.00
- Salary Adjustment 312,000.00
- Salary Adjustment as per Administrative Order # 53 78,000.00
- 10 Days Monetization 57,575.00
- Lump Sum Appropriation for GSIS, Medicare, State Insurance and Pag-Ibig Premiums 129,693.00
- Uniform/Clothing Allowance 19,500.00
- Bonus/Incentive Allowance 126,683.00
- Productivity Pay 26,000.00
- Cash Gift 13,000.00

Commutable Allowance:

- Personnel Economic Relief Allowance 72,000.00
- Representation Allowance 16,800.00
- Transportation Allowance 16,800.00

TOTAL PERSONAL SERVICES 2,075,987.00
1.2 Maintenance and Other Operating Expenses:

- Travelling Expenses 12,000.00
- Communication Services 12,000.00

Other Services:

- Training, Seminars/Workshop 30,000.00
- Repair and Maintenance Office Equipment 50,000.00
- Others 60,000.00
- Subscription 50,000.00
- Supplies and Materials 100,000.00

Repair and Maintenance of Motor vehicles used for official travel of officials and employees:

- Gasoline and Oil 30,000.00
- Clean and Green Program 12,000.00

TOTAL FOR MAINTENANCE AND OTHER OPERATING EXPENSES 358,000.00

1.3 Capital Outlay:

- Office Furniture and Equipment 135,000.00

TOTAL FOR CAPITAL OUTLAY 135,000.00

SUB-TOTAL FOR CENTRAL RECORDS DIVISION 2,566,987.00
A.3 PERSONNEL OFFICE

1.0 CURRENT OPERATING EXPENDITURES

1.1 Personal Services:

- Salaries of Six (6) Regular Plantilla Items 633,492.00
- Lump Sum Appropriation for Wages of Fourteen (14) Casual Employees 877,668.00
- Salary Adjustment 480,000.00
- Salary Adjustment as per Administrative Order # 53 114,000.00
- 10 Days Monetization 75,423.00
- Lump Sum Appropriation for GSIS, Medicare, State Insurance and Pag-Ibig Premiums 127,430.00
- Uniform/Clothing Allowance 30,000.00
- Bonus/Incentive Allowance 165,930.00
- Productivity Pay 40,000.00
- Cash Gift 20,000.00

Commutable Allowance:

- Personnel Economic Relief Allowance 108,000.00
- Representation Allowance 37,200.00
- Transportation Allowance 37,200.00

TOTAL FOR PERSONAL SERVICES 2,746,343.00
1.2 Maintenance and Other Operating Expenses:

- Travelling Expenses 10,000.00
- Communication Services 20,000.00

Other Services:
- Training, Seminars/Workshop 85,000.00
- Repair and Maintenance Office Equipment 25,000.00
- Insurance of Government Properties 22,000.00
- Others 50,000.00
- Supplies and Materials 300,000.00

Repair and Maintenance of Motor vehicles used for official travel of officials and employees:
- Repair and Servicing Vehicles 20,000.00
- Auto Spare Parts 10,000.00
- Gasoline and Oil 40,000.00
- Clean and Green Program 20,000.00

TOTAL FOR MAINTENANCE AND OTHER OPERATING EXPENSES 582,000.00

1.3 Capital Outlay:
- Office Furniture and Equipment 300,000.00

TOTAL FOR CAPITAL OUTLAY 300,000.00

SUB-TOTAL FOR PERSONNEL OFFICE 3,628,343.00
B. TECHNICAL AND LEGAL SERVICES:

B.1 LEGAL/CITY ATTORNEY’S OFFICE

1.0 CURRENT OPERATING EXPENDITURES

1.1 Personal Services:

- Salaries of Eight (8) Regular Plantilla Items 835,478.00
- Lump Sum Appropriation for Wages of Four (4) Casual Employees 353,780.00
- Salary Adjustment 286,000.00
- Salary Adjustment as per Administrative Order # 53 66,000.00
- 10 Days Monetization 55,956.00
- Lump Sum Appropriation for GSIS, Medicare, State Insurance and Pag-Ibig Premiums 120,339.00
- Uniform/Clothing Allowance 18,000.00
- Bonus/Incentive Allowance 123,103.00
- Productivity Pay 24,000.00
- Cash Gift 12,000.00

Commutable Allowance:

- Personnel Economic Relief Allowance 60,000.00
- Representation Allowance 37,200.00
- Transportation Allowance 37,200.00

TOTAL FOR PERSONAL SERVICES 2,031,034.00
1.2 Maintenance and Other Operating Expenses:

- Travelling Expenses 20,000.00

Other Services:

- Training, Seminars/Workshop 130,000.00
- Repair and Maintenance Office Equipment 35,000.00
- Insurance of Government Properties 22,000.00
- Others 50,000.00
- Supplies and Materials 100,000.00

Repair and Maintenance of Motor vehicles used for official travel of officials and employees:

- Repair and Servicing Vehicles 30,000.00
- Auto Spare Parts 20,000.00
- Gasoline and Oil 30,000.00

Special Project:

- Public Assistance Program 100,000.00
- Clean and Green Program 20,000.00

TOTAL FOR MAINTENANCE AND OTHER OPERATING EXPENSES 557,000.00

1.3 Capital Outlay:

- Office Furniture and Equipment 150,000.00

TOTAL FOR CAPITAL OUTLAY 150,000.00

SUB-TOTAL FOR LEGAL/CITY ATTY’ OFFICE 2,738,034.00
1.0 CURRENT OPERATING EXPENDITURES

1.1 Personal Services:
- Salaries of Fifteen (15) Regular Plantilla Items 1,474,344.00
- Salary Adjustment 360,000.00
- Salary Adjustment as per Administrative Order # 53 84,000.00
- 10 Days Monetization 69,483.00
- Lump Sum Appropriation for GSIS, Medicare, State Insurance and Pag-Ibig Premiums 204,413.00
- Uniform/Clothing Allowance 22,500.00
- Bonus/Incentive Allowance 152,882.00
- Productivity Pay 30,000.00
- Cash Gift 15,000.00

Commutable Allowance:
- Personnel Economic Relief Allowance 78,000.00
- Representation Allowance 37,200.00
- Transportation Allowance 37,200.00

TOTAL FOR PERSONAL SERVICES 2,585,002.00

1.2 Maintenance and Other Operating Expenses:
- Travelling Expenses 15,000.00
- Communication Services 72,000.00
Other Services:
- Training, Seminars/Workshop 80,000.00
- Repair and Maintenance Office Equipment 30,000.00
- Insurance of Government Properties 45,000.00
- Others 75,000.00
- Subscription 20,000.00
- Supplies and Materials 200,000.00

Repair and Maintenance of Motor vehicles used for official travel of officials and employees:
- Repair and Servicing Vehicles 60,000.00
- Auto Spare Parts 40,000.00
- Gasoline and Oil 75,000.00
- Clean and Green Program 45,000.00

TOTAL FOR MAINTENANCE AND OTHER OPERATING EXPENSES 757,000.00

1.3 Capital Outlay:
- Office Furniture and Equipment 200,000.00

TOTAL FOR CAPITAL OUTLAY 200,000.00

SUB-TOTAL FOR LOCAL PLANNING AND DEVELOPMENT OFFICE 3,522,002.00
B.3 MANAGEMENT INFORMATION SYSTEM OFFICE

1.0 CURRENT OPERATING EXPENDITURES

1.1 Personal Services:
- Salaries of Sixteen (16) Regular Plantilla Items 1,476,468.00
- Salary Adjustment 384,000.00
- Salary Adjustment as per Administrative Order # 53 90,000.00
- 10 Days Monetization 70,473.00
- Lump Sum Appropriation for GSIS, Medicare, State Insurance and Pag-Ibig Premiums 208,905.00
- Uniform/Clothing Allowance 24,000.00
- Bonus/Incentive Allowance 155,039.00
- Productivity Pay 32,000.00
- Cash Gift 16,000.00

Commutable Allowance:
- Personnel Economic Relief Allowance 84,000.00
- Representation Allowance 37,200.00
- Transportation Allowance 37,200.00

TOTAL FOR PERSONAL SERVICES 2,615,285.00

1.2 Maintenance and Other Operating Expenses:
- Communication Services 60,000.00
Other Services:
- Training, Seminars/Workshop 75,000.00
- Repair and Maintenance Office Equipment 75,000.00
- Insurance of Government Properties 25,000.00
- Others 30,000.00
- Subscription 5,000.00
- Supplies and Materials 150,000.00

Repair and Maintenance of Motor vehicles used for official travel of officials and employees:
- Repair and Servicing Vehicles 30,000.00
- Auto Spare Parts 20,000.00
- Gasoline and Oil 37,500.00
- Clean and Green Program 20,000.00

TOTAL FOR MAINTENANCE AND OTHER OPERATING EXPENSES 527,500.00

1.3 Capital Outlay:
- Office Furniture and Equipment 100,000.00

TOTAL FOR CAPITAL OUTLAY 100,000.00

SUB-TOTAL FOR MANAGEMENT INFORMATION SYSTEM OFFICE 3,242,785.00
B.4 PUBLIC INFORMATION OFFICE

1.0 CURRENT OPERATING EXPENDITURES

1.1 Personal Services:

- Salaries of Nine (9) Regular Plantilla Items 854,844.00
- Lump Sum Appropriation for Wages of Two (2) Casual Employees 176,880.00
- Salary Adjustment 264,000.00
- Salary Adjustment as per Administrative Order # 53 60,000.00
- 10 Days Monetization 49,081.00
- Lump Sum Appropriation for GSIS, Medicare, State Insurance and Pag-Ibig Premiums 123,145.00
- Uniform/Clothing Allowance 16,500.00
- Bonus/Incentive Allowance 107,977.00
- Productivity Pay 22,000.00
- Cash Gift 11,000.00

Commutable Allowance:

- Personnel Economic Relief Allowance 60,000.00
- Representation Allowance 20,400.00
- Transportation Allowance 20,400.00

TOTAL FOR PERSONAL SERVICES 1,786,227.00
1.2 Maintenance and Other Operating Expenses:

- Travelling Expenses 30,000.00
- Communication Services 50,000.00

Other Services:
- Training, Seminars/Workshop 80,000.00
- Repair and Maintenance Office Equipment 50,000.00
- Insurance of Government Properties 22,000.00
- Others 100,000.00
- Advertising and Publication 880,000.00
- Subscription 75,000.00
- Supplies and Materials 100,000.00

Repair and Maintenance of Motor vehicles used for official travel of officials and employees:
- Repair and Servicing Vehicles 30,000.00
- Auto Spare Parts 20,000.00
- Gasoline and Oil 30,000.00
- Clean and Green Program 20,000.00

Special Projects:
- Muntinlupa Ngayon 1,000,000.00
- Institutional Advertisements 500,000.00
- Primer Brochure 100,000.00

TOTAL FOR MAINTENANCE AND OTHER OPERATING EXPENSES 2,887,000.00
1.3 Capital Outlay:
- Office Furniture and Equipment 150,000.00
- Video Camera with Video Printer 150,000.00

TOTAL FOR CAPITAL OUTLAY 300,000.00

SUB-TOTAL FOR PUBLIC INFORMATION OFFICE 4,953,227.00

B.5 LOCAL CIVIL REGISTRY OFFICE

1.0 CURRENT OPERATING EXPENDITURES

1.1 Personal Services:
- Salaries of Eleven (11) Regular Plantilla Items 925,212.00
- Lump Sum Appropriation for Wages of Eight (8) Casual Employees 525,624.00
- Salary Adjustment 456,000.00
- Salary Adjustment as per Administrative Order # 53 108,000.00
- 10 Days Monetization 72,229.00
- Lump Sum Appropriation for GSIS, Medicare, State Insurance and Pag-ibig Premiums 148,382.00
- Uniform/Clothing Allowance 26,500.00
- Bonus/Incentive Allowance 158,903.00
- Productivity Pay 38,000.00
- Cash Gift 19,000.00
Commutable Allowance:
- Personnel Economic Relief Allowance 108,000.00
- Representation Allowance 20,400.00
- Transportation Allowance 20,400.00

TOTAL FOR PERSONAL SERVICES 2,628,650.00

1.2 Maintenance and Other Operating Expenses:
- Travelling Expenses 10,000.00
- Communication Services 30,000.00

Other Services:
- Training, Seminars/Workshop 100,000.00
- Repair and Maintenance Office Equipment 25,000.00
- Insurance of Government Properties 22,000.00
- Others 30,000.00
- Supplies and Materials 150,000.00

Repair and Maintenance of Motor vehicles used for official travel of officials and employees:
- Repair and Servicing Vehicles 30,000.00
- Auto Spare Parts 20,000.00
- Gasoline and Oil 37,500.00
- Clean and Green Program 20,000.00

TOTAL FOR MAINTENANCE AND OTHER OPERATING EXPENSES 474,500.00
1.3 Capital Outlay:
- Office Furniture and Equipment 150,000.00

TOTAL FOR CAPITAL OUTLAY 150,000.00

SUB-TOTAL FOR LOCAL CIVIL REGISTRY DEPT. 3,253,150.00

B.6 EXECUTIVE ASSISTANCE, ARBITRATION AND MEDIATION OFFICE

1.0 CURRENT OPERATING EXPENDITURES

1.1 Personal Services:
- Lump Sum Appropriation for Wages of Nine (9) Casual Employees 867,888.00
- Salary Adjustment 216,000.00
- Salary Adjustment as per Administrative Order # 53 48,000.00
- 10 Days Monetization 41,057.00
- Lump Sum Appropriation for GSIS, Medicare, State Insurance and Pag-Ibig Premiums 14,958.00
- Uniform/Clothing Allowance 13,500.00
- Bonus/Incentive Allowance 90,324.00
- Productivity Pay 18,000.00
- Cash Gift 9,000.00
Commutable Allowance:
- Personnel Economic Relief Allowance 42,000.00
- Representation Allowance 37,200.00
- Transportation Allowance 37,200.00

TOTAL FOR PERSONAL SERVICES 1,435,127.00

1.2 Maintenance and Other Operating Expenses:

Other Services:
- Training, Seminars/Workshop 30,000.00
- Repair and Maintenance Office Equipment 20,000.00
- Insurance of Government Properties 22,000.00
- Others 25,000.00
- Supplies and Materials 50,000.00

Repair and Maintenance of Motor vehicles used for official travel of officials and employees:
- Repair and Servicing Vehicles 30,000.00
- Auto Spare Parts 20,000.00
- Gasoline and Oil 37,500.00
- Clean and Green Program 20,000.00

TOTAL FOR MAINTENANCE AND OTHER OPERATING EXPENSES 254,500.00
1.3 Capital Outlay:
- Office Furniture and Equipment 50,000.00

TOTAL FOR CAPITAL OUTLAY 50,000.00

SUB-TOTAL FOR EXECUTIVE ASSISTANCE ARBITRATION AND MEDIATION 1,739,627.00

B.7 COMMUNITY AFFAIRS OFFICE

1.0 CURRENT OPERATING EXPENDITURES

1.1 Personal Services:
- Salaries of Seven (7) Regular Plantilla Items 387,288.00
- Lump Sum Appropriation for Wages of Eighteen (18) Casual Employees 1,272,708.00
- Salary Adjustment 600,000.00
- Salary Adjustment as per Administrative Order # 53 150,000.00
- 10 Days Monetization 85,606.00
- Lump Sum Appropriation for GSIS, Medicare, State Insurance and Pag-IBig Premiums 94,729.00
- Uniform/Clothing Allowance 37,500.00
- Bonus/Incentive Allowance 188,333.00
- Productivity Pay 50,000.00
- Cash Gift 25,000.00
Commutable Allowance:
- Personnel Economic Relief Allowance 144,000.00
- Representation Allowance 16,800.00
- Transportation Allowance 16,800.00

TOTAL FOR PERSONAL SERVICES 3,068,764.00

1.2 Maintenance and Other Operating Expenses:
- Travelling Expenses 20,000.00
- Communication Services 20,000.00

Other Services:
- Training, Seminars/Workshop 30,000.00
- Repair and Maintenance Office Equipment 30,000.00
- Insurance of Government Properties 25,000.00
- Others 50,000.00
- Supplies and Materials 30,000.00

Repair and Maintenance of Motor vehicles used for official travel of officials and employees:
- Repair and Servicing Vehicles 30,000.00
- Auto Spare Parts 20,000.00
- Gasoline and Oil 37,500.00
- Clean and Green Program 20,000.00

TOTAL FOR MAINTENANCE AND OTHER OPERATING EXPENSES 312,500.00
1.3 Capital Outlay:
- Office Furniture and Equipment 100,000.00

TOTAL FOR CAPITAL OUTLAY 100,000.00

SUB-TOTAL FOR COMMUNITY AFFAIRS OFFICE 3,481,264.00

B.8 ANTI - GRAFT BOARD

1.0 CURRENT OPERATING EXPENDITURES

1.1 Personal Services:
- Lump Sum Appropriation for Wages of Six (6) Casual Employees 539,292.00
- Salary Adjustment 144,000.00
- Salary Adjustment as per Administrative Order # 53 30,000.00
- 10 Days Monetization 25,883.00
- Lump Sum Appropriation for GSIS, Medicare, State Insurance and Pag-Ibig Premiums 9,972.00
- Uniform/Clothing Allowance 9,000.00
- Bonus/Incentive Allowance 56,941.00
- Productivity Pay 12,000.00
- Cash Gift 6,000.00

Commutable Allowance:
- Personnel Economic Relief Allowance 30,000.00
- Representation Allowance  
  20,400.00
- Transportation Allowance  
  20,400.00
- Honorarium  
  338,000.00

TOTAL FOR PERSONAL SERVICES  
  1,241,888.00

1.2 Maintenance and Other Operating Expenses:
- Travelling Expenses  
  10,000.00
Other Services:
  - Training, Seminars/Workshop  
    50,000.00
  - Repair and Maintenance  
    - Office Equipment  
      10,000.00
    - Registration of Gov't. Properties  
      177.00
  - Others  
    50,000.00
  - Subscription  
    5,000.00
  - Supplies and Materials  
    50,000.00

Repair and Maintenance of Motor vehicles used for official travel of officials and employees:
  - Repair and Servicing Vehicles  
    30,000.00
  - Auto Spare Parts  
    20,000.00
  - Gasoline and Oil  
    30,000.00
  - Clean and Green Program  
    20,000.00

TOTAL FOR MAINTENANCE AND OTHER OPERATING EXPENSES  
  275,177.00
1.3 Capital Outlay:
- Office Furniture and Equipment 50,000.00

TOTAL FOR CAPITAL OUTLAY 50,000.00

SUB-TOTAL FOR ANTI - GRAFT BOARD 1,567,065.00

B.9 DEPARTMENT OF INTERIOR AND LOCAL GOVERNMENT

1.0 CURRENT OPERATING EXPENDITURES

1.1 Personal Services:
- Lump Sum Appropriation of Wages of Six (6) Casual Employees 399,144.00
- Salary Adjustment 144,000.00
- Salary Adjustment as per Administrative Order # 53 36,000.00
- 10 Days monetization 20,574.00
- Lump Sum Appropriation for GSIS, Medicare, State Insurance and Pag-Ibig Premiums 9,972.00
- Uniform/Clothing Allowance 9,000.00
- Bonus/Incentive Allowance 45,262.00
- Productivity Pay 12,000.00
- Cash Gift 6,000.00

Commutable Allowance:
- Personnel Economic Relief Allowance 36,000.00
- Representation Allowance 20,400.00
- Transportation Allowance 20,400.00
- Honoraria/Per Diems and Performance Incentive of the Board and Loaned Human Resources 793,000.00

TOTAL FOR PERSONAL SERVICES 1,551,752.00

1.2 Maintenance and Other Operating Expenses:

- Travelling Expenses 40,000.00

Other Services:

- Repair and Maintenance Office Equipment 20,000.00
- Insurance of Government Properties 22,000.00
- Subscription 10,000.00
- Others for DILG 50,000.00
- Others for PLEB 78,500.00
- Supplies and Materials for DILG 50,000.00
- Supplies and Materials for PLEB 50,000.00

Repair and Maintenance of Motor vehicles used for official travel of officials and employees:

- Repair and Servicing Vehicles 30,000.00
- Auto Spare Parts 20,000.00
- Gasoline and Oil 50,000.00
- Clean and Green Program 20,000.00

TOTAL FOR MAINTENANCE AND OTHER OPERATING EXPENSES 440,500.00
1.3 Capital Outlay:
- Office Furniture and Equipment (DILG) 100,000.00
- Office Furniture and Equipment (PLEB) 129,000.00

TOTAL FOR CAPITAL OUTLAY 229,000.00

SUB-TOTAL FOR DEPT. OF INTERIOR ON LOCAL GOV'T. 2,221,252.00

C. FINANCIAL SERVICES:

3.1 TREASURER'S OFFICE

1.0 CURRENT OPERATING EXPENDITURES

1.1 Personal Services:
- Salaries of Thirty Seven (37) Regular Plantilla Items 2,874,180.00
- Lump Sum Appropriation for Wages of Forty Nine (49) Casual Employees 3,464,244.00
- Salary Adjustment 2,084,000.00
- Salary Adjustment as per Administrative Order # 53 510,000.00
- 10 Days Monetization 318,274.00
- Lump Sum Appropriation for GSIS, Medicare, State Insurance and Pag-IBIG Premiums 513,216.00
- Uniform/Clothing Allowance 129,000.00
- Bonus/Incentive Allowance 700,202.00
- Productivity Pay 172,000.00
- Cash Gift 86,000.00
Commutable Allowance:
- Personnel Economic Relief Allowance 504,000.00
- Representation Allowance 37,200.00
- Transportation Allowance 37,200.00

TOTAL FOR PERSONAL SERVICES 11,409,516.00

1.2 Maintenance and Other Operating Expenses:
- Travelling Expenses 30,000.00

Other Services:
- Training, Seminars/Workshop 50,000.00
- Repair and Maintenance Office Equipment 50,000.00
- Fidelity Bond Premium 20,000.00
- Insurance of Government Properties 494,000.00
- Others 300,000.00
- Advertising and Publication 30,000.00
- Representation Expenses 35,000.00
- Supplies and Materials 670,000.00
- Accountable Form 1,100,000.00

Repair and Maintenance of Motor vehicles used for official travel of officials and employees:
- Repair and Servicing Vehicles 60,000.00
- Auto Spare Parts 35,000.00
- Gasoline and Oil
  150,000.00
- Clean and Green Program
  20,000.00
TOTAL FOR MAINTENANCE AND
OTHER OPERATING EXPENSES
  3,044,000.00

1.3 Capital Outlay:
- Office Furniture and Equipment
  410,000.00
TOTAL FOR CAPITAL OUTLAY
  410,000.00

SUB-TOTAL FOR TREASURER'S OFFICE

C.2 PERMITS AND LICENSES DIVISION

1.0 CURRENT OPERATING EXPENDITURES

1.1 Personal Services:
- Salaries of Forty Four (44)
  Regular Plantilla Items
  3,285,900.00
- Salary Adjustment
  1,056,000.00
- Salary Adjustment as per
  Administrative Order # 53
  256,000.00
- 10 Days Monetization
  184,466.00
- Lump Sum Appropriation
  for GSIS, Medicare,
  State Insurance and
  Pag-Ibig Premiums
  500,921.00

14,863,516.00
- Uniform/Clothing Allowance 66,000.00
- Bonus/Incentive Allowance 361,825.00
- Productivity Pay 88,000.00
- Cash Gift 44,000.00

Commutable Allowance:
- Personnel Economic Relief Allowance 252,000.00
- Representation Allowance 37,200.00
- Transportation Allowance 37,200.00

TOTAL FOR PERSONAL SERVICES 8,151,512.00

1.2 Maintenance and Other Operating Expenses:
- Travelling Expenses 50,000.00
- Communication Services 50,000.00

Other Services:
- Training, Seminars/Workshop 50,000.00
- Repair and Maintenance Office Equipment 100,000.00
- Insurance of government Properties 44,000.00
- Others 100,000.00
- Tax Campaign 350,000.00
- Advertising and Publication 20,000.00
- Supplies and Materials 600,000.00
Repair and maintenance of motor vehicles used for official travel of officials and employees:

- Repair and Servicing Vehicles 60,000.00
- Auto Spare Parts 30,000.00
- Gasoline and oil 90,000.00
- Clean and Green Program 20,000.00

**TOTAL FOR MAINTENANCE AND OTHER OPERATING EXPENSES** 1,564,000.00

1.3 Capital Outlay:

- Office Furniture and Equipment 100,000.00
- Four (4) Unit Radio 70,000.00
- Camera 50,000.00
- Two (2) Motorcycles 100,000.00
- Computer 80,000.00

**TOTAL FOR CAPITAL OUTLAY** 400,000.00

**SUB-TOTAL FOR PERMITS AND LICENSES DIVISION** 8,115,512.00

C.3 ASSESSOR'S OFFICE

1.0 CURRENT OPERATING EXPENDITURES

1.1 Personal Services:

- Salaries of Forty Five (45) Regular Plantilla Items 3,733,776.00
- Lump Sum Appropriation for Wages of Twelve (12) Casual Employees 1,137,456.00
- Salary Adjustment 1,368,000.00
- Salary Adjustment as per Administrative Order # 53 336,000.00
- 10 Days Monetization 236,335.00
- Lump Sum Appropriation for GSIS, Medicare, State Insurance and Pag-Ibig Premiums 567,703.00
- Uniform/Clothing Allowance 85,500.00
- Bonus/Incentive Allowance 519,938.00
- Productivity Pay 114,000.00
- Cash Gift 57,000.00

Commutable Allowance:
- Personnel Economic Relief Allowance 324,000.00
- Representation Allowance 37,200.00
- Transportation Allowance 37,200.00

TOTAL FOR PERSONAL SERVICES 8,554,108.00

1.2 Maintenance and Other Operating Expenses:
- Travelling Expenses 72,000.00
- Communication Services 50,000.00

Other Services:
- Training, Seminars/Workshop 60,000.00
- Repair and Maintenance Office Equipment 15,000.00
- Insurance of government Properties 45,000.00
- Others 100,000.00
- Advertising and Publication 5,000.00
- RPTA Project 700,000.00
- Supplies and Materials 100,000.00

Repair and maintenance of motor vehicles used for official travel of officials and employees:

- Repair and Servicing Vehicles 40,000.00
- Auto Spare Parts 20,000.00
- Gasoline and oil 60,000.00
- Clean and Green Program 20,000.00

TOTAL FOR MAINTENANCE AND OTHER OPERATING EXPENSES 1,287,000.00

1.3 Capital Outlay:
- Office Furniture and Equipment 130,000.00

TOTAL FOR CAPITAL OUTLAY 130,000.00

SUB-TOTAL FOR ASSESSOR'S OFFICE 9,971,106.00

C.4 BUDGET AND MANAGEMENT OFFICE

1.0 CURRENT OPERATING EXPENDITURES

1.1 Personal Services:
- Salaries of Eleven (11) Regular Plantilla Items 1,195,320.00
- Salary Adjustment 264,000.00
- Salary Adjustment as per Administrative Order # 53 60,000.00
- 10 Days Monetization 55,278.00
- Lump Sum Appropriation for GSIS, Medicare, State Insurance and Pag-Ibig Premiums 160,746.00
- Uniform/Clothing Allowance 16,500.00
- Bonus/Incentive Allowance 121,610.00
- Productivity Pay 22,000.00
- Cash Gift 11,000.00

Commutable Allowance:
- Personnel Economic Relief Allowance 54,000.00
- Representation Allowance 37,200.00
- Transportation Allowance 37,200.00

TOTAL FOR PERSONAL SERVICES 2,034,854.00

1.2 Maintenance and Other Operating Expenses:
- Travelling Expenses 30,000.00
- Communication Services 72,000.00

Other Services:
- Training, Seminars/Workshop 50,000.00
- Repair and Maintenance Office Equipment 50,000.00
- Insurance of government Properties 23,000.00
- Others 75,000.00
- Subscription 2,000.00
- Supplies and Materials 100,000.00

Repair and maintenance of motor vehicles used for official travel of officials and employees:
- Repair and Servicing Vehicles 30,000.00
- Auto Spare Parts 20,000.00

53
- Gasoline and Oil
  50,000.00
- Clean and Green Program
  20,000.00

Special Project:
- Preparation, Finalization and Reproduction of the Executive Budget
  100,000.00

TOTAL FOR MAINTENANCE AND OTHER OPERATING EXPENSES
  622,000.00

1.3 Capital Outlay:
- Office Furniture and Equipment
  150,000.00

TOTAL FOR CAPITAL OUTLAY
  150,000.00

SUB-TOTAL FOR BUDGET OFFICE
  2,806,854.00

C.5 ACCOUNTING OFFICE

1.0 CURRENT OPERATING EXPENDITURES

1.1 Personal Services:
- Salaries of Fifteen (15) Regular Plantilla Items
  1,213,800.00
- Lump Sum Appropriation for Wages of Thirteen (13) Casula Employees
  770,760.00
- Salary Adjustment
  672,000.00
- Salary Adjustment as per Administrative Order # 53
  162,000.00
- 10 Days Monetization
  100,628.00
- Lump Sum Appropriation for GSIS, Medicare, State Insurance and Pag-ibig Premiums 201,267.00
- Uniform/Clothing Allowance 42,000.00
- Bonus/Incentive Allowance 221,380.00
- Productivity Pay 56,000.00
- Cash Gift 28,000.00

Commutable Allowance:
- Personnel Economic Relief Allowance 162,000.00
- Representation Allowance 20,400.00
- Transportation Allowance 20,400.00

TOTAL FOR PERSONAL SERVICES 3,670,635.00

1.2 Maintenance and Other Operating Expenses:
- Travelling Expenses 15,000.00
- Communication Services 30,000.00

Other Services:
- Training, Seminars/Workshop 80,000.00
- Repair and Maintenance Office Equipment 30,000.00
- Others 50,000.00
- Insurance of Government Properties 22,000.00
- Subscription 10,000.00
- Supplies and Materials 200,000.00
Repair and maintenance of motor vehicles used for official travel of officials and employees:

- Repair and Servicing Vehicles 30,000.00
- Auto Spare Parts 20,000.00
- Gasoline and Oil 37,500.00
- Clean and Green Program 20,000.00

TOTAL FOR MAINTENANCE AND OTHER OPERATING EXPENSES 544,500.00

1.3 Capital Outlay:

- Office Furniture and Equipment 400,000.00

TOTAL FOR CAPITAL OUTLAY 400,000.00

SUB-TOTAL FOR ACCOUNTING OFFICE 4,615,135.00

D. SOCIAL SERVICES:

D.1 HEALTH OFFICE

1.0 CURRENT OPERATING EXPENDITURES

1.1 Personal Services:

- Salaries of Two Hundred Twenty Four (224) for Regular Plantilla Items 15,843,384.00

- Lump Sum Appropriation for Wages of Twenty Five (25) Casual Employees 1,472,028.00

- Salary Adjustment 5,976,000.00
- Salary Adjustment as per Administrative Order # 53 1,476,000.00
- Overtime Pay 50,000.00
- 10 Days Monetization 882,251.00
- Lump Sum Appropriation for GSIS, Medicare, State Insurance and Pag-ibig Premiums 2,507,632.00
- Uniform/Clothing Allowance 373,500.00
- Bonus/Incentive Allowance 1,940,951.00
- Productivity Pay 498,000.00
- Cash Gift 249,000.00
- Subsistence/Laundry Allowance 2,988,000.00

Commutable Allowance:
- Personnel Economic Relief Allowance 1,476,000.00
- Representation Allowance 356,400.00
- Transportation Allowance 356,400.00
- Hazard Pay 1,494,000.00
- Add’l. Compensation Allowance (UHNP) 93,600.00

TOTAL FOR PERSONAL SERVICES 38,033,146.00

1.2 Maintenance and Other Operating Expenses:
- Travelling Expenses 100,000.00
- Communication Services 100,000.00
Other Services:

- Training, Seminars/Workshop 250,000.00
- Repair and Maintenance Office Equipment 200,000.00
- Food and Nutrition 1,000,000.00
- Environmental Sanitation 1,500,000.00
- Special Community Project 229,190.00
- Insurance of Government Properties 245,000.00

Others 455,000.00

Rental 60,000.00

Supplies and Materials:

- Office Supplies 500,000.00
- Medical Supplies 4,000,000.00
- Dental Supplies 500,000.00
- Laboratory Supplies 100,000.00
- Family Planning Supplies 57,232.00

Repair and maintenance of motor vehicles used for official travel of officials and employees:

- Repair and Servicing Vehicles 240,000.00
- Auto Spare Parts 160,000.00
- Gasoline and Oil 400,000.00
- Clean and Green Program 32,242.00

TOTAL FOR MAINTENANCE AND OTHER OPERATING EXPENSES 10,128,664.00
1.3 Capital Outlay:
- Office Furniture and Equipment 400,000.00
- Medical Equipment
  (X-ray Machine, Ultra Sound
  Machine, ECG) 2,200,000.00
- One (1) Unit Ambulance 1,200,000.00
- One (1) Unit Service Vehicle 450,000.00

TOTAL FOR CAPITAL OUTLAY 4,250,000.00

SUB-TOTAL FOR HEALTH OFFICE 52,411,810.00

D.2 OFFICE OF THE SENIOR CITIZENS AFFAIRS

1.0 CURRENT OPERATING EXPENDITURES

1.1 Personal Services:
- Lump Sum Appropriation
  for Wages of Eight (8)
  Casual Employees 383,952.00
- Salary Adjustment 192,000.00
- Salary Adjustment as per
  Administrative Order # 53 48,000.00
- 10 Days Monetization 21,817.00
- Lump Sum Appropriation
  for GSIS, Medicare,
  State Insurance and
  Pag-Ibig Premiums 13,296.00
- Uniform/Clothing Allowance 12,000.00
- Bonus/Incentive Allowance 47,996.00
- Productivity Pay 16,000.00
- Cash Gift 8,000.00
Commutable Allowance:
  - Personnel Economic Relief Allowance 48,000.00

TOTAL FOR PERSONAL SERVICES 791,061.00

1.2 Maintenance and Other Operating Expenses:
  - Travelling Expenses 20,000.00
  
Other Services:
  - Training, Seminars/Workshop 50,000.00
  - Repair and Maintenance
    Office Equipment 20,000.00
  - Others 50,000.00
  - Supplies and Materials 57,976.00

TOTAL FOR MAINTENANCE AND OTHER OPERATING EXPENSES 197,978.00

1.3 Capital Outlay:
  - Office Furniture and Equipment 75,000.00

TOTAL FOR CAPITAL OUTLAY 75,000.00

SUB-TOTAL FOR OFFICE OF THE SENIOR CITIZENS AFFAIR 1,064,037.00
D.3 PUBLIC EMPLOYMENT SERVICE OFFICE

1.0 CURRENT OPERATING EXPENDITURES

1.1 Personal Services:

- Lump Sum Appropriation
  for Wages of Eight (8)
  Casual Employees 657,936.00

- Salary Adjustment 192,000.00

- Salary Adjustment as per
  Administrative Order # 53 42,000.00

- 10 Days Monetization 32,195.00

- Lump Sum Appropriation
  for GSIS, Medicare,
  State Insurance and
  Pag-Ibig Premiums 13,296.00

- Uniform/Clothing Allowance 12,000.00

- Bonus/Incentive Allowance 70,828.00

- Productivity Pay 16,000.00

- Cash Gift 8,000.00

Commutable Allowance:

- Personnel Economic
  Relief Allowance 42,000.00

- Representation Allowance 20,400.00

- Transportation Allowance 20,400.00

TOTAL FOR PERSONAL SERVICES 1,127,055.00

1.2 Maintenance and Other Operating Expenses:

- Travelling Expenses 30,000.00

- Communication Services 30,000.00
Other Services:
- Training, Seminars/Workshop 20,000.00
- Repair and Maintenance
  Office Equipment 20,000.00
- Insurance of Service Vehicle 35,000.00
- Others 20,000.00
- Subscription 5,000.00
- Supplies and Materials 30,000.00

Repair and maintenance of motor vehicles used for official travel of officials and employees:
- Repair and Service Vehicles 20,000.00
- Auto Spare Parts 10,000.00
- Gasoline and Oil 37,500.00
- Clean and Green Program 10,000.00

Special Projects:
- Government Internship Program 200,000.00
- Special Program for Employment of Students 270,000.00
- Tulay 2000 30,000.00

TOTAL FOR MAINTENANCE AND OTHER OPERATING EXPENSES 767,500.00

SUB-TOTAL FOR PUBLIC EMPLOYMENT SERVICE OFFICE 1,894,555.00
## D.4 MANPOWER DEVELOPMENT AND TRAINING CENTER

### 1.0 CURRENT OPERATING EXPENDITURES

#### 1.1 Personal Services:

<table>
<thead>
<tr>
<th>Item</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Salaries of Two (2) Regular Plantilla Items</td>
<td>251,808.00</td>
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<tr>
<td>Lump Sum Appropriation for Wages of Twenty Two (22) Casual Employees</td>
<td>1,254,528.00</td>
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<tr>
<td>Salary Adjustment</td>
<td>576,000.00</td>
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<td>Salary Adjustment as per Administrative Order # 53</td>
<td>144,000.00</td>
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<tr>
<td>10 Days Monetization</td>
<td>78,877.00</td>
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<tr>
<td>Lump Sum Appropriation for GSIS, Medicare, State Insurance and Pag-Ibig Premiums</td>
<td>69,066.00</td>
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<tr>
<td>Uniform/Clothing Allowance</td>
<td>36,000.00</td>
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<tr>
<td>Bonus/Incentive Allowance</td>
<td>173,528.00</td>
</tr>
<tr>
<td>Productivity Pay</td>
<td>48,000.00</td>
</tr>
<tr>
<td>Cash Gift</td>
<td>24,000.00</td>
</tr>
</tbody>
</table>

**Commutable Allowance:**

- Personnel Economic Relief Allowance                                 | 138,000.00  |
- Representation Allowance                                           | 16,800.00   |
- Transportation Allowance                                           | 16,800.00   |

**TOTAL FOR PERSONAL SERVICES**                                      | 2,827,407.00|
1.2 Maintenance and Other Operating Expenses:

- Travelling Expenses 20,000.00

Other Services:

- Training, Seminars/Workshop 20,000.00
- Repair and Maintenance Office Equipment 30,000.00
- Others 15,000.00
- Insurance of Gov’t. Properties 25,000.00
- Supplies and Materials 90,000.00

Repair and maintenance of motor vehicles used for official travel of officials and employees:

- Repair and Servicing Vehicles 30,000.00
- Auto Spare parts 20,000.00
- Gasoline and Oil 30,000.00
- Clean and Green Program 10,000.00

TOTAL FOR MAINTENANCE AND OTHER OPERATING EXPENSES 290,000.00

1.3 Capital Outlay:

- Office Furniture and Equipment 60,000.00
- 1 Unit Mimeographing Machine 75,000.00
- 1 Service Vehicle 450,000.00

TOTAL FOR CAPITAL OUTLAY 585,000.00

SUB-TOTAL FOR MANPOWER DEVELOPMENT AND TRAINING CENTER 3,702,407.00
D.5 EXTENSION SERVICES (AGRICULTURE)

1.0 CURRENT OPERATING EXPENDITURES

1.1 Personal Services:

- Salaries of Thirteen (13) Regular Plantilla Items 1,099,548.00

- Lump Sum Appropriation for Wages of Fifteen (15) Casual Employees 698,508.00

- Salary Adjustment 672,000.00

- Salary Adjustment as per Administrative Order # 53 162,000.00

- 10 Days Monetization 93,563.00

- Lump Sum Appropriation for GSIS, Medicare, State Insurance and Pag-Ibig Premiums 185,158.00

- Uniform/Clothing Allowance 42,000.00

- Bonus/Incentive Allowance 205,838.00

- Productivity Pay 56,000.00

- Cash Gift 28,000.00

Commutable Allowance:

- Personnel Economic Relief Allowance 156,000.00

- Representation Allowance 37,200.00

- Transportation Allowance 37,200.00

TOTAL FOR PERSONAL SERVICES 3,473,015.00
1.2 Maintenance and Other Operating Expenses:

- Travelling Expenses 96,000.00
- Communication Services 25,000.00

Other Services:

- Training, Seminars/Workshop 30,000.00
- Repair and Maintenance Office Equipment 20,000.00
- Others 20,000.00
- Supplies and Materials 50,000.00
- Diagnostic Laboratory Supplies 150,000.00

Repair and maintenance of motor vehicles used for official travel of officials and employees:

- Gasoline and Oil 25,000.00
- Clean and Green Program 20,000.00

TOTAL FOR MAINTENANCE AND OTHER OPERATING EXPENSES 436,000.00

1.3 Capital Outlay:

- Office Furniture and Equipment 100,000.00

TOTAL FOR CAPITAL OUTLAY 100,000.00

SUB-TOTAL FOR EXTENSION SERVICES 4,009,015.00
1.0 CURRENT OPERATING EXPENDITURES

1.1 Personal Services:

- Salaries of Six (6) Regular Plantilla Items 524,076.00
- Lump Sum Appropriation for Wages of Two (2) Casual Employees 125,760.00
- Salary Adjustment 192,000.00
- Salary Adjustment as per Administrative Order # 53 42,000.00
- 10 Days Monetization 31,888.00
- Lump Sum Appropriation for GSIS, Medicare, State Insurance and Pag-Ibig Premiums 128,508.00
- Uniform/Clothing Allowance 12,000.00
- Bonus/Incentive Allowance 70,153.00
- Productivity Pay 16,000.00
- Cash Gift 8,000.00

Commutable Allowance:

- Personnel Economic Relief Allowance 42,000.00
- Representation Allowance 20,400.00
- Transportation Allowance 20,400.00

TOTAL FOR PERSONAL SERVICES 1,233,185.00
1.2 Maintenance and Other Operating Expenses:

- Travelling Expenses 20,000.00

Other Services:

- Training, Seminars/Workshop 20,000.00
- Repair and Maintenance Office Equipment 20,000.00
- Insurance of Gov't. Properties 23,000.00
- Others 500,000.00
- Supplies and Materials 30,000.00
- Special Project 250,000.00

Repair and maintenance of motor vehicles used for official travel of officials and employees:

- Repair and Servicing Vehicles 20,000.00
- Auto Spare Parts 10,000.00
- Gasoline and Oil 30,000.00
- Clean and Green Program 10,000.00

TOTAL FOR MAINTENANCE AND OTHER OPERATING EXPENSES 933,000.00

1.3 Capital Outlay:

- Office Furniture and Equipment 20,000.00
- Portable Piano 40,000.00

TOTAL FOR CAPITAL OUTLAY 60,000.00

SUB-TOTAL FOR CULTURAL & TOURISM OFFICE 2,226,185.00
E. LEGISLATIVE SERVICES:  
----------------------------------

E.1 SANGGUNIANG PANGLUNSOD  

1.0 CURRENT OPERATING EXPENDITURES  

1.1 Personal Services:  

- Salaries of Forty Two (42) Regular Plantilla Items  
  5,114,436.00  

- Lump Sum Appropriation for Wages of One Hundred Eighteen (118) Casual/Contractual Employees  
  7,452,680.00  

- Salary Adjustment  
  3,840,000.00  

- Salary Adjustment as per Administrative Order # 53  
  870,000.00  

- 10 Days Monetization  
  621,482.00  

- Lump Sum Appropriation for GSIS, Medicare, State Insurance and Pag-Ibig Premiums  
  862,168.00  

- Uniform/Clothing Allowance  
  240,000.00  

- Bonus/Incentive Allowance  
  1,367,258.00  

- Productivity Pay  
  320,000.00  

- Cash Gift  
  160,000.00  

Commutable Allowance:  

- Personnel Economic Relief Allowance  
  864,000.00  

- Representation Allowance  
  417,600.00  

- Transportation Allowance  
  108,000.00  

TOTAL FOR PERSONAL SERVICES  
  22,237,604.00  

----------------------------------
1.2 Maintenance and Other Operating Expenses:

- Travelling Expenses  230,000.00
- Communication Services  1,071,180.00

Other Services:
- Training, Seminars/Workshop  200,000.00
- Repair and Maintenance Office Equipment  240,000.00
- Others  1,600,000.00
- Subscription  166,000.00
- Supplies and Materials  1,395,000.00

Repair and maintenance of motor vehicles used for official travel of officials and employees:
- Repair and Servicing Vehicles  880,000.00
- Auto Spare Parts  510,000.00
- Gasoline and Oil  680,000.00

- Special Project/Activity of 14 City Councilors @P1,000,000.00 each  14,000,000.00
- Special Project of Vice-Mayor  2,000,000.00
- Clean and Green Program  50,000.00
- Consultancy and Research Fund  9,800,000.00

Social Amelioration:
- 14 Councilors @ P50,000.00  700,000.00
- Vice - Mayor  100,000.00
- Pamaskong Handog:
  - 14 Councilors @ P150,000.00 each  2,100,000.00
  - Vice - Mayor  300,000.00
  TOTAL FOR MAINTENANCE AND OTHER OPERATING EXPENSES  35,622,180.00

1.3 Capital Outlay:
  - Office Furniture and Equipment  1,000,000.00
  - Two (2) Units Motorcycle  80,000.00
  - Two (2) Units Radio  30,000.00
  TOTAL FOR CAPITAL OUTLAY  1,110,000.00

SUB-TOTAL FOR SANGGUNIANG PANGLUNSOD  58,969,784.00

E.2 OFFICE OF THE CITY VICE MAYOR
1.0 CURRENT OPERATING EXPENDITURES
1.1 Personal Services:
  - Salaries of Three (3) Regular Plantilla Items  410,400.00
  - Lump Sum Appropriation for Wages of Ten (10) Casual Employees  732,384.00
  - Salary Adjustment  312,000.00
  - Salary Adjustment as per Administrative Order # 53  72,000.00
- 10 Days Monetization 43,288.00
- Lump Sum Appropriation for GSIS, Medicare, State Insurance and Pag-Ibig Premiums 75,978.00
- Uniform/Clothing Allowance 19,500.00
- Bonus/Incentive Allowance 95,232.00
- Productivity Pay 26,000.00
- Cash Gift 13,000.00

Commutable Allowance:
- Personnel Economic Relief Allowance 66,000.00
- Representation Allowance 40,800.00
- Transportation Allowance 40,800.00

TOTAL FOR PERSONAL SERVICES 1,947,382.00

1.2 Maintenance and Other Operating Expenses:
- Communication Services 40,000.00

Other Services:
- Training, Seminars/Workshop 75,000.00
- Repair and Maintenance Office Equipment 50,000.00
- Insurance of Government Properties 34,115.00
- Others 200,000.00
- Subscription 15,000.00
- Advertising and Publication 15,000.00
- Supplies and Materials 100,000.00

Repair and maintenance of motor vehicles used for official travel of officials and employees:
- Repair and Servicing Vehicles 50,000.00
- Auto Spare Parts 50,000.00
- Gasoline and Oil 75,000.00
- Discretionary Fund 478,405.00
- Clean and Green Program 20,000.00

TOTAL FOR MAINTENANCE AND OTHER OPERATING EXPENSES 1,202,520.00

1.3 Capital Outlay:
- Office Furniture and Equipment 100,000.00
- One (1) Unit Xerox Machine and Peripherals 150,000.00

TOTAL FOR CAPITAL OUTLAY 250,000.00

SUB-TOTAL FOR OFFICE OF THE CITY VICE – MAYOR 3,399,902

F. PROTECTIVE SERVICES:

F.1 PUBLIC ORDER AND SAFETY OFFICE

1.0 CURRENT OPERATING EXPENDITURES

1.1 Personal Services:
- Salaries of Three (3) Regular Plantilla Items 311,460.00
- Lump Sum Appropriation for Wages of Ninety Five (95) Casual Employees 5,894,364.00
<table>
<thead>
<tr>
<th>Item</th>
<th>Amount</th>
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<tr>
<td>Salary Adjustment</td>
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<td>Salary Adjustment as per Administrative Order # 53</td>
<td>588,000.00</td>
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<tr>
<td>10 Days Monetization</td>
<td>324,160.00</td>
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<tr>
<td>Lump Sum Appropriation for GSIS, Medicare, State Insurance and Pag-Ibig Premiums</td>
<td>200,349.00</td>
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<tr>
<td>Uniform/Clothing Allowance</td>
<td>147,000.00</td>
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<tr>
<td>Bonus/Incentive Allowance</td>
<td>713,152.00</td>
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<td>Overtime Pay</td>
<td>500,000.00</td>
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<td>Productivity Pay</td>
<td>196,000.00</td>
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<tr>
<td>Cash Gift</td>
<td>98,000.00</td>
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<td><strong>Commutable Allowance:</strong></td>
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<tr>
<td>- Personnel Economic Relief Allowance</td>
<td>582,000.00</td>
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<tr>
<td>- Representation Allowance</td>
<td>16,800.00</td>
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<tr>
<td>- Transportation Allowance</td>
<td>16,800.00</td>
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<tr>
<td><strong>TOTAL FOR PERSONAL SERVICES</strong></td>
<td><strong>11,940,085.00</strong></td>
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1.2 Maintenance and Other Operating Expenses:

<table>
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<tr>
<th>Item</th>
<th>Amount</th>
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<tbody>
<tr>
<td>Communication Services</td>
<td>50,000.00</td>
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<tr>
<td>Other Services :</td>
<td></td>
</tr>
<tr>
<td>- Training, Seminars/Workshop</td>
<td>50,000.00</td>
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<tr>
<td>- Repair and Maintenance Office Equipment</td>
<td>20,000.00</td>
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<tr>
<td>- Insurance of Government Properties</td>
<td>150,500.00</td>
</tr>
<tr>
<td>- Others</td>
<td>100,000.00</td>
</tr>
<tr>
<td>- Supplies and Materials</td>
<td>40,000.00</td>
</tr>
</tbody>
</table>
Repair and maintenance of motor vehicles used for official travel of officials and employees:

- Repair and Servicing Vehicles 100,000.00
- Auto Spare Parts 75,000.00
- Gasoline and Oil 100,000.00
- Clean and Green Program 20,000.00

TOTAL FOR MAINTENANCE AND OTHER OPERATING EXPENSES 705,500.00

1.3 Capital Outlay:

- Office Furniture and Equipment 50,000.00

TOTAL FOR CAPITAL OUTLAY 50,000.00

SUB-TOTAL FOR PUBLIC ORDER AND SAFETY OFFICE 12,695,585.00

F.2 LAKE MANAGEMENT OFFICE

1.0 CURRENT OPERATING EXPENDITURES

1.1 Personal Services:

- Salaries of Six (6) Regular Plantilla Items 553,392.00
- Lump Sum Appropriation for Wages of Twenty Four (24) Casual Employees 1,495,716.00
- Salary Adjustment 720,000.00
- Salary Adjustment as per Administrative Order # 53 180,000.00
- 10 Days Monetization 104,891.00
- Lump Sum Appropriation for GSIS, Medicare, State Insurance and Pag-Ibig Premiums 118,201.00
- Uniform/Clothing Allowance 45,000.00
- Bonus/Incentive Allowance 230,759.00
- Productivity Pay 60,000.00
- Cash Gift 30,000.00

Commutable Allowance:
- Personnel Economic Relief Allowance 174,000.00
- Representation Allowance 18,800.00
- Transportation Allowance 18,800.00

TOTAL FOR PERSONAL SERVICES 3,745,559.00

1.2 Maintenance and Other Operating Expenses:
- Communication Services 50,000.00
- Travelling Expenses 10,000.00

Other Services:
- Training, Seminars/Workshop 10,000.00
- Repair and Maintenance Office Equipment 20,000.00
- Insurance of Government Properties 35,000.00
- Others 100,000.00
Repair and maintenance of motor vehicles used for official travel of officials and employees:

- Repair and Servicing Vehicles 50,000.00
- Auto Spare Parts 50,000.00
- Gasoline and Oil 75,000.00
- Clean and Green Program 10,000.00

Special Projects:

- Livelihood Projects for Small Time Fishermen 200,000.00

TOTAL FOR MAINTENANCE AND OTHER OPERATING EXPENSES 610,000.00

1.3 Capital Outlay:

- Six (6) Units Motorized Vehicle 360,000.00
- One (1) Unit Radio Base Antenna 50,000.00
- Seven (7) Units Handheld Radio 105,000.00
- Office Furniture & Equipment 300,000.00
- One (1) Unit Service Vehicle 450,000.00

TOTAL FOR CAPITAL OUTLAY 1,265,000.00

SUB-TOTAL FOR LAKE MANAGEMENT OFFICE 5,620,559.00
G. FINANCIAL ASSISTANCE:

G.1 POLICE DEPARTMENT

1.0 CURRENT OPERATING EXPENDITURES

1.1 Personal Services:

Commutable Allowance:

- Representation Allowance 20,400.00

TOTAL FOR PERSONAL SERVICES 20,400.00

1.2 Maintenance and Other Operating Expenses:

Other Services:

- Insurance of Government Properties 100,000.00
- Others (KB - 92 - 09) 2,500,000.00
- Supplies and Materials 200,000.00

Repair and maintenance of motor vehicles used for official travel of officials and employees:

- Repair and Servicing Vehicles 100,000.00
- Auto Spare Parts 75,000.00
- Gasoline and Oil 200,000.00
- Clean and Green Program 20,000.00

TOTAL FOR MAINTENANCE AND OTHER OPERATING EXPENSES 3,195,000.00

1.3 Capital Outlay:

- Five (5) Units Patrol Car w/ Siren and Blinkers 2,000,000.00
- Six (6) Units Typewriter 100,000.00

TOTAL FOR CAPITAL OUTLAY 2,100,000.00

SUB-TOTAL FOR POLICE DEPARTMENT 5,315,400.00
G.2 REGIONAL TRIAL COURT - BRANCH # 256

1.0 CURRENT OPERATING EXPENDITURES

1.1 Personal Services:

- Lump Sum Appropriation for Wages of Six (6) Casual Employees 436,992.00
- Salary Adjustment 144,000.00
- Salary Adjustment as per Administrative Order # 53 36,000.00
- 10 Days Monetization 22,008.00
- Lump Sum Appropriation for GSIS, Medicare, State Insurance and Pag-Ibig Premiums 14,392.00
- Uniform/Clothing Allowance 9,000.00
- Bonus/Incentive Allowance 48,416.00
- Productivity Pay 12,000.00
- Cash Gift 6,000.00

Commutable Allowance:

- Personnel Economic Relief Allowance 36,000.00
- Representation Allowance 36,000.00

TOTAL FOR PERSONAL SERVICES 800,808.00
1.2 Maintenance and Other Operating Expenses:

- Travelling Expenses 50,000.00

Other Services:

- Training, Seminars/Workshop 50,000.00
- Repair and Maintenance Office Equipment 50,000.00
- Insurance of Service Vehicle 22,000.00
- Others 50,000.00
- Supplies and Materials 50,000.00

Repair and maintenance of motor vehicles used for official travel of officials and employees:

- Repair and Servicing Vehicles 20,000.00
- Auto Spare Parts 10,000.00
- Gasoline and Oil 60,000.00
- Clean and Green Program 10,000.00

TOTAL FOR MAINTENANCE AND OTHER OPERATING EXPENSES 372,000.00

1.3 Capital Outlay:

- Office Furniture and Equipment 100,000.00

TOTAL FOR CAPITAL OUTLAY 100,000.00

SUB-TOTAL FOR RTC - BRANCH # 256 1,272,808.00
G.3 REGIONAL TRIAL COURT - BRANCH # 276

1.0 CURRENT OPERATING EXPENDITURES

1.1 Personal Services:

- Lump Sum Appropriation for Wages of Ten (10)
  Casual Employees  499,152.00
- Salary Adjustment  240,000.00
- Salary Adjustment as per Administrative Order # 53  60,000.00
- 10 Days Monetization  27,999.00
- Lump Sum Appropriation for GSIS, Medicare,
  State Insurance and Pag-Ibig Premiums  16,620.00
- Uniform/Clothing Allowance  15,000.00
- Bonus/Incentive Allowance  61,596.00
- Productivity Pay  20,000.00
- Cash Gift  10,000.00

Commutable Allowance:

  - Personnel Economic Relief Allowance  60,000.00
  - Representation Allowance  36,000.00

TOTAL FOR PERSONAL SERVICES  1,046,367.00
1.2 Maintenance and Other Operating Expenses:
- Travelling Expenses 50,000.00

Other Services:
- Training, Seminars/Workshop 50,000.00
- Repair and Maintenance Office Equipment 30,000.00
- Others 50,000.00
- Supplies and Materials 50,000.00
- Insurance of Service Vehicle 22,000.00

Repair and maintenance of motor vehicles used for official travel of officials and employees:
- Repair and Servicing Vehicles 20,000.00
- Auto Spare Parts 10,000.00
- Gasoline and Oil 60,000.00
- Clean and Green Program 10,000.00

TOTAL FOR MAINTENANCE AND OTHER OPERATING EXPENSES 352,000.00

1.3 Capital Outlay:
- Office Furniture and Equipment 80,000.00

TOTAL FOR CAPITAL OUTLAY 80,000.00

SUB-TOTAL FOR RTC - BRANCH # 276 1,478,367.00
G.4 OFFICE OF THE CLERK OF COURT

1.0 CURRENT OPERATING EXPENDITURES

1.1 Personal Services:

Commutable Allowance:
- Transportation Allowance 20,400.00
- Representation Allowance 20,400.00

TOTAL FOR PERSONAL SERVICES 40,800.00

1.2 Maintenance and Other Operating Expenses:

Other Services:
- Training, Seminars/Workshop 30,000.00
- Repair and Maintenance Office Equipment 25,000.00
- Others 25,000.00
- Supplies and Materials 30,000.00
- Clean and Green Program 5,000.00

TOTAL FOR MAINTENANCE AND OTHER OPERATING EXPENSES 115,000.00

1.3 Capital Outlay:

- Office Furniture and Equipment 50,000.00

TOTAL FOR CAPITAL OUTLAY 50,000.00

SUB-TOTAL FOR OFFICE OF THE CLERK OF COURT 205,800.00
1.0 CURRENT OPERATING EXPENDITURES

1.1 Personal Services:

- Lump Sum Appropriation for Wages of Four (4) Casual Employees 197,075.00
- Salary Adjustment 96,000.00
- Salary Adjustment as per Administrative Order # 53 24,000.00
- 10 Days Monetization 11,102.00
- Lump Sum Appropriation for GSIS, Medicare, State Insurance and Pag-Ibig Premiums 6,648.00
- Uniform/Clothing Allowance 6,000.00
- Bonus/Incentive Allowance 24,423.00
- Productivity Pay 48,000.00
- Cash Gift 4,000.00

Commutable Allowance:

- Personnel Economic Relief Allowance 24,000.00
- Representation Allowance 72,000.00

TOTAL FOR PERSONAL SERVICES 513,249.00
1.2 Maintenance and Other Operating Expenses:

- Travelling Expenses 30,000.00

Other Services:

- Training, Seminars/Workshop 50,000.00
- Repair and Maintenance Office Equipment 20,000.00
- Others 50,000.00
- Insurance of Government Properties 25,000.00
- Supplies and Materials 30,000.00

Repair and maintenance of motor vehicles used for official travel of officials and employees:

- Repair and Servicing Vehicles 20,000.00
- Gasoline and Oil 30,000.00
- Clean and Green Program 5,000.00

TOTAL FOR MAINTENANCE AND OTHER OPERATING EXPENSES 260,000.00

1.3 Capital Outlay:

- Office Furniture and Equipment 50,000.00
- One (1) Unit Service Vehicle 450,000.00

TOTAL FOR CAPITAL OUTLAY 500,000.00

SUB-TOTAL FOR METROPOLITAN TRIAL COURT 1,273,249.00
G.6 PUBLIC ATTORNEY'S OFFICE

1.0 CURRENT OPERATING EXPENDITURES

1.1 Personal Services:

- Lump Sum Appropriation for Wages of Three (3) Casual Employees 142,416.00
- Salary Adjustment 72,000.00
- Salary Adjustment as per Administrative Order # 53 18,000.00
- 10 Days Monetization 8,122.00
- Lump Sum Appropriation for GSIS, Medicare, State Insurance and Pag-IBIG Premiums 5,675.00
- Uniform/Clothing Allowance 4,500.00
- Bonus/Incentive Allowance 17,868.00
- Productivity Pay 6,000.00
- Cash Gift 3,000.00

Commutable Allowance:

- Personnel Economic Relief Allowance 18,000.00
- Representation Allowance (4 Lawyers @ P3,000/month) 144,000.00

TOTAL FOR PERSONAL SERVICES 439,581.00

1.2 Maintenance and Other Operating Expenses:

- Travelling Expenses 20,000.00
- Communication Services 30,000.00
Other Services:
- Training, Seminars/Workshop 20,000.00
- Repair and Maintenance Office Equipment 15,000.00
- Others 20,000.00
- Supplies and Materials 20,000.00

Repair and maintenance of motor vehicles used for official travel of officials and employees:
- Gasoline and Oil 25,000.00
- Clean and Green Program 10,000.00

TOTAL FOR MAINTENANCE AND OTHER OPERATING EXPENSES 160,000.00

1.3 Capital Outlay:
- Office Furniture and Equipment 50,000.00

TOTAL FOR CAPITAL OUTLAY 50,000.00

SUB-TOTAL FOR PUBLIC ATTORNEY'S OFFICE 649,581.00

G.7 PAROLE AND PROBATION OFFICE
1.0 CURRENT OPERATING EXPENDITURES
1.2 Maintenance and Other Operating Expenses:
- Travelling Expenses 20,000.00

Other Services:
- Training, Seminars/Workshop 25,000.00
- Repair and Maintenance Office Equipment $15,000.00
- Others $50,000.00
- Supplies and Materials $20,000.00

Repair and maintenance of motor vehicles used for official travel of officials and employees:
- Gasoline and Oil $20,000.00
- Clean and Green Program $10,000.00

TOTAL FOR MAINTENANCE AND OTHER OPERATING EXPENSES $180,000.00

SUB-TOTAL FOR PAROLE AND PROBATION OFFICE $180,000.00

G.8 CITY AUDIT UNIT (COA)

1.0 CURRENT OPERATING EXPENDITURES

1.2 Maintenance and Other Operating Expenses:
- Travelling Expenses $30,000.00
- Communication Services $50,000.00

Other Services:
- Training, Seminars/Workshop $40,000.00
- Repair and Maintenance Office Equipment $10,000.00
- Others (KB - 93-84) $370,000.00
- Insurance of Service Vehicle $22,000.00
- Supplies and Materials $300,000.00
Repair and maintenance of motor vehicles used for official travel of officials and employees:

- Repair and Servicing Vehicles $30,000.00
- Auto Spare Parts $20,000.00
- Gasoline and oil $37,500.00
- Clean and Green Program $10,000.00

TOTAL FOR MAINTENANCE AND OTHER OPERATING EXPENSES $919,500.00

1.3 Capital Outlay:
- Office Furniture and Equipment $200,000.00

TOTAL FOR CAPITAL OUTLAY $200,000.00

SUB-TOTAL FOR CITY AUDIT UNIT $1,119,500.00

G.9 POST OFFICE

1.0 CURRENT OPERATING EXPENDITURES

1.2 Maintenance and Other Operating Expenses:
- Supplies and Materials $27,040.00

TOTAL FOR MAINTENANCE AND OTHER OPERATING EXPENSES $27,040.00

1.3 Capital Outlay:
- Office Furniture and Equipment $30,000.00

TOTAL FOR CAPITAL OUTLAY $30,000.00

SUB-TOTAL FOR POST OFFICE $57,040.00
G.10 TELECOMMUNICATIONS

1.0 CURRENT OPERATING EXPENDITURES

1.2 Maintenance and Other Operating Expenses:
   - Supplies and Materials 12,000.00

TOTAL FOR MAINTENANCE AND OTHER OPERATING EXPENSES 12,000.00

1.3 Capital Outlay:
   - Office Furniture and Equipment 25,000.00

TOTAL FOR CAPITAL OUTLAY 25,000.00

SUB-TOTAL FOR TELECOMMUNICATION OFFICE 37,000.00

G.11 BUREAU OF INTERNAL REVENUE

1.0 CURRENT OPERATING EXPENDITURES

1.2 Maintenance and Other Operating Expenses:
   - Travelling Expenses 15,000.00
   - Repair and Maintenance Office Equipment 10,000.00
   - Supplies and Materials 75,000.00
   - Clean and Green Program 20,000.00

TOTAL FOR MAINTENANCE AND OTHER OPERATING EXPENSES 120,000.00

1.3 Capital Outlay:
   - Office Furniture and Equipment 50,000.00

TOTAL FOR CAPITAL OUTLAY 50,000.00

SUB-TOTAL FOR BUREAU OF INTERNAL REVENUE 170,000.00
H. MANDATORY OFFICES:

H.1 OFFICE OF THE CITY ADMINISTRATOR

1.0 CURRENT OPERATING EXPENDITURES

1.1 Personal Services:

- Salaries of Eight (8) Regular Plantilla Items 774,312.00
- Lump Sum Appropriation for Wages of Seven (7) Casual Employees 835,800.00
- Salary Adjustment 360,000.00
- Salary Adjustment as per Administrative Order # 53 84,000.00
- 10 Days Monetization 74,626.00
- Lump Sum Appropriation for GSIS, Medicare, State Insurance and Pag-Ibig Premiums 119,514.00
- Uniform/Clothing Allowance 22,500.00
- Bonus/Incentive Allowance 164,176.00
- Productivity Pay 30,000.00
- Cash Gift 15,000.00

Commutable Allowance:

- Personnel Economic Relief Allowance 84,000.00
- Representation Allowance 20,400.00
- Transportation Allowance 20,400.00

TOTAL FOR PERSONAL SERVICES 2,604,728.00
1.2 Maintenance and Other Operating Expenses:
- Travelling Expenses 10,000.00
- Communication Services 75,000.00
Other Services:
- Training, Seminars/Workshop 50,000.00
- Repair and Maintenance Office Equipment 30,000.00
- Fidelity Bond Premium 25,000.00
- Insurance of Government Properties 22,000.00
- Others 50,000.00
- Advertising and Publication 20,000.00
- Supplies and Materials 150,000.00
Repair and maintenance of motor vehicles used for official travel of officials and employees:
- Repair and Servicing Vehicles 30,000.00
- Auto Spare Parts 20,000.00
- Gasoline and Oil 30,000.00
- Clean and Green Program 20,000.00
TOTAL FOR MAINTENANCE AND OTHER OPERATING EXPENSES 532,000.00

1.3 Capital Outlay:
- Office Furniture and Equipment 150,000.00
TOTAL FOR CAPITAL OUTLAY 150,000.00

SUB-TOTAL FOR OFFICE OF THE CITY ADMINISTRATOR 3,286,728.00
H.2 GENERAL SERVICES

1.0 CURRENT OPERATING EXPENDITURES

1.1 Personal Services:

- Salaries of Twenty Five (25) Regular Plantilla Items 1,450,988.00
- Lump Sum Appropriation for Wages of Twenty Eight (28) Casual Employees 2,021,424.00
- Salary Adjustment 1,272,000.00
- Salary Adjustment as per Administrative Order # 53 312,000.00
- Overtime Pay 100,000.00
- 10 Days Monetization 179,712.00
- Lump Sum Appropriation for GSIS, Medicare, State Insurance and Pag-IBIG Premiums 291,628.00
- Uniform/Clothing Allowance 79,500.00
- Bonus/Incentive Allowance 395,366.00
- Productivity Pay 106,000.00
- Cash Gift 53,000.00

Commutable Allowance:

- Personnel Economic Relief Allowance 306,000.00
- Representation Allowance 37,200.00
- Transportation Allowance 37,200.00

TOTAL FOR PERSONAL SERVICES 6,641,988.00

1.2 Maintenance and Other Operating Expenses:

- Travelling Expenses 15,000.00
- Communication Services 50,000.00
Other Services:
- Training, Seminars/Workshop 40,000.00
- Repair and Maintenance Office Equipment 30,000.00
- Insurance of Government Properties 695,945.00
- Transport and Freight Services 450,000.00
- Others 200,000.00

Supplies and Materials:
- Office Supplies 130,000.00
- Janitorial and Aircon Supplies 422,900.00

Repair and Maintenance of Motor vehicles used for official travel of officials and employees:
- Repair and Servicing Vehicles 740,000.00
- Auto Spare Parts 270,000.00
- Gasoline and Oil 150,000.00
- Clean and Green Program 50,000.00

TOTAL FOR MAINTENANCE AND OTHER OPERATING EXPENSES 3,243,845.00

1.3 Capital Outlay:
- Office Furniture and Equipment 150,000.00

TOTAL FOR CAPITAL OUTLAY 150,000.00

SUB-TOTAL FOR GENERAL SERVICES 10,035,843.00
H.3 DEPARTMENT OF SOCIAL SERVICES

1.0 CURRENT OPERATING EXPENDITURES

1.1 Personal Services:

- Salaries of Twenty Two (22) Regular Plantilla Items 2,013,408.00
- Lump Sum Appropriation for Wages of Fourty (40) Casual Employees 2,591,868.00
- Salary Adjustment 1,488,000.00
- Salary Adjustment as per Administrative Order # 53 366,000.00
- 10 Days Monetization 230,806.00
- Lump Sum Appropriation for GSIS, Medicare, State Insurance and Pag-Ibig Premiums 352,134.00
- Uniform/Clothing Allowance 93,000.00
- Bonus/Incentive Allowance 507,773.00
- Productivity Pay 124,000.00
- Cash Gift 62,000.00

Commutable Allowance:

- Personnel Economic Relief Allowance 360,000.00
- Representation Allowance 37,200.00
- Transportation Allowance 37,200.00

TOTAL FOR PERSONAL SERVICES 8,263,389.00
1.2 Maintenance and Other Operating Expenses:

- Travelling Expenses 10,000.00
- Communication Services 60,000.00

Other Services:
- Training, Seminars/Workshop 50,000.00
- Repair and Maintenance Office Equipment 70,000.00
- Insurance of Government Properties 35,000.00
- Others 50,000.00
- Supplies and Materials 100,000.00

Repair and maintenance of motor vehicles used for official travel of officials and employees:
- Repair and Servicing Vehicles 50,000.00
- Auto Spare Parts 50,000.00
- Gasoline and Oil 30,000.00
- Clean and Green Program 20,000.00

TOTAL FOR MAINTENANCE AND OTHER OPERATING EXPENSES 525,000.00

1.3 Capital Outlay:
- Office Furniture and Equipment 100,000.00

TOTAL FOR CAPITAL OUTLAY 100,000.00

SUB-TOTAL FOR DEPARTMENT OF SOCIAL SERVICES 8,888,389.00
1.0 CURRENT OPERATING EXPENDITURES

1.1 Personal Services:

- Salaries of Sixteen (16) Regular Plantilla Items 983,964.00
- Salary Adjustment 384,000.00
- Salary Adjustment as per Administrative Order # 53 96,000.00
- 10 Days Monetization 51,817.00
- Lump Sum Appropriation for GSIS, Medicare, State Insurance and Pag-Ibig Premiums 162,117.00
- Uniform/Clothing Allowance 24,000.00
- Bonus/Incentive Allowance 113,997.00
- Productivity Pay 32,000.00
- Cash Gift 16,000.00

Commutable Allowance:

- Personnel Economic Relief Allowance 96,000.00
- Representation Allowance (City Prosec. & 7 Asst. Prosec.) 312,000.00

TOTAL FOR PERSONAL SERVICES 2,271,895.00
1.2 Maintenance and Other Operating Expenses:

- Travelling Expenses 36,000.00
- Communication Services 100,000.00

Other Services:

- Training, Seminars/Workshop 100,000.00
- Repair and Maintenance Office Equipment 30,000.00
- Others 100,000.00
- Insurance of Gov’t. Properties 22,000.00
- Subscription 30,000.00
- Rental (Office Space) 420,000.00
- Supplies and Materials 100,000.00

Repair and maintenance of motor vehicles used for official travel of officials and employees:

- Repair and Servicing Vehicles 30,000.00
- Auto Spare Parts 20,000.00
- Gasoline and Oil 85,000.00
- Clean and Green Program 30,000.00

TOTAL FOR MAINTENANCE AND OTHER OPERATING EXPENSES 1,103,000.00

1.3 Capital Outlay:

- Office Furniture and Equipment 500,000.00

TOTAL FOR CAPITAL OUTLAY 500,000.00

SUB-TOTAL FOR OFFICE OF THE CITY PROSECUTOR 6,874,895.00
1.0 CURRENT OPERATING EXPENDITURES

1.1 Personal Services:

- Salaries of One (1) Regular Plantilla Item: 187,380.00
- Salary Adjustment: 24,000.00
- Salary Adjustment as per Administrative Order # 53: 6,000.00
- Lump Sum Appropriation for GSIS, Medicare, State Insurance and Pag-Ibig Premiums: 22,082.00
- Uniform/Clothing Allowance: 1,500.00
- Bonus/Incentive Allowance: 17,615.00
- Cash Gift: 1,000.00

Commutable Allowance:
- Representation Allowance: 20,400.00
- Transportation Allowance: 20,400.00

TOTAL FOR PERSONAL SERVICES: 300,387.00

1.2 Maintenance and Other Operating Expenses:

- Travelling Expenses: 5,000.00

Other Services:
- Training, Seminars/Workshop: 10,000.00
- Others: 10,000.00
- Supplies and Materials: 25,000.00
- Clean and Green Program: 10,000.00

TOTAL FOR MAINTENANCE AND OTHER OPERATING EXPENSES: 60,000.00
1.3 Capital Outlay:
- Office Furniture and Equipment 50,000.00

TOTAL FOR CAPITAL OUTLAY 50,000.00

SUB-TOTAL FOR OF THE OFFICE OF THE CITY ARCHITECT 410,387.00

H.6 OFFICE OF THE CITY VETERINARIAN

1.0 CURRENT OPERATING EXPENDITURES

1.1 Personal Services:
- Salaries of Two (2)
  Regular Plantilla Items 282,168.00
- Salary Adjustment 48,000.00
- Salary Adjustment as per
  Administrative Order # 53 12,000.00
- 10 Days Monetization 12,507.00
- Lump Sum Appropriation
  for GSIS, Medicare,
  State Insurance and
  Pag-Ibig Premiums 35,386.00
- Uniform/Clothing Allowance 3,000.00
- Bonus/Incentive Allowance 27,514.00
- Productivity Pay 4,000.00
- Cash Gift 2,000.00

Commutable Allowance:
- Personnel Economic
  Relief Allowance 12,000.00
- Representation Allowance 20,400.00
- Transportation Allowance 20,400.00

TOTAL FOR PERSONAL SERVICES 479,375.00
1.2 Maintenance and Other Operating Expenses:

- Travelling Expenses 30,000.00

Other Services:

- Training, Seminars/Workshop 30,000.00
- Repair and Maintenance
  Office Equipment 10,000.00
- Others 20,000.00
- Supplies and Materials 50,000.00
- Clean and Green Program 10,000.00

TOTAL FOR MAINTENANCE AND
OTHER OPERATING EXPENSES 150,000.00

1.3 Capital Outlay:

- Office Furniture and Equipment 50,000.00

TOTAL FOR CAPITAL OUTLAY 50,000.00

SUB-TOTAL FOR OFFICE OF THE CITY VETERINARIAN 679,375.00

H.7 OFFICE OF THE CITY REGISTRY OF DEEDS

1.0 CURRENT OPERATING EXPENDITURES

1.2 Maintenance and Other Operating Expenses:

- Travelling Expenses 5,000.00

Other Services:

- Training, Seminars/Workshop 10,000.00
- Others 20,000.00
- Supplies and Materials 50,000.00
- Clean and Green Program 10,000.00

TOTAL FOR MAINTENANCE AND
OTHER OPERATING EXPENSES 95,000.00

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1.3 Capital Outlay:
- Safety Vault 400,000.00
- Office Furniture & Equipment 50,000.00

TOTAL FOR CAPITAL OUTLAY 450,000.00

SUB-TOTAL FOR THE OFFICE OF THE CITY REGISTRY OF DEEDS 545,000.00

H.8 LAND TRANSPORTATION OFFICE

1.0 CURRENT OPERATING EXPENDITURES

1.2 Maintenance and Other Operating Expenses:
- Travelling Expenses 5,000.00

Other Services:
- Training, Seminars/Workshop 10,000.00
- Others 20,000.00
- Supplies and Materials 50,000.00
- Clean and Green Program 10,000.00

TOTAL FOR MAINTENANCE AND OTHER OPERATING EXPENSES 95,000.00
1.3 Capital Outlay:
- Safety Vault 400,000.00
- Office Furniture & Equipment 50,000.00

TOTAL FOR CAPITAL OUTLAY 450,000.00

SUB-TOTAL FOR LAND TRANSPORTATION 545,000.00

H.9 SOLID WASTE MANAGEMENT SERVICES

1.0 CURRENT OPERATING EXPENDITURES

1.1 Personal Services:
- Salaries of Eighty Two (82)
  Regular Plantilla Items 4,334,304.00
- Lump Sum Appropriation
  for Wages of Forty Eight (48)
  Casual Employees 2,759,247.00
- Salary Adjustment 3,120,000.00
- Salary Adjustment as per
  Administrative Order # 53 780,000.00
- Overtime Pay 468,000.00
- 10 Days Monetization 386,877.00
- Lump Sum Appropriation
  for GSIS, Medicare,
  State Insurance and
  Pag-Ibig Premiums 843,315.00
- Uniform/Clothing Allowance 195,000.00
- Bonus/Incentive Allowance 851,130.00
- Productivity Pay 290,000.00
- Cash Gift 130,000.00
Commutable Allowance:
- Personnel Economic Relief Allowance 774,000.00
- Representation Allowance 16,800.00
- Transportation Allowance 16,800.00

TOTAL FOR PERSONAL SERVICES 14,935,473.00

1.2 Maintenance and Other Operating Expenses:
- Travelling Expenses 135,000.00
- Communication Services 30,000.00

Other Services:
- Training, Seminars/Workshop 50,000.00
- Repair and Maintenance Office Equipment 16,000.00
- Insurance of Government Properties 130,000.00
- Others 50,000.00
- Supplies and Materials 590,000.00

Repair and maintenance of motor vehicles used for official travel of officials and employees:
- Repair and Servicing Vehicles 400,000.00
- Auto Spare Parts 320,000.00
- Gasoline and Oil 400,000.00
- Garbage Collection 54,000,000.00
- Clean and Green Program 200,000.00

TOTAL FOR MAINTENANCE AND OTHER OPERATING EXPENSES 56,321,000.00
1.3 Capital Outlay:

- One (1) Unit Camera (Canon w/ Zoom Lens 12,000.00
- Five (5) Units Handheld Radio 67,320.00
- One (1) Unit Computer w/ Printer 100,000.00
- Two (2) Units Manual Typewriter 40,000.00
- Two (2) Motorcycles w/ Side Car 210,000.00

TOTAL FOR CAPITAL OUTLAY 429,320.00

SUB-TOTAL FOR SOLID WASTE AND MANAGEMENT SERVICES 71,685,793.00

H.10 ENVIRONMENTAL PROTECTION AND NATURAL RESOURCES

1.0 CURRENT OPERATING EXPENDITURES

1.1 Personal Services:

- Salaries of Eight (8) Regular Plantilla Items 797,784.00
- Lump Sum Appropriation for Wages of Ten (10) Casual Employees 518,556.00
- Salary Adjustment 432,000.00
- Salary Adjustment as per Administrative Order # 53 102,000.00
- 10 Days Monetization 66,225.00
- Lump Sum Appropriation for GSIS, Medicare, State Insurance and Pag-Ibig Premiums 126,730.00
- Uniform/Clothing Allowance 27,000.00
- Bonus/Incentive Allowance 145,695.00
- Productivity Pay 36,000.00
- Cash Gift 18,000.00
- Hazard Pay 132,000.00

Commutable Allowance:
- Personnel Economic Relief Allowance 96,000.00
- Representation Allowance 37,200.00
- Transportation Allowance 37,200.00

TOTAL FOR PERSONAL SERVICES 2,572,390.00

1.2 Maintenance and Other Operating Expenses:
- Travelling Expenses 20,000.00

Other Services:
- Training, Seminars/Workshop 30,000.00
- Repair and Maintenance Office Equipment 16,000.00
- Others 25,000.00
- Supplies and Materials 150,000.00

TOTAL FOR MAINTENANCE AND OTHER OPERATING EXPENSES 241,000.00

1.3 Capital Outlay:
- Office Equipment and Hartridge Smoke Meter use in determining smoke omission 400,000.00

TOTAL FOR CAPITAL OUTLAY 400,000.00

SUB-TOTAL FOR ENVIRONMENTAL AND NATURAL RESOURCES DEPARTMENT 3,213,390.00
1.0 CURRENT OPERATING EXPENDITURES

1.2 Maintenance and Other Operating Expenses:

Other Services:
- Training, Seminars/Workshop 20,000.00
- Repair and Maintenance office Equipment 20,000.00
- Others (KB - 92 - 09) 225,000.00
- Food Subsistence for Detainees 1,095,000.00
- Supplies and Materials 50,000.00

Repair and maintenance of motor vehicles used for official travel of officials and employees:
- Repair and Servicing Vehicles 30,000.00
- Auto Spare parts 20,000.00
- Gasoline and Oil 30,000.00
- Clean and Green Program 10,000.00

TOTAL FOR MAINTENANCE AND OTHER OPERATING EXPENSES 1,500,000.00

1.3 Capital Outlay:
- Office Furniture and Equipment 50,000.00

TOTAL FOR CAPITAL OUTLAY 50,000.00

SUB-TOTAL FOR BUREAU OF JAIL MANAGEMENT AND PENOLOGY 1,550,000.00
H.12 FIRE DEPARTMENT

1.0 CURRENT OPERATING EXPENDITURES

1.1 Personal Services:

- Salaries of Sixteen (16) Regular Plantilla Items 845,172.00
- Salary Adjustment 384,000.00
- Salary Adjustment as per Administrative Order # 53 96,000.00
- 10 Days Monetization 46,560.00
- Lump Sum Appropriation for GSIS, Medicare, State Insurance and Pag-IBIG Premiums 148,932.00
- Uniform/Clothing Allowance 24,000.00
- Bonus/Incentive Allowance 102,431.00
- Productivity Pay 32,000.00
- Cash Gift 16,000.00

Commutable Allowance:

- Personnel Economic Relief Allowance 96,000.00

TOTAL FOR PERSONAL SERVICES 1,791,095.00

1.2 Maintenance and Other Operating Expenses:

- Communication Services 64,000.00

Other Services:

- Training, Seminars/Workshop 40,000.00
- Repair and Maintenance of Office Equipment 25,000.00
- Insurance of Service Vehicle 90,000.00
- Others (KB - 92- 09) 906,325.00
- Supplies and Materials 50,000.00

Repair and maintenance of motor vehicles used for official travel of officials and employees:
- Repair and Servicing Vehicles 120,000.00
- Auto Spare Parts 100,000.00
- Gasoline and Oil 380,000.00
- Clean and Green Program 20,000.00

TOTAL FOR MAINTENANCE AND OTHER OPERATING EXPENSES 1,795,325.00

1.3 Capital Outlay:
- Office Furniture and Equipment 50,000.00
- Two (2) Units Fire Trucks with Accessories 2,000,000.00

TOTAL FOR CAPITAL OUTLAY 2,050,000.00

SUB-TOTAL FOR FIRE DEPARTMENT 5,836,420.00

I. EDUCATION SERVICE:
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I.1 MUNTINLUPA POLYTECHNIC COLLEGE

1.0 CURRENT OPERATING EXPENDITURES

1.1 Personal Services:
- Lump Sum for Fifty Five (55) full - time and part time Instructors/Instructress 2,910,000.00
- Lump Sum Appropriation for Wages of Seventeen (17) Non Teaching Staff 922,200.00
- Salary Adjustment 408,000.00
- Salary Adjustment as per Administrative Order # 53 102,000.00
- 10 Days Monetization 50,387.00
- Lump Sum Appropriation for GSIS, Medicare, State Insurance and Pag-IBig Premiums 28,254.00
- Uniform/Clothing Allowance 63,000.00
- Bonus/Incentive Allowance 353,350.00
- Productivity Pay 34,000.00
- Cash Gift 72,000.00

Commutable Allowance:
- Personnel Economic Relief Allowance 102,000.00
- Honorarium 300,000.00

TOTAL FOR PERSONAL SERVICES 5,345,191.00

1.2 Maintenance and Other Operating Expenses:

- Travelling Expenses 40,000.00
- Communication Services 50,000.00

Other Services:
- Training, Seminars/Workshop, Review 640,534.00
- Repair and Maintenance Office Equipment 150,000.00
- Others 100,000.00
- Student Affairs 100,000.00
- Supplies and Materials 200,000.00
- Janitorial Supplies (Contessa Bldg.) 92,582.00
- Rental of BARIST Facilities 50,000.00
- Clean and Green Program 20,000.00

TOTAL FOR MAINTENANCE AND OTHER OPERATING EXPENSES 1,443,128.00

1.3 Capital Outlay:
- Books 302,800.00
- One (1) Unit Floor Polisher 58,000.00
- Twenty Five (25) Units Computer 1,200,000.00

TOTAL FOR CAPITAL OUTLAY 1,560,800.00

SUB-TOTAL FOR MUNTINLUPA POLYTECHNIC COLLEGE 8,349,117.00

J. ENGINEERING & INFRASTRUCTURE SERVICES:

J.1 ENGINEER’S OFFICE

1.0 CURRENT OPERATING EXPENDITURES

1.1 Personal Services:
- Salaries of Fifty Eight (58) Regular Plantilla Items 4,710,528.00
- Lump Sum Appropriation for Wages of Thirty (30) Casual Employees 1,790,628.00
- Salary Adjustment 2,112,000.00
- Salary Adjustment as per Administrative Order # 53 522,000.00
- 10 Days Monetization 326,256.00
- Lump Sum Appropriation for GSIS, Medicare, State Insurance and Pag-ibig Premiums 746,181.00
- Uniform/Clothing Allowance 132,000.00
- Bonus/Incentive Allowance 717,763.00
- Productivity Pay 176,000.00
- Cash Gift 88,000.00

Commutable Allowance:
  - Personnel Economic Relief Allowance 510,000.00
  - Representation Allowance 54,000.00
  - Transportation Allowance 54,000.00

TOTAL FOR PERSONAL SERVICES 11,939,356.00

1.2 Maintenance and Other Operating Expenses:
  - Travelling Expenses 20,000.00
  - Communication Services (PLDT Bills, Add’l Tel. Lines) 1,000,000.00

Other Services:
  - Training, Seminars/Workshop 100,000.00
  - Repair and Maintenance Office Equipment 50,000.00
  - Insurance of Servicee Vehicles 100,000.00
  - Others 20,000.00
  - Subscription 15,000.00
  - Supplies and Materials 400,000.00
Repair and maintenance of motor vehicles used for official travel of officials and employees:

- Repair and Servicing Vehicles 150,000.00
- Auto Spare Parts 100,000.00
- Gasoline and Oil 400,000.00
- Water, Illumination and Power Services:
  - Water (Water Consumption Bills) 500,000.00
  - Illumination and Power Services 5,000,000.00
  - Clean and Green Program 40,000.00
TOTAL FOR MAINTENANCE AND OTHER OPERATING EXPENSES 7,895,000.00

1.3 Capital Outlay:

- Office Furniture and Equipment:
  - Six (6) Units Computer w/ Printer 500,000.00
  - Vacuum Street Clener 1,500,000.00
  - One (1) Unit Engineering Transit 120,000.00
  - Road Roller 500,000.00
  - One (1) Set Electrical Tools 100,000.00
  - Two (2) Units Mini Dump Truck 1,500,000.00
  - One (1) Welding Machine 25,000.00
  - Isuzu Elf 1,000,000.00
  - One (1) Unit Air Compressor 50,000.00
  - Declogging Equipment 1,500,000.00
  - One (1) Unit Chain Saw 25,000.00
  - Construction Tools & Safety Gears 100,000.00
  - Upgrading of Telephone Facilities 1,000,000.00
TOTAL FOR CAPITAL OUTLAY 7,920,000.00

SUB-TOTAL FOR ENGINEER'S OFFICE 27,754,356.00
J.2 INFRASTRUCTURE PROJECTS

1.0 CURRENT OPERATING EXPENDITURES

1.1 Personal Services:

- Lump Sum Appropriation for Wages of Thirty Five (35) Casual Employees 2,002,788.00

- Salary Adjustment 840,000.00

- Salary Adjustment as per Administrative Order # 53 210,000.00

- 10 Days Monetization 107,682.00

- Lump Sum Appropriation for GSIS, Medicare, State Insurance and Pag-Ibig Premiums 58,170.00

- Uniform/Clothing Allowance 52,500.00

- Bonus/Incentive Allowance 236,899.00

- Productivity Pay 70,000.00

- Cash Gift 35,000.00

Commutable Allowance:

- Personnel Economic Relief Allowance 210,000.00

TOTAL FOR PERSONAL SERVICES 3,823,039.00

1.2 Maintenance and Other Operating Expenses:

- Repair and Maintenance (Government Facilities, Roads, Streets, Bridges, and Drainage Systems/Canals) 5,000,000.00

TOTAL FOR MAINTENANCE AND OTHER OPERATING EXPENSES 5,000,000.00
1.3 Capital Outlay:

- Construction and Improvement of Government Facilities (Health Center/Day Care/City Hall) 3,000,000.00
- Drainage Systems/Canals 2,000,000.00
- Roads, Streets and Bridges 10,000,000.00
- Water System 2,000,000.00

TOTAL FOR CAPITAL OUTLAY 17,000,000.00

SUB-TOTAL FOR INFRASTRUCTURE PROJECTS 25,823,039.00

K. SPECIAL PROJECTS:

K.1 SPORTS DEVELOPMENT PROGRAM

1.0 CURRENT OPERATING EXPENDITURES

1.1 Personal Services:

- Lump Sum Appropriation for Wages of Five (5) Casual Employees 366,588.00
- Salary Adjustment 120,000.00
- Salary Adjustment as per Administrative Order # 53 30,000.00
- 10 Days Monetization 18,432.00
- Lump Sum Appropriation for GSIS, Medicare, State Insurance and Pag-Ibig Premiums 8,310.00
- Uniform/Clothing Allowance 7,500.00
- Bonus/Incentive Allowance 40,549.00
- Productivity Pay 10,000.00
- Cash Gift 5,000.00
Commutable Allowance:
- Personnel Economic Relief Allowance 30,000.00
- Honorarium 800,000.00
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TOTAL FOR PERSONAL SERVICES 1,238,379.00
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1.2 Maintenance and Other Operating Expenses:
- Travelling Expenses 20,000.00

Other Services:
- Training, Seminars/Workshop 100,000.00
- Physical Fitness Program 400,000.00
- Rental of Gym 150,000.00
- Repair and Maintenance Office Equipment 10,000.00
- Repair and Maintenance Athletic Equipment 75,000.00
- Others 500,000.00
- Subscription 2,000.00
- Advertising and Publication 30,000.00
- Office Supplies and Materials 30,000.00
- Athletic Supplies 2,380,000.00

Repair and maintenance of motor vehicles used for official travel of officials and employees:
- Repair and Maintenance Service Vehicle 10,000.00
- Auto Spare Parts 10,000.00
- Gasoline and Oil 25,000.00
- Clean and Green Program 20,000.00

**TOTAL FOR MAINTENANCE AND OTHER OPERATING EXPENSES**
3,762,000.00

1.3 Capital Outlay:
- Office/Athletic Furniture and Eqmt. 100,000.00

**TOTAL FOR CAPITAL OUTLAY**
100,000.00

**SUB-TOTAL FOR SPORTS DEVELOPMENT PROGRAM**
5,098,379.00

**K.2 YOUTH DEVELOPMENT PROGRAM**

1.0 CURRENT OPERATING EXPENDITURES

1.1 Personal Services:
- Salaries of Three (3) Regular Plantilla Items 287,948.00
- Lump Sum Appropriation for Wages of Two (2) Casual Employees 128,040.00
- Salary Adjustment 120,000.00
- Salary Adjustment as per Administrative Order # 53 30,000.00
- 10 Days Monetization 19,545.00
- Lump Sum Appropriation for GSIS, Medicare, State Insurance and Pag-Ibig Premiums 42,346.00
- Uniform/Clothing Allowance 7,500.00
-Bonus/Incentive Allowance 42,999.00
- Productivity Pay 10,000.00
- Cash Gift 5,000.00
Commutable Allowance:

- Personnel Economic Relief Allowance 30,000.00

TOTAL FOR PERSONAL SERVICES 703,378.00

1.2 Maintenance and Other Operating Expenses:

- Travelling Expenses 15,000.00

Other Services:

- Training, Seminars/Workshop 50,000.00
- Youth Training Development 400,000.00
- Supplies and Materials 20,000.00
- Others 100,000.00
- Subscription 5,000.00
- Clean and Green Program 20,000.00

TOTAL FOR MAINTENANCE AND OTHER OPERATING EXPENSES 610,000.00

1.3 Capital Outlay:

- Office Furniture and Equipment 5,000.00

TOTAL FOR CAPITAL OUTLAY 5,000.00

SUB-TOTAL FOR YOUTH DEVELOPMENT PROGRAM 1,318,378.00
K.3 DRUG ABUSE PREVENTION PROGRAM

1.0 CURRENT OPERATING EXPENDITURES

1.1 Personal Services:

- Salaries of One (1) Regular Plantilla Item
  62,880.00

- Lump Sum Appropriation for Wages of Three (3) Casual Employees
  245,040.00

- Salary Adjustment
  96,000.00

- Salary Adjustment as per Administrative Order # 53
  24,000.00

- 10 Days Monetization
  15,300.00

- Lump Sum Appropriation for GSIS, Medicare, State Insurance and Pag-Ibig Premiums
  15,250.00

- Uniform/Clothing Allowance
  6,000.00

- Bonus/Incentive Allowance
  33,680.00

- Productivity Pay
  8,000.00

- Cash Gift
  4,000.00

Commutable Allowance:

- Personnel Economic Relief Allowance
  24,000.00

- Honorarium
  300,000.00

TOTAL FOR PERSONAL SERVICES

834,130.00

1.2 Maintenance and Other Operating Expenses:

- Travelling Expenses
  10,000.00
Other Services:
- Training, Seminars/Workshop 400,000.00
- Repair and Maintenance Office Equipment 10,000.00
- Others 50,000.00
- Subscription 10,000.00
- Intelligence Fund 300,000.00
- Supplies and Materials 100,000.00
- Clean and Green Program 20,000.00

TOTAL FOR MAINTENANCE AND OTHER OPERATING EXPENSES 900,000.00

1.3 Capital Outlay:
- Office Furniture and Equipment 20,000.00

TOTAL FOR CAPITAL OUTLAY 20,000.00

SUB-TOTAL FOR DRUG ABUSE AND PREVENTION PROGRAM 1,754,130.00

K.4 SPECIAL ACTIVITIES FUND

1.0 CURRENT OPERATING EXPENDITURES

1.2 Maintenance and Other Operating Expenses:
- Burial Assistance 2,000,000.00
- Community Mobilization 1,000,000.00
- National Government Oriented Program 1,000,000.00
- Social Amelioration 1,000,000.00

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- Maintenance of Clean and Green Program 11,063,288.00
- Maintenance of Traffic Management and Peace and Order (TED) 27,159,105.00
- Munt. Anniversary Celebration 500,000.00
- Muntinlupa - Gunma Training Prog. 150,000.00

TOTAL FOR MAINTENANCE AND OTHER OPERATING EXPENSES 43,872,393.00

SUB-TOTAL FOR SPECIAL ACTIVITIES FUND 43,872,393.00

L. NON - OFFICE:

L.1 NON OFFICE

1.0 CURRENT OPERATING EXPENDITURES

1.1 Personal Services:
- Terminal Pay/Retirement Fund 1,300,000.00
- Gratuity Pay/Gov't. Prod. Incentive Fund 4,500,000.00
- Employees Medicare Health Program 7,000,000.00
- METFAI Equity 1,500,000.00

TOTAL FOR PERSONAL SERVICES 14,300,000.00

SUB-TOTAL FOR NON OFFICE 14,300,000.00
M. MANDATORY OBLIGATIONS:

M.1 STATUTORY AND CONTRACTUAL OBLIGATIONS

1.0 CURRENT OPERATING EXPENDITURES

1.2 Maintenance and Other Operating Expenses:

- 5% Reserve for Calamity Fund  29,013,404.00
- 20% Community Development Fund  35,427,216.00
- 5% Contribution to MMDA  8,681,844.00
- Debt Service  18,000,000.00
- Barangay Development Fund
  @ P1,000.00 per Barangay  9,000.00

TOTAL FOR MAINTENANCE AND
OTHER OPERATING EXPENSES  91,131,464.00

SUB-TOTAL FOR MANDATORY OBLIGATIONS  91,131,464.00

TOTAL APPROPRIATIONS  581,932,310.00

INCOME ESTIMATE  582,564,078.00

UNAPPROPRIATED BALANCE  631,768.00
GENERAL PROVISIONS

ADMINISTRATIVE ORGANIZATION

Section 2. Changes in the Existing Organizational Structure
Pursuant to the provisions of the 1991 Local Government Code, and RA No. 7926 which is an Act converting the Municipality of Muntinlupa into a Highly Urbanized City to be known as the City of Muntinlupa, the offices of City Administrator, City of Veteri-

narian, City Prosecutor, City Social Welfare and Development, City General Services, City Environment and Natural Resources, Office of the City Registry of Deeds and City Architect were created to be headed by an official with a rank of Department Head.

Likewise, in line with our desire to maximize the delivery of public service we have entered into a Memorandum of Agreement with the concerned national government agencies with regards to the devolution of their current operating expenditures to the city government, such as Social Welfare Development, Environmental and Natural Resources, Agriculture and Health Services and Solid Waste Management.

In order to meet the pressing needs of the people of Munti-
lupa, the Local Chief Executive has promulgated his 7- point program for progress and prosperity.

Section 3. Authority to Fill Vacant Positions - It is a thrust of the city government to professionalize public service as an incentive to the casual employees who meet at least the minimum requirements of the Civil Service Commission shall be appointed to the plantilla for permanent positions, PROVIDED, that the appointment thereto shall be made strictly in accordance with the Civil Service Act of 1959 (R.A. No. 2260), as amended by Executive Order No. 292 dated July 25, 1987 and other pertinent laws and executive orders.

Section 4. Maximum Number of Permanent Positions - Except as otherwise provided by law, the maximum number of permanent positions as herein authorized under this Ordinance shall not exceed the number of permanent positions included in the itemization of Personal Services or in the approved supplemental budgets ordinances.

Section 5. Itemization of Personal Services - The itemization of Personal Services in support of the appropriation herein under this Ordinance for Personal Services, together with the approved implementing rules and regulations or applicable guidelines, memorandum and circulars, shall form part of this Ordinance and therefore shall be governed by its provision.
Section 6. Discretionary Fund of Local Chief Executive and City Vice Mayor - Appropriation for discretionary fund of Local Chief Executive herein provided under this Ordinance shall not exceed two percent (2%) of the total real property tax collections actually realized during the next preceding calendar year and that of the Vice-Mayor shall be twenty five percent (25%) of the amount appropriated for the local chief executive. PROVIDED, that any disbursement thereof shall be utilized for Public use or interest.

Section 7. Intelligence Activities - Appropriation for Intelligence Fund herein provided under this Ordinance shall be used solely for security and intelligence activities and disbursement thereof shall be subject to pertinent accounting and auditing rules and regulations.

Section 8. Special Activities Fund and Other Lump Sum Appropriations for Special Projects - The appropriations set aside for Special Activities Fund and Other Lump Sum Appropriations for Special Project which activities are programmed and is included in the approved appropriations herein provided under this Ordinance shall be implemented except new projects/activities not included therein which will require prior approval of the Sangguniang Panglungsod and under the provision of Section 455 (b.1) of the Local Government Code the City Mayor shall exercise general supervision and control over all programs, projects, services and activities of the city government.

Section 9. Cultural and Athletic Activities - Appropriations allotted for Cultural and Athletic activities shall not exceed the amount provided in this Ordinance. Expenditure of funds for these activities shall include the purchase of uniforms at not more than P250.00 for each participant, and for supplies and necessary expenses for such activities.

Section 10. Funding for Contracts - The city may enter into a contract of whatever nature involving the expenditure of public funds including among others, contract of lease, contract to construct buildings and roads, rental of equipment, construction of partition or improvements in a leased buildings and premises or contracts involving an increase in the approved contract price and contract of services or consultancy to be funded from appropriations herein provided under this Ordinance and the City Chief Executive may be authorized to enter into such aforementioned agreements/contracts under negotiated contract, regardless of amount and it shall be provided in accordance with any existing laws, rules and regulations.
Section 11. **Five Percent Calamity Fund** - The appropriations herein provided under this Ordinance for 5% Calamity Fund shall be disbursed solely for emergency expenditures for relief, repair and rehabilitation in times of natural calamities, "force majeure" or other unforeseen events.

Section 12. **Use of Savings for Settlement of Authorized Obligations** - Savings in any of the appropriations herein provided shall first be utilized for payment of statutory and contractual obligations of local government units including those arising out of final judgement of the courts subject to the Sangguniang Panglungsod.

Section 13. **Prohibitions to Use Appropriations for Private Purposes** - No portion of the appropriations in this Ordinance shall be utilized for any activity or undertaking that is considered private in nature or character, except as may be expressly authorized by law or other statutory authority.

Section 14. **Use of Appropriated Funds** - All appropriations provided herein under this Ordinance for Capital or development projects, priority budgetary programs and activities shall be released and used solely for their intended purpose(s) for which the same are appropriated, except as may be otherwise modified by the Sangguniang Panglungsod through the enactment of Supplemental Budget Ordinances.

**PERSONNEL BENEFITS**

Section 15. **Authorized Salaries** - The amount of salaries chargeable against the appropriations herein provided under this Ordinance shall not exceed the rates as approved in revised Compensation and Position Classification System (CPCS) in the Local Government and other Compensation Matters as prescribed by DENR - Local Budget Circular No. 56 and as mandated under Executive Order No. 218.

Section 16. **Compensation of Consultants, Technical Assistants and other Contractual Personnel** - The amount herein provided under this Ordinance shall be authorized only for services of consultants, technical assistants, experts and other contractual employees rendering specific essential and vital activities or services which cannot be provided by the regular staff of the office concerned, limited to such period when the services are reasonably and necessarily required and/or to activities that shall have definite period of completion or expected output/results. Furthermore, consultants, technical assistants and experts herein allowed, shall be authorized to receive the appropriation provided herein in this Ordinance in excess of the total aggregate amount authorized under COA Circular No. 77-25C.
dated March 1, 1977, provided such rate(s) provided in their contractual employment agreement/contracts is approved by the Civil Service Commission under the following instances:

a) When the consultant, technical assistant is an acknowledged authority in his field of specialization, and

b) Where the consultant, technical assistant or expert is hired to perform a specific activity or service that requires technical skills and expertise which the local labor force cannot provide, or if such expertise is available, the supply is limited.

In the case of other contractual employees, their salary rate and/or compensation may be charged against fund or appropriation herein provided under this Ordinance not to exceed 120% of the minimum salary and allowances of existing equivalent positions, PROVIDED, HOWEVER, That the approved rates and/or compensation by the Sangguniang Panlungsod shall not exceed the salary of his immediate superior unless authorized by the Civil Service Commission, PROVIDED, Further that services rendered by consultants, technical assistants, experts and other employees under contractual employment shall in no case be credited nor the compensation received for the period shall be used as basis for computation of gratuity benefits for retirement purposes or for the computation of all leave benefits, notwithstanding the provisions of Section.

(c) Of C.A. No. 186 as amended and other laws to the contrary.

Section 17. Commutable Representation and Transportation Allowance - The amount of commutable representation and transportation allowance granted and chargeable against appropriation herein provided under this Ordinance shall be limited only to the officials specifically mentioned in DBM-LBC No. 55 and to those "other officials" as herein authorized or may be authorized by the Sangguniang Panglunsod in accordance with the rules and regulations provided under the above mentioned circular, and PROVIDED, further, that the amount so authorized shall not exceed the maximum amount as provided under 2.1 of the said circular, and PROVIDED, further, that the transportation allowance herein provided under this Ordinance shall not be allowed to officials who are assigned government motor transportation in the performance of their official duties and functions.
Section 18. Uniform/Clothing Allowance - The amount of uniform/clothing allowance as may be allowed against funds or appropriations herein set aside under this Ordinance shall not exceed the amount of One Thousand Five Hundred Pesos (P 1,500.00) each per annum as provided for by DBM-LBC No. 56.

Section 19. 10 Days Monetization of Leave/service Credits - The appropriation herein provided under this Ordinance shall be allowed to an officer or employee in accordance with the Joint Civil Service Commission and Department of Budget and Management Circular No. 1 Series of 1991, and it shall be availed only once a year.

Section 20. Personnel Economic Relief Allowance (PERA) - Any appropriated amount set aside for personnel economic relief allowance shall be disbursed strictly in accordance with Department of Budget and Management - Budget Circular No. 4 dated June 28, 1991 and in no case shall such allowance be considered part of the basic salary of the employee.

Section 21. Grant of Additional Compensation - The appropriated amount provided shall be paid to the Personnel of Government which shall partake of an allowance and not subject to GSIS, HDMF Fund Premiums and Income Tax deductions in reference to Administrative Order No. 53.

Section 22. 13th Month Pay and Cash Gift - Appropriations for the 13th Month Pay and Cash Gift of P1,000.00 to all employees who have served at least six (6) months as of December 31, 1996. For those employees who have served less than six (6) months as of the end of the year shall received an amount as provided for by a directive for higher authorities; Provided the employee is still employed in the city as of October 31, 1996.

Section 23. Payment of Honorarium - The appropriation herein provided under this Ordinance shall be paid to government officials, whether local or national, and local government employees who are duly assigned/designated by the city chief executive to render services, either full-time or part-time basis to an inter-agency/unit/office. Implementing special projects/programs with appropriations approve under this ordinance at such rate authorized under existing laws, rules and regulations, PROVIDED, That no payment of honorarium shall be paid out of appropriations provided herein to this Ordinance to person not regularly employed in the city government except resource speakers, experts, consultants and specialist who are acknowledge authorities in their fields of specialization for services rendered at such rates as the Sangguniang Panlungsod may authorized in accordance with the rules and regulations prescribed by the Joint Commission on Local Government Personnel Administration, or when specifically provided under existing laws.
Section 24. Training, Seminars/Workshops Expenses - The amount of appropriation herein under this Ordinance for the conduct of seminars, workshops and in-service courses of local government officials and employees shall be allowed for those officially sanctioned by government authorities or authorized by existing laws.

Section 25. Incentive Awards - The City Chief Executive may grant incentive awards subject to the approval of the Sangguniang Panlungsod, monetary or other awards chargeable to appropriations set aside for the purpose or available savings to deserving employees who, by their suggestions, superior accomplishments and meritorious personal efforts, contributed to the efficiency, economy, or improvement of government operations during the calendar year. The incentive awards system shall be governed under such rules, regulations and standards as promulgated by the Civil Service Commission and/or by the Sangguniang Panglungsod.

ADMINISTRATIVE PROCEDURES

Section 26. Purchase, Use Operation and Maintenance of Motor Transport Equipment - The appropriations herein provided under this ordinance for the purchase, use, operation and maintenance of motor transport equipment and in no case, funds to be released to cover the use of privately owned vehicles, except where such motor vehicles or the use of such motor vehicles are acquired through donations from private individuals or organization, PROVIDED, That the use of such vehicles is to carry out the official functions and activities of the City Government.

Section 27. Proper Use of Government Motor Vehicles - The use of government motor vehicles by officials and/or employees of the local government shall be authorized only through the issuance for each trip of a serially numbered trip tickets duly signed by an approving official. These government owned motor vehicles are strictly for official business and shall bear government plates. Any violation of the provisions herein cited shall cause the withdrawal of the privilege to use the motor vehicles.

Section 28. Purchase of Locally Manufactured Products - All appropriations for the purchase of equipment, supplies and materials herein provided under this Ordinance shall be made available in the market or when the price of the locally manufactured article exceeds those determined by the Flag Law.
Section 29. **Limitations of Purchase of Supplies, Materials and Equipment and Spare Parts** - The stock of supplies, materials and equipment and spare parts acquired through ordinary purchase out of appropriations herein provided under this Ordinance shall at no time exceed the normal three-month requirement.

Section 30. **Disbursement of Account “Other Services”** - The appropriations herein provided under this Ordinance for “Other Services” shall be disbursed strictly in accordance with Section 645(t) of the Revised Manual of Instructions to Treasurers and shall not be spent to pay wages of casuals and emergency employees otherwise properly chargeable to the expense classification “Wages”.

Section 31. **Compulsory Savings** - The Local Chief Executive and the heads of the different departments and offices shall institute a cost reduction program for the purpose of reducing the cost of maintenance, operating and overhead expenses to the Sangguniang Panglungsod who may adopt resolution and measures designed to carry out the objectives of the cost reduction program.

Section 32. **Power of the Local Chief Executive to Adjust Appropriations** - The City Chief Executive upon request of any head or chief of a department or office concerned and upon favorable recommendation of the Local Treasurer and Budget Officer, may transfer, without need of a supplemental budget, funds appropriated for a particular item or items under a Project to another Project of the same Program for “Current Operating Expenditures” of the office concerned except appropriation for “Personal Services”, “Capital Outlays” or for settlement of statutory and contractual obligations, PROVIDED, That no item or expenditures shall be augmented by more than 20% except when specifically authorized by the Sangguniang Panglungsod.

Section 33. **Enactment of Supplemental Budgets** - Change or changes in the annual budget herein authorized under this Ordinance may be made within Calendar Year by way of Supplemental Budgets as may be approved by the Sangguniang Panglungsod which shall be prepared in a manner provided for by law and shall not exceed the one supplemental Budget within a year rule under Article 417 of the 1992 Local Government Code, PROVIDED, that such supplemental budgets shall pertain to new projects or activities and shall be approved only in time of emergency or to meet exceptionally urgent need of the community or where additional funds are necessary for the completion of an on-going priority development projects.

Section 34. **Expenditure Components** - Any item of expenditure whose appropriation is included under this Ordinance or any part thereof which may be contrary to existing applicable law and later on be declared/modified in excess or contrary by enactments, regulations and rulings, shall not be released or made for obligations.
Section 35. Repealing Clause - All Ordinances, rules and regulations inconsistent with this Ordinance are hereby repealed or deemed modified accordingly.

Section 36. Effectivity - This Ordinance shall take effect on January One, Nineteen Hundred and Ninety Six except where otherwise provided.

APPROVED, this 26th day of February, 1996 at City of Muntinlupa.

Hon. JAIME R. FRANZOSI
Vice - Mayor Presiding Officer

Hon. RUFINO B. JOAQUIN
Chairman, Committee on Appropriation

Hon. MELCHOR R. TEVES
Member

Hon. ALDRIN SAN PEDRO
Member

Hon. RAPHAEL R. ARCIAGA
Member

Hon. JO JAYSON T. ALCARAZ
Member

Hon. REYNALDO A. ABAS, JR.
Member

Hon. DANTE S. ALMARIO
Member

Hon. REY E. BULAY
Member

Hon. ALEJANDRO L. MARTINEZ
Member
Hon. PATRICIO L. BONCATAO, JR.  
Member

Hon. ROMAN E. NIEVES  
Member

Hon. VICTOR L. ULANDAY  
Member

Hon. VICENTE Y. CHUA  
Sectoral Representative  
ABC President

Hon. MIGUEL LUIS F. RIOS  
Sectoral Representative  
President  
Federation of Sangguniang Kabataan

Attested by:

NESITO M. SUICO  
Secretary to the Sangguniang Panglunsod

Approved by:

Hon. IGNACIO R. BUNYE  
City Mayor

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