



EXCERPT FROM THE MINUTES OF THE 69th REGULAR SESSION OF THE 13th SANGGUNIANG BAYAN OF THE MUNICIPALITY OF BINGAWAN, PROVINCE OF ILOILO, HELD AT THE SANGGUNIANG BAYAN SESSION HALL ON OCTOBER 25, 2017.

Present:

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| Hon. Matt P. Palabrica, Ph.D. | Vice Mayor/ Presiding Officer |
| Hon. Joy L. Quimba | SB Member |
| Hon. Jose C. Rabago, Jr. | SB Member |
| Hon. Lorens M. Belloga | SB Member |
| Hon. Ted Peter P. Plagata | SB Member |
| Hon. Nemesio A. Cachite | SB Member |
| Hon. Jofe C. Celeste | SB Member |
| Hon. Eduardo A. Dalipe | SB Member |
| Hon. Leovy C. Simora | SB Member |
| Hon. Perceval T. Girao | Ex-officio SB Member/Liga President |

Absent:

None

**MUNICIPAL ORDINANCE NO. 245
 (Series of 2017)**

 Authored by: SB Member Leovy C. Simora

Sponsored by: The Committee on Good Government, Public Ethics and Accountability

Chairperson: SB Member Leovy C. Simora
 Vice Chairperson: SB Member Jose C. Rabago, Jr.
 Member: SB Member Ted Peter P. Plagata
 Member: SB Member Joy L. Quimba
 Member: SB Member Nemesio A. Cachite

AN ORDINANCE GOVERNING THE CONDUCT OF FLAG RAISING CEREMONY IN THE MUNICIPAL HALL OF THE MUNICIPALITY OF BINGAWAN, PROVINCE OF ILOILO.

WHEREAS, Republic Act No. 8491, otherwise known as the “Flag and Heraldic Code of the Philippines”, requires all government offices to observe raising and lowering of the flag;

WHEREAS, relative to the said Republic Act, the Civil Service Commission also issued Memorandum Circular No. 19 series of 2012 directing all heads of constitutional bodies, department, bureaus, and agencies of national government, local government units, government owned and/or controlled state and universities and colleges and all other concerned to observe the flag ceremony;

WHEREAS, the same Memorandum Circular likewise enjoin agencies and local government units to establish guidelines to strictly monitor the attendance of their personnel in the ceremonies and ensure strict compliance;

Be it ordained by the Sangguniang Bayan assembled that:



Section 1. Title: This Ordinance shall be known and cited as the “Flag Raising and Lowering Ceremonies Ordinance of 2017”.

Section 2. Compelling Acts: the local government of Bingawan shall conduct flag raising ceremony every Monday or the next working day if Monday is declared a holiday at 8:15 o’ clock in the morning. The lowering of flag shall be conducted every Friday afternoon or on the last working day of each week at 5:00 o’clock in the afternoon.

Further, all municipal elective and appointive officials and employees including job-hire and contractual personnel, provincial, regional and national employees detailed, assigned and stationed in the Municipality are hereby mandated to attend the flag raising and lowering ceremonies.

Section 3. Activities: (a) Every flag raising ceremony shall have at least the following activities:

1. Singing of the “Lupang Hinirang” as the Philippine Flag is raised;
2. Recitation of the “Panunumpa sa Watawat”;
3. Recitation of the “Panunumpa ng Kawani ng Gobyerno”;
4. Singing of the “Pagnahi-an Hymn”;
5. Morning Meditation; and
6. Reporting on updates and travels of officials and employees

(b) Every flag lowering ceremony shall have at least the following activity:

1. Singing of Lupang Hinirang as the Philippine Flag is lowered.

Section 4. Hosting:

4.1. The over-all coordination of the flag raising and lowering ceremonies shall be handled by Municipal Human Resource and Management Officer;

4.2. The hosting of ceremonies shall rotate, weekly among various offices and departments; and

4.3. The host office/department shall be responsible for coordinating with other offices relative to logistics, information to be shared and other arrangements needed for the conduct of the ceremony.

Section 5. Attendance and Monitoring: The Municipal Human Resource and Management Officer in Coordination with department heads are hereby mandated to monitor the attendance of employees as specified in section 2 of their ordinance.

Section 6. Sanctions:

6.1. Appropriate sanctions shall be imposed to discourage habitual absences in flag raising and lowering ceremonies;

6.2. “Habitual absence” is defined as follows:

6.2.1. Missing the flag raising and lowering ceremony for three (3) consecutive times without justifiable reason; or



6.2.2. Missing an accumulated total of six (6) flag raising and lowering ceremonies for three (3) consecutive months without justifiable reason.

6.3. The sanctions for elective officials; regular, casual, job-hire and contractual employees; and national and provincial government employees assigned in the Municipality of Bingawan for every habitual absence as defined in Section 6.2 are the following:

6.3.1. For municipal elective officials: a fine of Five Hundred Pesos (Php 500.00);

6.3.2. For regular, casual, job-hire and contractual employees: The sanction shall be in accordance to the Civil Service Commission (CSC) prescribed actions relative to "Violation Reasonable Office Rules and Regulation" as provided for Revised Rules on Administrative Cases in the Civil Service (Rule 10, Schedule of Penalties, section 46F), to wit:

First Offense: Written warning

Second Offense: Reprimand

Third Offense: Suspension of One (1) day to Thirty (30) days (depending upon the mitigating and aggravating circumstances, if any)

Fourth Offense: Dismissal from the service (for organic or regular personnel) or termination or non-renewal of service agreement (for non-organic personnel); and

6.3.3. For national and provincial government employees assigned in the Municipality of Bingawan: a written notice shall be forwarded to their respective heads of offices for information and appropriate action.

Section 7. Exclusion: Absence from flag raising and lowering ceremonies due to official business or leave of absence shall not be counted relative to determination of "habitual absence" as defined in section 6.2, provided that a copy of duly approved Official business or Application for Leave of Absence is presented to the HRMO.

Section 8. Administrative Provisions: The Municipal Mayor may issue such other rules which may be deemed necessary for the smooth implementation of this ordinance.

Section 9. Repealing Clause: This Ordinance repeals, modifies or amends any existing Ordinance inconsistent herewith. Republic Act 8491 otherwise known as the Flag and Heraldic Code of the Philippine and Civil Service Commission Memorandum, Circular No. 19, Series of 2012 shall form as supplementary part of this Ordinance.

Section 10. Effectivity: This Ordinance shall take effect immediately upon its approval.

ENACTED, this 25th day of October 2017.

I HEREBY CERTIFY to the veracity of the above-quoted ordinance.



Republic of the Philippines
 Province of Iloilo
MUNICIPALITY OF BINGAWAN
 Office of the Sangguniang Bayan



CERTIFIED CORRECT:

JULIO C. CASTIGADOR
 SB Secretary

ATTESTED:

MATT P. PALABRICA, Ph.D.
 Municipal Vice Mayor/Presiding Officer

APPROVED:

MARK P. PALABRICA
 Municipal Mayor

Signed on: NOV 06 2017