



Republic of the Philippines  
Province of Bohol  
**MUNICIPALITY OF LOON**

**OFFICE OF THE SANGGUNIANG BAYAN**

**EXCERPTS FROM THE MINUTES OF THE 3rd REGULAR SESSION OF THE 9<sup>TH</sup>  
SANGGUNIANG BAYAN OF LOON, PROVINCE OF BOHOL HELD ON THE 19<sup>TH</sup>  
DAY OF JULY, 2004 AT THE SANGGUNIANG BAYAN SESSION HALL-**

PRESENT: Hon. Edwin R. Ladeza, SB Member, Acting Presiding Officer  
Hon. Josephat B. Palma, SB Member,  
Hon. Priscilla C. Branzuela, SB Member  
Hon. Titus Clark Miranda, SB Member  
Hon. Thomas Raul L. Cartagenas, SB Member  
Hon. Zenon R. Perez, SB Member  
Hon. Timoteo L. Legitimas, SB Member  
Hon. Julius M. Simbajon, SB Member  
Hon. Ignacio M. Castil SB Member  
Hon. Artemio N. Sangarios LnB President, Ex-Officio Member  
Hon. Allan Rey M. Palban SKMF President, Ex-Officio Member

ABSENT : None

**MUNICIPAL ORDINANCE NO. 04-006**

Series of 2004

**AN ORDINANCE CREATING THE EIGHT (8) ADMINISTRATIVE DISTRICTS OF THE  
MUNICIPALITY OF LOON UNDER THE SUPERVISION OF THE EIGHT REGULAR  
MEMBERS OF THE SANGGUNIANG BAYAYN, AND PROVIDING ITS  
ORGANIZATION SET-UP THEREOF -**

(Author: Hon. Vice-Mayor Edwin R. Ladeza)  
(Co-Author: Hon. Tomas Raul L. Cartagenas)

Be it enacted by the 9<sup>th</sup> Sangguniang Bayan of Loon, Bohol in session duly assembled, that:

Section 1. CREATION. There shall be created Eight (8) Administrative Districts of the Municipality of Loon, Bohol, to wit:

| DISTRICT I | DISTRICT II  | DISTRICT III     | DISTRICT IV         |
|------------|--------------|------------------|---------------------|
| 1.Song-on  | 1.Moto Norte | 1.Cogon Norte    | 1.Bahi              |
| 2.Tontonan | 2.Moto Sur   | 2.Basac          | 2.Bagacay Katipuhan |
| 3.Taytay   | 3.Napo       | 3.Canhangdon Or. | 3.Bagacay Kawayan   |

|            |                      |                     |                 |
|------------|----------------------|---------------------|-----------------|
| 4.Cuasi    | 4.Cogon Sur          | 4.Canhangdon Oc.    | 4.Bagacay Saong |
| 5.Tangnan  | 5.Canmanoc           | 5.Biasong           | 5.Cantumocad    |
| 6.Pig-ot   | 6.Tubodio            | 6.Catagbacan Handig | 6.Nueva Vida    |
| 7.Cabadug  | 7.Tiwi               | 7.Catagbacan Norte  | 7. Pananquilon  |
| 8.Cabug    | 8.Tan-awan           | 8.Catagbacan Sur    | 8.Pondol        |
| 9.Basdacu  | 9.Agsoso             | 9.Ubayon            |                 |
| 10.Lintuan | 10.Badbad Occidental | 10.Ticugan          |                 |

#### DISTRICT V

- 1.Cansubayon
2. Campatud
- 3.Bongco
- 4.Bugho
- 5.Nagtuang
- 6.Quinobcoban
- 7.Badbad Oriental
- 8.Tubodacu
- 9.Tubuan

#### DISTRICT VI

1. Genomoan
- 2.Canmaag
- 3.Cansuaguit
- 4.Candaigan
- 5.Cantaongon
- 6.Cantam-is Bago
- 7.Cantam-is Baslay

#### DISTRICT VII

1. Basdio
2. Calayugan Norte
- 3.Calayugan Sur
- 4.Mocpoc Norte
- 5.Mocpoc Sur
- 6.Canigaan
- 7.Sondol
- 8.Ubojan

#### DISTRICT VIII

- 1.Cambaquiz
- 2.Cabacungan
- 3.Looc
- 4.Pantudlan
- 5.Talisay

## Section 2. ADMINISTRATIVE SUPERVISION.

2.1 The administrative Supervision of the 8 District shall be respectively vested in the hands of the 8 Elective/Regular Members of the Sanguniang Bayan.

2.2 Each District Kagawad shall be responsible for the legislative and administrative nourishment of his district.

2.3 Upon assumption into office, each Member of the Sangguniang Bayan shall be assigned to manage such district as a specific area of his administrative concentration, in coordination with the other districts.

2.4 The district assignment shall be made as the basis of gathering data and suggestions from the component barangays, as sources of legislation for municipal implementation.

2.5 The President of the Liga ng mga Barangay, in his capacity as ex-officio member of the Sangguniang Bayan shall continue his functions as head of the liga.

2.6 The President of the Sangguniang Kabataan Municipal Federation shall continue his functions as president of the SKMF.

2.7 Any contest or other form of district competitions initiated by the Municipal Government shall be channeled through the said administrative districts.

2.8 Each administrative District has the option on how to conduct the process of elimination relative to said contest or competitions.

## Section 3. LEGISLATIVE CONSULTATION

3.1 The Sangguniang Bayan shall conduct processes of consultation to the Administraative Districts, "in aid of legislation" with the following items:

- a. Data gathering on legislative issues
- b. Recognition of Legislative proposals
- c. Public hearings on proposed ordinances

- d. Feedback on the process of implementation of ordinances
- e. Remedial measures on enacted ordinances
- f. Proposed resolutions affecting the district
- g. Other plans and programs for the welfare of the districts and/or for the entire town as a whole.

3.2 The Legislative Consultation may also be done with the presence of the Honorable Mayor or Department Heads for a thorough process of deliberations, and may also be attended by all the barangay officials and concerned residents of the district, as the case may be.

3.3 The schedule of Legislative Consultation shall be held at least once every two months.

#### 4.1 Composition.

Each Administrative District shall be organized and composed of the barangay captains with the following officers: (a) District Chairman (b) District Vice-Chairman (c) District Secretary (d) District Treasurer (e) District Auditor

#### 4.2 Election and Term.

The District Officers shall be elected during the first meeting of the District Liga right after the barangay election and is co-terminous with the term of office of the Punong Barangay.

#### 4.3 Administrative Meeting

The District officers shall hold its meeting at least once for every quarter, with the presence of the District Kagawad. At least three officers, or District Chairman may however call special meetings for specified purposes.

#### 4.4 Powers and Functions.

The Administrative District officers shall perform the following basic functions:

- a. Chairman – shall lead his district with the supervision and guidance of the District Kagawad
- b. Vice-Chairman – shall assist the functions of the Chairman
- c. Secretary – shall perform secretarial functions of the district
- d. Treasurer – shall take charge of the District financial operations
- e. Auditor – shall perform the usual auditing functions

Section 5. EFFECTIVITY. This ordinance shall take effect immediately upon approval.

“APPROVED UNANIMOUSLY.”

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I hereby certify to the correctness of the above-quoted Municipal Ordinance.

ATTESTED:

**FIDELINO P. CORITICO**  
Secretary to the Sanggunian

**EDWIN R. LADEZA**  
Vice-Mayor  
Presiding Officer

APPROVED:

**CESAR TOMAS M. LOPEZ, M.D.**  
Municipal Mayor

Date Approved: July 20, 2004