



Republic of the Philippines
PROVINCE OF NORTHERN SAMAR
Catarman, Northern Samar
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NORTEHANON: MARIG-ON, MAINUSWAGON, MALIPAYON

EXCERPT FROM THE JOURNAL OF THE REGULAR SESSION OF THE SANGGUNIANG PANLALAWIGAN (SP) OF THE PROVINCE OF NORTHERN SAMAR HELD ON 19 FEBRUARY 2024 AT 11:32 IN THE MORNING AT THE SP SESSION HALL, PROVINCIAL CAPITOL, CATARMAN, NORTHERN SAMAR

SP ORDINANCE NO. 01
Series of 2024

Introduced by:

SP Member DON L. ABALON – Principal Author
SP DIONISIO DEXTER D. GALIT – Co-Author

AN ORDINANCE PRESCRIBING THE MANAGEMENT AND UTILIZATION OF VARIOUS GOVERNMENT FACILITIES, AND OTHER GOVERNMENT PROPERTIES, SETTING RULES AND REGULATIONS GOVERNING, AND IMPOSING FEES FOR, THE USE THEREOF, AND FOR OTHER PURPOSES

WHEREAS, Section 18 of the Local Government Code of 1991 granted the local government units the power and authority to acquire, develop, lease, encumber, alienate, or otherwise dispose of real or personal property held by them in their proprietary capacity and to apply their resources and assets for productive, developmental, or welfare purposes, in the exercise or furtherance of their governmental or proprietary powers and functions and thereby ensure their development into self-reliant communities and active participants in the attainment of national goals;

WHEREAS, the Provincial Government of Northern Samar owns various facilities that are not exclusively used in the exercise or furtherance of governmental powers, but can be made available for proprietary functions;

WHEREAS, there is a need to regulate, define and prescribe the utilization and management of those properties, to ensure their appropriate care, utilization and custody, to maximize their beneficial returns to the Provincial Government;

WHEREAS, pursuant to the Provincial Ordinance Nr 11, series of 2021, the Provincial Economic Development and Investment Promotions Office is the provincial government department tasked “to build a strong enabling environment for sustainable local economic development and to encourage local xxx income generating projects that will help improve the financial standing and economic status of the Province towards the realization of its vision “Nortehanon: Marig-on, Mainuswagon, Malipayon”;

WHEREFORE, upon joint motion of Honorable Don L. Abalon and Honorable Dionisio Dexter D. Galit, duly seconded,

(Handwritten signatures and initials)

(Handwritten signature and initials)

BE IT ENACTED, by the Sangguniang Panlalawigan of the Province of Northern Samar, in session duly assembled:

Section 1. PURPOSE AND SCOPE – The purpose of this Ordinance is to establish a management and rental fee system for certain government facilities to ensure their proper utilization, maintenance, and efficient allocation of resources.

Sec. 2. DEFINITION OF TERMS – As used in this Ordinance, the terms herein referred to shall be defined as follows:

- a. Government Facility - a building, structure, or space owned by the Provincial Government of Northern Samar, and made available for use by individuals, organizations, or other government entities, such as, but not limited to, function hall and parking space;
- b. Rental Fee – the amount charged for the use of government facilities as determined by this Ordinance;
- c. Function Hall - a room or facility used for social or business events, such as, but not limited to weddings, parties, conferences, seminars. This particularly refers to the Capitol Covered Court, Board Room and Function Halls of the Capitol Building, KAUSWAGAN Training Center and Function Hall, and such other facilities that may be subsequently included for purposes of this Ordinance;
- d. Lessee – any person, natural or juridical, with legal capacity to enter into contract, who rents government facility referred to in this Ordinance from the lessor;
- e. Lessor – refers to the Provincial Government of Northern Samar, through the Provincial Economic Development Investment and Promotions Office;
- f. Other Government Properties – for purposes of this Ordinance, they refer to tables and chairs rent and the Capitol grounds and other properties of the Provincial Government identified for rent as food court, stalls, and parking space.

Sec. 3. MANAGEMENT – In addition to the duties, functions, and responsibilities of the Provincial Economic Development Investment Promotions Office (PEDIPO) prescribed in the Provincial Ordinance Number 11, Series of 2021, the PEDIPO shall have the authority to manage the lease of all the government facility, other government properties referred to in this Ordinance.

Sec. 4. APPROVAL OF THE LEASE – No government facility or other government property may be subject to lease, and no lessee shall be allowed to use the same, without first securing written approval of lease from the Provincial Economic Development Investment and Promotions Office.

The lessee shall fill out an application form provided by the lessor, which shall include the purpose of the event, the date and time of the event, the expected number

of guests and participants, and such other relevant information. Thereafter, the Provincial Economic Development Investment and Promotions Office shall issue an assessment and order of payment, indicating therein the complete details stated in the application, and the amount to be paid corresponding to the rent of the facility, and the lessee shall thereafter make payment at the Provincial Treasurer's Office. The official receipt shall then be submitted to the Provincial Economic Development Investment and Promotions Office and the corresponding lease agreement shall then be prepared and approved by the said Office. Unless otherwise ordered by the Provincial Governor, the head of the Provincial Economic Development Investment and Promotions Office shall have the authority to approve the said lease agreement, for and on behalf of the Provincial Governor and of the Provincial Government of Northern Samar.

Sec. 5. IMPOSITION OF FEES – The following fees are hereby imposed for the lease of the following government facility, and other government properties:

I. CAPITOL GYM or COVERED COURT

Area:	1,920 sqm
Seating Capacity:	
Conference/Event	1,200 pax
Classroom-Type	3,200 pax
Lecture	2,400 pax
Standing	3,840 pax

- a. Non-airconditioned: ₱35,000.00 for the first five (5) hours and additional fee of ₱3,000.00 for every hour beyond the period stipulated;
- b. Airconditioned: ₱50,000.00 for the first five (5) hours and additional fee of ₱5,000.00 for every hour beyond the period stipulated;
- c. The above-mentioned amount shall be inclusive of utilities and sound system.

II. IBABAO HALL

Area:	325 sqm
Seating Capacity:	
Conference/Event	204 pax
Classroom-Type	542 pax
Lecture	407 pax
Standing	650 pax

- a. Non-airconditioned: ₱30,000.00 for the first five (5) hours and additional fee of ₱3,000.00 for every hour beyond the period stipulated;
- b. Airconditioned: Php50,000.00 for the first five (5) hours and additional fee of ₱5,000.00 for every hour beyond the period stipulated;
- c. The above-mentioned amount shall be inclusive of utilities and sound system.

III. BOARD ROOM AND CONFERENCE ROOM

- a. Nipa Room (Old Board Room) – ₱3,000.00 for the first five (5) hours and additional fee of ₱1,000.00 for every hour beyond the period stipulated inclusive of electricity and lights, air conditioners, sound system, and tables and chairs.

Area:	60 sqm
Seating Capacity:	
Conference/Event	38 pax
Classroom-Type	100 pax
Lecture	75 pax

- b. Lubi Room (Old Governor’s Lounge) - ₱3,000.00 for the first five (5) hours and additional fee of ₱1,000.00 for every hour beyond the period stipulated inclusive of electricity and lights, air conditioners, sound system, and tables and chairs.

Area	35 sqm
Seating Capacity:	
Conference/Event	22 pax
Classroom-Type	58 pax
Lecture	44 pax

- c. Sumoroy Hall (New Function Hall) - ₱10,000.00 for the first five (5) hours and an additional fee of ₱3,000.00 for every hour beyond the period stipulated inclusive of electricity and lights, air conditioners, sound system, and tables and chairs.

Area:	215 sqm
Seating Capacity:	
Conference/Event	134 pax
Classroom-Type	358 pax
Lecture	269 pax

IV. OTHER GOVERNMENT PROPERTIES

- a. Food Court Stall – Monthly Rate of ₱350.00 per square meter, and additional electricity based on sub-meter reading, with free water (faucet service);
- b. Tables and Chairs – Daily Rate of ₱100.00 per long table, and ₱5.00 per chair;
- c. LED Wall (3.0m x 4.0m) – Daily Rate of ₱18,000.00, and increment fee of ₱700.00 per 50cm x 100cm additional LED Wall;
- d. Sound System – Daily Rate of ₱10,000.00.

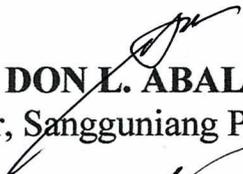
The rental fee structure prescribed in this section shall be reviewed periodically to ensure it remains fair, reasonable, and reflective of prevailing local market conditions. PEDIPO shall make such periodic review and submit the same to the Provincial Governor for approval, and the Provincial Governor shall have the authority to approve a maximum ten percent increase per year.

Sec. 6. COMPLIANCE WITH LAWS AND REGULATIONS –

- a. The lessee shall comply with all applicable laws, regulations, and ordinances;
- b. In the event that food and beverage are served or sold at the function hall, the lessee shall secure all necessary permits and comply with all relevant health and sanitation regulations;
- c. All lease will be governed by the contracts between the parties in the specific use of function halls, and other government properties;

Sec. 7. GENERAL TERMS AND CONDITIONS –

- a. The lessee shall pay a reservation fee equivalent to fifty percent (50%) of the total leasing fee upon confirmation of the reservation to the Provincial Treasurer's Office or to any deputized agent, with the remaining balance to be paid at least five (5) days before the scheduled date of the event. In the event of cancellation, fifty percent (50%) of the deposited amount shall be forfeited in favor of the lessor;
- b. The lessor may impose additional fees for the use of any additional accessories which may be used which will be determined by the PEDIPO;
- c. The lease agreement shall specify the terms and conditions governing the use of the function hall, including but not limited to the duration of the lease, the allowed activities, the access to facilities, and the security deposit;
- d. The lessee shall be accountable for any damages incurred shall observe cleanliness, orderliness, and safety at all times;
- e. The lessor shall not be liable for any loss, injury, damage, or inconvenience caused to any person or property arising from the lessee's use;
- f. The term daily shall mean twenty-four (24) hours from the time the function hall, or other government properties are entrusted to the lessee's care or when the lessee had absolute control whichever comes first: provided, that, for the parking, the twenty-four hour period shall commence at 8:00 o'clock in the morning, for purposes of counting the day;

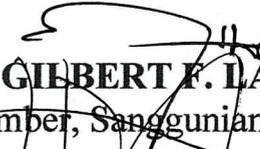

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Member, Sangguniang Panlalawigan


LIZA C. ESIDERA
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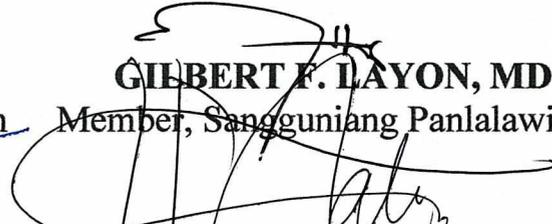

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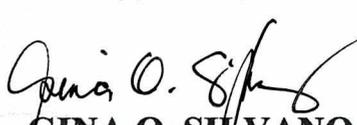

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SK Provincial Federation President
Ex-Officio Member, Sangguniang Panlalawigan


GINA O. SILVANO
PCL Provincial Federation President
Ex-Officio Member, Sangguniang Panlalawigan

I HEREBY CERTIFY to the correctness of the foregoing Ordinance which was duly ordained by the Sangguniang Panlalawigan during its Regular Session held on 19 February 2024.


BERNARDO S. BALANQUIT JR., MPA
OIC-Secretary to the Sangguniang Panlalawigan

Attested:


CHRISTIAN EMMANUEL W. UY
Acting Vice Governor/Presiding Officer

Approved:

EDWIN MARINO C. ONGCHUAN
Governor

By:


Atty. CLARENCE E. DATO
Acting Governor