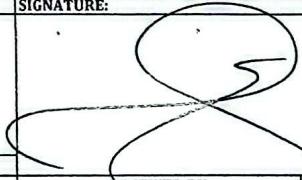




**DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT
CITIZEN'S CHARTER SERVICE REQUEST FORM**

Document Code:	FM-SP-DILG-07-01
Rev. No.	Eff. Date
00	06.15.21
Page	
1 of 2	

SERVICE TITLE: ISSUANCE OF CERTIFICATE FOR FOREIGN TRAVEL AUTHORITY OF LOCAL GOVERNMENT OFFICIALS AND EMPLOYEES		REFERENCE NO. JUNE 13, 2023
Documentary Requirements		DATE OF REQUEST Name of Applicant: FERNANDO L. DIMAANO
1. Letter request indicating the country of destination, duration of the travel and purpose (For Governor, and Mayor applicant shall indicate the name of the Vice Governor and Vice Mayor, respectively and the Sanggunian Highest Ranking Member)		CONTACT DETAILS: 0967 366 6467
1. Endorsement from the: a. Local Chief Executive (if applicant is a Component and Municipal Mayor, Vice Governor, Vice Mayor, Punong Barangay and LG employees) Signed by the LCE or authorized or competent official b. Vice Governor/Vice Mayor (if applicant is a Sangguniang Panlalawigan Member, Sangguniang Panlungsod and Sangguniang Bayan, and Sanggunian employees) Signed by the Presiding Officer or authorized or competent official c. Punong Barangay (Sangguniang Barangay Member and Barangay employees including Sangguniang Kabataan) Signed by the Punong Barangay		OTHER NEEDED INFORMATION, If any: SB MEMBER Position: IV-A CALABARZON Region: MATAASNAKADAY LGU: DUBAI Destination: JUNE 21-JULY 4, 2023 Duration requested: PERSONAL Nature of travel: Entitlement(s):
2. A duly notarized affidavit attesting that no administrative charge or criminal case has been filed or pending against the applicant or Oath of Undertaking, when the applicant has a pending case. Affidavit must be new for every travel being requested		✓
3. Clearance from Money and Property Accountabilities duly signed by all Department Heads, checking indicating if cleared or not cleared and duly signed by the LCE		✓
Additional Requirements For Study Trip		SIGNATURE: 
1. Invitation Letter from the host country or sponsoring agency stating the duration of the activity and cost sharing, if available and/or		RECEIVED BY:  GUILLERMO A. OCAMPO JR.
2. Acceptance letter from CHED, TESDA, LGA, organizer or donor, as applicable		DATE AND TIME RECEIVED JUNE 13, 2023 1:20 PM
Additional Requirements For Non-Study Trip		Receiving Officer ENDORSED TO RESPONSIBLE OFFICER:
a) Attendance to a Training, Seminar and Workshop: Invitation Letter from the host country or sponsoring agency with duration of the activity specified and the cost sharing, if any		DATE AND TIME ENDORSED
b) Attendance to an event that promotes Local Government Technical Exchange and Cooperation: - Invitation Letter from the host country or sponsoring agency with duration of the activity specified and the cost sharing, if any; and - Copy of the Memorandum of Agreement, or Memorandum of Understanding		
Additional Requirements For Personal/Private Trip		
1. Governors, Mayors of Highly Urbanized Cities and Independent Component Cities: Duly Accomplished Application Form for Leave of Absence		✓
2. Other Elected Officials (travel that exceeds to more than 3months or during a period of emergency or crisis): Duly Approved Leave of Absence		
3. Medical Certificate (for medical reasons)		
REMARKS: Name/Unit and Designation		
ACKNOWLEDGEMENT RECEIPT		
This is to acknowledge the service/s you have requested:		
SERVICE TITLE:	Date Received	Reference No.
NAME OF RESPONSIBLE OFFICER/UNIT/DESIGNATION:		Date of Release in case of extension
REMARKS:		 Republic of the Philippines DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT OFFICE ADDRESS: <hr/> <hr/>

Republic of the Philippines
Province of Batangas
MUNICIPALITY OF MATAASNAKAHOY
CLEARANCE FORM
(Instructions at the back)

I PURPOSE PERSONAL TRAVEL ABROAD (DUBAI)				
TO: <u>LGU- Mataasnakahoy</u> I hereby request clearance from money, property and work-related accountabilities for: Purpose: <input type="checkbox"/> Transfer <input type="checkbox"/> Resignation <input type="checkbox"/> Other Mode of Separation: <input type="checkbox"/> Retirement <input type="checkbox"/> Leave Please specify: _____				
Date of Effectivity: <u>June 21 to July 4, 2023</u>				
Office of Assignment: SB Office Position/SG/Step: SB Member 24-4	Hon. FERDINAND L. DIAANO Name and Signature of Employee			
II CLEARANCE FROM WORK-RELATED ACCOUNTABILITIES I hereby certify that this employee is cleared <input type="checkbox"/> not cleared <input type="checkbox"/> of work-related accountabilities from this Unit/Office/Dept. <u>Hon. JAY MANALO ILAGAN Ph.D.</u> Municipal Vice Mayor				
III CLEARANCE FROM MONEY AND PROPERTY ACCOUNTABILITIES				
Name of Unit/Office/Department	Cleared	Not Cleared	Name of Clearing Officer/Official	Signature
1. Administrative Services				
a. Supply and Property Procurement and Management Services	/		EMILIA R. Malawian	✓
b. Human Resource Welfare & Assistance	/		GALLY D. Tipan	✓
c. Agency-accredited Union/Cooperative			N/A	
2. Library				
a. Legal Office Library			N/A	
b. Library Services			N/A	
3. Finance and Assets Management				
a. Financial Services			LADY IVY T. HIDALGO	✓
b. Transaction, Processing & Billing Services			LENILYN C. CARAAN	✓
c. Payroll & Remittance Services			LENILYN C. CARAAN	✓
4. Professional and Institutional Development				
a. Scholarship Services			N/A	
IV CERTIFICATION OF NO PENDING ADMINISTRATIVE CASE:				
a. Internal Affairs Office/Legal Affairs Office			N/A	
<input type="checkbox"/> with pending administrative case <input type="checkbox"/> with ongoing investigation (no formal charge yet)				
V CERTIFICATION				
I hereby certify that this employee is cleared of work-related, money and property accountabilities from this agency. This certification includes no pending administrative case from this agency.				
Hon. JANET MAGPANTAY LAGAN Ph.D. Signature over Printed Name of Agency Head				

REPUBLIC OF THE PHILIPPINES
MUNICIPALITY OF MATAASNAKAHOY, BATANGAS)
)

AFFIDAVIT OF NO PENDING
CIVIL OR CRIMINAL CASE

I, FERDINAND L. DIMAANO, of legal age, married, Filipino, and a resident of Barangay I, Mataasnakahoy, Batangas, after having been sworn to an oath in accordance with law, hereby depose and state;

That I am currently employed at the Local Government Unit of Mataasnakahoy, Batangas as Sangguniang Bayan Member.

That, I will be on my personal travel to Dubai on June 21- July 4, 2023.

That I am neither an advocate nor a mentor of any unlawful or subversive organization that advocated the overthrow of the government agency in the government.

That I was never accused of any offence or crime involving moral turpitude, neither one of the same nature or a pending case of anti-graft law (RA 3019) against my person is pending before any persecution office and judicial authorities elsewhere in the Philippines.

That I am executing this affidavit to attest to the truth of all the foregoing declaration and for whatever legal purposes it may serve.

IN WITNESS WHEREOF, I hereunto set my hand this 6th day of JUNE, 2023 at Municipality of Mataasnakahoy, Batangas.

FERDINAND L. DIMAANO

Affiant

SUBSCRIBED AND SWORN to before me this 6th day of JUNE, 2023 at Mataasnakahoy, affiant exhibited to me his/her _____ issued on _____ at _____

Doc No. 85
Page No. 18
Book No. XXXVI
Series No. 2023

ATTY. RONELL B. YAPABAG
NOTARY PUBLIC UNTIL DECEMBER 31, 2024
COMMISSION NO. 2022-06591 REG. NO. 66570
IBPN NO. 25190101-02-20/LIPAC CITY
PTRN NO. 6100020101-03-20/LIPAC CITY
MCLE COMPLIANCE NO. VIII-0092112
423 Rafael Lub 1 St., Barangay I-A, Mataasnakahoy, Batangas



Republic of the Philippines
Province of Batangas
Municipality of Mataasnakahoy

OFFICE OF THE SANGGUNIANG BAYAN

TRAVEL AUTHORITY

This is to authorize **Hon. FERDINAND L. DIMAANO** Sangguniang Bayan Member of this municipality to travel abroad (Dubai) per approved Application for Leave for the period of June 21, 2023 - July 4, 2023.

Issued this 2nd day of June, 2023 at Mataasnakahoy, Batangas.


JAY MANALO ILAGAN, MPA, PhD, MPSA
Municipal Vice Mayor

Cc.
Office of the Sangguniang Bayan
HRMO
DILG

Joining hands for Mataasnakahoy's Interest



Republic of the Philippines

OATH OF OFFICE

I, FERDINAND LOLENG DIMAANO, of Mataasnakahoy, Batangas, having been elected as MUNICIPAL COUNCILOR of Mataasnakahoy, Batangas, hereby solemnly swear that I will well and faithfully discharge to the best of my ability the duties of my present position and of all others I may hereafter hold under the Republic of the Philippines; that I will support and defend the Constitution of the Philippines; that I will bear the true faith and allegiance to the same; and that I will obey the laws, legal orders, and decrees promulgated by the duly constituted authorities of the Republic of the Philippines; and that I impose this obligation upon myself voluntarily, without mental reservation or purpose of evasion.

So help me God.

HON. FERDINAND LOLENG DIMAANO
Municipal Councilor

Subscribed and sworn to before me this 27th of June 2022 at Mataasnakahoy, Batangas

HON. MA. THERESA VALENCIA COLLANTES
Congresswoman
3rd District of Batangas

PERSONAL DATA SHEET

WARNING: Any misrepresentation made in the Personal Data Sheet and the Work Experience Sheet shall cause the filing of administrative/criminal case/s against the person concerned.

READ THE ATTACHED GUIDE TO FILLING OUT THE PERSONAL DATA SHEET (PDS) BEFORE ACCOMPLISHING THE PDS FORM.

Print legibly. Tick appropriate boxes () and use separate sheet if necessary. Indicate N/A if not applicable. DO NOT ABBREVIATE. 1. CS ID No. _____ (Do not fill up. For CSC use only)

I. PERSONAL INFORMATION

2. SURNAME	DIMAANO		
FIRST NAME	FERDINAND		
MIDDLE NAME	LOLENG		
3. DATE OF BIRTH (mm/dd/yyyy)	10/22/1972	16. CITIZENSHIP	<input checked="" type="checkbox"/> Filipino <input type="checkbox"/> Dual Citizenship <input checked="" type="checkbox"/> by birth <input type="checkbox"/> by naturalization Pls. indicate country: ▼ ▼
4. PLACE OF BIRTH	MATAASNAKAHOY		
5. SEX	<input checked="" type="checkbox"/> Male <input type="checkbox"/> Female		
6. CIVIL STATUS	<input type="checkbox"/> Single <input checked="" type="checkbox"/> Married <input type="checkbox"/> Widowed <input type="checkbox"/> Separated <input type="checkbox"/> Other/s:	17. RESIDENTIAL ADDRESS	N/A N/A House/Block/Lot No. Street N/A I Subdivision/Village Barangay MATAASNAKAHOY BATANGAS City/Municipality Province 4223
7. HEIGHT (m)	5'6	ZIP CODE	N/A N/A House/Block/Lot No. Street N/A I Subdivision/Village Barangay MATAASNAKAHOY BATANGAS City/Municipality Province 4223
8. WEIGHT (kg)	65	18. PERMANENT ADDRESS	N/A N/A House/Block/Lot No. Street N/A I Subdivision/Village Barangay MATAASNAKAHOY BATANGAS City/Municipality Province 4223
9. BLOOD TYPE	"O"	19. TELEPHONE NO.	N/A
10. GSIS ID NO.	72102201915	20. MOBILE NO.	0967-366-6467
11. PAG-IBIG ID NO.	040134315310	21. E-MAIL ADDRESS (if any)	dimaanoputo@gmail.com
12. PHILHEALTH NO.	09-2002806101		
13. SSS NO.	33-9248766-0		
14. TIN NO.	901-553-465		
15. EMPLOYEE NO.	SBO002		

II. FAMILY BACKGROUND

22. SPOUSE'S SURNAME	DIMAANO		23. NAME of CHILDREN (Write full name and list all)	DATE OF BIRTH (mm/dd/yyyy)
FIRST NAME	JONALYN	NAME EXTENSION (JR, SR)/N/A	MA. JANINE FAYE S. DIMAANO	10/04/1994
MIDDLE NAME	SEÑA		JOHN FERNAN S. DIMAANO	07/12/1996
OCCUPATION	N/A		JILLIAN FLORENCE S. DIMAANO	02/01/1998
EMPLOYER/BUSINESS NAME	N/A		JASTINE FAITH S. DIMAANO	03/18/2000
BUSINESS ADDRESS	N/A		JOSHUA PHILIPP S. DIMAANO	02/18/2004
TELEPHONE NO.	N/A		JEENA FRANCESKA S. DIMAANO	09/28/2006
24. THER'S SURNAME	DIMAANO		JAISHREE FELICE S. DIMAANO	05/27/2012
FIRST NAME	FERNANDO	NAME EXTENSION (JR, SR)/N/A		
MIDDLE NAME	TIBAYAN		NOTHING FOLLOWS	
25. MOTHER'S MAIDEN NAME				
SURNAME	LOLENG			
FIRST NAME	EVELYN			
MIDDLE NAME	ABU			

(Continue on separate sheet if necessary)

III. EDUCATIONAL BACKGROUND

26. LEVEL	NAME OF SCHOOL (Write in full)	BASIC EDUCATION/DEGREE/COURSE (Write in full)	PERIOD OF ATTENDANCE		HIGHEST LEVEL/ UNITS EARNED (if not graduated)	YEAR GRADUATED	SCHOLARS HIP/ ACADEMIC HONORS RECEIVED
			From	To			
ELEMENTARY	CENTRAL ELEMENTARY SCHOOL	ELEMENTARY	1979	1985	GRADUATED	1985	N/A
SECONDARY	LA PURISIMA CONCEPCION ACADEMY	SECONDARY	1985	1989	GRADUATED	1989	N/A
VOCATIONAL /	TANAUAN INSTITUTE	VOCATIONAL	1989	1991		1991	N/A
COLLEGE	LYCEUM OF BATANGAS						
GRADUATE STUDIES	BS IN MARINE TRANSPORTATION	COLLEGE	1991	1995	GRADUATED	1995	N/A

(Continue on separate sheet if necessary)

SIGNATURE		DATE	January 20, 2023	FORM 212 (Revised 2017), Page
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IV. CIVIL SERVICE ELIGIBILITY

CAREER SERVICE/ RA 1080 (BOARD/ BAR SPECIAL LAWS/ CES/ CSEE BARANGAY ELIGIBILITY / DRIVER'S LICENSE		R	RATING (If Applicable)	DATE OF EXAMINATION / CONFIRMATION	PLACE OF EXAMINATION / CONFIRMATION	LICENCE (If applicable) NUMBER	NAME	
N/A		N/A	N/A	N/A	N/A	N/A	PHILIPPINES	
(Continue on separate sheet if necessary)								
V. WORK EXPERIENCE								
(Include private employment. Start from your recent work) Description of duties should be indicated in the attached Work Experience sheet.								
28	INCLUSIVE DATES (mm/dd/yyyy)		POSITION TITLE (Write in full/Do not abbreviate)	DEPARTMENT / AGENCY / OFFICE / COMPANY (Write in full/Do not abbreviate)	MONTHLY SALARY	SALARY/ JOB/ PAY GRADE (if applicable) & STEP (Format '0-0'-Y) INCREMENT	STATUS OF APPOINTMENT	GOVT SERVICE (Y/N)
From	To							
JANUARY 1, 2023	PRESENT	MUNICIPAL COUNCILOR	LGU MATAASNAKAHOY	P 70,922.00	24-4	ELECTIVE	Y	
JULY 1, 2022	Dec.31, 2022	MUNICIPAL COUNCILOR	LGU MATAASNAKAHOY	P 69,608.00	24-1	ELECTIVE	Y	
JUNE 30, 2007	JUNE 30, 2016	MUNICIPAL COUNCILOR	LGU MATAASNAKAHOY	P 32,019.00	24	ELECTIVE	Y	
NOTHING FOLLOWS								
(Continue on separate sheet if necessary)								
SIGNATURE				DATE	January 20, 2023	CS FORM 212(Revised 2017), Page 2 of 4		

(Continue on separate sheet if necessary)

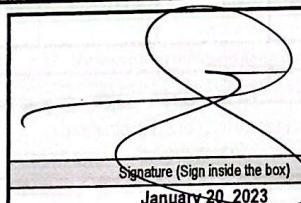
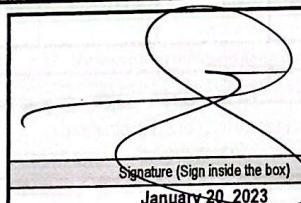
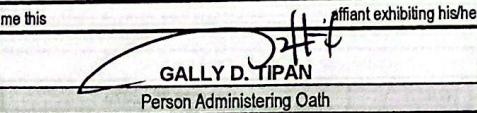
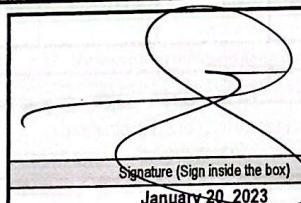
SIGNATURE

DATE

January 20, 2023

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LICENSE NUMBER	CIVIC / NON-GOVERNMENT / PEOPLE / VOLUNTEER ORGANIZATIONS					
Date Validity N/A	NAME & ADDRESS OF ORGANIZATION (Write in full)	INCLUSIVE DATES (mm/dd/yyyy)		NUMBER OF HOURS	POSITION / NATURE OF WORK	
		From	To			
	PHILIPPINE COUNCILORS LEAGUE	2007	2016		MEMBER	
Nothing Follows						
(Continue on separate sheet if necessary)						
VII. LEARNING AND DEVELOPMENT (L&D) INTERVENTIONS/TRAINING PROGRAMS ATTENDED						
Start from the most recent L&D/training program and include only the relevant L&D/training taken for the last five (5) years for Division Chief/Executive/Managerial positions						
30.	TITLE OF LEARNING AND DEVELOPMENT INTERVENTIONS/TRAINING PROGRAMS (Write in full)	INCLUSIVE DATES OF ATTENDANCE (mm/dd/yyyy)		NUMBER OF HOURS	Type of LD (Managerial/ Supervisory/ Technical/etc)	CONDUCTED/ SPONSORED BY (Write in full)
		From	To			
PCL PROVINCIAL YEAR END ASSEMBLY 2022						
CONDUCT OF NEWLY ELECTED OFFICER PROGRAM FOR RE-ELECTED AND COMEBACKING OFFICIALS						
EXECUTIVE-LEGISLATIVE AGENDA OF THE LOCAL GOVERNMENT UNIT OF MATAASNAKAHOY						
PCL END TERM NATIONAL ASSEMBLY						
SEMINAR / WORKSHOP ON MANAGING PRINCIPLES IN PUBLIC SERVICES						
3RD QUARTERLY PCL NATIONAL BOARD -NATIONAL EXECUTIVE OFFICERS MEETING & 6TH SERIES OF THE PCL CONTINUING LOCAL LEGISLATIVE EDUCATION PROGRAM (PCL-CLEP)						
PCL PROVINCIAL SEMINAR						
SEMINAR/ WORKSHOP ON LOCAL GOVERNMENT AND REGIONAL ADMINISTRATION						
SEMINAR/ WORKSHOP MON ISSUES AND CONCERN IN LOCAL GOVERNANCE						
SEMINAR/WORKSHOP ON LOCAL GOVERNANCE & PRACTICE OF PUBLIC ADMINISTRATION AND GOVERNANCE						
2015 PROVINCIAL PCL CONGRESS						
QUARTERLY NATIONAL EXECUTIVE OFFICERS MEETING & 4TH SERIES OF THE PCL CONTINUING LOCAL LEGISLATIVE						
2ND NATIONAL SUMMIT OF LOCAL LEGISLATIVE BODIES FOR THE PROTECTION & DEVELOPMENT OF CHILDREN						
PCL 3RD QUARTERLY CONTINUING LOCAL LEGISLATIVE EDUCATION						
PCL 2ND QUARTERLY CONTINUING LOCAL LEGISLATIVE EDUCATION						
2014 REGIONAL ASSEMBLY OF VICE MAYOR'S LEAGUE OF THE PHILIPPINES						
20TH NATIONAL CONGRESS AND ELECTION OF NATIONAL EXECUTIVE COUNCIL						
(Continue on separate sheet if necessary)						
VIII. OTHER INFORMATION						
31. SPECIAL SKILLS and HOBBIES	NON-ACADEMIC DISTINCTIONS / RECOGNITION (Write in full)				MEMBERSHIP IN ASSOCIATION/ORGANIZATION (Write in full)	
	N/A					
SINGING					N/A	
DANCING						
(Continue on separate sheet if necessary)						
SIGNATURE		DATE	January 20, 2023		CS FORM 212 (Revised 2017), Page 3 of 4	

34. Are you related by consanguinity or affinity to the appointing or chief of bureau or office or to the person who has immediate Bureau or Department where you will be appointed? a. within the third degree? b. within the fourth degree (for Local Government Unit - Career)		<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If YES, give details: _____												
35. a. Have you ever been found guilty of any administrative offense?		<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If YES, give details: _____												
b. Have you been criminally charged before any court?		<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If YES, give details: _____ Date Filed: _____ Status of Case/s: _____												
36. Have you ever been convicted of any crime or violation of any law, decree, ordinance or regulation by any court or tribunal?		<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If YES, give details: _____												
37. Have you ever been separated from the service in any of the following modes: resignation, retirement, dropped from the rolls, dismissal, termination, end of term, finished contract or phased out (abolition) in the public or private sector?		<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If YES, give details: _____												
38. a. Have you ever been a candidate in a national or local election held within the last year (except Barangay election)? b. Have you resigned from the government service during the three (3)-month period before the last election to promote/actively campaign for a national or local candidate?		<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If YES, give details: _____ <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If YES, give details: _____												
39. Have you acquired the status of an immigrant or permanent resident of another country?		<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If YES, give details (country): _____												
40. Pursuant to: (a) Indigenous People's Act (RA 8371); (b) Magna Carta for Disabled Persons (RA 7277); and (c) Solo Parents Welfare Act of 2000 (RA 8972), please answer the following items: a. Are you a member of any indigenous group? b. Are you a person with disability? c. Are you a solo parent?		<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If YES, please specify: _____ <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If YES, please specify ID No: _____ <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If YES, please specify ID No: _____												
41. REFERENCES (Person not related by consanguinity or affinity to applicant/appointee)		<table border="1"> <thead> <tr> <th>NAME</th> <th>ADDRESS</th> <th>TEL. NO.</th> </tr> </thead> <tbody> <tr> <td>LILIAN CARINGAL</td> <td>BARANGAY II, MATAASNAKAHOY</td> <td>0906-250-6503</td> </tr> <tr> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> </tr> </tbody> </table>	NAME	ADDRESS	TEL. NO.	LILIAN CARINGAL	BARANGAY II, MATAASNAKAHOY	0906-250-6503						
NAME	ADDRESS	TEL. NO.												
LILIAN CARINGAL	BARANGAY II, MATAASNAKAHOY	0906-250-6503												
42. I declare under oath that I have personally accomplished this Personal Data Sheet which is a true, correct and complete statement pursuant to the provisions of pertinent laws, rules and regulations of the Republic of the Philippines. I authorize the agency head / authorized representative to verify/validate the contents stated herein. I agree that any misrepresentation made in this document and its attachments shall cause the filing of administrative/criminal case/s against me.		 												
<table border="1"> <tr> <td>Government Issued ID (e.g. Passport, GSIS, SSS, PRC, Driver's License, etc.) PLEASE INDICATE ID Number and Date of issuance</td> <td></td> </tr> <tr> <td>Government Issued ID: TIN ID</td> <td>Signature (Sign inside the box)</td> </tr> <tr> <td>ID/License/Passport No.: 901-553-465</td> <td>January 20, 2023</td> </tr> <tr> <td>Date/Place of Issuance: BIR LIPA</td> <td>Date Accomplished</td> </tr> </table>		Government Issued ID (e.g. Passport, GSIS, SSS, PRC, Driver's License, etc.) PLEASE INDICATE ID Number and Date of issuance		Government Issued ID: TIN ID	Signature (Sign inside the box)	ID/License/Passport No.: 901-553-465	January 20, 2023	Date/Place of Issuance: BIR LIPA	Date Accomplished	 GALLY D. TIPAN Person Administering Oath				
Government Issued ID (e.g. Passport, GSIS, SSS, PRC, Driver's License, etc.) PLEASE INDICATE ID Number and Date of issuance														
Government Issued ID: TIN ID	Signature (Sign inside the box)													
ID/License/Passport No.: 901-553-465	January 20, 2023													
Date/Place of Issuance: BIR LIPA	Date Accomplished													
SUBSCRIBED AND SWORN to before me this _____, affiant exhibiting his/her validly issued government ID as indicated above.														

Republic of the Philippines
DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT
DILG-NAPOLCOM Center, EDSA cor. Quezon Avenue, West Triangle, Quezon City

NOV 07 2022

FERDINAND L. DIMAANO

Highest Ranking Sangguniang Bayan Member
Office of the Sangguniang Bayan
Mataasnakahoy, Batangas

Re: DESIGNATION AS VICE MAYOR OF MATAASNAKAHOY, BATANGAS IN AN ACTING CAPACITY

Pursuant to Administrative Order No. 15 issued by the President authorizing the Secretary of Interior and Local Government to fill temporary vacancies in certain local elective offices to prevent hiatus in and paralysis of local government operations and DILG Memorandum Circular No. 2019-21 dated February 21, 2019 with the subject, "Operational Guidelines and Rules in Implementing Administrative Order No. 15, series of 2018", the undersigned hereby designates you in an acting capacity, as the **Vice Mayor of Mataasnakahoy, Batangas**, to fill up the temporary vacancy created due to the approved travel to France, Switzerland, and Italy, from November 9 - 18, 2022, of Mayor Janet Magpantay Ilagan, while on a leave of absence, for personal reasons.

Under Section 46(a) of the Local Government Code of 1991, **Vice Mayor Jay Manalo Ilagan** shall automatically exercise the powers and perform the duties and functions of the Mayor, except the power to appoint, suspend or dismiss employees, during the period of the approved travel abroad of Mayor Ilagan.

As such, you are hereby ordered to assume the power and perform the duties and functions of a Vice Mayor as mandated by law, except making or participating in any decision related to the items enumerated under Part V, Item No. 1 in DILG Memorandum Circular No. 2019-21, during the above-mentioned period.

This designation shall terminate upon submission to the sanggunian of a written declaration by Mayor Ilagan that she has reported back to office, in accordance with Section 46(b) of the Local Government Code of 1991.

For compliance.

B. C. Abalos Jr.
ATTY. BENJAMIN C. ABALOS, JR.
Secretary

cc: Director ARIEL O. IGLESIAS, CESO III, DILG Regional Office IVA-A
Vice Mayor Jay Manalo Ilagan, Office of the Sangguniang Bayan, Mataasnakahoy, Batangas

BLGS-2022-10-22-009
BLGS/DTT/PCMD/pmg

Mataasnakahoy, Batangas
Tuesday, November 08, 2022



Republic of the Philippines

DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT

DILG-NAPOLCOM Center, EDSA cor. Quezon Avenue, West Triangle, Quezon City

NOV 07 2022

FERDINAND L. DIMAANO

Highest Ranking Sangguniang Bayan Member
Office of the Sangguniang Bayan
Mataasnakahoy, Batangas

Re: DESIGNATION AS VICE MAYOR OF MATAASNAKAHOY, BATANGAS IN AN ACTING CAPACITY

Pursuant to Administrative Order No. 15 issued by the President authorizing the Secretary of Interior and Local Government to fill temporary vacancies in certain local elective offices to prevent hiatus in and paralysis of local government operations and DILG Memorandum Circular No. 2019-21 dated February 21, 2019 with the subject, "Operational Guidelines and Rules in Implementing Administrative Order No. 15, series of 2018", the undersigned hereby designates you in an acting capacity, as the **Vice Mayor of Mataasnakahoy, Batangas**, to fill up the temporary vacancy created due to the **approved travel to France, Switzerland, and Italy**, from November 9 - 18, 2022, of **Mayor Janet Magpantay Ilagan**, while on a leave of absence, for personal reasons.

Under Section 46(a) of the Local Government Code of 1991, **Vice Mayor Jay Manalo Ilagan** shall automatically exercise the powers and perform the duties and functions of the Mayor, except the power to appoint, suspend or dismiss employees, during the period of the approved travel abroad of Mayor Ilagan.

As such, you are hereby ordered to assume the power and perform the duties and functions of a Vice Mayor as mandated by law, except making or participating in any decision related to the items enumerated under Part V, Item No. 1 in DILG Memorandum Circular No. 2019-21, during the above-mentioned period.

This designation shall terminate upon submission to the sanggunian of a written declaration by Mayor Ilagan that she has reported back to office, in accordance with Section 46(b) of the Local Government Code of 1991.

For compliance.

B. oon
ATTY. BENJAMIN C. ABALOS, JR.
Secretary

cc: Director ARIEL O. IGLESIAS, CESO III, DILG Regional Office IVA-A
Vice Mayor Jay Manalo Ilagan, Office of the Sangguniang Bayan, Mataasnakahoy, Batangas

BLGS-2022-10-22-009
BLGS/DTT/PCMD/pmg

"Manino, Marusay at Maasahan"
Trunkline Num. 8076-31-54



Republic of the Philippines
COMMISSION ON ELECTIONS

CEF No. 25

MAY 9, 2022 NATIONAL AND LOCAL ELECTIONS

CERTIFICATE OF CANVASS OF VOTES AND PROCLAMATION
OF WINNING CANDIDATES FOR MEMBER, SANGGUNIANG BAYAN

WE, THE UNDERSIGNED MEMBERS of the MUNICIPAL BOARD OF CANVASSERS do hereby certify under oath that we have duly canvassed the votes cast in 34 precincts for the Candidates therein for MEMBER, SANGGUNIANG BAYAN in the elections held on May 9, 2022. Attached hereto and forming part hereof is a Statement of Votes by Precinct (CEF No. 20-A) garnered by each candidate:

NAME OF WINNING CANDIDATES	NUMBER OF VOTES OBTAINED
DIMAANO, PUTO (AKSYON) (AKSYON DEMOKRATIKO)	8477
LAQUI, KAREN (AKSYON) (AKSYON DEMOKRATIKO)	8025
MALABAG, ATTY. ROWELL (IND) (INDEPENDENT)	7973
DEL MUNDO, WAWENG (NPC) (NATIONALIST PEOPLE'S COALITION)	6696
DE OCAMPO, LEMUEL (NPC) (NATIONALIST PEOPLE'S COALITION)	6657
VERGARA, AGA (NPC) (NATIONALIST PEOPLE'S COALITION)	6631
CALINISAN, LOURDES (NPC) (NATIONALIST PEOPLE'S COALITION)	6631
CARAAN-LAQUI, MERLYN (NPC) (NATIONALIST PEOPLE'S COALITION)	6406

ON THE BASIS OF THE FOREGOING, we hereby proclaim the above-named winning candidates as the duly elected members of MEMBER, SANGGUNIANG BAYAN BATANGAS - MATAAS NA KAHOY - LONE DIST for BATANGAS - MATAAS NA KAHOY - LONE DIST / BATANGAS - MATAAS NA KAHOY in the Province of MBOC: BATANGAS - MATAAS NA KAHOY.

IN WITNESS WHEREOF, we have affix our signatures and imprint our thumbmarks in the municipality of BATANGAS - MATAAS NA KAHOY, Province of MBOC: BATANGAS - MATAAS NA KAHOY, this May 10, 2022 5:08:35 AM.

05/10/2022 - 05:08:35 AM

Page 1 of 2

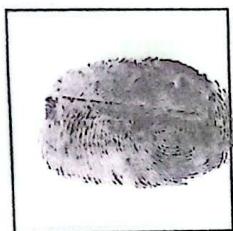
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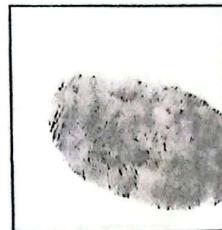
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MUNICIPAL BOARD OF CANVASSERS



(Right Thumbmark)



(Right Thumbmark)

ALVAREZ SUSANA
CHAIRPERSON

(Signature above printed full name)
Digitally signed, Signature fingerprint:
B39F2183BB25101C44D2C2343FAE07CD0E7CC
8AA



(Right Thumbmark)

L.O. Landicho

LANDICHO LEOPOLDO

MEMBER-SECRETARY

(Signature above printed full name)
Digitally signed, Signature fingerprint:
6D90516AAD3978C7E0A993C913CA88D7A5B15
762

Feliciana Gonzales
GONZALES FELICIANA
VICE-CHAIRPERSON
(Signature above printed full name)
Digitally signed, Signature fingerprint:
0B379F31E68FE56AD723E87B06DF787F27F9
C197

05/10/2022 - 05:08:35 AM

Page 2 of 2

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Repub[✓] the Philippines
DEPARTMENT OF THE INTERIOR AND L[✓] AL GOVERNMENT
Region IV-A (CALABARZON)
Province of Batangas
Municipality of MATAASNAKAHOY
OFFICE OF THE MUNICIPAL LOCAL GOVERNMENT OPERATIONS OFFICER
Email Address: jaocampo_mj@yahoo.com.ph

C E R T I F I C A T I O N

TO WHOM IT MAY CONCERN:

This is to Certify that based on records available in this Office, Hon. **FERDINAND LOLENG DIMAANO**, resident of Brgy. UPA, Mataasnakahoy, Batangas was duly elected **Sangguniang Bayan Member**, this municipality during the National and Local elections held on May 09, 2022.

He was performing the duties, functions and responsibilities in his office from noon of June 30, 2022 up to present.

Issued this ^{13th} day of July 2022 at Mataasnakahoy, Batangas.

A handwritten signature in black ink, appearing to read "GUILLERMO A. OCAMPO JR." followed by "MLGOO".





Republic of the Philippines
Province of Batangas
MUNICIPALITY OF MATAASNAKAHOY

OFFICE OF THE MUNICIPAL VICE MAYOR

TRAVEL AUTHORITY

This is to authorize **Hon. FERDINAND L. DIMAANO**, Sangguniang Bayan Member, this municipality to travel abroad (Singapore) as per approved Application for Leave for the period of November 19, 20, 21 and 22, 2022 on personal account. No government fund will be utilized for the aforementioned travel abroad.

Issued this 27th day of October, 2022 at Mataasnakahoy, Batangas.



Dr. JAY MANALO ILAGAN
Municipal Vice Mayor

Cc:

Office of the Sangguniang Bayan
HRMO
DILG

Joining hands for Mataasnakahoy Interest



Republic of the Philippines
Province of Batangas
MUNICIPALITY OF MATAASNAKAHOY

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Municipal Vice Mayor

Cc:

Office of the Sangguniang Bayan
HRMO
DILG

Joining hands for Mataasnakahoy Interest

Republic of the Philippines
 Province of Batangas
 MUNICIPALITY OF MATAASNAKAHOY

CLEARANCE FORM

I PURPOSE

11-3-2022

Date of Application

TO: LOCAL GOVERNMENT UNIT, MATAASNAKAHOY

I hereby apply for clearance from money, property and work-related accountabilities for:

Purpose: <input type="checkbox"/> Transfer	<input type="checkbox"/> Resignation	<input type="checkbox"/> Other Mode of Separation:
<input type="checkbox"/> Retirement	<input type="checkbox"/> Leave	Please specify: _____
Effectivity/ Inclusive Period: _____		

Office Assignment: Office of the Sangguniang Bayan
 Position/SG/Step: SB Member SG-24 Step 4

Hon. FERDINAND L. DIMAANO

Name and Signature of Official

II CLEARANCE FROM WORK-RELATED ACCOUNTABILITIES

I hereby certify that this applicant is cleared of work-related accountabilities from the office of the Sangguniang Bayan

Hon. JAY MANALO ILAGAN

Municipal Vice Mayor

III CLEARANCE FROM MONEY AND PROPERTY ACCOUNTABILITIES

Name of Unit/Office/Department	Cleared	Not Cleared	Name of Clearing Officer/Official	Signature
a. Office of the Mayor- GSO Section	/		ENILIA R. MALAWAN	
b. Office of the Municipal Treasury	/		LADY IVY T. HIDALGO	
* As to money Accountability				
c. Office of the Municipal Accountant				
* As to cash advance	/		LENILYN CAKAM	
d. Office of the Mun. Human Res. Mgt.	/		GALLY B. TIPAN	

IV CERTIFICATION OF NO PENDING ADMINISTRATIVE CASE:

a. Office of the Municipal Mayor	<input type="checkbox"/> with pending administrative case	<input type="checkbox"/> with ongoing investigation (no formal charge yet)
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V CERTIFICATION

THIS IS TO CERTIFY that Hon. FERDINAND L. DIMAANO has no account/ liabilities with the above named offices, and therefore he is cleared of any accountabilities.

JANET MAGPANTAY ILAGAN
 Municipal Mayor