

REPUBLIC OF THE PHILIPPINES
PROVINCE OF LEYTE
MUNICIPALITY OF TANAUAN
OFFICE OF THE SANGGUNIANG BAYAN

SAMPLE MUNICIPAL RESOLUTION NO. 2026-001

**A RESOLUTION AUTHORIZING THE MUNICIPAL MAYOR TO ENTER INTO A
MEMORANDUM OF AGREEMENT WITH THE DEPARTMENT OF SOCIAL WELFARE AND
DEVELOPMENT FOR THE IMPLEMENTATION OF SOCIAL PROTECTION AND
ASSISTANCE PROGRAMS**

*SAMPLE ONLY - NOT AN OFFICIALLY ADOPTED RESOLUTION. FOR SYSTEM TESTING, DRAFTING REFERENCE, AND REVIEW BY
THE SANGGUNIANG BAYAN, MUNICIPAL LEGAL OFFICER, AND CONCERNED TECHNICAL OFFICES.*

Sample Sponsor: Hon. _____

Committee: Committee on Social Services

Session: 28th Regular Session

WHEREAS, the Local Government Unit seeks to strengthen the delivery of timely and coordinated social protection services to qualified residents, particularly vulnerable individuals and families;

WHEREAS, the Department of Social Welfare and Development implements programs and services that may be delivered in partnership with local government units, subject to applicable national guidelines, availability of funds, and duly executed agreements;

WHEREAS, a formal memorandum of agreement is necessary to define the responsibilities of the parties, beneficiary validation, fund handling, reporting, monitoring, data protection, and accountability mechanisms;

WHEREAS, the proposed agreement must undergo review by the Municipal Legal Officer, Municipal Social Welfare and Development Office, Municipal Budget Office, Municipal Accounting Office, and other concerned offices before execution;

RESOLVED, as it is hereby resolved, to authorize the Municipal Mayor, for and on behalf of the Municipality, to enter into and sign a Memorandum of Agreement with the Department of Social Welfare and Development for the implementation of qualified social protection and assistance programs;

RESOLVED FURTHER, that the authority granted shall be subject to prior legal review, availability of lawful appropriations, compliance with budgeting, accounting, auditing, procurement, data privacy, and program-specific requirements;

RESOLVED FINALLY, that copies of this Resolution be furnished to the Office of the Municipal Mayor, Municipal Social Welfare and Development Office, Municipal Legal Office, Municipal Budget Office, Municipal Accounting Office, and the concerned DSWD field office for their information and appropriate action.

APPROVED AND ADOPTED this ____ day of _____, 2026 at the Municipality of Tanauan, Province of Leyte.

MUNICIPAL VICE MAYOR
Presiding Officer

SECRETARY TO THE SANGGUNIANG

CERTIFICATION AND SYSTEM UPLOAD DETAILS

Replace all placeholders with official names, voting records, dates, committee reports, and certification details before official use.

CERTIFIED CORRECT:

SECRETARY TO THE SANGGUNIAN

Date: _____

ATTESTED:

MUNICIPAL VICE MAYOR

Presiding Officer

Date: _____

Suggested Resolutions Management upload details

Field	Sample value
Resolution Number	Municipal Resolution No. 2026-001
Series Year	2026
Title	A Resolution Authorizing the Municipal Mayor to Enter Into a Memorandum of Agreement With the Department of Social Services
Category	Authority to Enter Agreement
Sponsor / Proponent	Sample Sponsor: Hon. _____
Committee	Committee on Social Services
Session Number	28th Regular Session
Summary	Authorizes the Municipal Mayor, subject to legal and budgetary requirements, to execute a memorandum of agreement with the Department of Social Services
Date Adopted	2026-07-14
Date Published	2026-07-14
Recommended Status	DRAFT on live / PUBLISHED only for testing
PDF Filename	LGU_Sample_Resolution_DSWD_MOA_Authority_TanauanLeyte_20260714_v1.pdf