



Republic of the Philippines  
 PROVINCE OF ZAMBOANGA DEL SUR  
 Municipality of Molave



**OFFICE OF THE SECRETARY TO THE SANGGUNIANG BAYAN**

EXCERPT FROM THE MINUTES OF THE 40<sup>th</sup> REGULAR SESSION OF THE SANGGUNIANG BAYAN (12<sup>th</sup> MUNICIPAL COUNCIL UNDER THE LGC OF 1991) OF THE MUNICIPALITY OF MOLAVE, PROVINCE OF ZAMBOANGA DEL SUR HELD AT THE SB SESSION HALL ON APRIL 15, 2026 AT 9:05 A.M.

Officers/Members	Position	Present	Absent	Remarks
Hon. Monalisa J. Glepa	Mun. Vice Mayor	✓		P.O.
Hon. Desiderio L. Jabello	SB Member		✓	
Hon. Cornelio R. Salinas	SB Member	✓		
Hon. Illuwil D. Orbita	SB Member	✓		
Hon. Joel M. Geromo	SB Member	✓		
Hon. Jonathan S. Uy	SB Member	✓		
Hon. Jacosalem A. Perong, Jr.	SB Member	✓		
Hon. Leonila J. Bermejo	SB Member	✓		
Hon. Welie R. Cabasag	SB Member	✓		
Hon. Earl Louise A. Glepa, LNB Pres.	Ex-Officio Member	✓		
Hon. Charina A. Jordan, SKF Pres.	Ex-Officio Member	✓		

**MUNICIPAL ORDINANCE NO. 12<sup>th</sup>-37-2026**

**AN ORDINANCE PROHIBITING PUBLIC OFFICIALS AND EMPLOYEES TO SOLICIT, ACCEPT GIFTS, FAVORS, OR ANYTHING OF MONETARY VALUE FROM INDIVIDUALS OR ENTITIES DOING BUSINESS WITHIN THE MUNICIPALITY AS WELL IT PROHIBITS INDIVIDUALS AND ENTITIES FROM OFFERING SUCH INDUCEMENTS TO PUBLIC OFFICIALS, ESSENTIALLY MAKING BOTH GIVING AND RECEIVING GIFTS ILLEGAL IN THIS CONTEXT.**

BE IT ORDAINED by the Sangguniang Bayan of Molave, Zamboanga del Sur in session assembled, that:

**SECTION 1. TITLE.** This ordinance shall be known as an “Anti-Corruption Ordinance or the NO GIFT POLICY”.

**SECTION 2. PURPOSE.** This ordinance aims to prevent bribery, graft, and other forms of corruption in local government operations. It is designed to complement and implement the provisions of Republic Act No. 3019, the national anti-graft law. The ordinance would provide specific rules and procedures tailored to the municipality's context and operations.

It further aims to prevent and punish corruption at the local level by clearly defining prohibited acts, establishing penalties, and providing mechanisms for reporting and enforcement.

**SECTION 3. LEGAL BASIS.** CSC MC No. 13, s. 2022, subject: Prohibition on Solicitation and Acceptance of Gifts, reminds all government officials and employees on the following provisions of law:

1. Section 7 (d) RA No. 6713 (Code of Conduct and Ethical Standards for Public Officials and Employees) declares that “Public Officials and employees shall not solicit or accept, directly or indirectly, any gift, gratuity, favor, entertainment, loan or anything of monetary value from any person in the course of their official duties or in connection with any operation being regulated by, or any transaction which may be affected by the functions of their office.”
2. Section 3 (b)(c) of RA No. 3019 (Anti-Graft and Corrupt Practices Act) provides:
  - i. “Section 3. Corrupt practices of public officers – In addition to acts or omissions of public officers already penalized by existing law, the following

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It is hereby certified that this is a **true electronic copy of Municipal Ordinance No. 12<sup>th</sup>-37-2026** on file with the Office of the Secretary to the Sangguniang Bayan of Molave, Zamboanga del Sur, **consisting of four (4) pages.**  
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shall constitute corrupt practices of any public officer and are hereby declared to be unlawful:

- b. *“Directly or indirectly requesting or receiving any gift, present, share, percentage, or benefit, for himself or for any other person, in connection with any contract or transaction between the Government and any other party, wherein the public officer in his official capacity has to intervene under the law”.*
- c. *“Directly or indirectly requesting or receiving any gift, present or other pecuniary or material benefit, for himself or for another, from any person for whom the public officer, in any manner or capacity, has secured or obtained, or will secure or obtain, any Government permit or license, inconsideration for the help given or to be given”.*

3. Section 46 (b)(9), Chapter 7, Subtitle A, Title I, Book V of Executive Order (E.O) No. 292 (Administrative Code of 1987) prohibits officers and employees in the civil service from *“receiving for personal use of a fee, gift or other valuable thing in the course of official duties or in connection therewith when such fee, gift, or other valuable this is given by any person in the hope or expectation of receiving a favor or better treatment than that accorded other persons, or committing acts punishable under the anti-graft laws.”*

*In Section 22 (par 1) (i)(k) of the Omnibus Rules Implementing Book V of E.O. No. 292 Administrative Code of 1987), this provision was translated into the following prohibitions, violations of which are punishable by dismissal from the service:*

*“(i) Receiving for personal use of a fee, gift, or other valuable thing in the course of official duties or in connection therewith when such fee, gift or other valuable thing is given by any person in the hope or expectation of receiving a favor or better treatment than that accorded other persons, or committing acts punishable under the anti-graft laws.”*

*“(k) Soliciting or accepting directly or indirectly, any gift, gratuity, favor, entertainment, loan anything of monetary value in the course of one's official duties or in connection with any operation being regulated by, or any transaction which may be affected by the functions of one's office. The propriety or impropriety of the foregoing shall be determined by its value, kinship, or relationship between giver and receiver and the motivation. A thing of monetary value is one which is evidently or manifestly excessive by its very nature;”*

**SECTION 4. DEFINITION OF TERMS.** As used in this ordinance, the following terms are defined for easy understanding:

- Corruption – constitutes corrupt practices, including bribery, extortion, influence peddling, and other acts that undermine the integrity of public service.
- Public officer - includes elective and appointive officials and employees, permanent or temporary, whether in the classified or unclassified or exempt service receiving compensation.
- Receiving any gift - includes the act of accepting directly or indirectly a gift from a person other than a member of the public officer's immediate family, in behalf of himself or of any member of his family or relative within the fourth civil degree, either by consanguinity or affinity, even on the occasion of a family celebration or national festivity like Christmas, if the value of the gift is under the circumstances manifestly excessive.
- Person - includes natural and juridical person.
- Gift- refers to a thing or a right disposed of gratuitously, or any act or liberality, in favor of another who accepts it, and shall include a simulated sale or an ostensibly onerous disposition thereof. It shall not include an unsolicited gift of nominal or insignificant value not given in anticipation of, or in exchange for, a favor from a public official or employee.

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**SECTION 5. PROHIBITIONS OF GIFTS AND FAVORS.** All public officials and employees are prohibited from soliciting or accepting gifts, favors, or anything of monetary value from individuals or entities doing business with the municipality, in the course of their official duties or in connection with any operation being regulated by, or any transaction which may be affected by the functions of their office.

**SECTION 6. PROHIBITION OF OFFERING GIFTS AND FAVORS.** Any individual or entity is prohibited from offering such inducements to public officials. Essentially making both giving and receiving gifts, illegal.

**SECTION 7. EXCEPTIONS.** Unsolicited gifts or presents of small or insignificant value offered or given as a mere ordinary token of gratitude or friendship according to local customs or usage, shall be excepted from the provisions of this ordinance.

**SECTION 8. REPORTING MECHANISMS.** Any person reporting suspected corruption by officials and employees of the LGU to the Human Resource Management Office, shall be protected and their reports shall be investigated.

**SECTION 9. TRANSPARENCY AND ACCOUNTABILITY.** Provisions for greater transparency in government operations, such as public disclosure of contracts and financial transactions shall be included.

**SECTION 10. ENFORCEMENT.** The HRMO shall be responsible for enforcing this ordinance and investigating of complaints through the Grievance Committee.

**SECTION 11. PENALTIES.** Any public official or employee of the Municipality of Molave who, in the performance of official duties or in relation to any transaction or operation regulated by their office, solicits or accepts, directly or indirectly, any gift, gratuity, favor, entertainment, loan, or anything of monetary value, other than those allowed under existing laws and regulations, shall be held administratively liable.

A. Administrative Liability. After observance of due process, any violation of this Ordinance shall be penalized in accordance with applicable laws, rules, and regulations, particularly those issued by the Civil Service Commission and other competent authorities. Depending on the nature and gravity of the offense, the following administrative penalties may be imposed:

- Reprimand
- Suspension without pay
- Dismissal from the service, with accessory penalties such as:
  - o Cancellation of eligibility
  - o Forfeiture of retirement benefits
  - o Perpetual disqualification from holding public office

The classification of the offense as light, less grave, or grave shall be determined in accordance with existing Civil Service rules and jurisprudence.

B. Without Prejudice Clause. The imposition of administrative penalties under this Ordinance shall be without prejudice to the filing of appropriate civil and/or criminal actions under applicable laws, including but not limited to:

- Republic Act No. 6713;
- Republic Act No. 3019; and
- Revised Penal Code

C. Jurisdiction and Enforcement. Administrative cases arising from violations of this Ordinance shall be handled by the proper disciplining authority, in accordance with the provisions of Republic Act No. 7160, Civil Service laws, and other pertinent issuances.

D. Return of the Gift or Value Equivalent. Any gift, favor, or thing of monetary value received in violation of this Ordinance shall be returned immediately to the giver, or if not possible, its monetary equivalent shall be forfeited in favor of the municipal government.

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Nothing in this Ordinance shall be construed to diminish or supersede the jurisdiction of the Civil Service Commission or the Office of the Ombudsman over administrative cases involving public officials and employees.

**SECTION 12. EFFECTIVITY.** This ordinance shall take effect upon its approval.

ENACTED, this 15<sup>th</sup> day of April, 2026 at Molave, Zamboanga del Sur.

CERTIFIED CORRECT:

**JUNARD C. SAYSON**  
*A.O. V/O.I.C.*

ATTESTED AND DULY CERTIFIED:

**MONALISA J. GLEPA, RN**  
*Mun. Vice Mayor/ Presiding Officer*

APPROVED:

**CYRIL REO. A. GLEPA, M.D.**  
*Municipal Mayor*

\_\_\_\_\_  
*Date*

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