



بِسْمِ اللَّهِ الرَّحْمَنِ الرَّحِيمِ

Republic of the Philippines  
Autonomous Region in Muslim Mindanao  
PROVINCE OF TAWI-TAWI  
Bongao

OFFICE OF THE SANGGUNIANG PANLALAWIGAN

EXCERPTS FROM THE MINUTES OF THE 1<sup>st</sup> REGULAR SESSION OF THE 11<sup>th</sup> SANGGUNIANG PANLALAWIGAN OF TAWI-TAWI HELD AT THE SANGGUNIANG PANLALAWIGAN SESSION HALL, CAPITOL BUILDING, BONGAO, TAWI-TAWI, ON JULY 21, 2004

Present:

Hon. HADJI JILKASI J. USMAN  
Vice-Governor / Presiding Officer

- |                                     |                    |
|-------------------------------------|--------------------|
| Hon. RENIL M. SAMSUYA               | -SP Member         |
| Hon. AL-HAMAR M. TAMBURANI          | -SP Member         |
| Hon. MYRNA C. AJIHIL                | -SP Member         |
| Hon. AL-ASRIMA C. ABDULMONAP        | -SP Member         |
| Hon. HADJI KADIR J. MATOLO          | -SP Member         |
| Hon. DHES A. MANGONA                | -SP Member         |
| Hon. CENTI N. WAIT                  | -SP Member         |
| Hon. ALGARAD O. LIPAE               | -SP Member         |
| Hon. Al-RADZMI M. SALI, (ABC Pres.) | -Ex-Officio Member |

Absent:

- |                                    |                    |
|------------------------------------|--------------------|
| Hon. EDWIN B. IDDI, (PCL Pres.)    | -Ex-Officio Member |
| Hon. MADZNUR M. PAKKI, (PSK Pres.) | -Ex-Officio Member |

RESOLUTION No. 001  
Series of 2004

RESOLUTION AMENDING RESOLUTION No. 01, SERIES OF 2001 ADOPTING THE INTERNAL RULES AND PROCEDURES OF THE SANGGUNIANG PANLALAWIGAN OF TAWI-TAWI

Sponsored by: Hon. ALGARAD O. LIPAE

WHEREAS, pursuant to the provisions of Republic Act No.7160, otherwise known as the Local Government Code (LGC) of 1991, Local Legislative power shall be exercised by the Sangguniang Panlalawigan for the province;

WHEREAS, the Sangguniang Panlalawigan of Tawi-Tawi, as Legislative Body duly organized and recognized according to law, shall enact ordinance, approve resolutions and appropriate funds for the general welfare of the province and its inhabitants pursuant to Section 468 of LGC and in the proper exercise of its corporate power all provided under Section 22 of LGC;

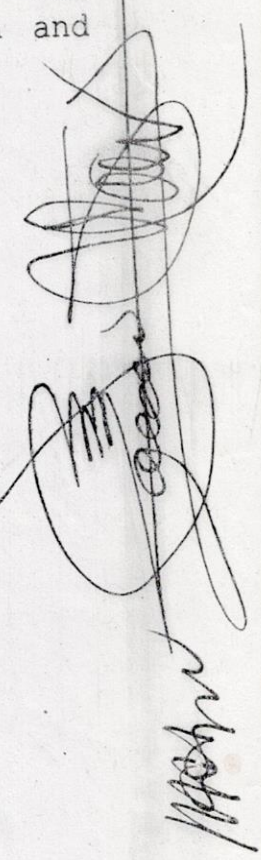
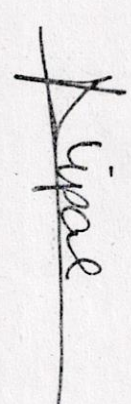
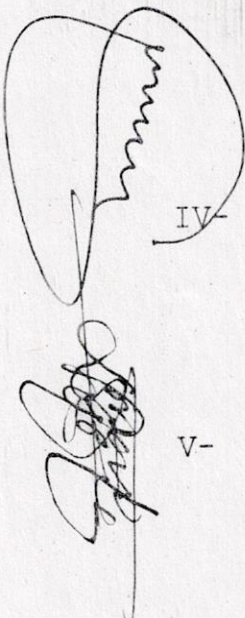
WHEREAS, in the maintenance of order and decorum in Sangguniang deliberations, it is necessary that specific rules be adopted and enforced in the interest of effective local legislation and prompt administration of government services;

NOW, THEREFORE, on motion, duly seconded, be it

**RESOLVED**, as it is hereby resolved, to approve the Internal Rules of Procedures to govern and guide the 11<sup>th</sup> Sangguniang Panlalawigan of the Province of Tawi-Tawi in the conduct of its official business as follows:

**Article I. STANDING COMMITTEE** - The following are the different standing committee with its respective Chairman and Vice-Chairman and Member/s:

- I- Finance and Appropriation
- HADJI JILKASI J. USMAN -Chairman  
ALGARAD O. LIPAE -Vice Chairman  
All Members -Member
- II- Ways and Means
- HADJI JILKASI J. USMAN -Chairman  
HADJI KADIR J. MATOLO -Vice Chairman  
All Members -Member
- III- Agriculture / Livelihood / Cooperative
- CENTI N. WAIT -Chairman  
ALGARAD O. LIPAE -Vice Chairman  
MYRNA C. AJIHIL -Member
- IV- Environmental Protection and Ecology
- ALHAMAR M. TAMBURANI -Chairman  
AL-RADZMI M. SALI -Vice Chairman  
All Members -Member
- V- Public Works and Infrastructures
- MYRNA C. AJIHIL -Chairman  
RENIL M. SAMSUYA -Vice Chairman  
All Members -Member
- VI- Peace and Order / Public Safety
- RENIL M. SAMSUYA -Chairman  
AL-ASRIMA C. ABDULMONAP (Dist. I) -Vice Chairman  
ALGARAD O. LIPAE (Dist. II) -Vice Chairman  
All Members -Member
- VII- Education and Culture
- AL-ASRIMA C. ABDULMONAP -Chairman  
AL-HAMAR M. TAMBURANI -Vice Chairman  
All Members -Member
- VIII- Youth and Sports Development
- ALGARAD O. LIPAE -Chairman  
HADJI KADIR J. MATOLO -Vice Chairman  
All Members -Member
- IX- Tourism / Trade and Industry



- |        |   |                |
|--------|---|----------------|
|        | RENIL M. SAMSUYA  | -Chairman      |
|        | HADJI KADIR J. MATOLO   | -Vice Chairman |
|        | All Members   | -Member        |
| X-     | Transportation and Communication  |                |
|        | AL-ASRIMA C. ABDULMONAP   | -Chairman      |
|        | MADZNUR PAKKI   | -Vice Chairman |
|        | All Members   | -Member        |
| XI-    | Labor and Employment  |                |
|        | SECTORAL REPRESENTATIVE FOR LABOR   | -Chairman      |
|        | DHES A. MANGONA   | -Vice Chairman |
|        | All Members   | -Member        |
| XII-   | Market and Slaughterhouse   |                |
|        | HADJI KADIR J. MATOLO   | -Chairman      |
|        | AL-RADZMI M. SALI   | -Vice Chairman |
|        | All Members   | -Member        |
| XIII-  | Health and Sanitation   |                |
|        | AL-HAMAR M. TAMBURANI   | -Chairman      |
|        | MYRNA C. AJIHIL   | -Vice Chairman |
|        | All Members   | -Member        |
| XIV-   | Barangay Affair   |                |
|        | AL-RADZMI M. SALI   | -Chairman      |
|        | MADZNUR M. PAKKI  | -Vice Chairman |
|        | All Members   | -Member        |
| XV-    | Energy  |                |
|        | DHES A. MANGONA   | -Chairman      |
|        | MYRNA C. AJIHIL   | -Vice Chairman |
|        | All Members   | -Member        |
| XVI-   | Franchise and Taxation / Games and Amusement                                  |                |
|        | ALGARAD O. LIPAE  | -Chairman      |
|        | AL-HAMAR M. TAMBURANI   | -Vice Chairman |
|        | All Members   | -Member        |
| XVII-  | Woman, Children and Family Relations /<br>Social Services / Religious Affairs |                |
|        | SECTORAL REPRESENTATIVE FOR WOMEN   | -Chairman      |
|        | MYRNA C. AJIHIL   | -Vice Chairman |
|        | All Members   | -Member        |
| XVIII- | Appointments  |                |
|        | HADJI JILKASI J. USMAN  | -Chairman      |
|        | DHES A. MANGONA   | -Vice Chairman |
|        | All Members   | -Member        |

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XIX- Rules and Privileges / Good Government /  
Public Ethics and Accountability

DHES A. MANGONA -Chairman  
HADJI KADIR J. MATOLO -Vice Chairman  
All Members -Member

XX- Human Rights / Public Information

DHES A. MANGONA -Chairman  
ALGARAD O. LIPAE -Vice Chairman  
All Members -Member

**Article II. REGULAR SESSION** - The regular session of the SP shall consist of two (2) meetings per month: the first and third Wednesday of the month at 9:00 AM. A special session can be called anytime by the Presiding Officer or by the Majority of the Sangguniang members when public interest or urgent matters so demand.

**Article III. ORDER OF BUSINESS** - The order of business adopted by the Sangguniang Panlalawigan are as follows: Call to Order by the Presiding Officer, Invocation and National Anthem, Roll Call by the Secretary of the SP, Approval of Minutes, Reference of Business, Committee Report, Calendar of Business other matters and adjournment.

**Article IV. PRESIDING OFFICER** - That in the event of the inability of the regular Presiding Officer to preside over the session due to any reason, the SP Members present may elect among themselves the temporary Presiding Officer.

**Article V. PARLIAMENTARY RULES** - Parliamentary practice and procedure shall govern the conduct of office during the regular and special session of the Sangguniang Panlalawigan. The SP Members may, however, dispense with parliamentary procedures and instead adopt a manner of discussion that is convenient for all concerned.

**Article VI. DISCIPLINARY ACTION** - Provision relative to disciplinary action as prescribed by the Local Government Code of 1991 shall be applied and enforced among the SP Members. The Sanggunian may punish members for disorderly behavior, habitual absenteeism with the concurrence of two thirds (2/3) of all its members in session assembled, impose the penalties thereof, such as reprimand, exclusion from the session or suspension for not more than sixty (60) days.

**Article VII. AUTHORSHIP AND SPONSORSHIP OF RESOLUTION / ORDINANCE** - Resolution or ordinance can be authored or initiated by any member of the Sangguniang Panlalawigan. Sponsorship shall be made by the Chairman or Co-chairman of the committee whose are of concern is the subject matter of the resolution or ordinance.

**Article VIII. SESSION** - All regular and special sessions should be held at the SP Session Hall located at the Capitol Building. The SP, however may, by a majority vote, decide to hold the session elsewhere.

**Article IX. PUBLIC HEARING** - The SP may, from time to time or as the need arises, call a public hearing in aid of legislation on various issues affecting local government. These public hearing shall be initiated or sponsored by the committee whose area of concern is the coverage of the public hearing.

**Article X. ABSENCES FROM SESSION** - An SP Member who is absent from the session due to official travel or mission shall be marked OB opposite the word absent in the 1<sup>st</sup> page of the resolution.

**Article XI. SMOKING IN SESSION HALL PROHIBITED** - No person shall be permitted at any time to smoke within the Session Hall during sessions of the Sanggunian.

**Article XII. ATTIRE** - During the meetings, the Members of the Sanggunian shall be in proper attire. In case of male members, proper attire consists of either in business attire or barong tagalong.

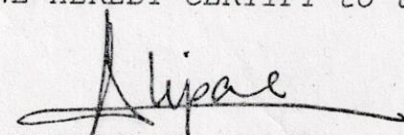
**Article XIII. SUPPLEMENTARY RULES** - The Rules of Procedures and Parliamentary Practices of legislative bodies of the Philippines as well as the Robert's Rules of Order shall serve as the supplementary authorities of the Sanggunian, in so far as they are not incompatible with these rules.

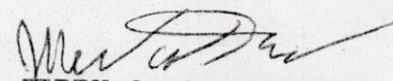
**Article XIV. AMENDMENTS** - Any portion of these rules may be amended by a majority vote of all the Sanggunian Members. The proponent shall furnish copies of said proposals for amendments together with the justifications therefore to the Members of the Sanggunian.

**Article XV. EFFECTIVITY** - These rules shall take effect upon approval by the majority members of the Sangguniang Panlalawigan of Tawi-Tawi in session assembled.

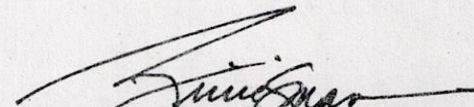
UNANIMOUSLY APPROVED JULY 21, 2004.

WE HEREBY CERTIFY to the correctness of the foregoing.

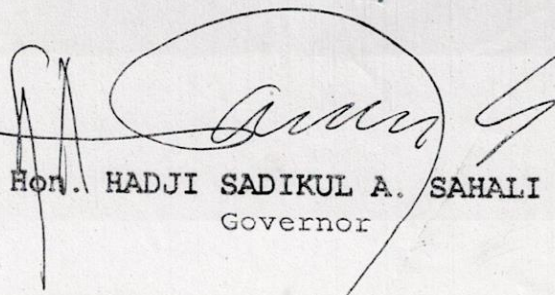
  
ALGARAD O. LIPAE  
Sponsor

  
JERRY A. MERCADER  
Secretary to the Sanggunian

ATTESTED:

  
Hon. HADJI JILKASI "TITING" J. USMAN  
Vice governor/Presiding Officer

APPROVED:

  
Hon. HADJI SADIKUL A. SAHALI  
Governor