

- e.) Commit or refer to a Committee
- f.) Expunge
- g.) Extend or limit the time for debate
- h.) Fix the Time to which to adjourn
- i.) Lay on the Table
- j.) postpone Definitely
- k.) Postpone Indefinitely
- l.) Call for the previous question.
- m.) recess
- n.) Reconsider
- o.) Reconsider and have entered on the minutes
- p.) Rescind or Repeal
- q.) Suspend the Rules
- r.) Take from the Table
- s.) All main motions.

Section 8. A motion to amend (amendment of the 1st degree) and motion to amend an amendment (amendment of the 2nd degree) may be withdrawn but only before a decision is made thereon.

Section 9. A motion to amend is in order only up to the second degree. Thus, a motion "to amend an amendment to an amendment" is out of order.

Section 10. A motion can be withdrawn only when it is not yet being discussed or debated upon by the body. Otherwise, any request to withdraw it shall require a vote by general consent and if there is an objection raised for its withdrawal, a majority vote of the members present is required.

RULE XVII – DISCIPLINARY ACTIONS

Section 1. Grounds for Disciplinary Actions. – Any member who commit an act in transgression of the foregoing Internal Rules of Procedures shall be punished with censure, reprimand, suspension or removal from office to be determined by the Committee On Rules Privileges And Good Governance who will hear and decide the case, after due notice and hearing on any of the following grounds:

a) GROUNDS PROVIDED BY THE LOCAL GOVERNMENT CODE:

1. Disloyalty to the Republic of the Philippines;
2. Culpable violation of the Constitution;
3. Dishonesty, oppression, misconduct in office, gross negligence, or dereliction of duty;

4. Commission of any offense involving moral turpitude or an offense punishable by at least prison mayor which is from six (6) years and one (1) day to twelve (12) years imprisonment;
5. Abuse of authority;
6. Unauthorized absence for fifteen (15) consecutive working days, in the case of Local Chief Executives and four (4) consecutive sessions in case of members of the Sangguniang Panlalawigan, Sangguniang Panglunsod, Sangguniang Bayan, and Sangguniang Barangay;
7. Application for, or acquisition of, foreign citizenship or residence or the status of an immigrant of another country; and
8. Such other grounds as may be provided by the Code; RA 6713; RA 3019; Administrative Code of 1987; the Revised Penal Code and all other applicable general and special laws.

b) GROUNDS PROVIDED BY THE INTERNAL RULES OF PROCEDURE:

1. For disorderly conduct or behavior during a session, committee hearing or committee meeting.
2. For any *justified* absence with prior notice
3. For any *justified* absence without prior notice
4. For any *unjustified* absence with prior notice
5. For *unjustified* absence in (4) consecutive sessions
6. For coming late in any kind, of sessions per hour of being late of fraction thereof.
7. Conviction by final judgment to imprisonment of at least one (1) year for any crime involving moral turpitude.
8. For refusal without valid excuse to perform the task assigned to him by the Sanggunian or committee of which he is a member.
9. For unjustified absence in committee hearing of which he is a committee member

Section 3. Requisites. The penalty of suspension or expulsion to be imposed shall require the concurrence of at least two-thirds (2/3) vote of all the members of this Sanggunian. For other kinds of penalty only a majority vote of all the members of the Sanggunian shall suffice.

Section 4. Initiation of Action and Conduct of Investigation. The Committee on Rules shall take cognizance of all the offenses enumerated in the preceding Section committed by any member of this Sanggunian, both composite member and constituent member, i.e. including the Regular Presiding Officer and shall initiate the necessary disciplinary action. It shall forthwith conduct the necessary fact-finding investigation and thereafter shall submit its committee report together with the corresponding recommendation for consideration of the Sanggunian sitting *en banc*.

For purposes of this Section only fact-finding investigation and NOT an “administrative investigation” shall be conducted, and thus, the technical rules of court practice, procedure and evidence shall not be applied. However, the substantive due process requirement of fairness and reasonableness should be observe.

Should any member of the Committee on Rules be the respondent, the Presiding Officer (regular or temporary presiding officer, as the case may be) shall designate a replacement to complete the membership thereof but only insofar as the conduct of the fact-finding investigation is concerned. In performing the other function of the said committee, the respondent is still a member of that committee.

RULE XVIII – SUSPENSION OF RULES

Section 1. Any part of this “Internal Rules of Procedure”, except those prescribed by existing laws may be suspended at any particular session by general consent or by two-thirds (2/3) vote of the members present therein.

RULE XIX – AMENDMENTS

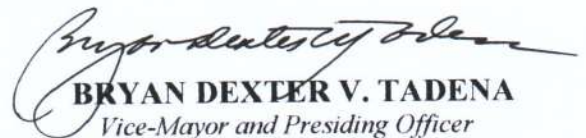
Section 1. This Internal Rules of Procedure may be amended at any regular session by two-thirds (2/3) vote of **all** the members of this Sanggunian, provided that prior notice of such proposed amendment is given to **all** the members of the Sanggunian, and provided further that no provision herein which is based on, prescribed by, existing laws shall be amended.

RULE XX – SUPPLEMENTARY RULES

Section 1. The Rules, Procedures and Parliamentary Practices of the Philippine Congress and the Rules and Regulations Implementing the Local Government Code of 1991 otherwise known as RA 7160, and its amendments, shall serve as supplementary authorities of the Sangguniang Bayan.

RULE XXI – EFFECTIVITY

Section 1. This “**Internal Rules of Procedure**” shall take effect immediately upon approval.
(Sponsored by SBM Luciano F. Manuel)
(Adopted this 22nd day of July 2019)


BRYAN DEXTER V. TADENA
Vice-Mayor and Presiding Officer

x-----x


MICHAEL EMILI V. FIGUERAS
Sangguniang Bayan Member


CRISTINA JANE G. DE VERA
Sangguniang Bayan Member


RIZALBY S. ROSARIO
Sangguniang Bayan Member

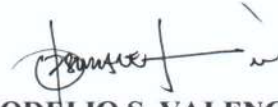

EUGENE R. TADEJA
Sangguniang Bayan Member

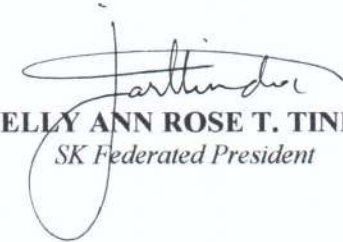

GOBOLFREDO T. INGAN
Sangguniang Bayan Member


HENRY O. PALPAL-LATOC
Sangguniang Bayan Member


JOANN T. TABANGCURA
Sangguniang Bayan Member



LUCIANO F. MANUEL
Sangguniang Bayan Member


RODELIO S. VALENCIA
ABC Federated President


JELLY ANN ROSE T. TINDOC
SK Federated President

ATTESTED:

APPROVED:


RODEL M. TAGORDA
Secretary to the Sanggunian

JUL 22 2019
(Date) 
FLORO T. TADENA
Municipal Mayor