

2. REVIEW ORDINANCES OF SANGGUNIANG BARANGAY

It is the duty and responsibility of the Sangguniang Panlungsod to review all the adopted Barangay Ordinances and Resolutions prior to its full implementation by the barangay council.

Office or Division:	Sangguniang Panlungsod Office			
Classification:	Highly Technical Transaction			
Type of Transaction:				
Who may avail:	21 Barangays			
CHECKLIST OF REQUIREMENTS		WHERE TO SECURE		
Original copy of Barangay Budget Ordinances		Barangay City Council		
Four (4) photocopies of the said Barangay Ordinances		Barangay Council Secretary		
CLIENT STEPS	AGENCY ACTIONS	FEES TO BE PAID	PROCESSING TIME	PERSON RESPONSIBLE
1. Submit original copy of Barangay Budget Ordinance with four (4) photocopies	-Receive original copy and four (4) photocopies of Barangay Ordinance	-	2 minutes	-Legislative Staff Officer IV
	-Endorse to Budget Office for review	-	2 minutes	-Legislative Staff Officer IV
	-Referral to proper Committee	-	2 minutes	-Vice Mayor/Presiding Officer
2. Attend Committee Hearing	Review for approval in the Committee level	-	30 minutes	Chairperson and Members of the Committees on Barangay Affairs and Appropriations & Finance
3. Attend Session	Deliberation of the said Barangay Budget Ordinance for approval	-	30 minutes	Chairperson of the said Committee
4. Receive the approved Barangay Budget Ordinance	Transmittal of the Resolution passed by the City Council	-	30 minutes	Board Secretary II

END OF TRANSACTION