
PRESENT:

Vice Mayor Jose Antonio Miguel Y. Perez - Presiding Officer
Councilor Apolonia G. Bacay - Presiding Officer Pro-Tempore
Councilor Margielou Orange Humilde-Verzosa, DPA - Minority Floor Leader
Councilor Joselito O. Fontelera - Member
Councilor Carolyn D. Sison - Member
Councilor Alfred Felix E. de Castro - Member
Councilor Ramy S. de Leon - Member
Councilor Perlito V. Rabago - Member
Councilor Cirilo B. Rado - Member
Councilor Froebel A. Ranoy - Ex-Officio Member
Acting LBP Raul B. Bacay - Ex-Officio Member
PPSKP Loverly V. Bernabe
ABSENT:

Councilor Rufina J. Gabriel - On official business

RESOLUTION NO. 2018-149

RESOLUTION UPDATING THE INTERNAL RULES OF PROCEDURE OF THE SANGGUNIANG PANLUNGSOD 2016-2019 OF THE CITY OF ALAMINOS, PROVINCE OF PANGASINAN

WHEREAS, the Sangguniang Panlungsod of Alaminos City, Pangasinan is a legislative body duly organized pursuant to law for the enactment of ordinances and adoption of resolutions for the governance of the City of Alaminos;

WHEREAS, pursuant to Section 50 of Republic Act No. 7160, otherwise known as the Local Government Code of 1991, local sanggunian have the mandated right and obligation of adopting/updating its own rules of procedure for the proper discharge of its quasi-legislative function;

WHEREAS, in the maintenance of good order in Sanggunian deliberations, this august body duly adopted Resolution No. 2016-42 on July 5, 2016 otherwise known as the Internal Rules of Procedure of the Sangguniang Panlungsod 2016-2019;

WHEREAS, the Barangay and Sangguniang Kabataan Elections held last May 2018 yielded a new set of Barangay Officials after which a new Liga ng mga Barangay President and Panlungsod na Pederasyon ng Sangguniang Kabataan President were elected, both of which are ex-officio members of the Sanggunian;

WHEREAS, further in the performance of the functions of the Sanggunian, the members of the Sangguniang Panlungsod has introduced important amendments to the existing Rules of Procedure for a more proactive legislative body.

WHEREFORE, premises considered and upon motion of Councilor Cirilo B. Rado, duly seconded by Councilor Carolyn D. Sison and Acting Liga ng mga Barangay President Raul B. Bacay, it was

RESOLVED BY THE Sangguniang Panlungsod of the City of Alaminos, Pangasinan to update the following Internal Rules of Procedure to govern its deliberations;
INTERNAL RULES OF PROCEDURE

RULE I

COMPOSITION

SECTION 1. The Sangguniang Panlungsod of the City of Alaminos, Pangasinan shall be composed of
the city vice mayor as the presiding officer, the regular Sanggunian members, the president of
the city chapter of the Liga ng mga Barangay and the president of the Panlungsod na
Pederasyon ng mga Sangguniang Kabataan as ex-officio members.

RULE II

POWERS, DUTIES AND FUNCTIONS OF THE SANGGUNIAN

SECTION 1. The powers, duties and functions of the Sanggunian shall be as provided for under Art.

RULE III

DUTIES AND RESPONSIBILITIES OF INDIVIDUAL MEMBERS

SECTION 1. Every member of this Sanggunian shall make a full disclosure of his/her financial and
business interests as required of him/her under Art. 104, Rule XVII of the Rules and Regulations

SECTION 2. Every member shall attend all the sessions of the Sanggunian, unless he/she is prevented
from doing so, by reason of sickness or other unavoidable circumstances provided that, as a
general rule, previous notice thereto shall be sent to the members thru the Presiding Officer
or the Secretary to the Sanggunian.

SECTION 3. As a general rule, every member is required to vote on every question or proposed measure
being voted upon by the Sanggunian. Abstentions may only be allowed if it can be shown that
the member concerned has a pecuniary interest either directly or indirectly on the matter being
acted upon by the body.

SECTION 4.a. Every member shall observe the following Rules of Decorum:

1. Formal reference to the Presiding Officer. When a member desires to speak, he/she
shall rise and respectfully address the Chair as “Mr. Chairman,” “Madam Chairman” or
“Mr./Madam Presiding Officer.”

2. Formal reference to another member. Addressing another member by his/her name
shall be avoided. Instead, he or she shall be referred to as “the previous speaker,” “the
Gentleman/Lady,” “The Distinguished Gentleman/Lady,” “The Distinguished Sponsor” or
“The Distinguished Councilor.”

3. Relevance of statement to the issue. All questions, discussions or statements should
be germane to the pending question or issue being deliberated upon.

4. Refraining from personalities. Derogatory words affecting one’s personality shall be
avoided at all times. It is the member’s proposal or motion that is at issue, not the member
himself.

5. Coursing remarks and questions to the Chair. Remarks or disagreements against a
co-member speaker or questioning a co-member shall be addressed to the Chair.

6. Speaking against own motion is not allowed. A member is not allowed to make a
motion and then contradict it later on. A motion to withdraw is one of the proper remedy.

7. Observance of time limit. No member shall speak longer than the time allotted to him
as provided for in the Internal Rules of Procedure of the Sanggunian.

8. Civility in the conduct of members. Members are expected to manifest proper
deportment. When someone has the floor everybody shall be seated. Members not
engaged in the debate must keep their places and must not roam around the hall or create
a noise or disturbance during the proceedings.
9. **No monopoly of discussion.** No member shall monopolize any discussion or debate. No member shall speak more than twice on the same subject matter without the consent of the body. No member shall be granted a second turn to speak until all who wish to avail the first opportunity to say something shall have spoken.

10. **Recognition first before speaking.** When two or more members rise at the same time, the presiding officer shall name the member who is to speak first and shall alternate the floor between those who wish to speak for or against a given question.

   The Chair recognizes a member who would like to obtain the floor by nodding, looking or by hand gesture to the member and then stating: "The gentleman/lady is recognized," "The distinguished gentleman may take the floor," or "Councillor" so and so is recognized."

   In recognizing a member who would like to have the floor, the Chair shall be guided by the following rules:
   
   a. When two or more members are seeking recognition at the same time, the Chair shall recognize the one who seldom participates in the deliberation;
   b. A member who has not yet availed of his/her privilege to speak has preference over the one who has already spoken on a pending question; and
   c. If the Chair knows who among the members are for or against a pending question, he/she shall recognize the speakers alternately but giving priority to the proponent of the motion or his/her supporters.

11. **No motion to adjourn if someone has the floor.** A motion to adjourn is "out of order" if someone has the floor, whether or not he/she is speaking.

12. **Motion of a reporting committee member needs no second.** It is presumed to be with the concurrence of the majority members of the committee concerned.

13. **Impartiality of the Chair.** The Presiding Officer is not allowed to participate in the deliberation by taking active participation on issues against or in favor of any question to preserve impartiality in the discharge of his/her duties and functions. He/She may, however, summarize the discussion. The Chair is not precluded from asking questions especially those that may clarify issues or may enhance the quality of the discussion or debate.

14. **Exercise of right has a limit.** Every member has the right to participate in the deliberation except:
   
   a. When he/she is assigned as Presiding Officer;
   b. When propriety (dilettamente) prevents him/her from doing so;
   c. When he/she has pecuniary interest in the matter being deliberated; and
   d. When barred by the rules of the body.

15. **Discipline of Members.** The Sanggunian may punish its members, including the Presiding Officer, for disorderly behavior, such as, but not limited to, using vulgar words and expressions during sessions, attending sessions while intoxicated, refusing to yield the floor when ruled by the Chair to be out of order, speaking even if not recognized by the Chair and other cases analogous to the foregoing.

b. **Attendance.**

   1. Any member who incurs absences without justifiable cause for four (4) consecutive sessions shall, upon the concurrence of at least two-thirds (2/3) of all Sanggunian members present, be suspended for thirty (30) days.
   
   2. Any member, who arrives late for thirty (30) minutes or more from the time of the official start of the session, may not be allowed to attend and participate in the deliberation during the session and is considered to be absent, unless the Sanggunian, upon motion of any of its members, allow him/her to participate if it finds reasonable and justifiable grounds; otherwise his/her presence in the session hall may be allowed but his/her participation shall be limited to a mere observer.
c. **Attire.** All members of this Sanggunian are required to wear the prescribed uniform every regular session, except during out of town sessions. Thus, the following prescribed uniforms:

1. 1st Monday of each month – Long Sleeves Barong
2. 2nd Monday – Gray Barong
3. 3rd Monday – White Barong
4. 4th Monday – Blue Barong (new)
5. 5th Monday – (if there’s a 5th) – White w/ Red Polo Shirt

d. **No firearms or any weapon is allowed inside the session hall.** Guests who carry firearms or weapons due to their professions shall deposit the same to the designated Sergeant-at-Arms of the Sangguniang Panlungsod.

e. **Use of Cellphones and similar gadgets.** The use of cellphones and other similar gadgets is allowed in the session hall, provided such cellphone or gadget is in the silent mode. Calls may be entertained, provided these will not cause any disturbance.

**RULE IV**

**PRESIDING OFFICER**

*(Vice Mayor Jose Antonio Miguel Y. Perez)*

**SECTION 1.** The city vice mayor shall be the presiding officer of this Sanggunian, and, as such, shall have the following rights and duties:

a. To preside over the sessions of the Sanggunian;

b. To exact proper conduct/deportment and decorum from all the members present during the sessions;

c. To enforce the Internal Rules of Procedure of the Sanggunian;

d. To maintain order during sessions and render a ruling on questions of order, subject to appeal to the body by the member concerned for final discussion;

e. To sign all legislative documents, papers or checks requiring his signature;

f. To declare recess during session anytime he deems it necessary, provided that the duration of the recess is less than fifteen (15) minutes;

g. To declare the session adjourned to another date, time and place in cases of extreme emergencies, serious and uncontrollable circumstances;

h. To make brief remarks, comments or clarificatory questions on any measure pending deliberation by the body, provided that he/she shall not express himself/herself either for or against the said measure or question;

i. To vote but only to break the tie. Hence, he/she cannot vote in order to create a tie;

j. To relinquish the Chair to the Presiding Officer pro-tempore or, in the latter’s absence, to any member of the Sanggunian who shall act as temporary presiding officer in order to participate in the deliberation of the body;

**RULE V**

**THE OFFICERS**

A. **PRESIDING OFFICER PRO-TEMPORE/TEMPORARY PRESIDING OFFICER**

*(Councilor Apolonia G. Bacay)*

**SECTION 1.** The Presiding Officer Pro-Tempore is the member who obtained the highest number of votes in the just concluded election. He/She shall temporarily exercise all the powers, duties and functions of the Presiding Officer whenever the latter is absent during sessions of the Sanggunian.

**SECTION 2.** In the event of the inability of the Regular Presiding Officer and the Presiding Officer Pro-Tempore to preside over the Sanggunian session, the members present, thereby constituting a quorum, shall elect from among themselves a “temporary presiding officer.”

**SECTION 3.** The Presiding Officer Pro-Tempore or Temporary Presiding Officer, as the case may be, shall certify within ten (10) days from the passage of ordinance enacted or resolution adopted by the Sanggunian in the session over which he/she temporarily presided;
SECTION 4. While presiding, the Presiding Officer Pro-Tempore or the Temporary Presiding Officer, as the case may be, shall be subject to the same limitations as that of the Regular Presiding Officer, that is, **he/she can cast a vote only to break a tie.**

SECTION 5. The presiding officer pro-tempore or the temporary presiding officer may, on his/her discretion, relinquish the Chair temporarily to any member of the Sanggunian if he/she would like to go down the floor and participate in the deliberation in his/her capacity as a regular member.

**B. MAJORITY FLOOR LEADER**
(Councilor Rufina J. Gabriel)

The majority floor leader shall exercise the following functions:

a. Responsible for the introduction of any business before the Sanggunian for deliberation;

b. Read, or cause to be read, all proposed resolutions, ordinances, written motions, materials, petitions and other documents which are reported to the Sanggunian or when required by the Sanggunian members or its presiding officer;

c. Approve all items to be included in the calendar of business for regular session of the Sangguniang Panlungsod;

d. Cause and move for the approval of any resolution or ordinance being deliberated by the Sangguniang Panlungsod without need of its being seconded;

e. Guide the proceedings of the session, whether regular or special, in accordance with parliamentary procedures;

f. Approve any member’s proposed resolution on matters relating to the subject being discussed;

g. Consider, upon the request of the minority floor leader, the inclusion in the calendar of business all items previously denied inclusion by the Majority Floor Leader; and

h. Act for and on behalf of the majority party in all deliberations and session of the Sangguniang Panlungsod.

**C. MINORITY FLOOR LEADER**
(Councilor Margileou Orange D. Humilde-Verzosa, DPA)

There shall be a Minority Floor Leader who shall come from the political party or group consisting constituting the minority in the Sanggunian. The minority floor leader shall exercise the following functions:

a. Make the proper comment on all legislative measures, motions, requests or petitions presented by the majority floor leader and the same be scheduled for amendment or discussion; and

b. Perform other functions and duties as may, from time to time, be entrusted by the Sanggunian.

**THE EX-OFFICIO MEMBERS**

**D. LIGA NG MGA BARANGAY ALAMINOS CITY CHAPTER PRESIDENT**
(LBP RAUL B. BACAY)

There shall be an ex-officio member representing the interest of barangay councils in the City of Alaminos and their constituents.

**E. PANLUNGSOD NA PEDERASYON NG SANGGUNIANG KABATAAN PRESIDENT**
(PPSKP LOVERLY V. BERNABE)

There shall be an ex-officio member representing the interest of Sangguniang Kabataan councils in the City of Alaminos and their constituents.

**RULE VI**

**REGULAR AND SPECIAL SESSIONS**

**SECTION 1. Regular Sessions.** The Sangguniang Panlunsod shall hold regular sessions every Monday of each week at nine thirty o’clock in the morning (9:30 AM) at the SP Session Hall, Legislative Building.
Pursuant to Resolution No. 2017-91, once a month, the venue of the Sangguniang Panlungsod Regular Session shall be transferred to the Barangay Hall/Plaza of the pre-selected barangay purposely to increase public awareness of the legislative process.

SECTION 2. Special Sessions. As often as necessary, when public interest so demands, special sessions may be called by either the city mayor or by majority of the members of the Sanggunian, in any other place and time to be agreed upon by the presiding officer and the Sangguniang Panlungsod members.

SECTION 3. A written notice to Sanggunian members stating the date, time and purpose of the special session shall be served personally or left with a member of his household at his usual place of residence at least twenty-four (24) hours before the special session is held.

SECTION 4. Unless otherwise agreed upon by two-thirds (2/3) vote of the members present, there being a quorum, no other matter may be considered at a special session, except those stated in the notice.

SECTION 5. All sessions shall be open to the public unless a closed door session is ordered by an affirmative vote of a majority of the members present, there being a quorum, in the public interest or for reasons of security, decency or morality.

SECTION 6. No two (2) sessions whether regular or special shall be held in a single day.

SECTION 7. The Sanggunian shall keep a journal and record of its proceedings which may be published upon duly adopted resolution of the Sangguniang Panlungsod.

RULE VII
QUORUM

SECTION 1. A majority of all the members of the Sanggunian who have been elected and qualified shall constitute a quorum to transact official business (i.e. elected – regular; qualified –ex officio).

SECTION 2. In determining the presence of a quorum the term majority shall be based on the actual membership or incumbents in the Sanggunian which shall exclude the following;

2.1 A member who is abroad or on official leave of absence
2.2 A deceased member
2.3 A member who has resigned
2.4 A member who has been suspended or expelled or removed

SECTION 3. In the absence of a quorum at the scheduled time, the presiding officer may declare a recess of not more than thirty (30) minutes and wait for the other members to come. If there is still no quorum despite waiting for 30 minutes, the Presiding Officer, upon proper motion duly approved by the members present, shall then declare the session adjourned for lack of quorum.

RULE VIII
ORDER OF BUSINESS

SECTION 1. The Order of Business of this Sanggunian shall be as follows:

1. Call to Order
2. Invocation
3. Singing of the Philippine National Anthem
4. Roll Call
5. Approval of Agenda
6. Approval of the Minutes of the Previous Session
7. Privilege Hour/Question Hour
8. Reference of Business
   a. Proposed Ordinance for First Reading
      "An Ordinance ____________________________"
      Author:
   b. Proposed Resolutions
      "Resolution ____________________________"
      Author:
Communications Received/Requests
  c. For Review (if any)
  d. Administrative Cases (if any)
  e. Other Matters/Unassigned Business

9. Committee Reports:
10. Business of the Day (Second Reading)
    a. Unfinished Business
    b. New Business
        "City Ordinance
        __________________________
        Author/Sponsor:
        __________________________
        Endorsed by: Committee on
        __________________________
    c. Third and Final Reading
11. Announcement/Reminders (if any)
12. Adjournment

SECTION 2. All proposed ordinances, resolutions, written motions, letters/communications and the like, that require legislative actions, along with complete attachments/documents, and which maybe properly included in the order of business, shall be submitted to the Office of the SP Secretary from Monday to Thursday noon of each week. However, should it be filed later, the same may be accepted, but such will be calendared for the next regular session, unless such measure was certified as urgent by the City Mayor.

SECTION 3. Deviation from the prescribed Order of Business may be done only under the following circumstances:

a. When the Sanggunian decides to suspend the rules thru an "assumed motion" by the chair or thru a motion to suspend the rules by a member. In any case, the decision to suspend the rules shall require a unanimous vote, or at least a two-thirds (2/3) vote of the members present.

b. When the measure to be acted upon by the Sanggunian is certified by the city mayor as urgent, it shall have priority over all other items of business, and shall be considered without need of suspending the rules or even if it is not included in the calendar of business.

SECTION 4. All committee reports in all measures referred to the proper committees shall be in writing.

SECTION 5. In rendering committee reports, priority shall be given to regular committees to be followed by special committees.

SECTION 6. As a general rule, committee reports shall be rendered by its chairperson, unless he/she dissents from the majority decisions. In his/her absence, the vice chairperson shall take his/her place. If neither of them is present, any committee member concurring with the report and duly designated by the said committee shall render the report.

SECTION 7. If the reporting committee recommends a favorable action on the measure referred to it or if the reporting committee recommends the proposed measure for appropriate action by the Sanggunian, the chairperson of the Committee on Laws and Rules shall calendar it for "second reading." If the reporting committee's recommendation is unfavorable, the proposed measure shall be considered laid on the table. If the reporting committee's recommendation is for the Sanggunian not to take any action and the recommendation has been adopted by the body, the proposed measure remains shelved in the committee. If the reporting committee's recommendation is for the Sanggunian to file the proposed measure away and that recommendation has been adopted, then it is "filed away" which means that the proposal will be filed in the archive of the Sanggunian.

SECTION 8. The Calendar of Business shall be prepared by the Committee on Rules and a copy thereof shall be furnished to every member of this Sanggunian one (1) working day before the date of the regular session. The Presiding Officer shall cause the Office of the Secretary to the Sanggunian to provide the necessary administrative support or secretarial services to the Committee on Rules and other Standing or Special Committees.
SECTION 9. The Calendar of Business (Business of the Day) shall contain the following:

a. **Unfinished Business** – refers to proposal or measures that have been left unacted upon, postponed or left unfinished during the previous session.

b. **New Business** – refers to a list of items that have been reported out by committee and are ready for deliberation on “second reading” as determined by the Committee on Rules, and must pass the:
   1. Period of Sponsorship – The principal sponsor shall be given the opportunity to explain his/her proposal. The committee/s shall be allowed to explain their findings and recommendations which are the basis of their endorsement for approval.
   2. Period of Validation and Clarification – The members shall be allowed to validate and clarify the data and figures so that the members shall have the same interpretation and understanding of the same.
   3. Period of Debate – The pro and con shall be given the proper time to raise their arguments on the issue at hand. The first speaker must be the affirmative followed by the negative.
   4. Period of Amendments – All changes, addition or deletion in the proposed ordinance or resolution shall ONLY be allowed in this period.
   5. Period of Voting on Second Reading – if the ordinance is approved during the second reading, it shall be calendared for THIRD AND FINAL READING. If disapproved, then it will be archived.

c. **Third and Final Reading** – No debate and amendment shall be allowed.

**RULE IX
LEGISLATIVE PROCESS**

SECTION 1. This Sanggunian shall observe the following rules in the enactment of ordinances and adoption of resolutions including other matters requiring legislative actions.

a. Legislative actions of a general and permanent character shall be enacted in the form of ordinances, while those which are of temporary character shall be passed in the form of resolutions.

b. Proposed ordinances and resolutions shall be in writing and shall contain an assigned number, a title or caption, and enacting or ordaining clause, and the date of its proposed effectivity. In addition, every proposed ordinance shall be accompanied by a brief explanatory note containing the justification for its approval. It shall be signed by the author/s and submitted to the secretary to the Sanggunian who shall report the same to the Sanggunian at its next session.

c. A resolution shall be enacted in the same manner prescribed for an ordinance, except that it need not go through a third reading for its final consideration unless decided otherwise by a majority of all the Sanggunian members.

d. No ordinance or resolution shall be considered for second reading in any regular session unless it has been reported out by the proper committee to which it was referred or certified as urgent by the city mayor.

e. Any legislative matter duly certified by the city mayor as urgent, whether or not it is included in the Calendar of Business, may be presented and considered by the body at the same session without the need of suspending the rules, provided supporting documents and/or resource persons are present during the deliberations;

f. The secretary to the Sanggunian shall prepare copies of the proposed ordinance or resolution in the form it was passed on the second reading and shall distribute to each Sanggunian member a copy thereof, except that a measure certified by the city mayor concerned as urgent may be submitted for final voting immediately after debate or amendment during the second reading.

g. No ordinance or resolution passed by the Sanggunian in a regular or special session duly called for the purpose shall be valid, unless approved by a majority of the members present.

h. Upon presentation of all ordinances and resolutions directing the payment of money or creating a liability and at the request of any member in a resolution or motion, the Sanggunian shall record the ayes and nays. Each approved ordinance or resolution shall be stamped with the seal of the Sanggunian and recorded in a book kept for the purpose.
SECTION 2. The approval of ordinance and exercise of veto power by the city mayor shall be governed by the following rules:

a. Every ordinance enacted by the Sanggunian shall be presented to the mayor for his/her approval. If he/she approves the same, he/she shall affix his signature on each and every page thereof; otherwise, he/she shall veto it and return the same with his/her objections to the Sanggunian. The Sanggunian may override the said veto by a two-thirds (2/3) vote of all its members, thereby making the ordinance or resolution effective for all legal intents and purposes.

b. The veto shall be communicated by the mayor to the Sanggunian within ten (10) days from receipt thereof. Otherwise, the ordinance shall be deemed approved as if he/she had signed it.

c. The mayor may veto an ordinance of the Sanggunian on the ground that it is "ultra vires" or prejudicial to the public welfare, stating his/her reasons therefor in writing.

d. The mayor shall have the power to veto any particular item of an appropriation ordinance, an ordinance or resolution adopting a local development plan and public investment program or an ordinance directing the payment of money or creating liability. In such a case, the veto shall not affect the items which are not objected to. The vetoed items shall not take effect unless the Sanggunian overrides the veto. The appropriation ordinance of the previous year corresponding to those vetoed, if any, shall be deemed reenacted.

e. The mayor may veto an ordinance or resolution only once. The Sanggunian may override the said veto by two-thirds (2/3) vote of all its members thereby making the ordinance or resolution effective even without the approval of the city mayor.

SECTION 3. This Sanggunian shall follow the "three reading principle" before an ordinance is finally enacted.

a. First reading – At this stage, the secretary shall read the number of the proposed draft ordinance, its title, the name of the author or the name of the members introducing it. Thereafter, the presiding officer shall refer it to the appropriate committee. At this stage no debate shall be allowed.

b. Second reading – At this stage, any proposed ordinance that has already been reported out by the concerned committee and has been calendared by the committee on rules for second reading may be sponsored by the reporting committee chairman, or his/her vice chairman or any committee member designated for that purpose.

After the sponsorship speech has been delivered, the proposed ordinance shall be subjected to the following:
- Period of debate
- Period of amendment
- Approval on second reading

c. Third (final) Reading – At this stage, the secretary shall read the proposed ordinance, title, and the name of its sponsor or co-sponsor, if any. Immediately thereafter, the presiding officer shall put the proposed ordinance to a vote and shall then formally announce the result thereof and directs the secretary to enter it in the record.

SECTION 4. Method of voting – the Sanggunian shall adopt either one of the following methods of voting:
- By voice (viva voce)
- By raising of hand
- By rising (standing)
- By ballot
- By nominal voting (roll call vote)

SECTION 5. Putting a question to a vote. The presiding officer shall rise whenever he/she is putting a question to a vote. In taking a vote, the presiding officer shall take first the affirmative and then the negative votes. While still standing, the presiding officer shall announce the result thereof.
RULE X

VOTES AND VOTING

SECTION 1. Voting on the Question. Whenever a nominal voting (roll call voting) is being applied, the secretary shall call the roll of members either in alphabetical order, by rank or by representative district. As each name is called, the member shall announce his/her vote by stating “YES” or “NO” as the case may be, and may explain his/her vote but not to exceed three (3) minutes.

SECTION 2. Voting Restrictions. No member can vote, or be allowed to vote, on any measure in which he/she or any of his/her relatives within the third degree of consanguinity or affinity has a direct or indirect pecuniary interest.

SECTION 3. Change of Vote. A member may change his/her vote, but only when the result of the voting has not been announced.

SECTION 4. Vote by Late Comer. A member who comes late during the session, but who happens to arrive while voting is in progress, shall be allowed to vote, provided the result of the voting has not yet been announced by the Chair.

SECTION 5. Allowable Motions during Voting. Except for a motion pertaining to a question of quorum, no other motion shall be entertained by the Chair while voting is in progress.

SECTION 6. Tie Vote. A tie vote resulting from a vote taken on any motion, measure or proposal shall be construed to mean that the particular motion, measure or proposal is defeated, unless the chair decides to break it. When a motion to appeal from the decision of the Chair is put to a vote and it resulted in a tie, the same is considered to sustain the decision of the Chair.

SECTION 7. Breaking a Tie. In case of a tie, the presiding officer is allowed to cast his/her vote if he/she so desires. He/She is, however, precluded under existing laws to cast his/her vote in order to create a tie.

SECTION 8. Majority Vote of all the Members. As provided for under RA# 7160 and its Implementing Rules and Regulations, “A majority vote of all the members of the Sanggunian is required in the enactment/adoption of the following:

a. Any ordinance or resolution authorizing or directing the payment of money or creating a liability;
b. Ordinances levying taxes, fees or charges prescribing the rates thereof for general and specific purposes and granting tax exemption incentives or reliefs;
c. Resolutions authorizing the mayor to negotiate or contract loans and other form of indebtedness;
d. Ordinances authorizing the floating of bonds or other instruments of indebtedness for the purpose of raising funds to finance development projects;
e. Resolutions authorizing the mayor to lease to private parties such buildings held in proprietary capacity subject to existing laws and regulations;
f. Ordinances granting a franchise to any person, partnership, corporation or cooperative to establish, construct, operate and maintain ferries, wharves, markets or slaughterhouse, or such other similar activities within the city as maybe allowed by applicable laws; provided that cooperatives shall be given preference in the grant of such franchise; and
g. Resolutions concurring with the appointments issued by the mayor to heads of departments and offices as required under RA# 7160”.

SECTION 9. Majority of the member present (thereby constituting a quorum). Except as provided in the preceding section, all other legislative matters or measures shall require only a “majority vote” of the members present therein having a “quorum” for its passage, adoption or enactment.

SECTION 10. Plurality Vote. A decision of this Sanggunian thru a “plurality vote” shall be valid only and enforceable if it is the result of an election of its officers or members of committees. No legislative proposal or measure of whatever nature shall be passed, adopted or enacted by the Sanggunian through a mere plurality vote.