

*Office of the Sangguniang Panlungsod*

Ordinance approved by the Sangguniang Panlungsod of the City of Cauayan, Isabela, in its Regular Session held on March 16, 2020 at the SP Session Hall.

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**ORDINANCE NO. 2020 - 270**

**ORDINANCE ABOLISHING THE VACANT POSITION OF MARKET SUPERVISOR II, SG-14 UNDER THE CITY ECONOMIC ENTERPRISE MANAGEMENT DEVELOPMENT OFFICE (CEEMDO) AND CREATING THE POSITION OF ADMINISTRATIVE OFFICER III, SG-14 UNDER THE CITY ENRO, CITY GOVERNMENT OF CAUAYAN, ISABELA.**

(Sponsor: HON. PAUL VINCENT R. MAURICIO)

**WHEREAS**, there is a need to abolish the vacant position of Market Supervisor II and create Administrative Officer III and transfer the same to the City ENRO to address the lack of personnel of said office particularly in the implementation of its various programs and projects on solid waste management;

**WHEREAS**, pursuant to RA 7160 otherwise known as the Local Government Code states that under Title III – Human Resources Development, Section 76: "Organizational and Staffing Pattern. – Every Local Government Unit shall design and implement its own organizational structure and staffing pattern taking into consideration its service requirements and financial capability, subject to the minimum standards and guidelines prescribed by the Civil Service Commission";

**WHEREAS**, pursuant to Civil Service Commission Memorandum Circular No. 19, series of 1992 with the subject: Guidelines and Standards in the Establishment of Organizational Structures and Staffing Patterns in Local Government Units, Section 2.5 states that: "In cases of abolition of positions and the creation of new ones resulting from abolition of existing positions in the career service, such abolition or creation shall be made in accordance with pertinent provisions of the Code and the Civil Service law, rules and regulations (Section 325-d)";

**WHEREAS**, with regards to the transfer of position to the City ENRO, it is allowed pursuant 2017 Omnibus Rules on Appointments and Other Human Resource Actions (ORA-OHRA) Revised July 03, 2018 issued by the Civil Service Commission and promulgated on July 03, 2018 under Section 135 stated that: "No changes in designation or nomenclature of positions resulting in promotion or demotion in rank or increase or decrease in compensation shall be allowed in LGUs, except when the position is actually vacant";

**WHEREAS**, the abolition and creation of position does not in any way violate the Personal Services (PS) limitation prescribed by Civil Service Commission and the appropriation of the said position is intact as certified by the City Human Resource Management Office as well as the City Budget Office.

**WHEREFORE**

**UPON MOTION** of Hon. Paul Vincent R. Mauricio, Chairman, Committee on Laws and Good Governance, severally seconded by the members of the City Council present during the session, it was

Be it Ordained by the Sangguniang Panlungsod of the City of Cauayan, that:

**SECTION 1. TITLE** – This ordinance shall be known as "ORDINANCE ABOLISHING THE VACANT POSITION OF MARKET SUPERVISOR II, SG-14 UNDER THE CITY ECONOMIC ENTERPRISE MANAGEMENT DEVELOPMENT OFFICE (CEEMDO) AND CREATING THE POSITION OF ADMINISTRATIVE OFFICER III, SG-14 UNDER THE CITY ENRO, CITY GOVERNMENT OF CAUAYAN, ISABELA."



**SECTION 2.** To authorize the City Human Resource Management Office to abolish in the Plantilla of Positions the vacant position of Market Supervisor II and create the Administrative Officer III, SG-14 and transfer the same from the City Economic Enterprise Management Development Office (CEEMDO) to City ENRO;

**SECTION 3. BASIS** – Cited under Memorandum Circular No. 12 series of 2011 conferred to the LGU to determine the category of positions whose duties do not require the highest degree of trust and confidence, hence, the abolition of the vacant position Market Supervisor II and the creation of Administrative Officer III is allowed.

**SECTION 4. QUALIFICATIONS.** The qualification for the position of Administrative Officer III under the Office of the City ENRO are as follows:

- a) Education – Bachelor's degree;
- b) Training – 4 hours of relevant training;
- c) Experience – 1 year of relevant experience;
- d) Eligibility – Career Service (Professional) Second Level Eligibility.

**SECTION 5. DUTIES AND FUNCTIONS.** In order to properly discharge the purpose of the office, the duties and functions of an Administrative Office III under the Office of the City ENRO are clearly defined as follows:

- a) Assist the City ENRO in the formulation of measures for the consideration of the Sangguniang Panlungsod and to provide technical assistance delivery of basic services;
- b) Assist the City ENRO in the provision of adequate facilities relative to City ENRO plans and strategies and upon approval by the City Mayor;
- c) Assist the City ENRO in the implementation particularly those which have to do with environment and management programs and projects;
- d) Assist the City ENRO to coordinate with government agencies and non-government organization in the implementation of various measures for waste storage, waste collection/transport and waste disposal;
- e) Assist the City ENRO in the management and maintenance of the sanitary landfill area
- f) Perform other duties assigned by supervisors.

**SECTION 6. REPEALING CLAUSE** – All ordinances, rules, orders and regulations or parts thereof contrary to or inconsistent with any provisions of this Ordinance are hereby repealed.

**SECTION 7. SEPARABILITY CLAUSE** – If any provision/s of this Ordinance or the application thereon to any person/s or circumstances is held invalid, the remainder of the Ordinance and the application of such provision to other persons or circumstances shall not be affected thereby.

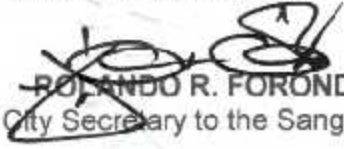
**SECTION 8. EFFECTIVITY** – This Ordinance shall take effect upon approval.


**ENACTED UNANIMOUSLY.**


**RESOLVED, FINALLY,** to furnish copy of this ordinance to Hon. Bernard Faustino M. Dy, City Mayor; Atty. Emmanuel D. Marquez, City Legal Officer; Mrs. Sherry Ann R. Balmaceda, City Human Resource Management Officer; Mrs. Divina B. Ramirez, City Accountant; Mr. Carlito B. Andres, City Treasurer and Mr. Virgilio L. Trinidad, Jr., City Budget Officer; Mr. Nestor A. Balmaceda, City Economic Enterprise Management Development Officer and Engr. Alejo S. Lamsen, City ENRO, all of the City Government of Cauayan, Mrs. Rewina D. Arugay, Director II, Civil Service Commission Field Office and Sangguniang Panlalawigan, Provincial Capitol, Ilagan City, Isabela, for their information, guidance and appropriate action.


**ADOPTED and APPROVED:** March 16, 2020.


CERTIFIED CORRECT:

  
**ROLANDO R. FORONDA**  
City Secretary to the Sanggunian

  
**HON. CYNTHIA Q. UY-BALAYAN**  
City Councilor

  
**HON. GARRY G. GALUTERA**  
City Councilor

  
**HON. EDGAR M. DE LUNA**  
City Councilor

  
**HON. EDGARDO A. ATIENZA, JR.**  
City Councilor

  
**HON. TELESFORO R. MALLILLIN**  
City Councilor

  
**HON. PAUL VINCENT R. MAURICIO**  
City Councilor

  
**HON. BAGNOS R. MAXIMO, JR.**  
City Councilor

ATTESTED:

  
**HON. LEONCIO A. DALIN, JR.**  
City Vice Mayor/Presiding Officer


**HON. DANILO B. ASIRIT**  
City Councilor


  
**HON. RUFINO C. ARCEGA**  
City Councilor

  
**HON. ARIEL KENNETH V. UY**  
City Councilor

  
**HON. VICTOR H. DY, JR.**  
City Councilor/LNB President

  
**HON. CAESAR S. DY, JR.**  
City Councilor/ Sectoral Representative

  
**HON. FAUSTINO M. GAPASIN, JR.**  
City Councilor/Sectoral Representative

  
**HON. CHARLENE JOY B. QUINTOS**  
City Councilor/ SKF President

APPROVED:

  
**HON. BERNARD FAUSTINO M. DY**  
City Mayor

April 01, 2020

(Date Approved)