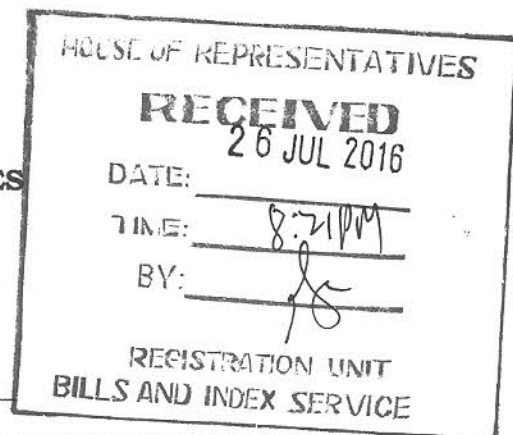


Republic of the Philippines
HOUSE OF REPRESENTATIVES
Quezon City, Metro Manila
SEVENTEENTH CONGRESS
First Regular Session
House Bill No. **1981**



Introduced by Representatives
Estrellita B. Suansing and Horacio P. Suansing, Jr.

EXPLANATORY NOTE

The Local Government Code of 1991 (RA 7160) has created mandatory and optional offices and positions in the provinces, cities, and municipalities, and are given their respective duties and functions. The occupants of the said positions are expected to assist the Local Chief Executives (LCE) in running the affairs of the local government units.


Noteworthy to point out, however, is the absence of a Human Resource Management Officer (HRMO) position in RA 7160. As a result, the present accountability for HR is logged in the LCE thus making human resource management in the LGU politicized. Considering the breadth of responsibilities of the LCE, HRMOs became glorified clerks – at most like personal and confidential staff of LCEs succumbing to political pressures at the expense of merit and fitness.

LGU personnel, as the frontline contact between government and the public, and that human resources is our most important resource, an office should be created in each of every LGU to take care of recruitment, career development, rewards and incentives, performance management, discipline, employee relations and the whole gamut of HRM.

The HR Department/Office plays an important role in the delivery of public service. In order to perform the mandate of every office in the LGU, it is important that competent and credible employees or officials are placed in the different positions in the plantilla of the LGUs. Hiring of employees or officials to fill important positions should not be thought of as a trial and error process. It is in the best interest of the LGU and of public service, both financially and organizationally, to get the right individuals for the different positions. Thus, in order to deliver efficient and effective service to the public, it is highly proposed that a Human Resource Management Office be created in all local government office.

This bill is a re-file of House Bill No. 4852 filed during the 16th Congress and approved on Third and Final Reading on September 10, 2014. Thus, study has been made on this, and in view of the foregoing, the passage of this bill is earnestly sought.


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AN ACT

CREATING A MANDATORY POSITION FOR A HUMAN RESOURCE MANAGEMENT OFFICER IN EACH MUNICIPALITY, CITY AND PROVINCE, AMENDING FOR THE PURPOSE SECTIONS 443, 454 AND 463 OF REPUBLIC ACT NO. 7160, AS AMENDED, OTHERWISE KNOWN AS THE LOCAL GOVERNMENT CODE OF 1991

Be it enacted by the Senate and House of Representatives of the Philippines in Congress assembled:

SECTION 1. Sections 443, 454, and 463 of Republic Act No. 7160, as amended, otherwise known as the "Local Government Code of 1991" are hereby amended to read as follows:

"SEC. 443. *Officials of the Municipal Government.* – (a) There shall be in each municipality a municipal mayor, a municipal vice-mayor, sangguniang bayan members, a secretary to the sangguniang bayan, a municipal treasurer, a municipal assessor, a municipal accountance, a municipal budget officer, a municipal planning and development coordinator, a municipal engineer, a municipal health officer, [and] a municipal civil registrar [.] **AND A MUNICIPAL HUMAN RESOURCE MANAGEMENT OFFICER.**"

" xxx xxx xxx."

"SEC. 454. *Officials of the City Government.* – (a) There shall be in each city a mayor, a vice-mayor, sangguniang panlungsod members, a secretary to the sangguniang panlungsod, a city treasurer, a city assessor, a city accountant, a city budget officer, a city planning and development coordinator, a city engineer, a city health officer, a city civil registrar, a city administrator, a city legal officer, a city veterinarian, a city social welfare and development officer, [and] a city general services officer [.] **AND A CITY HUMAN RESOURCE MANAGEMENT OFFICER.**"

"xxx xxx xxx."

"SEC. 463. *Officials of the Provincial Government.* – (a) There shall be in each province a governor, a vice-governor, members of the sangguniang panlalawigan, a secretary to the sangguniang panlalawigan, a provincial treasurer, a provincial assessor, a provincial accountant, a provincial engineer, a provincial budget officer, a provincial planning and development coordinator, a provincial legal officer, a provincial administrator, a provincial health officer, a provincial general services officer a provincial agriculturist, [and] a provincial veterinarian [.] **AND A PROVINCIAL HUMAN RESOURCE MANAGEMENT OFFICER.**"

2 **SECTION 2. Appointment, Qualifications, Powers and Duties.** - (a) The

3 human resource management officer shall be appointed by the Chairperson of the Civil
4 Service Commission (CSC) from a list of at least three (3) ranking eligible
5 recommendees of the governor or mayor, as the case may be, subject to civil service
6 law, rules and regulations. His or her appointment shall not be subject to concurrence
7 by the sanggunian.

8 (b) The human resource management officer shall be under the administrative
9 supervision of the governor or mayor, as the case may be. The human resource
10 management officer shall report on matters pertaining to personnel management
11 processes, which include recruitment and selection of personnel, career development,
12 performance management, welfare, rewards and incentives for service excellence, rules
13 and regulations on appointments and leave benefits.

14 (c) The person appointed as human resource management officer must be a
15 citizen of the Philippines, a resident of the local government unit concerned, of good
16 moral character, a holder of a college degree preferably in psychology, public
17 administration or law, obtained from a recognized college or university, and a first
18 grade civil service eligible or its equivalent. The appointee must have acquired
19 experience in human resource management or organizational development for at least
20 five (5) years in the case of the provincial or city human resource management officer,
21 and three (3) years in the case of the municipal human resource management officer.

22 The appointment of a human resource management officer shall be mandatory
23 for provincial, city and municipal governments: *Provided, however,* That the
24 establishment of a human resource management office shall be optional in fourth to
25 sixth class municipalities.

26 (d) The human resource management officer shall take charge of the Human
27 Resource Management Office, and shall perform the following powers and duties:

28 (1) Formulate, for approval by the governor or mayor, as the case may be, a
29 human resource development plan that will enhance personnel management processes
30 in the local government unit concerned with emphasis in the areas of recruitment and
31 selection, career development, performance management, welfare, rewards and
32 incentives for service excellence;

33 (2) Institutionalize a central records of personnel documents such as
34 appointments, personnel data sheets, service records, statement of assets and
35 liabilities, leave credits, and other personnel records;

36 (3) Conduct continuing human resource development programs, and other
37 capacity building interventions to enhance the competency of officials and employees;

38 (4) Monitor and evaluate the implementation of performance management
39 systems in the local government unit concerned in accordance with the civil service
40 rules and regulations;

41 (5) Advise the governor or mayor, as the case may be, and the sanggunian on
42 matters pertaining to the civil service rules and regulations on appointments and leave
43 benefits of employees;

44 (6) Ensure that the Civil Service Law, and its implementing rules and regulations
45 on personnel matters are properly executed;

1 (7) Establish linkages/partnerships with human resource organizations and
2 other local government units; and

3 (8) Exercise such other powers and duties as may be prescribed by law or
4 ordinance.

5 **SECTION 3. Appropriations by the Local Sanggunian.** – In order to carry out
6 the provisions of this Act, such sums as may be necessary shall be appropriated by the
7 local sanggunian of the year following its enactment into law and thereafter.

8 **SECTION 4. Repealing Clause.** – All laws, decrees, executive orders, rules and
9 regulations which are inconsistent with this Act are hereby repealed, amended or
10 modified accordingly.

11 **SECTION 5. Effectivity.** – This Act shall take effect fifteen (15) days after its
12 publication in the *Official Gazette* or in a newspaper of general circulation.

13 Approved,