



Republic of the Philippines
Province of Bukidnon
MUNICIPALITY OF MANOLO FORTICH
OFFICE OF THE SANGGUNIANG BAYAN
Email: sbmanolofortich@yahoo.com



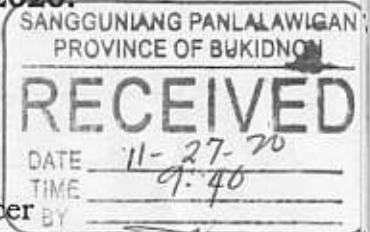
EXCERPT FROM THE MINUTES OF THE 41st REGULAR SESSION OF THE 19TH SANGGUNIANG BAYAN OF MANOLO FORTICH, BUKIDNON WHICH WAS HELD AT SANGGUNIANG BAYAN SESSION HALL ON NOVEMBER 5, 2020.

PRESENT:

HON. MIGUEL D. DEMATA

HON. ELIEZER S. ONAHON
HON. JUANITO I. QUIÑO
HON. REYNALDO L. BAGAYAS, JR.
HON. RAUL S. MIÑOZA
HON. WARLEO A. GOAYAN
HON. CHRISTY LEPARTO SALABE
HON. ALBERTO B. TINOY
HON. ALEX D. PAYANGGA
HON. NELSON S. BINAYAO
HON. JOHN ANTHONY G. LEYSON

Presiding Officer
Municipal Vice Mayor
Temporary Presiding Officer
Sangguniang Bayan Member
Sangguniang Bayan Member
Temporary Majority Floor Leader
Sangguniang Bayan Member
Sangguniang Bayan Member
Sangguniang Bayan Member
IP Mandatory Rep.
Liga ng mga Bry. Rep.
SK Federation Rep.



ABSENT:

HON. EVELIO E. CORDOVEZ

Majority Floor Leader
- On Sick Leave

ORDINANCE NO. 2020-1379
(41st Regular Session)

AN ORDINANCE CREATING VARIOUS PLANTILLA POSITIONS IN THE LOCAL GOVERNMENT UNIT OF MANOLO FORTICH, BUKIDNON AND INCORPORATING THE APPROPRIATION IN THE ANNUAL BUDGET FOR CALENDAR YEAR 2021 TO FUND THEREOF.

WHEREAS, the Local Government Unit hereby creates eighty-six (86) plantilla positions for its different offices to complement the needed manpower services embodying the responsive placement of qualified personnel.

WHEREAS, the creation of the subject plantilla positions adheres to the regulation and limitation for the provision of the personnel services of this Local Government Unit.

NOW THEREFORE

BE IT ORDAINED by the Sangguniang Bayan of Manolo Fortich, Bukidnon in session that;

Received by: *[Signature]*
Nov. 25, 2020

SECTION I. The following plantilla positions are hereby created for the different offices in the Local Government Unit of Manolo Fortich, Bukidnon;

• MUNICIPAL MAYOR'S OFFICE

NO. OF POSITIONS	POSITION TITLE	SALARY GRADE
1	Tourism Operations Officer I	11
1	Youth Development Officer II	14
3	Administrative Aide VI (Utility Foreman)	6

• GENERAL SERVICES DIVISION

NO. OF POSITIONS	POSITION TITLE	SALARY GRADE
1	Supply Officer IV	22
5	Administrative Aide VI (Utility Foreman)	6

• SOCIAL SERVICES

NO. OF POSITIONS	POSITION TITLE	SALARY GRADE
1	Health Education & Promotion Officer I	10

• LOCAL DISASTER RISK REDUCTION AND MANAGEMENT OFFICE

NO. OF POSITIONS	POSITION TITLE	SALARY GRADE
1	Administrative Aide IV (Clerk II)	4
1	Administrative Aide IV (Driver II)	4
8	Administrative Aide VI (Utility Foreman)	6

• INFORMATION TECHNOLOGY DIVISION

NO. OF POSITIONS	POSITION TITLE	SALARY GRADE
2	Administrative Aide VI (Utility Foreman)	6

• MANOLO FORTICH ROADS AND TRAFFIC ADMINISTRATION

NO. OF POSITIONS	POSITION TITLE	SALARY GRADE
1	Traffic Aide III	7

• PROCUREMENT OFFICE

NO. OF POSITIONS	POSITION TITLE	SALARY GRADE
1	Administrative Aide VI (Utility Foreman)	6

• INTERNAL AUDIT SERVICE

NO. OF POSITIONS	POSITION TITLE	SALARY GRADE
1	Administrative Aide IV (Clerk II)	4

- OFFICE OF THE HUMAN RESOURCE MANAGEMENT

NO. OF POSITIONS	POSITION TITLE	SALARY GRADE
3	Administrative Aide VI (Utility Foreman)	6
1	Human Resource Management Officer V	24

- MUNICIPAL INFORMATION OFFICE

NO. OF POSITIONS	POSITION TITLE	SALARY GRADE
1	Administrative Aide IV (Clerk II)	4
1	Information Officer II	15
1	Administrative Assistant II (Public Relations Assistant)	8

- OFFICE OF THE SANGGUNIANG BAYAN

NO. OF POSITIONS	POSITION TITLE	SALARY GRADE
1	Board Secretary V	24
2	Administrative Aide VI (Utility Foreman)	6

- OFFICE OF THE PLANNING AND DEVELOPMENT COORDINATOR

NO. OF POSITIONS	POSITION TITLE	SALARY GRADE
1	Administrative Aide VI (Utility Foreman)	6

- OFFICE OF THE MUNICIPAL CIVIL REGISTRAR

NO. OF POSITIONS	POSITION TITLE	SALARY GRADE
1	Registration Officer III	18
1	Administrative Aide VI (Utility Foreman)	6

- OFFICE OF THE MUNICIPAL BUDGET

NO. OF POSITIONS	POSITION TITLE	SALARY GRADE
1	Administrative Aide VI (Utility Foreman)	6
1	Administrative Aide VI (Clerk III)	6

- OFFICE OF THE MUNICIPAL ACCOUNTANT

NO. OF POSITIONS	POSITION TITLE	SALARY GRADE
4	Administrative Aide VI (Utility Foreman)	6

- OFFICE OF THE MUNICIPAL TREASURER

NO. OF POSITIONS	POSITION TITLE	SALARY GRADE
1	Administrative Aide VI (Utility Foreman)	6

- OFFICE OF THE MUNICIPAL ASSESSOR

NO. OF POSITIONS	POSITION TITLE	SALARY GRADE
3	Data Controller IV	13

- OFFICE OF THE MUNICIPAL ENGINEER

NO. OF POSITIONS	POSITION TITLE	SALARY GRADE
3	Administrative Aide VI (Utility Foreman)	6

- OFFICE OF THE MUNICIPAL AGRICULTURIST

NO. OF POSITIONS	POSITION TITLE	SALARY GRADE
1	Senior Agriculturist	18
1	Agriculturist I	11
1	Farm Superintendent II	15

- OFFICE OF THE MUNICIPAL HEALTH

NO. OF POSITIONS	POSITION TITLE	SALARY GRADE
2	Nurse I	15
3	Midwife III	13
1	Administrative Aide VI (Utility Foreman)	6

- OFFICE OF THE MUNICIPAL SOCIAL WELFARE AND DEVELOPMENT

NO. OF POSITIONS	POSITION TITLE	SALARY GRADE
1	Social Welfare Officer I	11
1	Administrative Aide VI (Utility Foreman)	6

- OFFICE OF THE MUNICIPAL ENVIRONMENT AND NATURAL RESOURCES

NO. OF POSITIONS	POSITION TITLE	SALARY GRADE
1	Data Controller IV	13
1	Administrative Aide VI (Utility Foreman)	6
2	Administrative Aide IV (Driver II)	4
2	Administrative Aide III (Utility Worker II A)	3
2	Administrative Aide I (Utility Worker I B)	1

- NORTHERN BUKIDNON STATE COLLEGE

NO. OF POSITIONS	POSITION TITLE	SALARY GRADE
14	Instructor I	12

- MUNICIPAL HEAVY EQUIPMENT DIVISION

NO. OF POSITIONS	POSITION TITLE	SALARY GRADE
1	Supply Officer III	18
1	Engineer I	12

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SECTION II. QUALIFICATION STANDARDS

The placement of the personnel for the above-stated plantilla positions shall follow the minimum qualification standards required by the Civil Service Commission for every position.

SECTION III. FUNDING REQUIREMENT


Funding of the above-stated plantilla positions is incorporated in the Annual Budget for Calendar Year 2021 of the Municipality of Manolo Fortich, Bukidnon.

SECTION IV. EFFECTIVITY. This Ordinance shall take effect upon its approval.

This Ordinance was enacted on motion of Hon. Raul S. Miñoza and unanimously seconded by the members present.

ENACTED: November 12, 2020

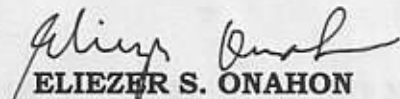
CERTIFIED CORRECT:



LYDIA O. LASTIMOSA

Secretary to the Sanggunian

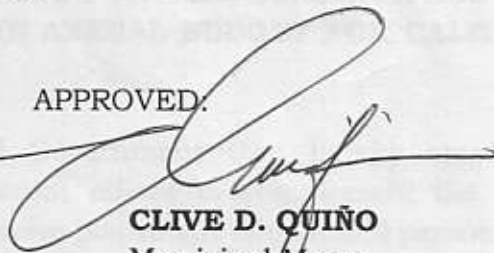
CERTIFIED AND ATTESTED TO HAVE
BEEN ENACTED ON NOVEMBER 12, 2020:



ELIEZER S. ONAHON

Temporary Presiding Officer

APPROVED.



CLIVE D. QUIÑO

Municipal Mayor