



PAMAHALAANG BAYAN NG TAYTAY

TANGGAPAN NG SANGGUNIANG BAYAN

**EXCERPT FROM THE MINUTES OF THE REGULAR
SESSION OF THE SANGGUNIANG BAYAN, TAYTAY, RIZAL,
HELD ON OCTOBER 15, 2009, AT THE SESSION HALL OF THE
MUNICIPAL BUILDING, TAYTAY, RIZAL**

PRESENT:

Hon. Janet DL. Mercado	- Vice Mayor/Presiding Officer
Hon. Joselito T. Calderon	- Councilor
Hon. Sharon DL. Macabebe	- "
Hon. Reggie Lynn G. Mascardo	- "
Hon. Arturo R. Valle	- "
Hon. Trece S. Cayton	- "
Hon. Anastacio V. Alcantara	- "
Hon. Glenviano G. Valera	- "
Hon. Chito J. Esguerra	- ABC President
Hon. Jean Antonette M. Bermillo	- SK President

ABSENT:

Hon. Dianne Eliza G. Esguerra - Councilor

Authored & Sponsored by: ABC Pres. Chito J. Esguerra

ORDINANCE NO. 13

CREATING THE PLANTILLA POSITION OF PROJECT DEVELOPMENT OFFICER IV, IN THE OFFICE OF THE MUNICIPAL PLANNING AND DEVELOPMENT COORDINATOR DEFINING ITS DUTIES AND RESPONSIBILITIES, PRESCRIBING ITS QUALIFICATION AND PROVIDING APPROPRIATE FUNDS THEREOF

WHEREAS, the Local Government primarily aims to render the best services possible to the people and to deliver them with outmost care and expertise, quality beyond compare;

WHEREAS, R.A. 7160, otherwise known as the Local Government Code of 1991 particularly Section 447, par.a.1 (sub par. viii) specially lodged at the Sangguniang Bayan the power to determine the positions and the salaries of officials and employees of the municipality;

WHEREAS, a personnel in the Municipal Planning Department at present carries an overlapping functions, duties and responsibilities thereby being overburdened in the execution of such;

WHEREAS, the aforementioned position upon proper justification was created on the recommendation to the office of the Municipal Planning and the HRMO in Communication 0907-127 duly deliberated on and acted upon by the Committee on Civil Service and the Committee on Appropriation;

[Handwritten signatures: "Esguerra" and "Mercado"]

NOW THEREFORE, be it ordained as it is hereby ordained by the Sangguniang Bayan session duly assembled that;

SECTION 1. There is hereby created a plantilla position of PDO IV, which shall be attached directly under the Office of the Municipal Planning;

SECTION 2. Duties and Responsibilities. In general the position herein created shall be responsible for the implementation of various programs and project in the Office of the Municipal Planning and Development Coordinator toward this end, the duties and responsibilities are as follows:

- a. Assist the Municipal Planning Officer in review and recommendation changes in policies and objectives, plans and programs, techniques, procedure and practices in infrastructure development and public works in general of the Local Government Unit concerned;
- b. Be in-charge of plans, programs and construction section.
- c. Assist in the formulation of short, medium and long range planning of the annual investment plan (AIP), Executive and Legislative Agenda (ELA) and the 20% Dev't. Fund.
- d. Assist the Municipal Planning and Development Coordinator in administering coordination, supervision and control the construction, maintenance, improvement and repair of roads, bridges and other engineering and public works projects of the Local Government Unit concerned;
- e. Take in-charge of repair and maintenance section.
- f. Assist in the preparation of project/bid documents.
- g. Assist the Municipal Planning Officer in providing engineering service to the Local Government Unit concerned, including investigation and survey, engineering designs, feasibilities studies and project management;
- h. Perform other related work as required.

SECTION 3. Qualifications: The position for the Project Development Officer IV shall have the following qualifications;

- a. He must possess the Professional Civil Service Commission eligibility.
- b. He must have at least two (2) years of relevant experience.
- c. He must have at least forty (40) hours of relevant training.

SECTION 4. Compensation. The annual compensation for the position shall be equivalent to Salary Grade 22 and be entitled for such other benefits and allowances as may be allowed by law, municipal ordinances and resolutions. The amount needed for this purpose shall be incorporated in the Annual Appropriation of the Municipality;

SECTION 5. Requirement of the Department of Budget and Management subject for review and approval before the implementation and effectivity;

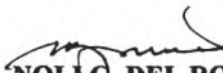
SECTION 6. Separability Clause. In case any part of his ordinance is declared invalid, the remainder not affected thereby shall remain force;

SECTION 7. Repealing Clause. Any Ordinance, Resolution, rules and other local issuances that are inconsistent with the provisions of this ordinance are hereby repealed or modified accordingly;

SECTION 8. Effectivity. This Ordinance shall take effect 10 days upon approval.

ENACTED, this 15th day of October 2009 at the Session Hall of the Municipal Building, Taytay, Rizal.

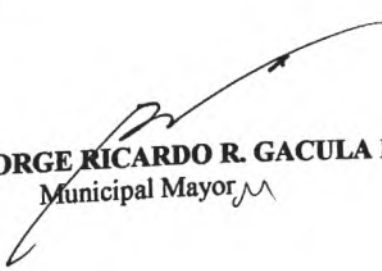
I HEREBY CERTIFY, to the correctness of the foregoing Ordinance which was duly enacted by the Sangguniang Bayan of Taytay during Regular Session held on the 15th day of October, 2009.


NOLI G. DEL ROSARIO
SB Secretary

ATTESTED AND CERTIFIED TO BE DULY
ENACTED BY HER HONOR


HON. JANET DL. MERCADO
Vice Mayor/Presiding Officer

APPROVED BY HIS HONOR
THE MUNICIPAL MAYOR


HON. GEORGE RICARDO R. GACULA II
Municipal Mayor