



PAMAHALAANG BAYAN NG TAYTAY

TANGGAPAN NG SANGGUNIANG BAYAN

**EXCERPT FROM THE MINUTES OF THE 29th REGULAR SESSION OF
THE 9TH SANGGUNIANG BAYAN, TAYTAY, RIZAL, HELD ON
FEBRUARY 11, 2014 AT THE SESSION HALL OF THE MUNICIPAL
BUILDING, TAYTAY, RIZAL**

PRESENT:

Hon. Carlito G. Gonzaga	-	Vice Mayor/Presiding Officer
Hon. Jan Victor B. Cabitac	-	Councilor
Hon. Archie L. Calderon	-	"
Hon. Sharon DL. Macabebe	-	"
Hon. Michell B. Bermundo	-	"
Hon. Sophia Priscilla L. Cabral	-	"
Hon. Ceferino R. Resurreccion, Jr.	-	"
Hon. Kristofer Charls S. Esguerra	-	"
Hon. Joseph Z. Valera	-	LnB President

Authored by: Coun. Kristofer Charls S. Esguerra
Sponsored by: Coun. Sharon DL. Macabebe
Co-Sponsored by: Vice Mayor Carlito G. Gonzaga
All SB Members

ORDINANCE NO. 9

**CREATING SEVERAL PLANTILLA POSITIONS FOR
THE VARIOUS OFFICES IN THE MUNICIPAL GOVERNMENT
OF TAYTAY, RIZAL**

WHEREAS, the Administration is in the process of Reorganization of the Personnel Structure of the Municipality;

WHEREAS, the initial stage of Reorganization requires the creation of several plantilla positions in the different offices in Municipality;

WHEREAS, the creation of the said positions are essential to improve the services under their respective offices;

NOW THEREFORE, be it enacted by the Sangguniang Bayan of Taytay, Rizal in session duly assembled;

SECTION 1. The creation of the following Plantilla Positions with the corresponding Salary Grade Levels under the different offices in the Municipality:

Office of the Mayor (Co-Terminous Positions)

EXECUTIVE ASSISTANT I
ADMINISTRATIVE OFFICER II

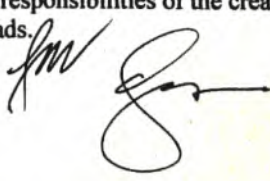
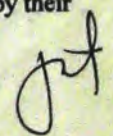
SALARY GRADE 14
SALARY GRADE 11

[Handwritten signatures]

SECURITY GUARD II	SALARY GRADE	5
ADMINISTRATIVE ASSISTANT II	SALARY GRADE	8
Office of the Mayor –MENRO ADMINISTRATIVE OFFICER IV	SALARY GRADE	15
Office of the Mayor-PESO ADMINISTRATIVE AIDE III (Driver)	SALARY GRADE	3
ADMINISTRATIVE AIDE I	SALARY GRADE	1
Office of the Mayor – TMDRRMO ADMINISTRATIVE OFFICER V	SALARY GRADE	18
ADMINISTRATIVE ASSISTANT II	SALARY GRADE	8
ADMINISTRATIVE AIDE III (Clerk)	SALARY GRADE	3
ADMINISTRATIVE AIDE III (Driver)	SALARY GRADE	3
Office of the Secretary to the Sangguniang Bayan BOARD SECRETARY III	SALARY GRADE	20
STENOGRAPHER II	SALARY	4
Office of the Local Civil Registrar ADMINISTRATIVE ASSISTANT II	SALARY GRADE	8
Office of the Municipal Budget ADMINISTRATIVE AIDE VI	SALARY GRADE	6
ADMINISTRATIVE AIDE V	SALARY GRADE	5
Office of the Municipal Treasurer ADMINISTRATIVE OFFICER V	SALARY GRADE	18
ADMINISTRATIVE OFFICER II	SALARY GRADE	11
ADMINISTRATIVE OFFICER II	SALARY GRADE	11
Municipal Social Welfare and Development Office ADMINISTRATIVE WORKER II	SALARY GRADE	8
ADMINISTRATIVE WORKER II	SALARY GRADE	8
ADMINISTRATIVE WORKER II	SALARY GRADE	8
ADMINISTRATIVE WORKER II	SALARY GRADE	8
Municipal Agriculture Office AGRICULTURAL TECHNICIAN I	SALARY GRADE	6
FARMER WORKER I	SALARY GRADE	2
AGRICULTURIST B	SALARY GRADE	12
Taytay Emergency Hospital MEDICAL OFFICER I	SALARY GRADE	16
MEDICAL OFFICER I	SALARY GRADE	16
MEDICAL LABORATORY TECHNICIAN I	SALARY GRADE	6
LABORATORY AIDE II	SALARY GRADE	4

SECTION 2. The corresponding qualifications and or requirements of the said positions be set in accordance with the Qualification Standard set for Government Employees.

SECTION 3. The official duties and responsibilities of the created positions be identified by their respective Departments of Office Heads.

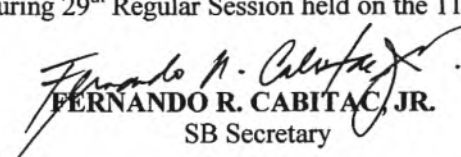
SECTION 4. The funding of the said positions be considered in the approval of Annual Budget FY 2014 as well as recommended through the Office of the Local Chief Executive.

SECTION 5. That the Plantilla Position under the Office of the Mayor, Administrative Assistant II with Salary Grade 8 and under the Municipal Agriculture, Agriculturist B with Salary 12 be prioritized on the Supplemental Budget.

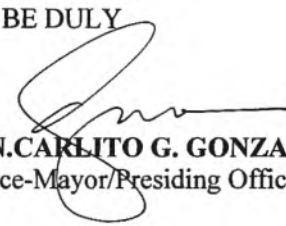
SECTION 6. That this Ordinance shall take effect immediately upon approval without prejudice to existing laws and doctrines, revisions and amendments to this Ordinance.

ENACTED, this 11th day of February, 2014 at the Sangguniang Bayan 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 29th Regular Session held on the 11th day of February, 2014.


FERNANDO R. CABITAC, JR.
SB Secretary

ATTESTED AND CERTIFIED TO BE DULY
ADOPTED BY HIS HONOR


HON. CARLITO G. GONZAGA
Vice-Mayor/Presiding Officer

APPROVED BY HER HONOR
THE MUNICIPAL MAYOR


HON. JANET DE-LEON-MERCADO
Municipal Mayor