



PAMAHALAANG BAYAN NG TAYTAY TANGGAPAN NG SANGGUNIANG BAYAN

**EXCERPT FROM THE MINUTES OF THE 67th REGULAR SESSION OF THE 11th
SANGGUNIANG BAYAN, TAYTAY, RIZAL, HELD ON NOVEMBER 24, 2020, 1:45 PM
AT THE SESSION HALL OF THE MUNICIPAL BUILDING, TAYTAY, RIZAL**

PRESENT:

Hon. Michell B. Bermundo	-	Vice Mayor/Presiding Officer
Hon. Ma. Jeca B. Villanueva	-	Councilor
Hon. Patrick John P. Alcantara	-	"
Hon. Joanne Marie P. Calderon	-	"
Hon. Ceferino R. Resurreccion Jr.	-	"
Hon. Kyle Georic Y. Gacula	-	"
Hon. Ma. Elaine T. Leonardo	-	"
Hon. Philip Jeison J. Cruz	-	"
Hon. Frank Luster L. Santos	-	LnB President
Hon. Roda May A. Diño	-	SK Federation President

ABSENT:

Hon. Sophia Priscilla L. Cabral	-	Councilor
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Authored & Sponsored by:	Coun. Kyle Georic Y. Gacula
Co-Sponsored by:	Vice Mayor Michell B. Bermundo
	Coun. Ma. Jeca B. Villanueva
	Coun. Patrick John P. Alcantara
	Coun. Joanne Marie P. Calderon
	Coun. Ceferino R. Resurreccion Jr.
	Coun. Ma. Elaine T. Leonardo
	Coun. Philip Jeison J. Cruz
	LnB Pres. Frank Luster L. Santos
	SK Fed Pres. Roda May A. Diño

ORDINANCE NO. 680 series of 2020

AN ORDINANCE CREATING SEVERAL PLANTILLA POSITIONS FOR VARIOUS OFFICES IN THE MUNICIPAL GOVERNMENT OF TAYTAY, RIZAL AND APPROPRIATING FUNDS THEREFOR

WHEREAS, the Annual Budget for the year 2020, enacted thru Ordinance No. 13 Series of 2019, has already appropriated the needed funds for the creation of several plantilla positions in various offices of the Municipal Government of Taytay, Rizal;

WHEREAS, the relevant provision of Ordinance No. 13 s. 2019 is instructive, requiring the enactment of an enabling ordinance for the contemplated plantilla positions, failing which, the appropriation purposely made for the creation of such, would become meaningless, if not illusory;

WHEREAS, the exigency of the service demands that the current personnel structure of this Municipal Government be augmented, all for the interest of discharging swiftly its

multifarious functions and further improving the delivery of services to the inhabitants of this municipality;

WHEREAS, pertinent is the provision of Section 447 of RA 7160 which lodged to the Sangguniang Bayan, the power to determine the positions and salaries, among others, of the officials and employees of the Municipal Government;

NOW THEREFORE, be it enacted, as it is hereby enacted, by the Sangguniang Bayan of Taytay, Rizal, in session duly assembled, that:

Section 1. There is hereby created several Plantilla Positions for the specified offices in the Municipal Government of Taytay, Rizal, with corresponding salary grade and qualifications indicated hereunder:

A. Under the Office of the Municipal Mayor:

1. EXECUTIVE ASSISTANT III - SG 20.
1.a Qualification Standards:
Education: Bachelor's Degree
Training: 4 hours of training
Experience: 1 year of relevant experience
Eligibility: Career Service Professional
2. Three (3) PRIVATE SECRETARY I - SG 11.
2.a Qualification Standards:
Education: Completion of two years studies in college
Training: None
Experience: None
Eligibility: None

B. Under Municipal Disaster Risk Reduction and Management Office:

1. MUNICIPAL GOVERNMENT DEPARTMENT HEAD I - SG 24.
1.a Qualification Standards:
Education: Bachelor's Degree
Training: 24 hours of training in management and supervision
Experience: 4 years in position/s involving management and supervision
Eligibility: Career Service Professional

C. Under Tourism Office:

1. MUNICIPAL GOVERNMENT ASSISTANT DEPARTMENT HEAD I SG 22.
1.a Qualification Standards:
Education: Bachelor's Degree
Training: 16 hours of training
Experience: 3 years of relevant experience
Eligibility: Career Service Professional
2. ADMINISTRATIVE ASSISTANT II (CLERK IV) - SG 8.
2.a Qualification Standards:
Education: Completion of two years studies in college
Training: 4 hours of relevant training
Experience: 1 year of relevant experience
Eligibility: Career Service Sub-Professional

Section 2. The Plantilla Positions herein created shall perform the duties and functions outlined in the annexed documents marked as Appendix A to D, which are appended to and made as an integral part of this ordinance.

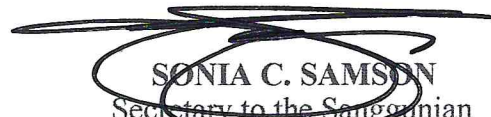
Section 3. Separability Clause - If for any reason, any section or provision of this ordinance shall be declared to be unconstitutional or invalid by competent authority, such declaration shall not affect or impair the other sections or provisions not affected thereby.

Section 4. Repealing Clause - All ordinances, rules and regulations, or part thereof, in conflict with, or inconsistent with any provisions of this ordinance are hereby repealed and modified accordingly.

Section 5. Effectivity - This ordinance shall take effect 10 days upon approval hereof.

ENACTED, this 24th day of November, 2020, 2:16 PM 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 on second reading on November 17, 2020 and was passed on third and final reading on November 24, 2020, during the 67th Regular Session held on the 24th day of November, 2020.


SONIA C. SAMSON
Secretary to the Sanggunian
Officer-in-Charge

ATTESTED AND CERTIFIED TO BE DULY
ADOPTED BY HER HONOR


HON. MICHELLE B. BERMUNDO
Municipal Vice Mayor/Presiding Officer

APPROVED BY HIS HONOR
DATE 04 DEC 2020


HON. GEORGE RICARDOR. GACULA II
Municipal Mayor