

REPUBLIKA NG PILIPINAS
SANGGUNIANG PANLUNGSOD
LUNGSOD NG ORMOC



EXCERPT FROM THE MINUTES OF THE REGULAR SESSION OF THE
FOURTEENTH SANGGUNIANG PANLUNGSOD NG ORMOC HELD
AT THE SANGGUNIANG PANLUNGSOD SESSION HALL,
ORMOC CITY HALL BUILDING
ON JULY 27, 2017

PRESENT:

Vincent L. Rama,	(Temporary Presiding Officer),
	SP Member, Asst. Majority Floor Leader
Rolando M. Villasencio,	(Acting City Vice Mayor),
	SP Member, Majority Floor Leader
Mario M. Rodriguez,	SP Member, Presiding Officer "Pro-Tempore"
Tomas R. Serafica,	SP Member
Eusebio Gerardo S. Penserga,	SP Member
Gregorio G. Yrastorza III,	SP Member
Nolito M. Quilang,	SP Member
John Eulalio Nepomuceno O. Aparis II,	SP Member
	Minority Floor Leader
Lea Doris C. Villar,	SP Member, Asst. Minority Floor Leader
Mariano Y. Corro,	Ex-Officio SP Member
	Chapter President, Liga ng mga Barangay ng Ormoc

ON OFFICIAL BUSINESS:

Leo Carmelo L. Locsin, Jr.,	(Acting City Mayor),
	Vice Mayor & Presiding Officer

ON LEAVE:

Benjamin S. Pongos, Jr.,	SP Member
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PREFATORY STATEMENT

WHEREAS, Section 7 of R.A. 7160 or the Local Government Code of 1991 states that Local Governments shall endeavor to be self-reliant and shall continue exercising the powers and discharging the duties and functions currently vested upon them. Local Government Units shall likewise exercise such other powers and discharge such other functions and responsibilities as are necessary, appropriate, or incidental to efficient and effective provision of the basic services and facilities, including the establishment of public markets, slaughterhouses and other enterprises, and adequate communication and transportation facilities;

WHEREAS, Section 16 of the R.A. 7160 or the Local Government Code of 1991 states that the Local Government Unit shall exercise the powers expressly granted, those necessarily implied therefrom, as well as powers necessary, appropriate, or incidental for its efficient and effective governance, and those which are essential to the promotion of the general welfare;

WHEREAS, at present, the management of the terminal is under the direct supervision of the Market Administrator as mandated under the Ormoc City Market Code and because of this arrangement the challenges faced in managing the public transport terminal compete with the overwhelming challenges in the public market in seeking attention of the Market Administrator;

WHEREAS, the expansion plans of the public terminal including the transport terminal at the Robinson's Mall will already require a full time management capacity to ensure proper implementation and compliance of the relevant laws and ordinances;

WHEREAS, establishing the Terminal Management Office is necessary in order to provide convenience and safety to transport providers and passengers alike;

FOREGOING PREMISES CONSIDERED, on motion of SP Member Nolito M. Quilang, Chairman, Committee on Good Government, severally seconded by SP Members Mariano Y. Corro, Lea Doris C. Villar, John Eulalio Nepomuceno O. Aparis II and Rolando M. Villasencio; be it

RESOLVED, to enact:

ORDINANCE NO. 040

AN ORDINANCE ESTABLISHING THE TERMINAL MANAGEMENT OFFICE, PRESCRIBING ITS COMPOSITION, PROVIDING FUNDS THEREFOR AND FOR OTHER PURPOSES.

Be it enacted by the 14th Sangguniang Panlungsod that:

SECTION 1. TITLE. This Ordinance shall be known as "THE TERMINAL MANAGEMENT OFFICE ORDINANCE."

SECTION 2. DECLARATION OF POLICY – It is hereby declared as a policy of Ormoc City Government to provide within its territorial jurisdiction varied transport business opportunities to all kinds and classes of legitimate transport business, operators, and owners in order to boost socio-economic development in the city. In accordance with this declared policy, Ormoc City Government shall ensure efficiency and effectiveness in managing and administering the Ormoc City Public Transport Terminal.

The Transport Management Office is expected to:

1. Rationalize and provide order to the operation of the transport system in the City;
2. Improve the facility for orderly and easy vehicular transfer and interconnections to the various routes and destinations for the commuting public and tourists;
3. Improve the services and reasonable fares charged by the transport operators as a result of increased competitions;
4. Provide a terminal area that is safe and convenient to passengers, baggage, goods or cargoes, food service, waiting area, lavatories, passenger information service, thereby reducing the waiting time and other inconveniences for departing and arriving passengers; and
5. Provide covered areas for departure and arrival and a parking area for all public and private vehicles including those without existing garage;

SECTION 3. SCOPE. This ordinance shall cover the management and supervision of operations of all public transport terminals already existing and those to be established.

SECTION 4. TERMINAL MANAGEMENT OFFICE - To fully implement the terminal rules and regulations, a separate office under the Office of the City Administrator is hereby created and shall be known as the Terminal Management Office, which shall be composed of the following sections:

- a. Operations Section – this section shall take charge of the general operations of the terminal including dispatchers, maintain the upkeep of the terminal as well as the maintenance and repairs of its amenities and facilities, and provide security and enforce policies of the terminal;
- b. Administrative Section – this section is charged with the administration of the terminal, the responsibilities of which include the personnel (human resource concerns such as duties, assignments, trainings and leave benefits), budget and supply (annual budget expenditures, procurement of supplies), records (proper accounting of assets and properties), and concessionaires (billing of lessees and regulations of porters), and a public assistance and information dissemination desk for departing and arriving passenger and for passenger complaints.

SECTION 5. POWERS AND FUNCTIONS OF TERMINAL MANAGEMENT OFFICE – The said office shall perform the following duties and functions including but not limited to the following:

- a. Implement the plans and policies in the operation of the Terminal on a day to day basis which shall include orderly parking movement of vehicles inside the terminal, orderly ingress and egress in the terminal, sanitation, cleanliness, security and order;
- b. Supervises the leasing of properties and spaces within the premises of the public terminals;
- c. Prepare statistical data and financial reports on the income from use of the Terminal and its assets including rentals of stalls and other sources;
- d. Take charge in the maintenance, cleanliness and sanitation, environmental protection and efficient utilization of all the Terminal assets, facilities and supplies;
- e. Monitors and evaluates the activities and performance of all those involved in the operations of the terminal;
- f. Keep the terminal clear of peddlers, hawkers and illegal occupants;
- g. Maintain toilet facilities and water conservation;
- h. Maintain peace and order inside the Terminal;
- i. Assist the City Treasurer's Office in the efficient collection of terminal fees from PUVs;
- j. Keep accounts of collection and financial operation of the terminal;
- k. Ensure the implementation of this ordinance; and
- l. Perform other tasks and functions that the City Mayor, City Administrator or duly authorized representative may assign from time to time.

SECTION 6. THE TERMINAL MANAGER – The position of Supervising Administrative Officer is created and is hereby designated as the Terminal Manager with a Salary Grade of SG 22.

SECTION 7. QUALIFICATIONS OF THE TERMINAL MANAGER – The terminal manager shall have the following qualifications:

- a. Must be a Filipino citizen permanently residing in Ormoc City;
- b. Must be civil service eligible (Second level/professional);
- c. Must obtain a Bachelor's Degree relevant to the job;
- d. Must obtain a Master's Degree;
- e. Must have earned at least 16 hours of relevant trainings; and
- f. At least three (3) years of substantial work experience and involvement in management work either in the private sector or government.

SECTION 8. TASKS AND FUNCTIONS OF THE TERMINAL MANAGER – The Terminal Manager shall perform the following tasks and functions:

- a. Take charge of planning, leading, organizing and control functions in the Terminal Management Office including the monitoring of workloads and performance of the staff;
- b. Prepare, implement, coordinate, monitor and update terminal development plans;
- c. Ensure the proper enforcement of terminal rules and regulations;
- d. Submit regular reports on operation or financial and other statuses and conditions of terminal;
- e. Coordinate and work closely with other stakeholders of the terminal such as operators to ensure order and cleanliness in the terminal; and
- f. Perform other functions as may be assigned by the City Mayor or duly authorized representatives from time to time.

SECTION 9. THE CITY SUPERVISING DISPATCHER - To ensure an orderly, peaceful and disciplined passenger dispatch in the bus terminal, the position of a Transportation Regulation Officer II with a Salary Grade 15 or known as City Supervising Dispatcher is hereby created under the direct supervision of the Terminal Manager. The City Supervising Dispatcher shall take charge of the operations of the public terminals including the direct supervision of all dispatchers and shall be responsible for the conduct, behavior and proper discipline of the different bus or jeepney dispatchers brought under his control and supervision.

There shall be one City Supervising Dispatcher for each terminal operated by the City Government.

SECTION 10. QUALIFICATIONS OF THE CITY SUPERVISING DISPATCHER - The City Supervising Dispatcher shall have the following qualifications:

- a. Must be a Filipino citizen permanently residing in Ormoc City;
- b. Must be civil service eligible (Second level/professional);
- c. Must obtain a bachelor's degree relevant to the job;
- d. Must have earned at least 8 hours of relevant trainings; and
- e. At least one (1) year of substantial work experience and involvement in management work either in the private sector or government.

SECTION 11. TASKS AND FUNCTIONS OF THE CITY SUPERVISING DISPATCHER - The City Supervising Dispatcher shall also perform the following tasks and functions:

- a. Serve as head of the operations section of the Terminal Management Office;
- b. Schedule the vehicles in queue subject to rules and guidelines for dispatch of passenger vehicles;
- c. Conduct the matching of passenger vehicle and passenger boarding for a specific destination;
- d. Coordinate terminal dispatchers for proper flow of passenger vehicle traffic in the terminal;
- e. Submit a daily dispatch report to the Terminal Manager for statistical and other purposes, indicating therein the Police numbers, names of drivers, time reported for dispatch, number of passengers loaded, time released, and route of the passenger vehicles; and
- f. Perform other related functions as may be delegated by the Terminal Manager.

SECTION 12. EMPLOYMENT OF DISPATCHERS – The City Government of Ormoc shall hire job order employees as dispatchers. The dispatchers shall wear uniforms and nameplates to properly identify them as dispatchers. In no case shall any person be employed as such if he or she has been convicted of a crime involving moral turpitude and, for this purpose police and court clearances shall have to be secured before his or her employment as a dispatcher. All dispatchers employed shall be under the control and supervision of the City Supervising Dispatcher. The Terminal Management Office shall issue guidelines on operators who wish to hire dispatchers.

SECTION 13. OTHER TERMINAL PERSONNEL– The City Mayor is granted authority to determine other personnel necessary to the efficient management and operations of the public terminals and to come up with tasks and functions as well as qualifications of the additional manpower requirements for the full operations of the Terminal Management Office under Section 4 hereof.

The Terminal Management Office staff may also be augmented to strengthen capacity to manage the terminals through any or a combination of the following options:

- a) Designation or assignment of personnel to the Terminal Management Office in concurrent capacities with their existing positions;
- b) Reassignment of personnel of the City to the Terminal Management Office; and
- c) Full-time or part-time detail of existing personnel to the Terminal Management Office.

SECTION 14. APPROPRIATION – The amount necessary for the management and operation of the Ormoc City Public Transport Terminals and to carry out the provisions of this ordinance is hereby authorized and appropriated in the city annual budget based primarily on the income generated from the terminal and supplemented by the general fund and subject to COA accounting and auditing rules and regulations.

SECTION 15. REPEALING CLAUSE. Any provision of ordinance, rules and regulations and/or parts thereof inconsistent with the provisions of this ordinance are hereby repealed and/or modified accordingly.

SECTION 16. SEPARABILITY. If any section or portion of this Ordinance shall not be declared unconstitutional or ultra vires, such declaration shall not invalidate the whole of this Ordinance.

SECTION 17. MANUAL FORMULATION – Within six (6) months from the approval of this Ordinance, the Terminal Management Office shall submit to the City Mayor for approval the Terminal Operation and Management Manual and other Terminal Policies for its efficient and smooth operation.

SECTION 18. EFFECTIVITY – This Ordinance shall take effect immediately upon its approval and after compliance with publication and posting requirements pursuant to the relevant provisions of the Local Government Code of 1991.

ENACTED, July 27, 2017.



RESOLVED, FURTHER, to furnish copies of this Ordinance one each to the City Mayor Richard I. Gomez; the City Administrator, Mr. Vincent L. Emnas; the City Legal Officer, Atty. Jasper M. Lucero; the City Treasurer's Office; the Accounting Office; the City Budget Office; the City Planning & Development Office; the OIC-City Director, DILG; the Ormoc City Public Market Office; the Human Resource Management Office; and other offices concerned;

CARRIED UNANIMOUSLY.

I HEREBY CERTIFY to the correctness of the above ordinance.


MARIA ANTONIETA G. CO HAT
(OIC - SP Secretary)
Supervising Administrative Officer

ATTESTED:


VINCENT L. RAMA
(Temporary Presiding Officer)
SP Member
Asst. Majority Floor Leader

APPROVED:


RICHARD I. GOMEZ
City Mayor

31 JUL 2017

(Date)