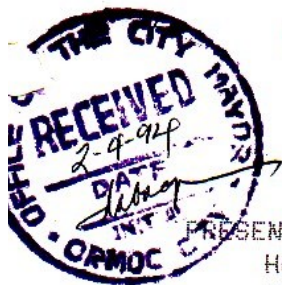
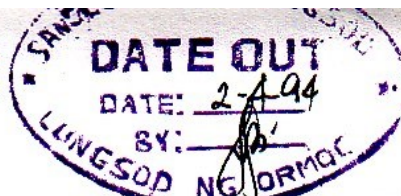
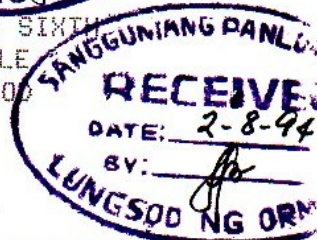


REPUBLIKA NG FILIPINAS
SANGGUNIANG PANLUNGSOD
LUNGSOD NG ORMOC



EXCERPT FROM THE MINUTES OF THE REGULAR SESSION OF THE SIXTH
SANGGUNIANG PANLUNGSOD NG ORMOC HELD AT THE HONORABLE
PLACIDO ENECIO SESSION HALL, SANGGUNIANG PANLUNGSOD
BUILDING ON FEBRUARY 3, 1994



PRESENT:

Hon. Benjamin F. Tugonon,
Hon. Sotero M. Pepito,
Hon. Jose B. Conejos,
Hon. Celso P. Adolfo,
Hon. Sixto T. Pongos,
Hon. Benjamin B. Lladoc,
Hon. Mariano Y. Corro,
Hon. Nestor C. Penserga,
Hon. Claudio P. Larrazabal,
Hon. Jose C. Alfaro, Jr.,
Hon. Alfredo F. Capahi,
Hon. Fernando P. Parrilla,
Hon. Angelyn R. Paca,

Vice-Mayor & Presiding Officer
Majority Floor Leader, Kagawad
Assistant Majority Floor Leader, Kagawad
Kagawad
Kagawad
Kagawad
Kagawad
Kagawad
Kagawad
Kagawad
Kagawad
Kagawad
ABC President, Ex-Officio, Kagawad
SK Fed. Pres., Ex-Officio, Kagawad

ABSENT:

N o n e

RESOLUTION NO. 26

WHEREAS, the Sangguniang Panlungsod, as the legislative of the city, shall enact ordinances X X X and appropriate funds for the general welfare of the city X X X pursuant to Section 16 of the Code and in the proper exercise of the corporate powers of the city as provided in Rule IX of these Rules, and shall approve ordinances and pass resolutions necessary for the efficient and effective city government, and relative thereto, shall determine the positions and the salaries, wages X X X and other emoluments and benefits of officials and employees paid wholly or mainly from city funds X X X X" (Article 99 with Par. (1) and Sub-Par. (viii) thereof - Rules & Regulations Implementing the Local Government Code '91. Underscoring supplied.);

WHEREAS, there is a true need of creating new positions in the City Government for efficient and effective services to the constituents;

WHEREFORE, foregoing premises considered and also taking into account the financial capability of the city, on motion of Kagawad Sotero M. Pepito, Chairman, Committee on Good Government & Ethics, duly seconded by Kagawad Benjamin B. Lladoc; be it

RESOLVED, to adopt:

ORDINANCE NO. 39

AN ORDINANCE CREATING SIXTEEN (16) NEW POSITIONS AND RECLASSIFYING ONE (1) EXISTING AND VACANT POSITION WITHOUT A CHANGE IN SALARY GRADE IN THE CITY GOVERNMENT OF ORMOC.

BE IT ENACTED, by the Sixth Sangguniang Panlungsod ng Ormoc, That:

SECTION 1. There shall be created sixteen (16) new positions in the City Government of Ormoc.

SECTION 2. Nomenclatures of new positions created. The following are the newly created positions of the City Government with their corresponding Salary Grade levels:

- a) (4) Medical Officers III - SG 18
- b) (1) Construction & Maintenance Supervisor - SG 11
- c) (1) Production Supervisor - SG 11
- d) (1) Metering Supervisor - SG 11
- e) (1) Sports & Games Coordinator - SG 8
- f) (8) Midwife II - SG 8

SECTION 3. Reclassified Position. The following is the reclassified position, i.e., with a change of nomenclature of the position which is presently vacant without however a change in salary grade, to wit:

Local Assessment Operations Officers IV - SG 22

to

Assessment Records Officer IV

SECTION 4. Qualifications, Duties & Functions.

A) Qualification Standards:

R E Q U I R E M E N T S			
POSITION	EDUCATION	EXPERIENCE	ELIGIBILITY
Assessment Records Officer	Bachelor's degree	3 yrs. of exp. in assessment records management	Career Service : (Prof) Relevant : Civil Service : Elig. for 2nd level position :
Medical Officer III	Doctor of Medicine	1 yr. of responsible exp. in the practice of medicine	RA 1080 : (Physician) :
Midwife II	Completion of Midwifery	6 mos. of exp. in midwifery work	RA 1080 : (Midwifery) :
Metering Supervisor	Bachelor of Science in Commerce or any relevant to the job	4 yrs. exp. in the supervision of the various phases of meter reading	Career Service : (Prof) Relevant : elig. for 2nd level position :
Production Supervisor	Bachelor of Science in Mechanical Engineering or	Preferably 2 yrs. exp. in production wells operation	RA 1080 : (Mechanical Engineer) Relevant : vant RA 1080 :

Construction and Maintenance Supervisor	:Bachelor of Science: Preferably 2 yrs. in: RA 1080 (Civil/:	:Mechanical Engr):
	:in Civil or Mecha- : construction of	:Relevant RA 1080:
	:nical Engineering : water supply	: :
	:or other relevant : facilities	: :
	:engineering course :	: :
Sports and Games Coordinator	:Completion of 2 yrs: 6 mos. of exp. in	: Career Service :
	:college studies : sports and games	:(Subprofessional)
	: :	:relevant Elig. :
	: :	:for first level :
	: :	:position :

B) Duties & Functions:

1) Assessment Records Officer IV:

- Takes charge of assessment records management division;
- Prepares monthly and quarterly assessment reports;
- Takes charge of incoming and outgoing communications;
- Updates Tax Declaration books and marks cancelled on tax declarations;
- Verifies real property records;
- Rates personnel assigned to assessment records division..

2) Medical Officer III:

- Performs inspection, field checks, organization of particular programs & issues supplies;
- Encourages the participation of citizens in programs to upgrade health practices;
- Implements such programs as family planning, nutrition, TB control, goiter eradication and malaria prevention;
- Arranges, directs and actively participates in any number of health clinics for barangays, and to render medical services and consultations to patients brought to the barangay clinic;
- Submits periodic reports to the city health officer on progress in carrying out planned programs; and
- Identifies problem areas and barangay health needs and proposes practical solutions when and where they are applicable.

3) Midwife II:

- Plans and evaluates primary health services for the catchment area and population;
- Provides midwifery services in the catchment area and population;
- Carries out medical and nursing functions as authorized by the Dept. of Health;
- Mobilizes community for health action;
- Carries out health education (HE) information education, communication activities;
- Monitors and supervises health activities within the area;
- Participates in development training for self.

4) Metering Supervisor:

- Insure that all water connections are properly metered and sealed;
- Indorse the monthly meter reading reports of all meter readers to the Office of the City Treasurer;
- Examine and monitor the monthly reports of the meter readers;
- Supervise on the distribution of monthly water bills;
- Inspect site prior to approval of service connection application and supervise the installation of water meters;
- Conduct regular inspection of all service connections and recommend penalties against erring consumers;
- Determine actual overall monthly consumption of consumers.

5) Production Supervisor:

- Assist on the supervision of the operations of Water Sources and insure permanent and adequate Water Supply;
- Conduct regular inspection of Water Pumping Stations to monitor production, vibrations of pump units and controls to avoid unforeseen breakdown;
- Submit regular reports on the operation of pumping stations and other natural Water Sources and recommend which pump unit needs servicing;
- Supervise the operations of existing water treatment facilities and conduct regular daily testing of water samples;
- Monitor losses within the system and recommend preventive measures;
- Recommend and supervise preventive maintenance work on pumps and controls.

6) Construction and Maintenance Supervisor:

- Assist on the Supervision of construction projects relative to the Maintenance and Repairs of existing Water Supply facilities in the City and Barangays;
- Conduct regular inspection of existing reservoirs and treatment facilities;
- Assist on the Supervision of Water Improvement Projects in the City and other Rural Waterworks Improvement Projects;
- Conduct Survey and submit projects proposals for City and Rural Waterworks Improvement Projects;
- Recommend and supervise preventive maintenance work on pipelines and reservoirs.

7) Sports and Games Coordinator:

- Plans and designs annual programs for athletics and sports activities in coordination with the Sports Committee of the Sangguniang Panlungsod and submit the same to the City Mayor for approval;
- Initiate sports and games on valid or significant occasions with the end view of developing friendship among employees or good relationship between the employees and the general public;

- Conduct clinics, seminars, tournaments on athletics and sports citywide;
- Coordinate all sports activities sponsored by the city, or its branch department when requested;
- Prepare and submit evaluation/s on every sports activity and recommend possible innovation or improvement;
- On instruction, to post as official representative on invitational athletic or sports meeting, workshop and/or seminar;
- Perform other related functions.

SECTION 5. Effectivity. This Ordinance shall take effect immediately upon its approval.

RESOLVED, FURTHER, to furnish copies of this resolution-ordinance each to His Honor, the City Mayor; the City Administrator; the City Treasurer, the City Budget Officer, the City Auditor, the City Health Officer, the City Assessor and the HRM Officer, -all in Ormoc City;

CARRIED by MAJORITY VOTES, with eleven (11) affirmative votes, and one (1) abstention registered by Kagawad Nestor C. Penserga.

I HEREBY CERTIFY to the correctness of the foregoing resolution-ordinance.

BENJAMIN E. RUGONON
Vice-Mayor & Presiding Officer

ATTESTED:

OSCAR P. LASAN
City Secretary

APPROVED:

EUFROCINO M. CODILLA, SR.
City Mayor

2/8/94
(Date)

/magch'94
/dsk:ORD