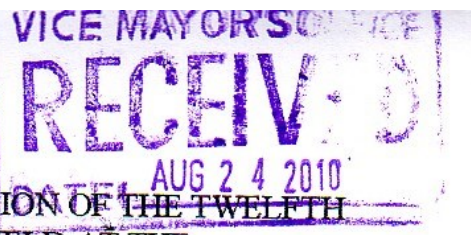
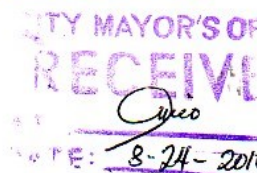




REPUBLIKA NG PILIPINAS  
SANGGUNIANG PANLUNGSOD  
LUNGSOD NG ORMOC



EXCERPT FROM THE MINUTES OF THE REGULAR SESSION OF THE TWELFTH  
SANGGUNIANG PANLUNGSOD NG ORMOC HELD AT THE  
SANGGUNIANG PANLUNGSOD SESSION HALL,  
NEW ORMOC CITY HALL BUILDING  
ON AUGUST 19, 2010



PRESENT:

Hon. Nepomuceno P. Aparis I,  
Hon. Ruben R. Capahi,  
Hon. Rolando M. Villasencio,  
Hon. Claudio P. Larrazabal,  
Hon. Mario M. Rodriguez,  
Hon. Lea Doris C. Villar,  
Hon. Filomeno P. Maglasang,  
Hon. Jose C. Alfaro, Jr.,  
Hon. Sotero M. Pepito,  
Hon. Demosthenes F. Tugonon,  
Hon. Rafael C. Omega, Jr.,  
Hon. Antonio M. Codilla,

Vice Mayor & Presiding Officer  
City Councilor, Majority Floor Leader  
City Councilor, Minority Floor Leader  
City Councilor, Presiding Officer "Pro-Tempore"  
City Councilor, Assist. Minority Floor Leader  
City Councilor, Assist. Majority Floor Leader  
City Councilor  
City Councilor  
City Councilor  
City Councilor  
City Councilor  
Ex-Officio City Councilor

Hon. Corinne M. Corro,

Chapter President, Liga ng mga Barangay ng Ormoc  
Ex-Officio City Councilor,  
SK Federation President

ABSENT:

NONE

PREFATORY STATEMENT

WHEREAS, Section 16 of RA 7160 otherwise known as the Local Government Code of 1991 provides that every Local Government Unit shall, among other things, ensure and support the promotion of health and safety of the people within their respective territorial jurisdiction. It was on the basis of this proviso that the City Health Department, being the implementing arm of the various health programs and services for the City of Ormoc, resorted to the decentralization of its operation and management by establishing Six (6) District Health Centers strategically located in designated barangays within the jurisdiction of the City of Ormoc. The move is geared towards avoiding contagion and the spread of communicable diseases and bringing health care services closer to the people thus making it more accessible even to residents of remote barangays.

WHEREAS, the full implementation of the recent operational development at the City Health Department requires sufficient manpower support to complement the bulk of health care services that has to be dispensed in response to the growing health requirements of the people. In view thereof, the City Health Officer, Dr. Nelita D. Navales, through a communication dated February 11, 2010, requested for the creation of certain positions at the City Health Department to augment the manpower requirement at the City Health Department's Main Center and the District Health Centers considering the gap of the present health personnel against the current population ratio. The positions that shall be created are vital to the effective and efficient service of the City Health Department.

Q



WHEREAS, the matter was carefully considered by this august Body taking into consideration the provisions of Section 76 of the Local Government Code of 1991. The Sangguniang Panlungsod, as the Legislative Body of the city, has the responsibility to enact ordinances, approve resolutions and appropriate funds for the general welfare of the city (Sec. 458, LGC of 1991). Furthermore, the Code provides that the Sangguniang Panlungsod shall approve ordinances and pass resolutions necessary for an efficient and effective city government, and in this connection shall determine the positions and the salaries, wages, allowances and other emoluments and benefits of officials and employees paid wholly or mainly from city funds and provide for expenditures necessary for the proper conduct of programs, projects, services and activities of the city government (Sec. 458 (1) (viii) of LGC of 1991).

WHEREAS, on account of the pressing need to create the positions requested by Dr. Navales at the City Health Department for the betterment of public service to the Ormocanons, this august Body resolves to pass a legislative measure to cause the creation of the said positions at the City Health Department.

WHEREAS, the expenditure related to the creation of the positions under the City Health Department will be in the aggregate sum of Six Million Four Hundred Thirty One Thousand Thirty-Eight Pesos & 08/100 (P6,431,038.08).

WHEREAS, the funds for such positions will be taken from Unappropriated Surplus, End of Year 2009.

WHEREFORE, FOREGOING PREMISES CONSIDERED, on motion of City Councilor Ruben Capahi, Chairman, Committee on Good Government, duly seconded by City Councilor Rafael C. Omega, Jr.; be it

RESOLVED, to enact:

#### ORDINANCE NO. 161

AN ORDINANCE CREATING CERTAIN POSITIONS UNDER THE CITY HEALTH DEPARTMENT AND APPROPRIATING THE AMOUNT OF SIX MILLION FOUR HUNDRED THIRTY ONE THOUSAND THIRTY EIGHT PESOS & 08/100 (P6,431,038.08) REPRESENTING THE COST OF SAID POSITIONS.

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

SECTION I. There shall be created Fifty (50) new positions at the City Health Department which are deemed necessary for its better, more effective and efficient operation;

SECTION 2. NOMENCLATURES OF THE NEW POSITIONS CREATED. The following are the newly created positions at the City Health Department with their corresponding Salary Grade Levels and respective salaries, to wit:

No. of Items	POSITION	Salary Grade	Monthly Salary
3	DENTIST I	SG 13	P16,101.00
2	PHARMACIST I	SG 11	14,198.00
7	NURSE I	SG 11	14,198.00
1	MED. TECHNOLOGIST. I	SG 11	14,198.00
1	NUTRITION OFFICER I	SG 10	13,333.00



10	MIDWIFE I	SG 9	12,469.00
6	NURSING ATTENDANT I	SG 4	8,713.00
12	ADMINISTRATIVE AIDE III (CLERK I)	SG 3	8,080.00
6	ADMINISTRATIVE AIDE III (DRIVER I)	SG 3	8,080.00
2	ADMINISTRATIVE AIDE I (UTILITY WORKER I)	SG 1	6,862.00

=====  
50 Items

### SECTION 3. QUALIFICATIONS, DUTIES AND FUNCTIONS:

#### I. DENTIST I

Education : Doctor of Dental Medicine or Dental Surgery  
Experience : None Required  
Training : None Required  
Eligibility : RA 1080

##### Duties and Responsibilities:

1. Supervises dental aide, including casuals assigned in dental health services;
2. Performs clinical treatment procedures that are within the scope of the service in accordance with standard requirements;
3. Participates in community diagnosis as a preliminary step of program planning;
4. Initiates and participates in the development of dental health and disseminates health education;
5. Prepares and submits prompt reports of services rendered;
6. Coordinates activities with the total health programs of the City Health Department.

#### II. PHARMACIST I

Education : Bachelor's Degree in Pharmacy  
Experience : None Required  
Training : None Required  
Eligibility : RA 1080

##### Duties and Responsibilities:

1. Collaborate with other health care professionals to assess, plan and monitor drug programs or regimens;
2. Order and request for the purchase of pharmaceutical supplies, medical supplies and drugs and storing and handling it properly;
3. Reviews prescriptions to assure accuracy and to evaluate their suitability;

9

4. Dispenses medication as prescribed by physicians, and other health practitioners and provide information and advice regarding drug interactions, side effects, dosage and proper medication storage;
5. Maintains records, such as pharmacy files, patient profiles, and inventories and control records for narcotics and controlled drugs;
6. Supervises dispensing clerk in prescription and filling;
7. Monitor and supervise Botika ng Barangay (BNB) operations.

### III. NURSE I

Education : Bachelors of Science in Nursing  
Experience : None Required  
Training : None required  
Eligibility : RA 1080

Duties and Responsibilities:

1. Supervises the work of Midwives and other auxiliary worker in the field;
2. Provides and arranges nursing care for the public;
3. Performs secondary level consultation and treatment;
4. Conducts health education on proper nutrition and environmental sanitation;
5. Coordinates with other agencies regarding nursing services;
6. Coordinates the different programs of the CHO.

### IV. MEDICAL TECHNOLOGIST

Education : Bachelor's Degree in Medical Technology or Bachelor of Science in Public Health  
Experience : None Required  
Training : None required  
Eligibility : RA 1080

Duties and Responsibilities:

1. Performs sputum examination for AFB, routine urinalysis, cervical and urethral examination;
2. Performs Stool examination, Pregnancy test, Leprosy examination and Blood Typing;
3. Attends staff conferences.

### V. NUTRITION OFFICER I

Education : Bachelors of Science in Nutrition and Dietetics  
Experience : None Required  
Training : None required  
Eligibility : Career Service (Professional) Second Level Eligibility

9



**Duties and Responsibilities:**

1. Gives advice and instruction of families on food preparation, marketing and budgeting, develops typical menus, recipes and food planning guides for groups of families, community groups, schools and other organization; may give demonstration on cooking and food preparation to show cheaper, better and economical ways to chose and prepare foods within certain budget and to get as much food value as possible for the food being used, dissemination of information and advice to public professional on groups of foods and nutrition, with particular references to parents, pre-school children and schools, advices nurses and rural health officials on diets and food value and consults on the preparation of particular diets to solve health problems referred by the rural health clinic, keep records on nutrition and diet for people in the City;
2. Supervises the Barangay Nutrition Scholars; conduct BNS monthly meetings; makes periodic reports on activities, progress and problems and makes recommendation for solutions and program changes.

**VI. MIDWIFE I**

Education : Completion of Midwifery Course  
Experience : None Required  
Training : None required  
Eligibility : RA 1080

**Duties and Responsibilities:**

1. Answers normal home delivery calls;
2. Performs home visits for pre-natal and post-natal follow-up;
3. Implements the first level of treatment under the Health Care Delivery System;
3. Care of infants and children and give immunization and dietary advices;
6. Performs barangay clinic in coordination with the physician and other health personnel;
7. Motivates mothers and mothers to be for family planning;
8. Registers births and deaths;
9. Submit and keep files of maternity, child and clinical records, weekly and monthly reports.

**VII. NURSING ATTENDANT**

Education : Graduate of TESDA Accredited Nursing Aide Course  
Experience : None Required  
Training : None required  
Eligibility : None Required

**Duties and Responsibilities:**

1. Dispense services per doctor's order;
2. Update and record patients in logbook;

9

3. Prepare needed supplies in treatment room;
4. Cleans and sterilizes instruments and equipments.

VIII. ADMINISTRATIVE AIDE III (CLERK I)

Education : Completion of Two (2) years in college  
Experience : None Required  
Training : None required  
Eligibility : Career Service (Sub-professional) First Level Eligibility

Duties and Responsibilities:

1. Encodes Medico Legal Autopsy Report and communication letters;
2. Encodes FHSIS monthly report;
3. Encodes CBMIS monthly report;
4. Records patient's information;
5. Maintains files on health services records.

IX. ADMINISTRATIVE AIDE III (DRIVER I)

Education : Elementary School Graduate  
Experience : None Required  
Training : None required  
Eligibility : Professional Driver's License (MC 11, S. 96 – CAT. II)

Duties and Responsibilities:

1. Conducts Nurses, midwives and other personnel to destination;
2. Cleans and maintains vehicle in good condition;
3. Prepares trip tickets;
4. Attends office conferences
5. Conducts patients to hospital;
6. Perform other duties as directed by the supervisor or other city officials.

X. ADMINISTRATIVE AIDE I (UTILITY WORKER I)

Education : Elementary School Graduate  
Experience : None Required  
Training : None required  
Eligibility : Driver License (MC 11, S. 96 – CAT. II)

Duties and Responsibilities:

1. Maintains the sanitation of the office premises;
2. Acts as Liaison Officer;
3. Performs such other functions as directed by the supervisor.

9



SECTION 4. The appropriation necessary to cover the cost of the newly created positions under the City Health Department shall be sourced from the Unappropriated Surplus, End of Year 2009.

SECTION 5. Should any part or provision of this Ordinance be held unconstitutional and declared invalid by competent court, other parts or provisions hereof which are not affected thereby shall continue to be in full force and in effect.

SECTION 6. This Ordinance shall take effect immediately subject to the compliance of the necessary posting requirements;


ENACTED, August 19, 2010.

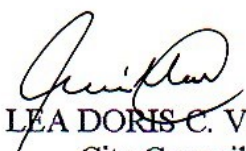
RESOLVED, FURTHER, to furnish copies of this ordinance each to the Honorable City Mayor Eric C. Codilla; the City Administrator; the City Budget Officer; the City Accountant; the City Treasurer; the Human Resource Management Office; the City Auditor; the City Health Department; the Regional Director, Civil Service Commission, Regional Office No. 8 thru the Civil Service Commission Field Office, Ormoc City; and other offices concerned.


CARRIED UNANIMOUSLY.

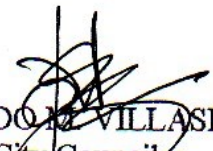
WE HEREBY CERTIFY to the correctness of the foregoing ordinance.

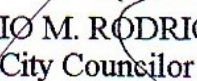
  
RUBEN R. CARAHI  
City Councilor  
Majority Floor Leader

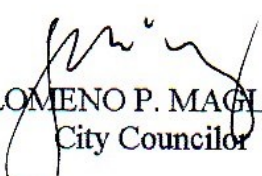
  
CLAUDIO P. LARRAZABAL  
City Councilor  
Presiding Officer "Pro-Tempore"

  
LEA DORIS C. VILLAR  
City Councilor  
Assist. Majority Floor Leader


  
JOEL S. DUERO  
Secretary to the  
Sangguniang Panlungsod

  
ROLANDO M. VILLASENICO  
City Councilor  
Minority Floor Leader


  
MARIO M. RODRIGUEZ  
City Councilor  
Assist. Minority Floor Leader


  
FILOMENO P. MAGLASANG  
City Councilor

  
JOSE C. ALFARO, JR.  
City Councilor

  
SOTERO M. PEPITO  
City Councilor

  
DEMOSTHENES F. TUGONON  
City Councilor

  
RAFAEL C. OMEGA, JR.  
City Councilor


  
ANTONIO M. CODILLA  
Ex-Officio City Councilor  
Chapter President  
Liga ng mga Barangay ng Ormoc

  
CORINNE M. CORRO  
Ex-Officio City Councilor  
SK Federation President

ATTESTED:

  
NEPOMUCENO P. APARIS I  
Vice Mayor & Presiding Officer

APPROVED:

  
ERIC C. CODILLA  
City Mayor

Sep 7. 1. 2010  
(Date)