



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,
ORMOC CITY HALL BUILDING
ON SEPTEMBER 13, 2012

CITY MAYOR'S OFFICE
RECEIVED

DATE: SEP 18 2012

PRESENT:

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

Vice Mayor & Presiding Officer
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
Ex-Officio City Councilor
Chapter President, Liga ng mga Barangay ng Ormoc
Ex-Officio City Councilor,
SK Federation President

Hon. Corinne M. Corro,

ON LEAVE:

Hon. Ruben R. Capahi,
Hon. Jose C. Alfaro, Jr.,

City Councilor, Majority Floor Leader
City Councilor

PREFATORY STATEMENT

WHEREAS, Section 76 of R.A. 7160, otherwise known as the Local Government Code of 1991, provides that "every local government unit shall design and implement its own organizational structure and staffing pattern taking into consideration its service requirements and financial capability, subject to the minimum standards and guidelines prescribed by the Civil Service Commission";

WHEREAS, 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 x x x (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, in line with the aforementioned provisos, the City Council has enacted Ordinance No. 46 dated August 25, 1994 approving the organizational structure and staffing pattern of the Local Government of Ormoc City which has become the basis for the creation of the different offices in the Local Government Unit;

WHEREAS, among the offices created pursuant to Ordinance No. 46, particularly Section 1 thereof, was the City Agricultural Services Office (CASO);

WHEREAS, since its enactment in 1994, the LGU of Ormoc has had the CASO as one of its important offices, especially considering that much of Ormoc City is principally devoted to agriculture;

WHEREAS, the Sangguniang Panlungsod received on July 20, 2012 an Indorsement from the Office of the City Mayor relative to the request of Dr. Joseph C. Cortes, DVM, the Officer In-Charge of CASO, for amendment of Ordinance No. 46 in the sense that CASO will be upgraded to a department in the hierarchy of the LGU. Included in the indorsement was the request for creation of six (6) new regular positions in the said office. In his request, Dr. Cortes justified by pointing out that CASO has been at the forefront of the improvement of agriculture in the city and, with the requested upgrading and new regular positions, could become an even more effective catalyst for further improvements in the industry;

WHEREAS, the Sangguniang Panlungsod, through the Committee on Good Government, conducted a series of meetings and consultations with, among others, the City Mayor, and the Head of the Human Resource Management Office, Mrs. Adelaida H. Biacolo;

WHEREAS, in these meetings and consultations, it was the consensus of the Body to pass and enact an ordinance upgrading the CASO to a department to be known and referred to as the City Agriculture Office (CAO), thereby fully implementing the provisions of Ordinance No. 46;

WHEREAS, it was also the consensus that the request of Dr. Cortes for the creation of six (6) new regular positions is, indeed, meritorious and will further boost the agricultural programs and productivity of the city.

WHEREFORE, FOREGOING PREMISES CONSIDERED, on motion presented by City Councilor Mario M. Rodriguez, Vice-Chairman, Committee on Good Government, severally seconded by City Councilors Sotero M. Pepito, Antonio M. Codilla, Corinne M. Corro and Claudio P. Larrazabal; be it

RESOLVED, to enact:

ORDINANCE NO. 175

AN ORDINANCE UPGRADING THE CITY AGRICULTURAL SERVICES OFFICE (CASO) TO A DEPARTMENT TO BE KNOWN AND REFERRED TO AS THE CITY AGRICULTURE OFFICE (CAO), THEREBY IMPLEMENTING THE PROVISIONS OF ORDINANCE NO. 46 AND CREATING SIX (6) NEW REGULAR ITEMS IN ADDITION TO THE EXISTING POSITIONS.

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

SECTION 1. The City Agricultural Services Office (CASO) is hereby upgraded to a department to be known and referred to as the City Agriculture Office (CAO), thereby fully implementing the provisions of City Ordinance No.46.

SECTION 2. Subsidiary to the newly recognized City Agriculture Office, there shall be created Six(6) new regular positions therein which are deemed vital for its better, more effective and efficient operation.

SECTION 3. NOMENCLATURES OF THE NEW POSITIONS CREATED. The following are the newly created positions at the City Agriculture Office with their corresponding Salary Grade Levels and respective salaries, to wit:

No. of Items	POSITION	Salary Grade	Monthly Salary
1	CITY GOVT. DEPT. HEAD I (CITY AGRICULTURIST)	SG 25	P46,848.00
1	SENIOR AGRICULTURIST	SG 18	P28,305.00
3	AGRICULTURIST II	SG 15	P22,688.00
1	ADMIN. AIDE III(CLERK I)	SG 3	P 9,628.00
6 Items			

SECTION 4. QUALIFICATIONS, DUTIES AND FUNCTIONS:

I. CITY GOVT. DEPT. HEAD I (CITY AGRICULTURIST)

Education : Bachelor's Degree in Agriculture (General Course) or Bachelor of Science in Agriculture w/ relevant field of specialization
Experience : 5 yrs. Acquired experience in Agriculture or in a related field
Eligibility : Agriculturist (RA 1080)

DUTIES AND RESPONSIBILITIES:

The Department Head shall take charge of the office for agricultural services and shall:

- a. Formulate measures for the approval of the Sangguniang Panlungsod and provide technical assistance and support to the mayor, as the case may be, in carrying out said measures to ensure the delivery of basic services and the provision of adequate facilities relative to agricultural services;
- b. Develop plans and strategies and upon approval thereof by the mayor as the case may be, implement the same, particularly those which have to do with agricultural programs and projects which the mayor is empowered to implement and which the sanggunian is empowered to provide;
- c. Ensure that maximum assistance and access to resources in the production, processing and marketing of agricultural and aqua-cultural and marine products are extended to farmers, fishermen, and local entrepreneurs;
- d. Conduct or cause to be conducted location-specific agricultural researches and assist in making available the appropriate technology arising out of and disseminates information on basic research on crops, prevention and control of plant diseases and pests, and other agricultural matters which will maximize productivity;
- e. Assist the mayor, as the case may be, in the establishment and extension services of demonstration farms or aqua-culture and marine products;
- f. Enforce rules and regulations relating to agriculture and aqua-culture;
- g. Coordinate with government agencies and non-governmental organizations which promote agricultural productivity through appropriate technology compatible with environmental integrity;
- h. Be in the frontline of the delivery of basic agricultural services, particularly those needed for the survival of the inhabitants during and in the aftermath of man-made and natural disasters and calamities;
- i. Recommend to the Sangguniang Panlungsod and advise the City Mayor, as the case may be, on all other matters related to agriculture and aqua-culture which will improve the livelihood and living conditions of the inhabitants; and
- j. Exercise such other powers and performs such other duties and functions as may be prescribed by law or ordinance.

I. SENIOR AGRICULTURIST

Education : Bachelor's Degree in Agriculture (General Course) or Bachelor of Science in Agriculture w/ relevant field of specialization
Experience : 3 yrs. of relevant experience
Training : 16 hrs. of relevant training
Eligibility : Agriculturist (RA 1080)

DUTIES AND RESPONSIBILITIES:

- a. Supervises the personnel in the section for the implementation of programs , projects and activities as directed by the superiors;
- b. Monitors the projects and programs in the section if fully and correctly implemented;
- c. Assists the division head for the making and implementation of the programs, projects and other activities;
- d. Prepares and submits report to the superiors;
- e. Coordinates with other workers and agencies for agricultural development; and
- f. Performs other activities as directed by the superiors;

II. AGRICULTURIST II

Education : Bachelor's Degree in Agriculture (General Course) or achelor of Science in Agriculture w/ relevant field of pecialization
Experience : 1 yr. of relevant experience
Training : 4 hrs. of relevant training
Eligibility : Agriculturist (RA 1080)

DUTIES AND RESPONSIBILITIES:

- a. Supervises the Agricultural Technician under the sector for the implementation of the projects and programs implemented;
- b. Acts as backstopping of the technician for the activities to be done;
- c. Conducts technical assistance to the farmers;
- d. Assists the superiors in working programs, projects and its implementation;
- e. Prepares and submits report to the superior; and
- f. Performs other activities as directed by the supervisor.

III. 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:

- a. Types various correspondences;
- b. Take charge of office files and keep pertinent records;
- c. Take charge in the reproduction of various office forms; and
- d. Performs other duties and responsibilities that the supervisor may assign.

SECTION 5. The appropriation necessary to cover the cost of the newly created positions under the City Agriculture Office for CY 2012 shall be sourced from the Unappropriated Surplus, End of Year 2011. Thereafter, the cost of the newly created positions shall be included in the Annual Budget of the City of Ormoc.

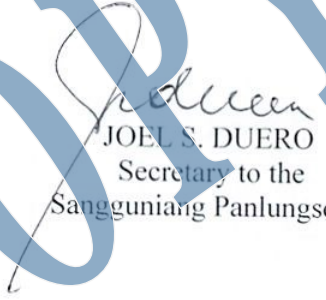
Ord. No. 175

SECTION 6. This Ordinance shall take effect immediately after the compliance of the necessary posting and publication requirements as provided for in the Local Government Code of 1991;

ENACTED, September 13, 2012.

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 Regional Director, Civil Service Commission, Regional Office No. 8 thru the Civil Service Commission Field Office, Ormoc City; and other offices concerned.


I HEREBY CERTIFY to the correctness of the foregoing ordinance.


JOEL S. DUERO
Secretary to the
Sangguniang Panlungsod

ATTESTED:


NEPOMUCENO P. APARIS I
Vice Mayor & Presiding Officer

APPROVED:


ERIC C. CODILLA
City Mayor
Sep. 18, 2012
(Date)