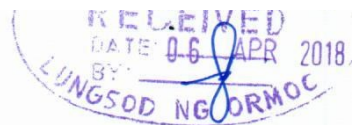


REPUBLIKA NG PILIPINAS
SANGGUNIANG PANLUNGSOD
LUNGSOD NG ORMOC



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 MARCH 26, 2018

PRESENT:

| | |
|--------------------------------------|--|
| Mario M. Rodriguez | (Acting City Vice-Mayor & Temporary Presiding Officer) |
| Tomas R. Serafica | SP Member, Presiding Officer "Pro-Tempore" |
| Benjamin S. Pongos, Jr. | (Acting Majority Floor Leader), SP Member |
| Eusebio Gerardo S. Penserga | 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 |

ON OFFICIAL BUSINESS:

Vincent L. Rama

(OIC - City Mayor),
SP Member, Asst. Majority Floor Leader

ON LEAVE:

Leo Carmelo L. Locsin, Jr.
Rolando M. Villasencio
Gregorio G. Yrastorza III
Mariano Y. Corro

Vice Mayor & Presiding Officer
SP Member, Majority Floor Leader
SP Member
Chapter President, Liga ng mga Barangay ng Ormoc
Ex-Officio SP Member

PREFATORY STATEMENT

WHEREAS, the 14th Sangguniang Panlungsod ng Ormoc received an endorsement from the Office of the City Mayor regarding the request for the passage of an ordinance identifying the position title of the Head of Local Economic and Investment Promotions Office (LEIPO), a section under the Business Permits and Licensing Office;

WHEREAS, Ordinance No. 026 s 2016 or the "Ordinance Revising Ordinance No. 79, otherwise known as "The Ormoc City Investment Incentives Code of 2016" mandates the creation of the LEIPO and the LEIPO Head;

WHEREAS, the LEIPO Head performs a crucial task of serving as a technical secretariat of the City Investment Board and take an active role in implementing Revised Ormoc City Investment Incentives Code of 2016;

WHEREAS, the matter was carefully considered 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 ordinance, 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, 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, services, and activities of the city government (Sec. 458 (1) (viii) of LGC of 1991);

WHEREAS, this ordinance is directed towards the improvement of city operations and betterment of public service to the Ormocanons;

FOREGOING PREMISES CONSIDERED, on motion of SP Member Nolito M. Quilang, Chairman, Committee on Good Government, severally seconded by SP Members Tomas R. Serafica, Benjamin S. Pongos, Jr., John Eulalio Nepomuceno O. Aparis II and Lea Doris C. Villar; be it

RESOLVED, to enact:

ORDINANCE NO. 063

AN ORDINANCE CREATING THE LOCAL ECONOMIC AND INVESTMENT PROMOTIONS SECTION (LEIPS) UNDER THE BUSINESS PERMITS AND LICENSING OFFICE (BPLO), CREATING ONE (1) ADMINISTRATIVE OFFICER V POSITION THEREIN, AMENDING FOR THE PURPOSE ORDINANCE NO. 026 S 2016 AND APPROPRIATING THE NECESSARY FUNDS THEREFOR.

Be it enacted by the 14th Sangguniang Panlungsod ng Ormoc that:

SECTION 1. Section 12 of City Ordinance No. 026 s 2016 is now amended and shall be read as follows:

"SECTION 12. CREATION OF LOCAL ECONOMIC AND INVESTMENT SECTION- There shall be created a Local Economic and Investment Promotions Section (LEIPS), a section under the Business Permits and Licensing Office (BPLO). There shall also be created an Administrative Officer V position with Salary Grade 18 who shall be designated as the Local Economic and Investment Promotions Officer (LEIPO) and as head of the section."

SECTION 2. Section 14 of City Ordinance No. 026 s 2016 is now amended and shall be read as follows:

"SECTION 14. FUNCTIONS OF LEIPS – The LEIPS shall function as a one-stop shop for investors and shall serve as the technical secretariat of the Board, taking an active role in implementing the Code. In addition, it shall have the following duties and responsibilities:

A. Operations

- i. Prepare and implement term industry development plans, annual investment promotions plan and investment priorities plan;
- ii. Develop and implement an efficient and effective system for availment of local incentives and receive, process and evaluate applications for registration and applications for the availment of local incentives and submit its recommendation to the Board within specified period from the official receipt of the application;
- iii. Prepare investment opportunity profiles, including but not limited to industry profiles, project profiles, and viability/feasibility studies;
- iv. Identify support investment activities, such as but not limited to trade agreements with other LGUs for sourcing of raw materials; cooperation agreements with other government entities to facilitate investor transactions; and Public-Private Partnership (PPP) arrangements;

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- v. Monitor the performance of investments and supervise compliance of registered enterprises with their undertakings and the terms of their certificate of registration, as well as properly administer the grant of incentives to investors;
- vi. Continuously review the local investment climate and incentives program in order to recommend improvements;
- vii. Provide advisory and other support services to new investors to facilitate their investments as well as after-care services for the investors including the support services to established investors to promote investment retention and/ or investment expansion;
- viii. Mobilize and engage the private sector and business groups and organizations through cooperative undertakings to ensure successful implementation of industry development and investment promotions plans;
- ix. Collate, analyze and compile pertinent data and studies concerning areas that have been or may be declared as IPAs; and
- x. Plan and implement activities during the annual observance of Business and Investment Week.

B. Promotions and Marketing

- i. Collate, analyze, and compile pertinent data and studies concerning areas in the city that have been or may be declared as IPAs and maintain a database of investment opportunities and investors;
- ii. Promote and market Ormoc City as an attractive investment/business destination and represent the City in trade and investment meetings, conferences, conventions and other similar gatherings in both domestic and foreign venues as directed by the Board;
- iii. Identify key investment opportunities from among those provided by the Operations unit to be highlighted in promotions and marketing efforts;
- iv. Organize trade missions, trade fairs and exhibits, and other special events that will feature trading of locally-produced products;
- v. Prepare investment promotion materials/collaterals such as brochures, presentation materials, webpages, and other general business information;
- vi. Develop and implement retention/expansion strategies for existing investors;
- vii. Conduct investment fora, briefings and dialogues to potential and existing investors with the goal of enticing them to invest in the City;

C. Support Services

- i. Assist in: (1) securing licenses and permits; (2) identifying business partners for joint venture or PPP modalities, raw materials suppliers and possible business sites; (3) sourcing skilled manpower and service providers; and (4) facilitating the resolution of issues and concerns encountered by business enterprises, among others;
- ii. Operate an on-line information assistance desk;
- iii. Recommend and/or implement improvements in systems and processes towards simplification or improved productivity;
- iv. Coordinate access to skilled, City-based manpower resources.

D. Perform such functions as may be necessary to implement the provisions of the "Revised Ormoc City Investment Incentives Code of 2016."

SECTION 3. SCRAPPING OF EXISTING POSITIONS - The following unfilled positions shall be abolished to fund the creation of one Administrative Officer V position:

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| No. of Items | Position | Salary Grade | Item Number (2018) | Source |
|--------------|-------------------------|--------------|--------------------|---------------|
| 1 | Administrative Aide III | 3 | 526 | City Hospital |
| 2 | Cook I | 3 | 528-529 | City Hospital |

SECTION 4. Section 13 of City Ordinance No. 026 s 2016 is now amended and shall be read as follows:

"SECTION 13. QUALIFICATIONS OF THE ADMINISTRATIVE OFFICER V (LEIPO) - The Administrative Officer V (LEIPO) shall possess the following qualifications:

- Education: Bachelor's Degree relevant to the job (preferably in Marketing/Management/Economics/Finance, or any related field)
- Experience: Two (2) years of relevant experience
- Training: Eight (8) hours of relevant training
- Eligibility: A Professional Civil Service Eligible or its equivalent
- Residency: A Filipino citizen, bona fide resident of Ormoc City, and of good moral character

SECTION 5. DUTIES AND FUNCTIONS OF ADMINISTRATIVE OFFICER V (LEIPO) - Under the supervision of the BPLO Head, the Administrative Officer V (LEIPO) shall have the corresponding functions, duties and responsibilities, to wit:

- A. Take the lead in preparing and implementing annual and term industry development plans involving micro, small, medium and large enterprises as well as investment priorities plan;
- B. Take the lead in developing and implementing an efficient and effective system for availment of local incentives;
- C. Guide the staff in preparing investment opportunity profiles, including but not limited to industry profiles, project profiles, and viability/feasibility studies;
- D. Develop mechanisms and guidelines to monitor the performance of investments and spearhead the regular review of the local investment climate and incentives program in order to recommend improvements;
- E. Supervise the provision of advisory and other support services to new investors to facilitate their investments as well as after-care services for the investors and advisory and other support services to established investors to promote investment retention and /or investment expansion;
- F. Ensure participation of the private sector and business groups and organizations through cooperative undertakings to ensure successful implementation of industry development and investment promotions plans;
- G. Spearhead planning and implementation of activities during the annual observance of Business and Investment Week;
- H. Take the lead in promoting and marketing of Ormoc City as an attractive investment/business destination;
- I. Take the lead in identifying key investment opportunities from among those provided by the Operations Unit to be highlighted in promotions and marketing efforts;
- J. Take the lead in organizing trade missions, trade fairs and exhibits, and other special events that will feature trading of locally-produced products;
- K. Spearhead preparation of investment promotion materials/collaterals such as brochures, presentation materials, webpages, and other general business information;

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- L. Spearhead the development and implementation of retention/expansion strategies for existing investors;
- M. Represent the City in trade and investments meetings, conferences, conventions and other similar gatherings in both domestic and foreign venues as directed by the Board;
- N. Organize the facilitation services to investors;
- O. Ensure availability of databases of investment opportunities and investors;
- P. Establish an on-line information assistance desk;
- Q. Recommend and/or implement improvements in systems and processes towards simplification or improved productivity;
- R. Perform such functions as may be assigned by the City Mayor or the supervisor from time to time.

SECTION 6. OTHER MANPOWER REQUIREMENTS OF THE LEIPS – For the effective operations of the LEIPS, the City Mayor may hire additional personnel whose positions and qualifications are based on stipulations and policies of the Qualification Standards of Civil Service Commission (CSC) M.C. No. 1 s. 1997 or augment the personnel of the said office through any or a combination of the following options:

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

SECTION 7. APPROPRIATION. The amount needed to carry out the provisions of this Ordinance for the Calendar Year 2018 shall be sourced from the abolished positions of the City Hospital abovementioned. For succeeding years, the appropriation for the newly created section shall be included in the annual budget of the BPLO.

SECTION 8. SEPARABILITY CLAUSE. Should any part or provision of this Ordinance be held unconstitutional and declared invalid by competent court, other parts or provisions hereof not affected thereby shall continue to be in full force and effect.

SECTION 9. 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 10. EFFECTIVITY. This Ordinance shall take effect immediately following compliance with the publication and posting requirements in the Local Government Code of 1991.


ENACTED, March 26, 2018.

RESOLVED, FURTHER, to furnish copies of this Ordinance one each to the City Mayor Richard I. Gomez; the City Administrator; the City Legal Officer; the OIC-City Accountant; the City Budget Officer; the City Treasurer; the City Auditor; the Human Resource Management Officer; the Business Permits and Licensing Office; the Local Economic and Investment Promotions Office (LEIPO); the Regional Director, Civil Service Commission, Regional Office No. 8 thru the Civil Service Commission Field Office, Ormoc City; the OIC-City Director, DILG; and other offices concerned;

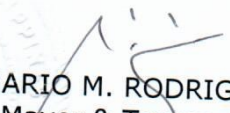
CARRIED UNANIMOUSLY.

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I HEREBY CERTIFY to the correctness of the above ordinance.


NANCY I. LOPENA
(OIC - SP Secretary)
Local Legislative Staff Officer V

ATTESTED:


MARIO M. RODRIGUEZ
(Acting City Vice-Mayor & Temporary Presiding Officer)
Presiding Officer "Pro-Tempore"
SP Member

APPROVED:


LEO CARMELO L. LOCSIN JR.
ACTING CITY MAYOR

RICHARD I. GOMEZ
City Mayor

05 APR 2018

(Date)