

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 APRIL 08, 2019



PRESENT:

Leo Carmelo L. Locsin, Jr.	City Vice Mayor & Presiding Officer
Vincent L. Rama,	SP Member, Majority Floor Leader
Tomas R. Serafica,	SP Member, Asst. Majority Floor Leader
Benjamin S. Pongos, Jr.,	SP Member
Eusebio Gerardo S. Penserga,	SP Member
Gregorio G. Yrastorza III,	SP Member
Nolito M. Quilang,	SP Member
Esteban V. Laurente,	Ex-Officio SP Member, Chapter President, Liga ng mga Barangay ng Ormoc
Jasper C. Yerro,	Ex-Officio SP Member, Chapter President, Panlungsod Pederasyon ng mga Sangguniang Kabataan ng Ormoc

ON LEAVE:

Mario M. Rodriguez,	SP Member, Presiding Officer "Pro-Tempore"
John Eulalio Nepomuceno O. Aparis II,	SP Member
	Minority Floor Leader
Lea Doris C. Villar,	SP Member, Asst. Minority Floor Leader

PREFATORY STATEMENT

WHEREAS, the Constitution recognizes the vital importance of cooperatives as instruments for social justice and economic development, and, for this reason has mandated Congress to create an agency to promote the viability and growth of cooperatives. Section 15, Article XI of the fundamental law provides:

"Section 15. The Congress shall create an agency to promote the viability and growth of cooperatives as instruments for social justice and economic development."

WHEREAS, pursuant to the afore-quoted constitutional mandate, Congress enacted Republic Act No. 6938 or known as the Cooperative Code of the Philippines, which declared as a policy of the State to foster the creation and growth of cooperatives as practical vehicle for promoting self-reliance and harnessing people power towards the attainment of economic development and social justice. The said law also created the Cooperative Development Authority (CDA), which was signed by then President Corazon C. Aquino on March 10, 1990;

WHEREAS, pursuant to the said law, Executive Order No. 96 issued on June 8, 1993 the local government units are mandated to establish cooperative offices to ensure effective implementation of the constitutional and legal mandates on cooperatives. Under Section 4 thereof, the functions of the local government units were identified to include the appointment of the local cooperative officer, at the discretion of the local chief executive, in accordance with Section 487, Article 17, Title Five, Book III of the Local Government Code. The local government units shall also assist in the promotion of the organization of cooperatives and assist CDA in the exercise of the following regulatory powers;

- a) Collection of annual reports and audited financial statements of cooperatives;
- b) Mediation and conciliation of disputes between members of a cooperative operating within their area of jurisdiction;
- c) Conduct preliminary investigation through a committee jointly created by CDA and the local chief executive for violation of any provision of the Cooperative Code and the Implementing Rules and Regulations, and recommend the termination of its operation and cancellation of the certificate of registration; and
- d) Monitor the compliance of cooperatives with the rules, regulations, and other issuances of the CDA including those reached through mediation and conciliation conferences and as a result of decisions of the CDA.

WHEREAS, DILG and CDA issued Joint Memorandum Circular No. 2019-01 dated January 21, 2019 enjoining local governments to appoint the local cooperative officer to take charge of the office for the development of cooperatives and ensure the provision of technical guidance, financial assistance and other services to enable said cooperatives to develop into viable and responsive economic enterprises and thereby bring about a strong cooperative movement that is free from any conditions that might infringe upon the autonomy or organizational integrity of cooperatives;

WHEREAS, the provisions and functions for the delivery of basic services to the people have been transferred to the local government units through Section 17 of Republic Act No. 7160, otherwise known as the Local Government Code of 1991 and such basic services include the responsibilities of providing technical and other forms of assistance in the organization and development of cooperatives, especially to enhance their viability as economic enterprise and social organization;

WHEREAS, Executive Order No. 1 issued by President Rodrigo Roa Duterte issued on June 30, 2016, re-engineered the Office of the President and transferred several agencies including Cooperative Development Authority under the supervision of the Cabinet Secretary with a directive that said agencies shall primarily evaluate existing poverty reduction programs and, if deemed necessary, formulate a more responsive set of programs complementing existing ones, channeling resources as necessary to reduce both the incidence and magnitude of poverty. The Cooperative Development Authority was among those agencies directed to develop specific programs and projects that seek to reduce poverty, improve lives of the most vulnerable sectors of society, promote social education of the people to allow them to participate in effecting real change by keeping watch at the affairs of the government, and listen to people's feedback;

WHEREAS, the City Government of Ormoc has not yet created the local cooperatives office despite of the existence of an increasing number of cooperatives, which reached 58, the latest count. As a result, there is lack of effective coordinative mechanism, lack of capacity to respond to the directives of Cooperative Development Authority and inability to monitor the development and growth of cooperatives in the City of Ormoc;

WHEREAS, the creation of an office will warrant the establishment of a more concrete relationship between the sector and the city government. With the presence of the advisory body, various plans and programs of the sector and the city government that are geared towards the promotion, organization and development of cooperatives will be synchronized for optimum results;

WHEREAS, this ordinance will also enhance the capability of the City Government in promoting the viability and growth of cooperatives for national development;

WHEREFORE, on motion of SP Member Nolito M. Quilang, Chairman, Committee on Good Government & Oversight, severally seconded by SP Members Vincent L. Rama, Tomas R. Serafica, Eusebio Gerardo S. Penserga, Benjamin S. Pongos, Jr., Esteban V. Laurente and Jasper C. Yerro; be it

RESOLVED, to enact;

ORDINANCE NO. 084

AN ORDINANCE ESTABLISHING THE CITY COOPERATIVES POLICY AND PROGRAM AND THE ORMOC CITY COOPERATIVES DEVELOPMENT OFFICE, PROVIDING FOR ADMINISTRATIVE AND OPERATIONAL REQUIREMENTS AND APPROPRIATING FUNDS THEREFOR.

Be it enacted by the 14th Sangguniang Panlungsod ng Ormoc, its regular session assembled, That:

SECTION 1. TITLE. This Ordinance shall be known as "The Ormoc City Cooperatives Ordinance."

SECTION 2. DECLARATION OF POLICY – The City adheres to the policy of the State to promote the viability and growth of cooperatives as instruments of equity, social justice and economic development and to create an agency, in fulfillment of the mandate of Section 15, Article XI1 of the Constitution. The City further adheres to the policy of the state recognizing cooperatives as autonomous associations organized for the economic and social betterment of their members

based on self-reliance and self-management. As such, cooperatives are recognized as associations organized for the economic and social betterments of their members, operating business enterprises based on mutual aid and founded upon internationally accepted cooperative principles and practices.

The City Government shall foster the creation and growth of cooperatives as a practical vehicle for promoting self-reliance and harnessing people power towards the attainment of economic development and social justice. The promotion of growth and expansion of cooperatives is seen as a major and indispensable component of the development goals of the city, hence, the need to develop a strong cooperative movement that is free from any conditions that might infringe upon the autonomy or organizational integrity of cooperatives.

The City recognizes the cooperative sector as primarily responsible for the institutional development of cooperatives. Accordingly, the City Government recognizes the rights of the cooperative sector to initiate and foster within its own ranks cooperative promotion, organization, training, information gathering, and audit and support services, with government assistance where necessary.

The City Government shall, except as provided in this Ordinance, maintain the policy of non-interference in the management and operations of cooperatives.

SECTION 3. THE ORMOC CITY COOPERATIVES DEVELOPMENT PROGRAM – There is hereby created a City Cooperatives Development Program initially consisting of enterprise development and institutional development to accelerate the promotion and development of viable cooperatives through the collaborative efforts of the city government and the community as instruments of equity, social justice and economic development. The program goals include the following:

- a) To promote the organization of cooperative and support the development within the areas of jurisdiction;
- b) To provide assistance in the organization and education of cooperatives;
- c) To strengthen and revitalize new and existing cooperatives in order to be functional and operational;
- d) To provide technical, financial and other forms of assistance to cooperatives;
- e) To assist and facilitate technology transfer and marketing of product through trainings, seminars, trade fairs and other forms of non-formal education;
- f) To promote enterprise development in order to generate more employment; and
- g) To facilitate direct linkage between cooperatives and the business and industry sectors in sourcing of funds for coop programs and projects.

The City Cooperative Development Council shall develop the complete Ormoc City Cooperative Development Program.

SECTION 4. STRENGTHENING OF CITY COOPERATIVES DEVELOPMENT COUNCIL – Pursuant to Memorandum Circular No. 2013-01 series 2013, there is hereby strengthened the City Cooperative Development Council (CCDC) as planning, coordinating and monitoring body for the cooperatives in Ormoc City which shall perform the following powers and functions:

- a) To coordinate, harmonize and monitor the implementation of the various cooperative development plans, programs of NGAs, GFIs, LGUs, and NGOs within the area of the council (within Ormoc City);
- b) To operationalize and monitor the Cooperative Medium Term Development Plans (CMTDP) through the collective efforts of all sectors and to develop such mechanism as may be required in the CMTDP;
- c) To share resources (financial, supplies and equipment, manpower) towards the full realization of such development plans;
- d) To formulate Local Cooperative Development Plan and Programs consistent with the National Development Plan and the Philippine Cooperative Medium-term Development Plan to be incorporated in the Comprehensive Development Plan (CDP), and Annual Investment Plan (AIP) of the Local Government Units (LGUs);
- e) To support, assist, and participate the holding of cooperatives activities such as but not limited to the celebrations of cooperative month, scheduled cooperative congress and summits; and
- f) To promote actively and strongly endorse the observance at all times of the universally cooperative principles as enshrined in the cooperative code in the performance of the above functions.

SECTION 5. COMPOSITION OF THE CCDC - The CCDC shall be composed of the following official representatives or their duly authorized representatives:

- a) Official representatives of National Government Agencies with Cooperative programs including government financial institution (GFIs) operating within the city;
- b) Chairperson of the City Development Council;
- c) Chairperson of the Committee on Cooperatives at the Sangguniang Panlungsod;
- d) Chairperson of City Cooperative Federations and Union;
- e) Chairperson of primary cooperatives in the City;
- f) Official representative of other NGOs with cooperative programs as identified by the CDA.

SECTION 6. OFFICERS OF THE CCDC – The CCDC shall elect the following officers:

- a) Chairperson
- b) Vice-Chairperson
- c) Secretary
- d) Treasurer
- e) Auditor

Such officers shall be elected directly by the members of the CCDC annually via secret ballot.

The term of office of the elected officers shall be for one (1) year with right to re-election, and which shall commence on November 15 of each year. No hold over capacity shall be allowed.

The CCDC shall define the duties and responsibilities of the officers in accordance with existing laws, rules and guidelines.

SECTION 7. VACANCY IN ANY POSITION IN THE CCDC – In case a vacancy in any office occurs, such vacancy shall be filled by the members of the CCDC during the next regular meeting. The elected officer shall serve only the unexpired term of his/her predecessor.

SECTION 8. CCDC COMMITTEES – The CCDC may create committees, as may be necessary, to study and/or carryout a specific undertaking as may be determined by the CCDC, whose term shall be the same as the elected officers.

SECTION 9. CCDC SECRETARIAT – The Coop Office shall serve as the secretariat of the CCDC and shall perform the following functions:

- a) Prepare the minutes and agenda and records the attendance and proceedings of all meetings of the CCDC;
- b) Serve notices of meetings to all members of the CCDC;
- c) Furnishes the officers and members certified copies of the minutes of the meetings;
- d) Keeps a register of the names and address of all members and keeps a complete file of the laws, resolutions, and executive orders relevant to the creation of the CCDC;
- e) Take the lead in carrying out and implementing the agreements, decisions and resolutions of the CCDC; and
- f) In general, performs all duties incidental to the office of the secretariat and those that may be assigned to it by the Chairperson and/or the CCDC.

SECTION 10. CREATION OF THE ORMOC CITY COOPERATIVE DEVELOPMENT OFFICE – There is hereby created the Ormoc City Cooperatives Development Office, Otherwise known as the COOP Office, which shall be a section under the Office of the City Mayor.

SECTION 11. DUTIES AND FUNCTIONS OF COOP OFFICE - the COOP Office shall have the following functions:

- a) To take the lead in implementing the provisions of this ordinance;
- b) To implement a comprehensive Ormoc City Cooperatives Development Program;
- c) To serve as the technical consultancy office and implementing arm of the city government on all matters pertaining to cooperative development;

- d) To assist in the promotion, organization, rehabilitation and viability enhancement of cooperatives and the integration of the concept and principles of cooperativism in the development thrust of the city government;
- e) To provide technical consultancy services and other forms of assistance to cooperatives to enhance their viability as economic enterprises and social organization;
- f) To assist cooperatives in establishing linkages with local and international funding institutions, marketing channels and other government and non-government organizations involved in the promotion and development of cooperatives;
- g) To ensure that partner cooperatives in implementing city government projects are accredited by the City Government;
- h) To conduct evaluation, appraisal and processing of loan applications, projects proposals and other requests among cooperatives for financial assistance submitted to the City Government and recommend appropriate action thereof to the City Mayor;
- i) To monitor and evaluate the status and progress of government assisted projects of cooperatives and recommend appropriate measure to ensure their success;
- j) To provide coordinative and administrative services to Ormoc City Cooperatives Development Council organized pursuant to Executive Order No. 95 issued by the Office of the President and such other bodies, committees and organizations actively involved in cooperatives;
- k) To keep in custody vital documents and records pertaining to all cooperatives operating in the City;
- l) To submit a consolidated annual report to the Office of the City Mayor;
- m) To perform the secretariat functions of the CCDC;
- n) To assist in the exercise of the following regulatory powers of the CDA, namely:
 - 1) Collection of annual reports and financial statements of cooperatives;
 - 2) Mediation and conciliation of disputes between members of cooperatives operating in the City;
 - 3) Conduct preliminary investigations through a committee jointly created by the CDA and the City Mayor for violation of any provision of the Cooperative Code of the Philippines (RA 6938) and its implementing rules and regulations and recommend termination of operation and cancellation of certificates and registration; and
 - 4) Monitor the compliance of cooperatives with the provisions of the Cooperatives Code of the Philippines, rules, regulations and other issuances of the Cooperative Development Authority (CDA), including those reached through mediation and conciliation conferences as a result of a decision of the CDA;
- o) To perform such other functions as maybe prescribed by law, ordinances or executive act.

SECTION 12. ORGANIZATIONAL STRUCTURE OF COOP OFFICE – The COOP Office shall have the following units:

- a) Enterprise Development Unit - aims to provide contributions to assist in the operating, financial and development towards business sustainability. It also serves as an education, training and skills development unit. This unit can consequently developed an infrastructure, management structure, systems and processes that can able to adequately provide direction, leadership, strategic planning, management and access to resources for all skills development projects locally, provincially and nationally.

- b) Institutional Development Unit – is the creation or reinforcement of the capacity of an organization: to generate, allocate and use human and financial resources effectively; to attain development objectives, public or private. It includes not only the building and strengthening of institutions but also their retrench of the effect to highlight different angles of importance. This concept is developed to alleviate that institutions play a strategic role when the focus is on development rather than growth. The implication is that growth is a dominated activity; if growth exist, no intervention is required. In contrast, development is a qualitative oriented function. It is embarked upon in order to encourage development to take place.

SECTION 13. CREATION OF POSITION ITEMS FOR COOP OFFICE -

There is hereby created the following position items for the Coop Office as follows:

- a) Senior Cooperatives Development Officer (SG 18)
b) Cooperatives Development Specialist I (SG 11)

The following unfilled positions that shall be abolished to fund the creation of aforementioned new positions:

No. of Items	Position	Salary Grade	Item Number (2019)	Source
4	Nursing Attendant	4	524,525,526,527	City Hospital
1	Administrative Aide I	1	517	City Hospital

SECTION 14. QUALIFICATIONS, POWERS AND DUTIES-

The following are the qualifications, powers and duties of each position:

A. SENIOR COOPERATIVES DEVELOPMENT OFFICER

1. Qualifications.

The Senior Cooperatives Development Officer shall be a citizen of the Philippines, a resident of Ormoc City, of good moral character, a holder of a college degree preferably in business course, a career service professional (Second level eligibility), two years relevant experience, and with eight hours of relevant training.

2. Powers and Duties.

The Senior Cooperatives Development Officer shall take charge of the Ormoc City Cooperatives Development Office and shall:

- Formulate measures for the consideration of the Sangguniang Panlungsod, and provide technical assistance and support to the City Mayor in carrying out measures to ensure the delivery of basic services and provision of facilities through the development of cooperatives, and in providing access to such services and facilities;
- Develop plans and strategies and, upon approval thereof by the City Mayor, implement the same, particularly those which have to do with the integration of cooperatives, principles and methods in programs and projects which the city mayor is empowered to implement and which the Sangguniang is empowered to provide for under the Local Government Code;
- Assist in the organization of cooperatives;
- Provide technical and other forms of assistance to existing cooperatives to enhance their viability as an economic enterprises and social organization;
- Assist cooperatives in establishing linkages with government agencies and non-government organizations involved in the promotion and integration of the concept of cooperatives in the livelihood of the people and other community activities;

- f) Be in the frontline of cooperatives organization, rehabilitation or viability enhancement, particularly during and in the aftermath of man-made and natural calamities and disasters, to aid in their survival and, if necessary subsequent rehabilitation;
- g) Recommend to the Sanggunian, and advice the City Mayor on all other matters relative to cooperatives development and viability-enhancement which will improve the livelihood and quality of life of the inhabitants;
- h) Direct and supervise the planning and operations of the programs and internal administration of the COOP Office;
- i) Prepare and submit annual plans and budgetary requirements of the COOP Office.
- j) Supervise the implementation/ periodic evaluation of the programs/policies;
- k) Supervise the establishment and operations of various cooperative enterprise/projects;
- l) Represent the Office in any official function needing representation of the office;
- m) Exercise such other powers and perform such other functions as may be prescribed by law, ordinance or executive act.

B. COOPERATIVE DEVELOPMENT SPECIALIST I

1. Qualifications.

The Cooperative Development Specialist I shall be a citizen of the Philippines, a resident of Ormoc City, of good moral character, a holder of a college degree, and a second grade civil service eligible.

2. Powers and Duties.

The Cooperative Development Specialist I shall:

- a) Assist the Senior Cooperatives Development Officer in managing and supervising the Coop Office;
- b) Assist in preparing needs assessment tools, gathering data and in preparing plans and project proposals;
- c) Assist in the conduct of trainings and monitor/evaluate results of the training conducted;
- d) Monitor the development and growth of the various cooperatives in Ormoc City;
- e) Organize meetings of different cooperative groups, federations and coordinative meetings with other sectoral groups;
- f) Assist in preparing and packaging reports;
- g) Perform other duties that may be assigned from time to time.

SECTION 15. OTHER MANPOWER REQUIREMENTS OF THE COOP OFFICE— For the effective operations of the said Office, 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) Hiring of other necessary personnel with casual status;
- b) Designation or assignment of personnel to the City Cooperatives Office in concurrent capacities with their existing positions;
- c) Reassignment of personnel of the City to the City Cooperatives Office; and
- d) Full-time or part-time detail of existing personnel to the City Cooperatives Office.

SECTION 16. ROLE OF BARANGAYS IN COOPERATIVE DEVELOPMENT

– Recognizing the crucial role of the Barangays in the development of cooperatives, the Barangays in Ormoc City shall perform the following roles under this ordinance:

- a) Encourage the organization of cooperatives;
- b) Monitor existence of cooperatives in their respective jurisdictions and submit list of existing cooperatives to the CCDC;
- c) Assist the cooperatives in their respective jurisdictions in resolving their issues and disputes; and
- d) Tap cooperatives as partners in the activities and projects aiming for poverty reduction in their jurisdictions and assist the cooperatives in the implementation of their community projects.

All cooperatives shall coordinate with and ensure approval of the Barangays in implementing their community projects. The CCDC shall come up with implementing rules and guidelines to ensure the proper implementation of this provision.

SECTION 17. APPROPRIATION - The amount needed to carry out the provisions of this Ordinance for the calendar year 2019 shall be sourced from available sources coming from the General funds including the funds from the abovementioned abolished positions. For succeeding years, the appropriation for the newly created section and its operations shall be included in the annual budget of the Office of the City Mayor.

SECTION 18. REPEALING CLAUSE – All Ordinances, Executive Orders, and all other local rules and regulations inconsistent with the provisions of this Ordinance are hereby repealed or amended accordingly.

SECTION 19. SEPARABILITY CLAUSE – Should any part or provision of this Ordinance be declared invalid or unconstitutional, any part or provision not affected thereby shall continue to be in full force and effect.

SECTION 20. EFFECTIVITY – This Ordinance shall take effect immediately following compliance with the publication requirements under the Local Government Code of 1991.

ENACTED, April 08, 2019.

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 City Budget Officer; the HRMO; the City Agriculture Office; the Regional Director Armonio P. Paa, MPA, Cooperative Development Authority; Mr. Virgilio E. Chin, Chairman - Ormoc City Cooperative Development Council (OCCDC); the OIC-City Director, DILG; 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:


LEO CARMELO L. LOCSIN, JR.
City Vice Mayor & Presiding Officer

APPROVED:


RICHARD I. GOMEZ
City Mayor

APR 15 2019

(Date)