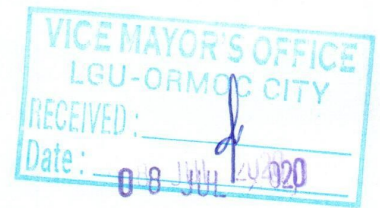


REPUBLIKA NG PILIPINAS
SANGGUNIANG PANLUNGSOD
LUNGSOD NG ORMOC



EXCERPT FROM THE MINUTES OF THE REGULAR SESSION OF THE
FIFTEENTH SANGGUNIANG PANLUNGSOD NG ORMOC HELD
AT THE SANGGUNIANG PANLUNGSOD SESSION HALL
ON JULY 07, 2020

PRESENT:

Leo Carmelo L. Locsin, Jr.
Benjamin S. Pongos, Jr.,
Roiland H. Villasencio,
Tomas R. Serafica,
Nolito M. Quilang,
Eusebio Gerardo S. Penserga,
Jasper M. Lucero,
Peter M. Rodriguez,
Vincent L. Rama,
Gregorio G. Yrastorza III,
Lalaine A. Marcos,
Esteban V. Laurente,

City Vice Mayor & Presiding Officer
SP Member, Majority Floor Leader
SP Member, 1st Asst. Majority Floor Leader
SP Member, Presiding Officer "Pro-Tempore"
2nd Asst. Majority Floor Leader, SP Member
SP Member
SP Member
SP Member
SP Member
SP Member
SP Member
Ex-Officio SP Member, Chapter President,
Liga ng mga Barangay ng Ormoc
Ex-Officio SP Member, Chapter President,
Panlungsod na Pederasyon ng mga Sangguniang Kabataan ng Ormoc

Joan Marbie C. Simbajon,
Panlungsod na Pederasyon ng mga Sangguniang Kabataan ng Ormoc

EXPLANATORY NOTE

Utility network like water, electricity, waste, gas, and telecommunication are bedrocks of economic, social, and environmental performance of modern life. In fact, one of the requisite of a balanced growth of urban areas is an effective system of local utilities such as water, the absence of which is a deterrent to economic growth.

Domestic water systems is one of the most basic and essential elements of local utility system. Though blessed with abundant supply of water, however, the existing water utility system in Ormoc City do not meet the needs of the community as the delivery of water to the rapidly increasing number of consumers is inadequate.

National Waterworks and Sewerage Authority (NAWASA) created under RA 1383 was tasked to handle all matters relating to water service throughout the Philippines.

Like other areas, NAWASA created ORWASA, for purposes of catering water and septage services in Ormoc City. However, NAWASA was dissolved by Republic Act 6234 in 1971 thereby ORWASA was assumed by LGU-Ormoc City and for a long time, ORWASA was transferred to the City of Ormoc without the appropriate ordinance institutionalizing it.

Based on the Financial Statement of ORWASA from the time it was transferred to the LGU and operated as Local Economic Enterprise, the same has been generating net income of an average of FIVE MILLION PESOS a year.

However, evaluating the present system, structure and set up of ORWASA, it necessitates the creation of a Board that serves as policy making body to plan, formulate and implement policies who will cater to the immediate and long term plans of the City and institutionalizing ORWASA to make the system more efficient and more responsive to the present and future demand of the constituents.

Therefore, upon motion of SP Jasper M. Lucero, Chairman, Committee on Good Government & Oversight, severally seconded by SP Members Nolito M. Quilang, Peter M. Rodriguez, Vincent L. Rama, Gregorio G. Yrastorza III, Lalaine A. Marcos, Esteban V. Laurente and Joan Marbie C. Simbajon; be it

RESOLVED, to enact:

**ORDINANCE NO. 031
(Series of 2020)**

**AN ORDINANCE INSTITUTIONALIZING THE ORMOC
WATERWORKS SYSTEM ADMINISTRATION
(ORWASA).**

BE IT ORDAINED by the 15th Sangguniang Panlungsod of Ormoc City, that:

SECTION 1. TITLE – This ordinance shall be known as the "ORWASA ORDINANCE".

SECTION 2. LEGAL BASIS– This ordinance is enacted pursuant to the following provisions of the Local Government Code, RA 7160, to wit:

Section 17:

"(a) Local Government Units shall endeavor to be self-reliant and shall continue exercising the powers and discharging the duties and functions currently vested upon them. They shall also discharge the functions and responsibilities of national agencies and offices devolved to them pursuant to this Code. Local Government Units shall likewise exercise such other powers and discharge such other functions and responsibilities as are necessary, appropriate, or incidental to efficient and effective provisions of the basic services and facilities enumerated herein.

X X X

Section 18:

"*Power to Generate and Apply Resources.* – Local Government Units shall have the power and authority to establish an organization that shall be responsible for the efficient and effective implementation of their development plans, program objectives and priorities; to create their own sources of revenues and to levy taxes, fees, and charges which shall accrue exclusively for their use and disposition and which shall be retained by them; to have a just share in national taxes which shall be automatically and directly released to them without need of any further action; to have an equitable share in the proceeds from the utilization and development of the national wealth and resources within their respective territorial jurisdictions including sharing the same with the inhabitants by way of direct benefits; to acquire, develop, lease, encumber, alienate, or otherwise dispose of real or personal property held by them in their proprietary capacity and to apply their resources and assets for productive, developmental, or welfare purposes, in the exercise or furtherance of their governmental or proprietary powers and functions and thereby ensure their development into self-reliant communities and active participants in the attainment of national goals."

Section 22:

"(d) Local government units shall enjoy full autonomy in the exercise of their proprietary functions and in the management of their economic enterprises, subject to the limitations provided in this Code and other applicable laws."

Section 458, paragraph a, sub-paragraph 5, item (vii):

"Subject to existing laws, establish and provide for the maintenance, repair and operation of an efficient waterworks system to supply water for the inhabitants and to purify the source of water supply, x x x x x"

SECTION 3. There shall be created an **ORMOC CITY WATERWORKS BOARD** which will serve as a policy making body of ORWASA.

SECTION 4. ORMOC CITY WATERWORKS BOARD OF DIRECTORS– The Directors of the Board shall be composed of the following:

Chairman	:	City Administrator
Vice Chairman	:	Chairman, SP Committee on Economic Enterprise
Regular Members	:	City Treasurer
		City Budget Officer
		City Health Officer
		City Legal Officer
		Environment & Natural Resources Officer
		President, Liga ng mga Barangay
		City Planning & Development Coordinator
		Two (2) representatives from the Private Sector to
		be appointed by the City Mayor whose terms are co-
		terminus with the appointing authority
Ex-Officio Member	:	ORWASA HEAD.
Secretary	:	Designated ORWASA Staff as determined by the
		Chairman of the Board

SECTION 5. MEETING– The Board shall meet at least once a month or as often as the chairman desires to convene the same, serving notice to its members at least one (1) day before the scheduled meeting.

SECTION 6. QUORUM– The presence of six (6) members of the Board including the Chairman shall constitute a quorum.

SECTION 7. POWERS AND FUNCTIONS OF THE ORMOC CITY WATERWORKS BOARD– Subject to the approval of the City Mayor, the Board shall perform the following duties and functions:

- a. Formulate policies and guidelines for the operation, manpower development, conduct, skills training of ORWASA personnel;
- b. Create plans and programs for the sustainability and development of water utility system of Ormoc City;
- c. Establish acceptable standards of materials and supplies, maintenance, operation for ORWASA;
- d. Review and/or adopt the proposed plans and programs initiated by ORWASA;
- e. Review/Approve the plan for sustainable supply of water, annual investment, annual budget and other plans, programs or activities initiated by ORWASA;

- f. Exercise oversight and supervision of the activities of ORWASA;
- g. Approve rules and regulations submitted by ORWASA to carry out the purposes for which ORWASA was established;
- h. Subject to the ordinance which will be passed by the Sanggunian, propose the corresponding increase of water rates;
- i. Receive donations and grants of all kinds and spend the same for the purpose specified by law or the donor;
- j. Approve the purchase of such facilities, tools and other equipment necessary for the operation of ORWASA subject to procurement law or ordinance;
- k. Recommend to the Department of Budget and Management (DBM) the grants of bonuses and honoraria to ORWASA staff and personnel in addition to the regular benefits given by the City through PRAISE to promote efficiency in the operations of ORWASA subject to pertinent rules and regulations;
- l. Recommend to the City Mayor the appointment for the position of the ORWASA Head, subject to Civil Service rules and regulations.

SECTION 8. DUTIES AND RESPONSIBILITIES OF THE SECRETARY OF THE BOARD – the Secretary of the Board shall have the following duties and responsibilities, to wit:

- a. To prepare the agenda and record of the minutes of the meetings of the Board;
- b. To keep and be responsible of all the records of the Board;
- c. Perform such other functions as may be directed by the Board.

SECTION 9. HONORARIA OF THE ORMOC CITY WATERWORKS BOARD OF DIRECTORS – All members of the Board of Directors including the Secretary shall receive additional allowance for their attendance in board meetings in the amount of ONE THOUSAND PHILIPPINE PESOS (PHP1,000.00) per Board meeting provided that said allowance in a year shall not exceed the total amount of FOURTEEN THOUSAND PHILIPPINE PESOS (PHP14,000.00).

SECTION 10. ORWASA VISION AND MISSION –

Vision: Efficient, stable and sustainable water supply system that could serve Ormoc City and all its constituents.

Mission: To provide all water consumers with potable and adequate water supply that conforms the standards of the World Health Organization for Drinking Water.

SECTION 11. REORGANIZATION AND ADOPTION OF ORWASA POSITIONS, PERSONNEL AND STAFF –The present organizational set up of ORWASA is hereby re-organized. The Re-organizational Structure of ORWASA is hereto attached and made part hereof as annex "A". The present positions, personnel and staff of ORWASA is hereby adopted including their duties and functions. The detailed duties and functions of ORWASA positions is hereto attached and made part hereof as annex "A-1".

SECTION 12. DUTIES AND RESPONSIBILITIES OF ORWASA HEAD – the ORWASA Head shall have the following duties and responsibilities, to wit:

- a. To execute the policies, rules and regulations promulgated by the Board as approved by the City Mayor;
- b. To spearhead the implementation of all plans of the Board as approved by the City Mayor;

- c. To submit a Quarterly Report to the Board;
- d. To submit an Annual Report to the Board within 30 days after the close of each Calendar Year;
- e. To carry out and implement the agreements executed by the Board and to perform such other functions as maybe assigned by law, or ordinance;
- f. Recommend plans, strategies and policies to the BOARD for approval;
- g. Provide technical and administrative supervision of overall programs, projects, and personnel of ORWASA;
- h. Regularly assess the water production, supply, consumption and quality of water being distributed to the consuming public; and
- i. To perform such other functions as necessary for the operation of ORWASA and implementation of the approved projects, programs and plans.

SECTION 13. PRICING POLICY – It is the policy of the LGU that prices for water rates shall be proposed by the Board after considering all relevant information such as operational cost, and after public hearing duly conducted for the purpose.

SECTION 14. SPECIAL ACCOUNT – The present special account of ORWASA is hereby adopted.

SECTION 15. EXCLUSION FROM GF BUDGET– Salaries, wages, representation and transportation allowances of ORWASA are hereby excluded from the General Fund budget and are charged on the said special fund. They are therefore excluded in the computation of the maximum amount of personnel services of the LGU-Ormoc City.

The appropriations for personnel services as well as the allowances of members of the Board are charged against the Annual Operating Budget of ORWASA.

SECTION 16. INCLUSION OF PPA'S– Present Program, Projects and Activities of ORWASA as included in the Local Development Investment Plan and the Annual Investment Plan is hereby adopted.

SECTION 17. APPLICATION OF INCOME – The income derived from the operation of ORWASA shall be applied to the following:

- a. Cost of the whole operation of ORWASA, including improvement, repair and related expenses.
- b. Salaries, wages, honoraria, representation and transportation allowances of all personnel and staff of ORWASA, and allowances of the members of the Board.
- c. After the closing of the books, any excess/surplus of the ORWASA shall form part of the General Fund.

SECTION 18. SEPARABILITY CLAUSE– If any provision of this Ordinance shall be held invalid, the provisions unaffected remain in full force and effect.

SECTION 19. REPEALING CLAUSE– All Ordinances and or Resolutions, or portions thereof, inconsistent with this Ordinance are hereby repealed or modified accordingly.


SECTION 20. EFFECTIVITY– This Ordinance shall take effect fifteen days (15) after its publication in a newspaper of general circulation in Ormoc City.

ENACTED, July 07, 2020.

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 City Accountant; the City Treasurer; the City Health Department; ENRD; the President, Liga ng mga Barangay; CPDO; ORWASA; the City Local Government Operations Officer-DILG; and other offices concerned;

CARRIED UNANIMOUSLY.

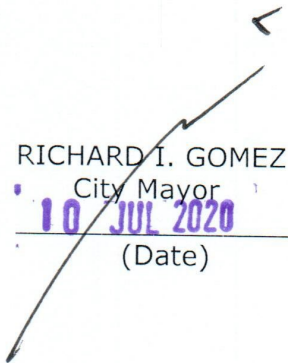
I HEREBY CERTIFY to the correctness of the above ordinance.


MARIA ANTONIETA G. CO HAT
Secretary to the
Sangguniang Panlungsod

ATTESTED:

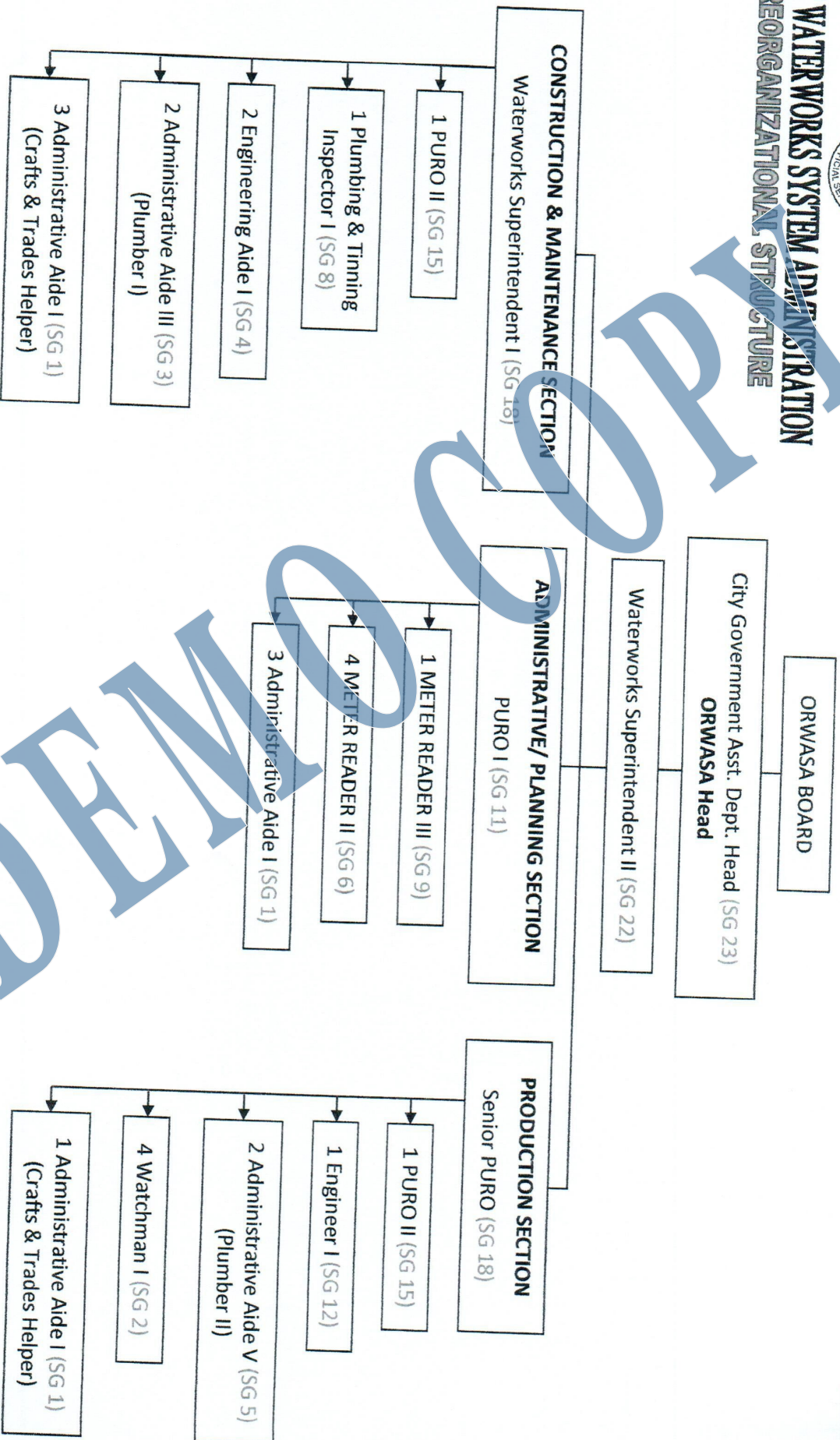

LEO CARMELO L. LOCSIN, JR.
City Vice Mayor & Presiding Officer

APPROVED:


RICHARD I. GOMEZ
City Mayor
10 JUL 2020
(Date)



**ORMOC WATERWORKS SYSTEM ADMINISTRATION
REORGANIZATIONAL STRUCTURE**



ANNEX "A"

Ord. # 031 S.2017

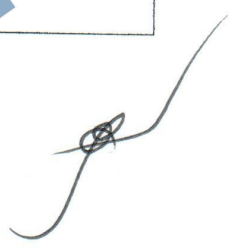


ORMOC WATERWORKS SYSTEM ADMINISTRATION
REORGANIZATIONAL STRUCTURE

DESIGNATION	DUTIES
WATERWORKS SUPERINTENDENT II	<ul style="list-style-type: none">• Supervise the Maintenance and Operation & Repair of Ormoc Waterworks.• Supervise the Repair, Surveys and Construction of all Rural Waterworks System in Ormoc City.• Supervise the survey Preparation of Plans and Estimates of all Waterworks project
CONSTRUCTION & MAINTENANCE SECTION	
WATERWORKS SUPERINTENDENT I	<ul style="list-style-type: none">• Prepare plans & programs of every project.• Supervise the improvement & expansion of existing water supply sources, distribution pipelines to previously unserved areas.
PURO II (Public Utilities Regulations Officer II)	<ul style="list-style-type: none">• Maintain / Operate and repair main transmission and distribution pipelines.
PLUMBING AND INSPECTOR I	<ul style="list-style-type: none">• Inspect and estimate materials for new installation of applicants of various barangays.• Monitor plumber of their daily task.
ENGINEERING AIDE I	<ul style="list-style-type: none">• Prepare plans, design, and estimate of materials and supervision of water supply projects.
ADMINISTRATIVE AIDE III (PLUMBER I)	<ul style="list-style-type: none">• Repair and maintain pipes and service connections.• Check and investigate leaking pipes and repair the same.• Inspect house connection and cuts delinquent connections.• Does such other related duties.

ADMINISTRATIVE AIDE I (CRAFTS & TRADES HELPER)	<ul style="list-style-type: none"> • Assist in the repairs of main pipes and service connections. • Assist in the installation of service connections. • Assist in the repairs of defective water meters. • Install water meters on new service connections. • Assist on cutting of service connections of delinquent consumers. • Does other related works.
ADMINISTRATIVE/ PLANNING SECTION	
PURO I (Public Utilities Regulations Officer I)	<ul style="list-style-type: none"> • Supervise all water connections and monitor monthly water meter reading and illegal connections.
METER READER III	<ul style="list-style-type: none"> • Supervise the Ahag Gallery of its entire operation. • Monitor the water quality of Ahag Gallery.
METER READER II	<ul style="list-style-type: none"> • Read and Bill for various barangays. • Inspect illegal water connections. • Identify and check for consumer type, e.g. commercial/residential. • Check unread accounts.
ADMIN. AIDE I	<ul style="list-style-type: none"> • Type document: Purchas Request, PPMP, Petty Cash, Voucher, Annual Budget and Safekeeping of Records, Outgoing, Incoming, Communication Letter and Brgy. Resolution of various Barangays.
PRODUCTION SECTION	
SENIOR PURO (Senior Public Utilities Regulations Officer)	<ul style="list-style-type: none"> • Supervise the operation and production of all water sources.
PURO II (Public Utilities Regulations Officer II)	<ul style="list-style-type: none"> • Maintain / Operate and repair main transmission and distribution pipelines.

ENGINEER I	<ul style="list-style-type: none"> • Monitor and evaluate water quality of all water sources in accordance to Philippine National Standards for Drinking Water. • Direct the collection and submission of water samples to accredited laboratory for analysis.
ADMINISTRATIVE AIDE V (PLUMBER II)	<ul style="list-style-type: none"> • Repair defective electrical motors and control panels. • Daily supervision of maintenance works at Ahag Filtration Gallery.
WATCHMAN I	<ul style="list-style-type: none"> • Pump operator at Mejia Pumping Station.
ADMINISTRATIVE AIDE I (CRAFTS & TRADES HELPER)	<ul style="list-style-type: none"> • Warehouseman



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