



Republic of the Philippines
Province of Agusan del Sur
MUNICIPALITY OF PROSPERIDAD



19th SANGGUNIANG BAYAN

EXCERPT FROM THE MINUTES OF THE 68TH REGULAR SESSION OF THE 19TH SANGGUNIANG BAYAN OF PROSPERIDAD, AGUSAN DEL SUR HELD IN ITS SESSION HALL ON JANUARY 23, 2024 AT 10:00 A.M.

PRESENT:

Hon. Edelberto D. Bastareche	Sangguniang Bayan Member/ Temporary Presiding Officer
Hon. Albin D. Magdamit	Sangguniang Bayan Member
Hon. Rachel M. Blanco, LPT	Sangguniang Bayan Member
Hon. Emilio G. Alinas, Jr.	Sangguniang Bayan Member
Hon. Nestor L. Corvera, DDM	Sangguniang Bayan Member
Hon. Alicia S. Demecillo	Sangguniang Bayan Member
Hon. Jeffry Glenn A. Jala, RN, LPT	Sangguniang Bayan Member
Hon. Milo N. Urbiztondo	President, Liga ng mga Barangays
Haw Victorico C. Mondejar, Jr.	Representative, Indigenous Peoples

EXCUSED:

Hon. Samson L. Auxtero	Sangguniang Bayan Member
Hon. Nishi Ann J. Coyoca	President, SK Municipal Federation

MUNICIPAL ORDINANCE NO. 198

Series of 2024

Introduced by:

HONORABLE EMILIO G. ALINAS, JR.

AN ORDINANCE CREATING THE POSITION OF LOCAL LEGISLATIVE STAFF OFFICER I (SG-11) IN THE PLANTILLA OF PERSONNEL UNDER THE OFFICE OF THE SECRETARY TO THE SANGGUNIANG BAYAN PROVIDING FOR ITS QUALIFICATIONS, DUTIES AND RESPONSIBILITIES, APPROPRIATING FUNDS THEREFOR, AND FOR OTHER PURPOSES

WHEREAS, of the Local Government Code of the Philippines (RA 7160) empowers the Sangguniang bayan as a legislative body to enact ordinances, approve resolutions for an efficient and effective municipal 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 municipal funds and provide for expenditures necessary for the proper conduct of programs, projects, and activities of the municipal government";

Mun. Ord. No. 198, series of 2024

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MUNICIPAL MAYOR

WHEREAS, the creation of a new position can provide professional development opportunities for individuals with the necessary qualifications. It allows for career growth within the legislative branch and may contribute to employee satisfaction and retention.

WHEREAS, in response to the request of the Office of the Secretary to the Sangguniang Bayan, the body deemed it necessary to create the position of Local Legislative Staff Officer I (SG-11). This action aligns with the approved Organizational Structure of the office, as specified in Municipal Ordinance No. 124, series of 2021.

NOW THEREFORE;

BE IT ENACTED by the Sangguniang Bayan of Prosperidad, Agusan del Sur in session assembled, that:

SECTION 1. TITLE - This Ordinance shall be known as "An ordinance creating the position of Local Legislative Staff Officer I (SG-11) in the plantilla of personnel under the Office of the Secretary to the Sanggunian providing for its qualifications, duties and responsibilities, appropriating funds therefor and for other purposes.

SECTION 2. OBJECTIVE - To address the current demand of a highly functional and responsive government institution, especially considering the municipality's role as the government center of the province. It is imperative to create additional plantilla positions in the Municipal Government of Prosperidad.

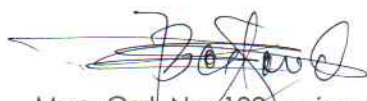
SECTION 3. CREATION OF ITEM - For the interest of better personnel organization and management, additional position is hereby created in this Local Government Unit;

- I. OFFICE** : **SECRETARY TO THE SANGGUNIANG BAYAN**
- POSITION TITLE** : Local Legislative Staff Officer I
- SALARY GRADE** : 11
- ITEM NO.** :

DUTIES AND RESPONSIBILITIES:

1. Translates and Publishes resolutions and ordinances into local dialect;
2. Keeps / furnishes copies of approved resolutions and ordinances, transcript of records of regular and special sessions, books of minutes and journals proceedings;
3. Posts approved resolutions and ordinances in conspicuous places of the municipality;
4. Supervises the personnel under his/her office;
5. Performs such other duties and functions as may be delegated by his/her immediate supervisor;

EDUCATION : Bachelor's Degree preferably in law, commerce public administration or any Bachelor's Degree relevant to the Job.



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MUNICIPAL MAYOR

EXPERIENCE : 1 year of relevant experience
TRAINING : 4 hours of relevant training
ELIGIBILITY : Career Service (Professional)/
Second Level Eligibility

SECTION 4. APPOINTMENTS. Subject to the financial capability of the municipality, the appointment for those who will be occupying the herein mentioned position shall be within the prescribed qualification standards and guidelines set by the Civil Service Commission (CSC) and other pertinent laws.

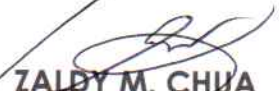
SECTION 5. FUNDING SUPPORT. The newly-created positions are made part and integral element of the Plantilla of the Municipal Government of Prosperidad, Agusan del Sur and shall be automatically funded from the personal services component of the budget of the municipality.

SECTION 6. SEPARABILITY CLAUSE – If for any reason, any section or provision of this Ordinance is declared unconstitutional or not in accordance with an existing laws, other section or provision thereof which are not affected shall continue to be in effect.

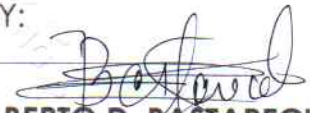
SECTION 7. EFFECTIVITY - This Ordinance shall take effect upon its approval.

ENACTED : this 23rd day of January, 2024 upon motion of Honorable Emilio G. Alinas, Jr. duly seconded unanimously.


ATTESTED:


ZALDY M. CHUA
Secretary to the Sanggunian

CERTIFY:


EDELBERTO D. BASTARECHE
Sangguniang Bayan Member
Temporary Presiding Officer

APPROVED:


FREDERICK MARK P. MELLANA
Municipal Mayor
Date: 01/25/2024

ZMC/jsg