

14

Item No.: 14

Date: AUG 22 2023

PROVINCE OF LEYTE
Palo, Leyte

AUG 15 2023
PROVINCE OF LEYTE

PROVINCIAL LEGAL OFFICE

Province of Leyte
Legal Office
J. Raymundo A. Acol
8/10/23

2nd INDORSEMENT
August 9, 2023

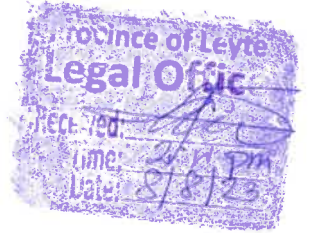
Respectfully returned to the Sangguniang Panlalawigan of Leyte, through the SP Secretary, the attached Ordinance No. 2023-09 of the Sangguniang Bayan of Albuera, Leyte, recommending for the declaration of its validity, pursuant to its power under Section 56 (C) of R.A. 7160, the same being to the opinion of the Provincial Legal Office, an exercise of the power authorized under Section 447(1)(viii) of the Code. Provided that the creation of the New Plantilla Positions does not violate the prohibition under Section 325(a) and (g) thereof.

ATTY. JOSE RAYMUND A. ACOL
Asst. Provincial Legal Officer


Republic of the Philippines
PROVINCE OF LEYTE
Tacloban City

OFFICE OF THE SANGGUNIANG PANLALAWIGAN

1ST ENDORSEMENT
7 August 2023



The Provincial Legal Office is respectfully requested to review and submit recommendations, on the herein enclosed **ORDINANCE NO. 2023-09 OF ALBUERA, LEYTE, ENTITLED: "AN ORDINANCE CREATING POSITION OF LOCAL DRRRM OFFICER 1 SG 11 (PLANTILLA ITEM NO. LDRRMO -04) UNDER THE MDRRMO OF ALBUERA, LEYTE, DEFINING THE FUNCTIONS AND QUALIFICATION STANDARDS OF SAID POSITION, THEREBY AMENDING THE EXISTING ORGANIZATIONAL STRUCTURE OF THE LOCAL GOVERNMENT UNIT OF ALBUERA, LEYTE."**


FLORINDA JULI S. UYVICO
Secretary to the Sanggunian

SP RECORDS
872023



Republic of the Philippines
PROVINCE OF LEYTE
Municipality of Albuera

OFFICE OF THE SANGGUNIANG BAYAN

EXCERPT FROM THE MINUTES OF THE 53RD REGULAR SESSION OF THE SANGGUNIANG BAYAN HELD AT THE MULTI-PURPOSE COVERED COURT, BARANGAY DOÑA MARIA, ALBUERA, LEYTE ON JUNE 13, 2023

SANGGUNIANG PANGALAWIG
RECEIVED
04 AUG 2023
Vilma 10:50 AM

ORDINANCE NO. 2023-09

AN ORDINANCE CREATING THE POSITION OF LOCAL DRRM OFFICER I, SG 11 (PLANTILLA ITEM NO. LDRRMO-04) UNDER THE MUNICIPAL DISASTER RISK REDUCTION MANAGEMENT OFFICE (MDRRMO) OF ALBUERA, LEYTE, DEFINING THE FUNCTIONS AND QUALIFICATION STANDARDS OF SAID POSITION, THEREBY AMENDING THE EXISTING ORGANIZATIONAL STRUCTURE OF THE LOCAL GOVERNMENT UNIT OF ALBUERA, LEYTE

INTRODUCED BY: HON. MARJUN P. MAGNO

WHEREAS, the Human Resource Management Office of Albuera, Leyte, in a letter to the Sangguniang Bayan dated July 6, 2023, sought the enactment of an Ordinance creating the position of **Local DRRM Officer I, SG 11 (Plantilla item no. LDRRMO-04)** under the Municipal Disaster Risk Reduction Management Office (MDRRMO) of Albuera, Leyte, defining the functions and qualification standards of said position, thereby amending the existing organizational structure of the Local Government Unit of Albuera, Leyte;

WHEREAS, in order for the staffing pattern in the Local Government Unit to be organized in such a way that will be beneficial to the LGU, in terms of efficient and effective delivery of its services to the locality, and the employees and qualified individuals, in terms of opportunities for career advancement and motivation which would raise their morale, the following position under the respective office is sought to be created pursuant to NDRRMC-DILG-DBM-CSC Joint Memorandum Circular No. 2014-1

Office:	Position:	Salary Grade
1. Municipal Disaster Risk Reduction Management Office (MDRRMO)	Local DRRM Officer I	11

WHEREAS, RA 7160 or the Local Government Code of the Philippines, under Book III, Title V, Article XV, Section 485 provides that the Municipality may create the position of Architect I. Moreover, local government units are authorized under Section 9 of Memorandum Circular No. 19 s. 1992 issued by the Civil Service Commission on May 7, 1992 entitled "Guidelines and Standards in the Establishment of Organizational Structure and Staffing Patterns in Local Government Units to create other offices and positions as be deemed necessary subject to certain limitations as provided under the said Memorandum Circular;

NOW THEREFORE, be it ordained by the Sangguniang Bayan of Albuera, Leyte in session assembled to enact Ordinance No. 2023-12, to wit:

SECTION 1. **Creation of Position.** The following position and its corresponding Salary Grade is hereby created under the said office, to wit:

MARDEL E. BANTASAN

ANTHONY V. BARTE

LENY S. BLBAO

ANA LIZA E. DELA VICTORIA

ALBERTO R. MUMALJAG

JOY B. RIZALITO

PAVELA M. BOHOLST

SIXTO B. DELA VICTORIA

IMELDA A. FADUL

ROXANNER R. ZALDIVAR

MARY JANE B. ROSULA

MARJUN P. MAGNO

PROTACIO RIZALITO M. CENIZA

Office:	Position:	Salary Grade
1. Municipal Disaster Risk Reduction Management Office (MDRRMO)	Local DRRM Officer I	11

SECTION 2. Duties, Functions and Responsibilities of the Position. Pursuant to NDRRMC-DILG-DBM-CSC-Joint-Memorandum-Circular-No.-2014-1, the following are the prescribed duties, functions and responsibilities attached to the position:

LOCAL DRRM OFFICER I – DUTIES & RESPONSIBILITIES

- Shall be responsible for setting the direction, development, implementation, and coordination of disaster risk reduction and management programs,
- Conduct DRRM Research and Planning;
- Take charge of DRRM Administration and Training;
- Undertake DRRM Operations and Warning
- Performs such other functions that may be assigned from time to time by the immediate supervisor.


SECTION 3. Qualification Standards of the Position. A competent person who meets the minimum qualification shall be appointed by the Municipal Mayor subject to Civil Service laws, rules and regulations.


SECTION 4. Remunerations. The newly created position shall have a corresponding salaries and allowances as provided by law.

APPROVED.

ENACTED BY THE SANGGUNIANG BAYAN OF ALBUERA, LEYTE TERM 2022 – 2025 DURING ITS 53RD REGULAR SESSION HELD ON JULY 10, 2023 AT THE MULTI-PURPOSE COVERED COURT, BARANGAY DOÑA MARIA, ALBUERA, LEYTE.

ATTESTED AND CERTIFIED TO BE DULY ADOPTED:


ROXANNE R. ZALDIVAR
SB Member I


ANTHONY V. BARTE
SB Member I


MARY JANE CAGULA
SB Member I



LENY S. BILBAO
SB Member I


MARJUN P. MAGNO
SB Member I


ANA LIZA E. DELA VICTORIA
SB Member I


PROTACIO RIZALITO M. CENIZA
SB Member I


ALBERTO T. SUMALJAG
SB Member I/LAB President (Ex-Officio Member)


MANUEL E. BANTASAN
SB Member I



JOY S. PATRICIO
SB Member I/SKMF President (Ex-Officio Member)

PAMELA M. BOHOLIST


IMELDA A. FADUL

SIXTO B. DELA VICTORIA

I HEREBY CERTIFY that this is a true and accurate copy of the ordinance duly enacted by the Sangguniang Bayan of Albuera, Leyte Term 2022 – 2025 on its 53RD Regular Session on July 10, 2023 at the Multi-Purpose Covered Court, Barangay Doña Maria, Albuera, Leyte.


PAMELA M. BOHOLST, MPA
Secretary to the Sangguniang Bayan I


IMELDA A. FADUL
Mun. Vice-Mayor/Presiding Officer

APPROVED:

SIXTO B. DELA VICTORIA
Municipal Mayor
Date: JUN 23 2023



Republic of the Philippines
PROVINCE OF LEYTE
Municipality of Albuera

OFFICE OF THE SANGGUNIANG BAYAN ATTENDANCE SHEET

49th REGULAR
SESSION

BRGY. POBLACION SESSION HALL
(Venue)

June 13, 2023

No.	Name & Designation	Signature
1	Hon. IMELDA A. FADUL Mun. Vice Mayor / Presiding Officer	
2	Hon. ROXANNE R. ZALDIVAR SB Member	
3	Hon. MARY JANE B. CAGULA SB Member	
4	Hon. MARJUN P. MAGNO SB Member	
5	Hon. PROTACIO RIZALITO M. CENIZA SB Member	
6	Hon. MANUEL E. BANTASAN SB Member	
7	Hon. ANTHONY V. BARTE SB Member	On Leave
8	Hon. LENY S. BILBAO SB Member	
9	Hon. ANA LIZA E. DELA VICTORIA SB Member	
10	Hon. ALBERTO C. SUMALJAG LnB President. EX-Officio	
11	Hon. JOY S. PATRICIO SK Federation President, Ex-Officio	

I hereby certify that those who have affixed their signatures above, have actually attended the 49th REGULAR Session of the Sangguniang Bayan of Albuera, Leyte, held at the Barangay Tabgas Session Hall on June 13, 2023.

PAMELA M. BOHOLSTA
Secretary to the Sanggunian Bayan



Republic of the Philippines
PROVINCE OF LEYTE
Municipality of Albuera

OFFICE OF THE SANGGUNIANG BAYAN

CERTIFICATION

TO THE CONCERNED:

THIS IS TO CERTIFY that **Ordinance No. 2023-09**, "An Ordinance Creating the Position of Local DRRM Officer I, SG 11 (Plantilla Item No. LDRRMO-04) under the Municipal Disaster Risk Reduction and Management Office (MDRRMO) of Albuera, Leyte, Defining the Functions and Qualification Standards of said position, thereby amending the existing Organizational Structure of the Local Government Unit of Albuera, Leyte" has been posted in the bulletin board of the Sangguniang Bayan of Albuera, Leyte on June 27, 2023 and shall remain posted until a period of two (2) consecutive weeks thereof.

ISSUED this 27th day of June 2023 at Albuera, Leyte, Philippines.


PAMELA M. BOHOLST, MPA
Secretary to the Sangguniang Bayan I