

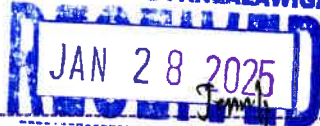
Item No.: 27

Date: 11 1 2025 FEB

PROVINCE OF LEYTE

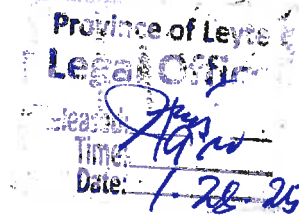
Provincial Capitol
Tacloban City

SANGGUNIANG PANLALAWIGAN



-oOo-

PROVINCIAL LEGAL OFFICE



PROVINCE OF LEYTE

2nd INDORSEMENT

December 26, 2024

Respectfully returned to the Sangguniang Panlalawigan of Leyte, through SP Secretary, the attached City Ordinance No. 15 S-2024 of the Sangguniang Panglungsod of Baybay City, Leyte.

Issues/concerns for review/recommendation/legal opinion is/are as follows:

- City Ordinance No. 15 S-2024 entitled: “An Ordinance Creating New Plantilla Positions by the Process of Addition in the Respective Offices of the City Government of Baybay”.

REVIEW/RECOMMENDATION/LEGAL OPINION:

This office is of the opinion that the subject Ordinance is generally in accordance with its power under Section 447(a)(1)(viii)¹ and 443(c)² of the Local Government Code of 1991 (R.A. 7160) in consonance with Section 76³ thereof. Hence, we recommend for the declaration of its validity.

We hope to have assisted you with this request. Please note that the opinion rendered by this Office are based on the facts available and may vary or change when additional facts and documents are presented or changed. This opinion is likewise without prejudice to the opinions rendered by higher and competent authorities and/or the courts.

ATTY. JOSE RAYMUND A. ACOL
Provincial Legal Officer

¹ (viii) Determine the positions and the salaries, wages, allowances and other 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, projects, services, and activities of the city government;

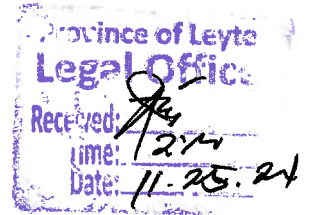
² (c) The sangguniang bayan may: xxx

(2) Create such other offices as may be necessary to carry out the purposes of the municipal government; xxx

³ Section 76. Organizational Structure and Staffing Pattern. - Every local government unit shall design and implement its own organizational structure and staffing pattern taking into consideration its service requirements and financial capability, subject to the minimum standards and guidelines prescribed by the Civil Service Commission.


Republic of the Philippines
PROVINCE OF LEYTE
Palo, Leyte

OFFICE OF THE SANGGUNIANG PANLALAWIGAN



1ST INDORSEMENT
25 November 2024

The Provincial Legal Office is respectfully requested to review and submit recommendations on the herein enclosed **City Ordinance No. 15, S-2024 of the City of Baybay, Leyte**, entitled: **An Ordinance creating new plantilla positions by the process of addition in the respective offices of the City Government of Baybay.**


FLORINDA JILL S. UYVICO
Secretary to the Sanggunian



Republic of the Philippines
PROVINCE OF LEYTE
CITY OF BAYBAY
-000000-



OFFICE OF THE SANGGUNIANG PANLUNGSOD

3rd Floor City Hall, Diversion Road, Brgy. Gaas, Baybay City, Leyte 6521 * panlungsodsangguniang@gmail.com

November 25, 2024

The Sangguniang Panlalawigan
Province of Leyte
Tacloban City

Sir/Madam



I am pleased to transmit herewith the Hard copies of City Ordinance No. 15, S. 2024 of the Sangguniang Panlungsod of Baybay City:

It is hoped that said Ordinance is in order and therefore, merits your kind consideration.

Thank you very much.


ATTY. VIVIAN E. VIDALLON
SP Secretary

Incl.: as stated



Republic of the Philippines
PROVINCE OF LEYTE
CITY OF BAYBAY
 -0000000-



OFFICE OF THE SANGGUNIANG PANLUNGSOD

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6TH SANGGUNIANG PANLUNGSOD

SANGGUNIANG PANLALAWIGAN

CITY ORDINANCE NO. 15, S-2024
 40th Regular Session



ATTY. JOSE ROMMEL A. PEÑARANDA
 SP Member

AN ORDINANCE CREATING NEW PLANTILLA POSITIONS BY THE PROCESS OF ADDITION IN THE RESPECTIVE OFFICES OF THE CITY GOVERNMENT OF BAYBAY.

Sponsored by: Hon. Jose Rommel A. Peñaranda

WHEREAS, Section 76 of RA7160, otherwise known as the Local Government Code of 1991, provide that every local government unit shall design and implement its own organizational structure and staffing pattern, taking into consideration its service requirement and financial capability, subject to the minimum standards and guidelines prescribed by the Civil Service Commission;

WHEREAS, Section 458 (a) of the same code (RA 7160) also provides that Sangguniang Panlungsod is empowered to determine the positions, salaries, wages and other emoluments and benefits of officials and employees, wholly or mainly from the city funds and provide for the expenditures necessary for the proper conduct of programs, projects, services and activities of the city;

WHEREAS, the Local Chief Executive manifested the city's endeavour to improve its organizational structure and staffing pattern and requested for the creation of the new plantilla positions to provide efficient delivery of services to the Baybayanon constituents.

WHEREFORE, on motion of Honorable Jose Rommel A. Peñaranda, and duly seconded by the majority of the council members present,

BE IT ORDAINED, by the 6th Sangguniang Panlungsod of Baybay, during its 40th regular session assembled, on October 17, 2024, an ordinance is hereby adopted, to wit:

SECTION I. Title: "AN ORDINANCE CREATING NEW PLANTILLA POSITIONS BY THE PROCESS OF ADDITION IN THE RESPECTIVE OFFICES OF THE CITY GOVERNMENT OF BAYBAY."

SECTION II. New Plantilla Positions Created in the corresponding offices:

MANDATORY CREATION

City Agricultural and Biosystems Engineer	- SG-25
Engineer III (Agricultural & Biosystem Engineer)	- SG-18
City Persons with Disability Affairs Officer	- SG-25
Disability Affairs Officer III (DAO III)	- SG-18

RAMON RONALD J. VELOSO
 SP Member

CARMEN L. CARI
 SP Member

FILIPINO E. AVILA
 SP Member

JOSE L. BACUSMO
 SP Member

Dr. FULTON KE C. ARRADAZA
 SP Member

SIMOUNE Y. ASTORGA
 SP Member

ROLDANDO B. ACALA
 SP Member

DOMINIC JUNIE F. MURILLO
 SP Member

JORGE V. REBUCAS
 SP Member

JULES LUISAS C. CARI
 President, LUGANG mga Barangay
 Ex-Oficio SPM

KYLA SHANNEN T. VIDAL
 SK Chair, City Federation
 Ex-Oficio SPM

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City Gov't Dept. Head I (Tourism Officer) - SG-25
 Senior Tourism Operations Officer - SG-18

CITY MAYOR'S OFFICE (CMO)

1 item - Data Controller IV - SG-13
 3 items - Administrative Aide I (Utility) - SG-1

CITY ADMINISTRATOR'S OFFICE (CITY ADMIN)

1 item - Senior Adm. Asst. II - SG-14
 1 item - Adm. Aide IV (Videographer) - SG-4
 2 items - Adm. Aide (Utility Worker I) - SG-1

CITY ACCOUNTING OFFICE

1 item - Administrative Assistant IV (Bookbinder IV) - SG-10
 1 item - Data Controller IV - SG-13

HUMAN RESOURCE MANAGEMENT OFFICE (HRMO)

2 items - Bookbinder IV - SG-10
 1 item - Bookbinder III - SG-7
 1 item - Process Server - SG-5
 2 items - Administrative Aide I - SG-1

GENERAL SERVICES OFFICE (GSO)

1 item - Senior Administrative Assistant 1 (Data Controller IV) - SG-13
 1 item - Administrative Assistant V (Buyer IV) - SG-11
 3 items - Administrative Aide II (Bookbinder II) - SG-2
 1 item - Public Services Foreman - SG-6
 1 item - Bookbinder III - SG-7
 1 item - Utility Foreman - SG-6

INTERNAL AUDIT SERVICE (IAS)

1 item - Internal Auditor II - SG-15
 1 item - Bookbinder 1 - SG-2

CITY ENGINEERING OFFICE (CEO)

1 item - Computer operator IV - SG-14
 1 item - Architect II - SG-16
 1 item - Administrative Aide IV (Electrician) - SG-4
 1 item - Administrative Aide I (Utility I) - SG-1
 1 item - Construction & Maintenance (General Foreman) - SG-11

CITY INFORMATION OFFICE

1 item - Administrative Aide II (Bookbinder I) - SG-2

CITY LEGAL OFFICE

1 item - Bookbinder II - SG-4
 1 item - Bookbinder III - SG-7
 1 item - Data Controller - SG-11

ROMULO B. ALCALA
SP Member

SIMOUNEL, ASTORGA
SP Member

Dr. FULTON IKE C. ARRADAZA
SP Member

JOSE L. BAGUSMO
SP Member

FLEMING AMILA
SP Member

CARMEN L. CARI
SP Member

RAMON RONALD J. VELOSO
SP Member

ATTY. JOSE ROMMEL A. PENARANDA
SP Member

DOMINIC JUANIE F. MURILLO
SP Member

JORGE V. REBUCAS
SP Member

JUJES LUIS G. CARI
President, LIGA ng mga Barangay
Ex-Officio SPM

KYLA SHANNEN T. VIDAL
SK Chair, CV Federation
Ex-Officio SPM

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CITY SUPPLY OFFICE

- 1 item - Bookbinder II - SG-4
- 1 item - Storekeeper III - SG-9

BUSINESS PERMIT AND LICENSING OFFICE (BPLO)

- 1 item - Licensing Officer II - SG-15
- 1 item - License Inspector II - SG-8
- 2 items - Tax Mapping Aide - SG-4

CITY ASSESSOR'S OFFICE

- 1 item - Local Assessment Operations Officer III - SG-18
- 1 item - Administrative Officer 1 - SG-11

CITY TOURISM OFFICE (CTO)

- 2 items - Bookbinder IV - SG-10
- 1 item - Bookbinder III - SG-7
- 1 item - Audio Visual Aids Technician II - SG-8
- 1 item - Photographer II - SG-7
- 1 item - Administrative Aide I - SG-1

CITY AGRICULTURE AND GAD OFFICE

- 1 item - Farm Supervisor - SG-8
- 2 items - Farm Foreman - SG-6
- 1 item - Senior Agriculturist - SG-18
- 3 items - Farm Worker II - SG-4
- 1 item - Driver II - SG-4
- 1 item - Agricultural Technician I - SG-6
- 1 item - Agriculturist II - SG-15
- 2 items - Farm Worker II - SG-4
- 2 items - Food Service Supervisor I - SG-9

CITY BUDGET OFFICE (CBO)

- 1 item - Senior Admin Asst. V - SG-18
- 2 items - Bookbinder IV - SG-10

OFFICE OF THE BUILDING OFFICIAL (OBO)

- 1 item - Engineer III - SG-19
- 1 item - Engineer II - SG-16

CITY TRAFFIC MANAGEMENT AND TERMINAL OFFICE (CTMTO)

- 1 item - Traffic Operation Officer II - SG-15
- 1 item - Traffic Operation Officer I - SG-11
- 1 item - Traffic Aide III - SG-7
- 1 item - Traffic Aide II - SG-5
- 3 items - Traffic Aide I - SG-3

CITY SOCIAL WELFARE AND DEVELOPMENT OFFICE (CSWDO)

- 2 items - Social Welfare Officer II - SG-15

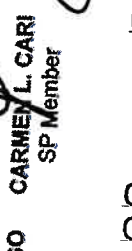

ROMULO B. ACCOLLA
 SP Member


SIMOUNE L. ASTORGA
 SP Member


DR. FULTON/KE C. ARRADAZA
 SP Member


JOSE L. BACUSMO
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FILEMON F. AVILA
 SP Member


CARMEN L. CARI
 SP Member

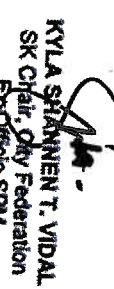

RAMON RONALD J. VELOSO
 SP Member

ATTY. JOSE DOMINEL A. PERARANDA
 SP Member

DOMINIC JUANIE F. MURILLO
 SP Member


JORGE V. REBUCAS
 SP Member


JULES LUCAS C. CARI
 President, LIGA ng mga Barangay
 Ex-Officio SPM


KYLA SHANNAN T. VIDAL
 SK Chair, City Federation
 Ex-Officio SPM



1 item - Social Welfare Aide I - SG-4
CITY TREASURER'S OFFICE (CTO)

1 item - RCC - III - SG-9
1 item - Process Server - SG-5
1 item - Driver I - SG-3
10 items - RCC I - SG-5

CITY DISASTER RISK REDUCTION & MANAGEMENT OFFICE (CDRRMO)

1 item - Nursing Attendant I - SG-4
1 item - Driver I - SG-3
1 item - Administrative Aide IV - SG-4

CITY PLANNING & DEVELOPMENT OFFICE (CPDO)

1 item - Bookbinder IV - SG-10
1 item - Engineer II - SG-16
1 item - Instrument man - SG-5

MARKET COLLECTOR'S OFFICE

1 item - Administrative Officer III (Records Officer II) - SG-14
2 items - Administrative Aide I (Utility) - SG-1

CITY HEALTH OFFICE (CHO)

1 item - Medical Officer IV - SG-22
1 item - Senior Health Program Officer - SG-18
1 item - Nutrition Officer III - SG-18
1 item - Asst. Nutrition-Dietitian - SG-7

CITY POPULATION OFFICE

1 item - Process Server - SG-5

BAYBAY CITY IMMACULATE CONCEPTION HOSPITAL (BCICH)

3 items - Medical Specialist I - SG-22
1 item - Radiologic Technologist III - SG-18
1 item - Medical Technologist III - SG-18
1 item - Radiologic Technologist III - SG-18
1 item - Medical Technologist III - SG-18
1 item - Social Welfare Officer II - SG-15
1 item - Social Welfare Assistant - SG-8
3 items - Midwife I - SG-9
2 items - Nursing Attendant II - SG-6
4 items - Nursing Attendant I - SG-4
1 item - Driver I - SG-3
2 items - Administrative Aide I - SG-1
2 items - Administrative Aide III - SG-3

SANGGUNIAN PANLUNGSOD OF OFFICE

1 item - Bookbinder IV (Administrative Assistant IV) - SG-10

ROMULO B. ALVARADO
SP Member

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JULIE REYES C. CARI
President, LIGANG ng mga Barangay
Ex-Officio SPM

KYLA SHANNEN T. VIDAL
SK Chair, C.A. Ex-Officio SPM

- 1 item - Computer Operator IV (Senior Administrative II) - SG-14
- 1 item - Administrative Officer II (Administrative Officer IV) - SG15

SECTION III. Appropriation. The salaries for the above-mentioned plantilla positions shall be included in the city's annual budget and shall be sourced from the Salaries and Wages of the Annual Internal Revenue Allotment of the city government, in accordance with existing laws, rules and regulations of the Department of Budget and Management (DBM).

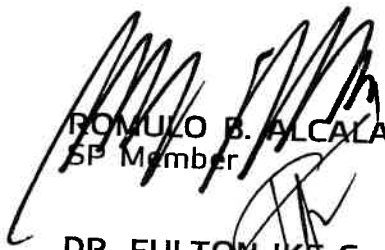
SECTION IV. Separability Clause. The provisions of this Ordinance are hereby declared separable and if one or more provisions are held invalid, or unconstitutional, the remaining provisions hereof are not affected and shall remain valid and in full force and effect.


SECTION V. Repealing Clause. All ordinances, rules and regulations, or parts thereof, the provision of which are in conflict with or contrary to, the provision of this Ordinance are hereby repealed, amended and modified accordingly.

SECTION VI. Effectivity Clause. This Ordinance shall take effect after due compliance with all the requirements provided under RA 7160, otherwise known as the Local Government Code of 1991.

Enacted: October 17, 2024
Baybay City, Leyte, Philippines

CARRIED BY ALL OF THE MEMBERS PRESENT:

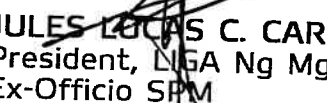

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DR. FULTON IKE C. ARRADAZA
SP Member

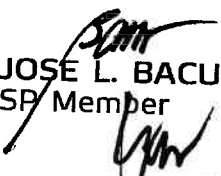

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SP Member


JORGE V. REBUCAS
SP Member


KYLA SHANNEN T. VIDAL
SK Chair, City Federation
Ex-Officio SPM

RESOLVED FURTHER, that certified copies of this ORDINANCE be furnished to the City Mayor Honorable Jose Carlos L. Cari, City Administrator

Florante Cayunda Jr.; City Legal Officer, Atty. Avito C. Cahig, Jr.; City Budget Officer, Raul Mabini; City Accountant Jay Ryan Austero; City Treasurer Alberta A. Manatad, CLGOO Juvy C. Pedrera, and to all other offices/agencies/entities concerned for their information, guidance and appropriate action.

I HEREBY CERTIFY to the correctness of the foregoing Ordinance.


ATTY. VIVIAN E. ENARIO-VIDALLON
Secretary to the Sanggunian

**ATTESTED & CERTIFIED
TO BE DULY ADOPTED**


ATTY. ERNESTO M. BUTAWAN
City Vice Mayor / Presiding Officer

CONFORME:


ENGR. JOSE CARLOS L. CARI
City Mayor *11/20/24*



Republic of the Philippines
 PROVINCE OF LEYTE
CITY OF BAYBAY
 -0000000-



OFFICE OF THE SANGGUNIANG PANLUNGSOD

3rd Floor City Hall, Diversion Road, Brgy. Gaas, Baybay City, Leyte 6521 * panlungsodsangguniang@gmail.com

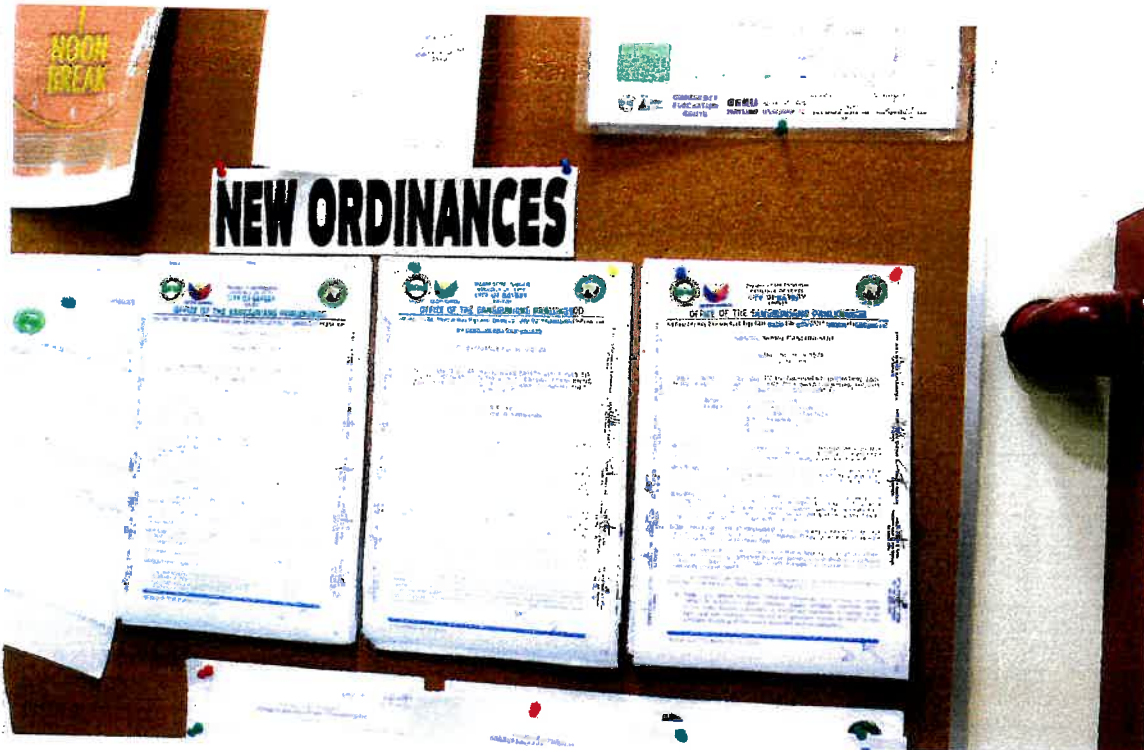
CERTIFICATION

TO WHOM THIS MAY CONCERN:

THIS IS TO CERTIFY that the City Ordinance No. 15 s. 2024 "AN ORDINANCE CREATING NEW PLANTILLA POSITIONS BY THE PROCESS OF ADDITION IN THE RESPECTIVE OFFICES OF THE CITY GOVERNMENT OF BAYBAY." was posted in the bulletin board at Legislative Department, New City Hall, Diversion Road, the public market and Baybay City Bus and Terminal immediately upon approval thereof.

Issued this 25th day of November, 2024, at Baybay City, Leyte.


 ATTY. VIVIAN E. VIDALLON
 SP Secretary



SANGGUNIANG PANLUNGSOD OFFICE BULLETIN BOARD



BAYBAY CITY BUS TERMINAL



BAYBAY CITY TRICYCLE TERMINAL