



Republic of the Philippines
SANGGUNIANG PANLUNGSOD
Pasig City

Ordinance No. 12
Series of 2013

AN ORDINANCE CREATING THE POSITION OF MEDICAL TECHNOLOGIST IV UNDER THE CITY HEALTH OFFICE OF THE PASIG CITY GOVERNMENT.

Authored By: Councilor Virgilio I. Del Rosario
Co-Authored By: Councilors Christian G. Sia, Iyo Christian C. Bernardo, Reynaldo R. San Buenaventura III, Regino S. Balderrama, Augustin Alexee C. Santiago, Richard C. Eusebio, Rodrigo B. Asilo, Reynaldo F. Raymundo, Roberto E. Benito, Charmie Q. Benavides, SK President Julia Nicole B. Pua and LIGA Pres. Ferdinand A. Avis

BE IT ORDAINED BY THE CITY COUNCIL IN SESSION THAT:

Section 1. There is hereby created the position of Medical Technologist IV under the City Health Office of the Pasig City Government.

Section 2. APPOINTMENT AND RATE OF COMPENSATION. The Medical Technologist IV mentioned in Section 1 shall be appointed by the City Mayor in accordance with pertinent Civil Service laws, rules and regulations. He/she shall receive a salary, allowances and other emoluments equivalent to Salary Grade 20 in the City Government of Pasig.

Section 3. QUALIFICATIONS. No person shall be appointed Medical Technologist IV unless he/she is a citizen of the Republic of the Philippines preferably an actual resident of the City of Pasig, of good moral character, a holder of Bachelors Degree in Medical Technology or Bachelor of Science in Public Health with at least 2 years of relevant experience, 8 hours of relevant training, must have provided a comprehensive knowledge of management principles, practices, methods and techniques and a holder of a Career Service (Professional) eligibility or its equivalent.

Section 4. TERM OF OFFICE. The tenure of office of the aforesaid Medical Technologist IV shall be permanent in nature and shall be subject to disciplinary action like any other civil service employees.

Section 5. DUTIES AND FUNCTIONS. The Medical Technologist IV shall have the following duties and functions, to wit:

1. *Manage daily activities of Medical Technologists in all sections in coordination with the Assistant Medical Technologist and supervise all the routing clinical examinations as requested from day to day in the particular section.*
2. *Supervise all works done by Medical Technologists and Laboratory Aides*
3. *Direct monitoring and assessing of different Sputum Microscopy Centers*
4. *Prepares schedules of duties of Medical Technologists*
5. *Attends and conduct meetings with staff and other to discuss problems, changes, etc.*



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6. Ensure that the rules and regulations of the department are enforced in all matters pertaining to work performance, attendance, discipline, safety and decorum in the department.
7. Compliance weekly reports and prepares monthly, quarterly, semi-annual and annual report of the department, reviews and analyzes these reports with the Department Head
8. Keeps records of stocks, supplies, files of requisition, memorandum receipts and communication
9. Attends conferences, seminars in medical laboratory managements and laboratory procedures
10. Is responsible for the section being clean and orderly and workflow organized and efficient
11. Does other duties assigned from time to time by the City Health Officer.

Section 6. APPROPRIATIONS – There is hereby appropriated the sum of Five Hundred Seventy Six Thousand One Hundred Ninety Seven and 64/100 (P576,197.64)

(1) MEDICAL TECHNOLOGIST IV – S.G. 20 / P36,567.00/mo.
Effective January 1 to December 31, 2013

SALARY	P36,567.00 x 1 x 12 mos.	438,804.00
GSIS (Life & Ret.)	438,804.00 x 12%	52,656.48
Pag-Ibig	100.00 x 1 x 12 mos.	1,200.00
ECC	365.67 x 1 x 12 mos.	4,388.04
PhilHealth	548.51 x 1 x 12 mos.	6,582.12
PERA	500.00 x 1 x 12 mos.	6,000.00
ACA	1,500.00 x 1 x 12 mos.	18,000.00
13 th Month Pay	36,567.00 x 1	36,567.00
Cash Gift	5,000.00 x 1	5,000.00
Productivity	2,000.00 x 1	2,000.00
Clothing Allowance	5,000.00 x 1	5,000.00
	TOTAL	576,197.64

Thereafter, said appropriation shall be included in the annual City Budget.

Section 7. This Ordinance shall take effect immediately upon approval.

APPROVED, this 14th day of March 2013 at Pasig City.



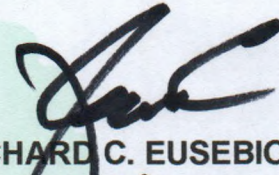
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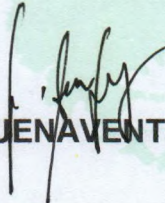
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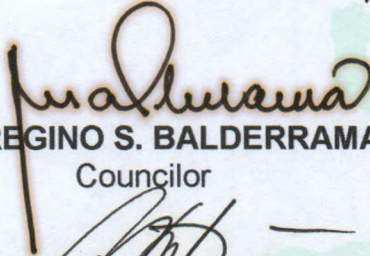
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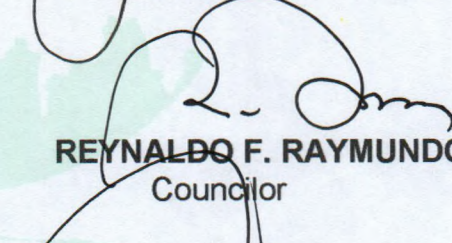

IYO CHRISTIAN C. BERNARDO
Councilor

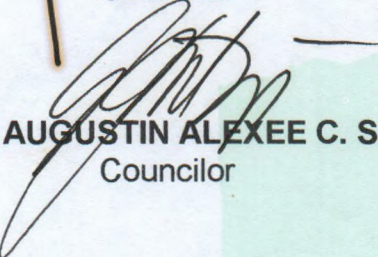

RICHARD C. EUSEBIO
Councilor

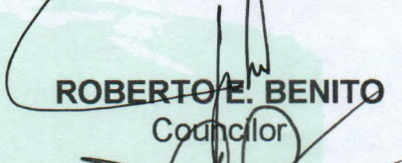

REYNALDO R. SAN BUENAVENTURA III
Councilor


RODRIGO B. ASILO
Councilor


REGINO S. BALDERRAMA
Councilor


REYNALDO F. RAYMUNDO
Councilor


AUGUSTIN ALEXEE C. SANTIAGO
Councilor


ROBERTO E. BENITO
Councilor


FERDINAND A. AVIS
LIGA President


JULIA NICOLE B. PUA
SK Federation President


CHRISTIAN G. SIA
Councilor
Minority Floor Leader


VIRGILIO I. DEL ROSARIO
Councilor
Majority Floor Leader



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Attested by:

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ROSALIO D. MARTIRES
City Vice-Mayor
Presiding Officer

APPROVED:

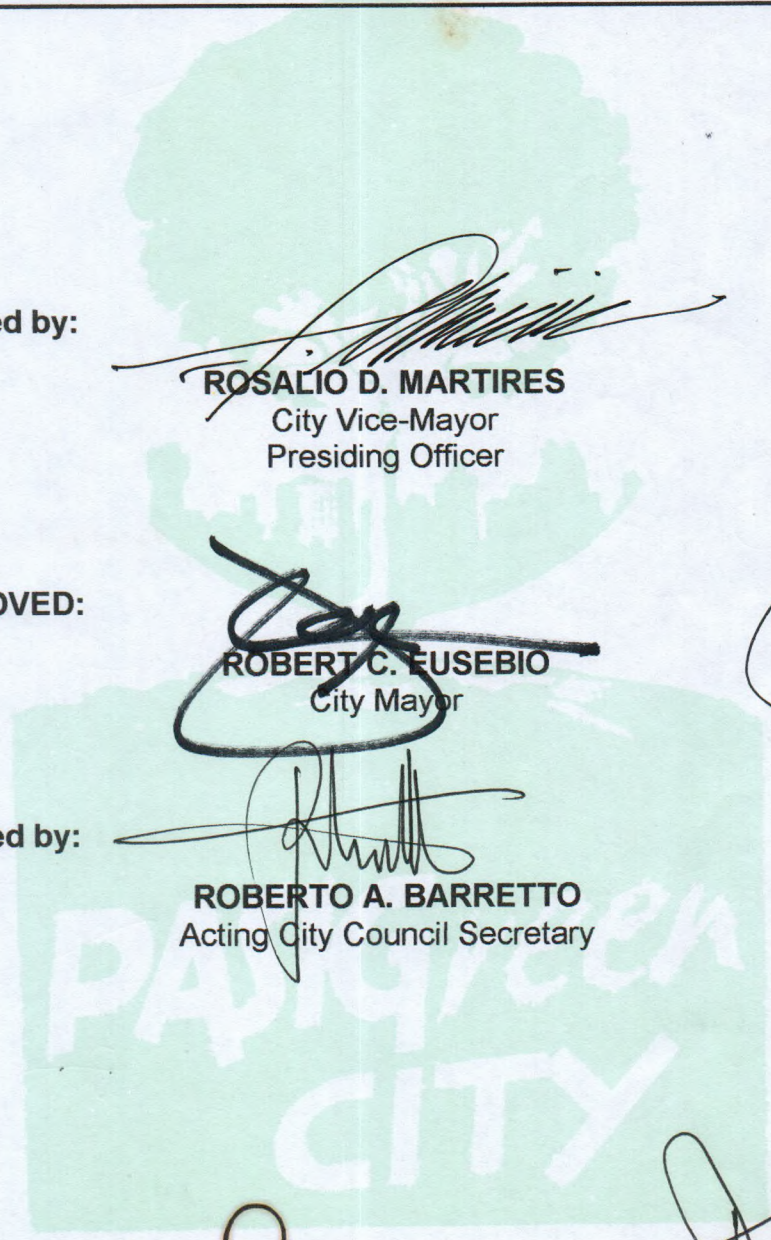
[Handwritten signature]
ROBERTO C. EUSEBIO
City Mayor

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Attested by:

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ROBERTO A. BARRETTO
Acting City Council Secretary

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