



Republic of the Philippines
SANGGUNIANG PANLUNGSOD
Pasig City

Ordinance No. 30
Series of 2015

AN ORDINANCE CREATING THE POSITIONS OF TWO (2) SOCIAL WELFARE OFFICER II AND FOUR (4) SOCIAL WELFARE OFFICER I UNDER THE CITY SOCIAL SERVICE & WELFARE DEPARTMENT, APPROPRIATING FUNDS THEREFOR AND FOR OTHER PURPOSES.

Authored By: Councilor Richard C. Eusebio

BE IT ORDAINED, by the Sangguniang Panlungsod, in sessnio duly assembled, that:

Section 1. CREATION - There is hereby created the position of Two (2) Social Welfare Officer II and Four (4) Social Welfare Officer I under the City Social Service & Welfare Department.

Section 2. APPOINTMENT AND COMPENSATION - The Two (2) Social Welfare Officer II and Four (4) Social Welfare Officer I under the City Social Service & Welfare Department, shall be appointed by the City Mayor in accordance with pertinent Civil Service laws, rules and regulations. Their appointment shall be permanent in nature. They shall receive a monthly equivalent to their salary grades as follows:

a. Social Welfare Officer II	SG 15	Php 24,887.00
b. Social Welfare Officer I	SG 11	Php 18,549.00

Section 3. QUALIFICATIONS - No person shall be appointed Social Welfare Officer II unless he/she is a citizen of the Philippines, a resident of Pasig City, of good moral character, a graduate of Bachelor's degree in Social Work. Eligibility: RA 1080 (Social Worker). Experience: 1 year of relevant experience and Training: 4 hours of relevant training.

No person shall be appointed Social Welfare Officer I unless he/she is a citizen of the Philippines, a resident of Pasig City, of good moral character, a graduate of Bachelor's degree in Social Work. Eligibility: RA 1080 (Social Worker). Experience and Training are not required.

Section 4. DUTIES AND FUNCTIONS. The Social Welfare Officer II shall perform the following duties and functions, to wit:

1. Assists in Planning in the delivery of services and program on the department;
2. Leads, organizes and works directly with the team, demonstrate skills and conducts group work activities;
3. Promote, organizes and supervises special events and mass group activities or assembles for the department;
4. Recruits, supervises and train volunteers;
5. Submits monthly statistical and narrative records and progress reports of individuals and groups under his/her supervision;



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6. Be responsible for the overall administration and operation of a particular unit;
7. Assist in the supervision of staff in the unit;
8. Handles management of different cases, follow up cases of discharge clients from the institutions;
9. Perform other duties as requested by Supervisors.

The Social Welfare Officer I shall perform the following duties and functions, to wit:

1. Responsible in carrying out welfare programs services within area coverage, organize volunteer groups to assist and provide auxiliary services;
2. Establish and maintain cooperative and harmonious relationship with other entities and agencies;
3. Performs other related work.

Section 6. APPROPRIATIONS – There is hereby appropriated the sum of Two Million Fifty Thousand Five Hundred Eighteen Pesos and 16/100 (P2,050,518.16) to cover payment for the services of Two (2) Social Welfare Officer II and Four (4) Social Welfare Officer I created under Section 1 hereof for the period of January 1 to December 31, 2015, chargeable against Personal Services of the 2015 budget of the City Government as herein shown:

TWO (2) SOCIAL WELFARE OFFICER II – S.G. 15 / P24,887.00/mo.
Effective January 1 to December 31, 2015

SALARY	P24,887.00 x 2 x 12 mos.	597,288.00
GSIS (Life & Ret.)	597,288.00 x 12%	71,674.56
Pag-Ibig	100.00 x 2 x 12 mos.	2,400.00
ECC	597,288.00 x 1%	5,972.88
PhilHealth	597,288.00 x 1.5%	8,959.32
PERA	2,000.00 x 2 x 12 mos.	48,000.00
13 th Month Pay	24,887.00 x 2	49,774.00
Cash Gift	5,000.00 x 2	10,000.00
Productivity	2,000.00 x 2	4,000.00
Clothing Allowance	5,000.00 x 2	10,000.00
	TOTAL	808,068.76
	Php	

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FOUR (4) SOCIAL WELFARE OFFICER I – S.G. 11 / P18,549.00/mo.
 Effective January 1 to December 31, 2015

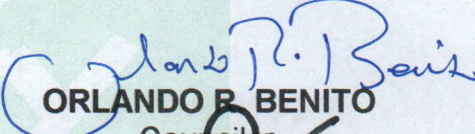
SALARY	P18,549.00 x 4 x 12 mos.	890,352.00
GSIS (Life & Ret.)	890,352.00 x 12%	106,842.24
Pag-Ibig	100.00 x 4 x 12 mos.	4,800.00
ECC	890,352.00 x 1%	8,903.52
PhilHealth	890,352.00 x 1.5%	13,355.25
PERA	2,000.00 x 4 x 12 mos.	96,000.00
13 th Month Pay	18,549.00 x 4	74,196.00
Cash Gift	5,000.00 x 4	20,000.00
Productivity	2,000.00 x 4	8,000.00
Clothing Allowance	5,000.00 x 4	20,000.00
	TOTAL	1,224,449.01

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

Section 7. This Ordinance shall take effect Upon Approval.

APPROVED, this 1st day of October, **2015** at Pasig City.


REYNALDO R. SAN BUENAVENTURA III
 Councilor



ORLANDO B. BENITO
 Councilor


AUGUSTIN ALEXEE C. SANTIAGO
 Councilor


CHARMIE Q. BENAVIDES
 Councilor


FERDINAND A. AVIS
 Councilor


ROSALIO D. MARTIRES
 Councilor


GREGORIO P. RUPISAN JR.
 Councilor


WILFREDO F. SITYAR
 Councilor



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RHICHIE GERARD T. BROWN
Councilor

CELESTINO U. CHUA
LIGA President

CHRISTIAN G. SIA
Councilor
Minority Floor Leader

RICHARD C. EUSEBIO
Councilor
Majority Floor Leader

Attested by:

IYO CHRISTIAN C. BERNARDO
City Vice-Mayor
Presiding Officer

APPROVED:

MARIA BELEN A. EUSEBIO
City Mayor

Attested by:

LOIDA U. VILLANUEVA
Acting City Council Secretary

www.pasigcity.gov.ph

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[Handwritten signature on the right margin, possibly 'Rhichie Gerard T. Brown']

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