



Republic of the Philippines
SANGGUNIANG PANLUNGSOD
City Government of Pasig

Ordinance No. 12
Series of 2019

AN ORDINANCE CREATING CO-TERMINUS POSITIONS UNDER THE RESPECTIVE OFFICES OF THE MEMBERS OF THE SANGGUNIANG PANLUNGSOD, DEFINING ITS DUTIES AND FUNCTIONS, AND APPROPRIATING THE NECESSARY FUNDS THEREFOR AND FOR OTHER PURPOSES.

Authored By: Councilor Gregorio P. Rupisan, Jr.
Co- Authored By: Councilors Rodrigo B. Asilo, Ferdinand A. Avis, Regino S. Balderrama, Orlando R. Benito, Rhichie Gerard T. Brown, Mario C. Concepcion, Jr., Rosalio D. Martires, Corazon M. Raymundo, Reynaldo R. San Buenaventura III, Wilfredo F. Sityar, LIGA Pres. Rigor J. Enriquez and SK Fed. President Georgia Lynne P. Clemente

WHEREAS, Section 76 of R.A 7160, otherwise known as the Local Government Code of 1991, states that, *"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"*

WHEREAS, as a result of the mandate, the Sangguniang Panlungsod needs to upgrade its staffing pattern in order to strengthen its capabilities.

WHEREAS, pursuant to Section 458 of Republic Act 7160, otherwise known as the Local Government Code of 1991, the Sangguniang Panlungsod shall determine the positions and the salaries, wages, allowances and other emoluments and benefits of officials and employees paid wholly or mainly from city funds.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF PASIG IN A REGULAR SESSION DULY ASSEMBLED:

Section 1. CREATION – It is hereby created under the respective offices of the members of the Sangguniang Panlungsod the following positions:

NO.	TITLE	GRADE	MONTHLY SALARY	PLACE OF ASSIGNMENT
16	Local Legislative Staff Officer IV (Co-terminus)	19	P45,269.00	SANGGUNIANG PANLUNGSOD
14	Local Legislative Staff Officer II (Co-terminus)	13	P25,232.00	SANGGUNIANG PANLUNGSOD

SECTION 2. QUALIFICATIONS. – The qualifications of the newly created position shall be in consonance with the existing guidelines prescribed by the Civil Service Commission.



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SECTION 3. DUTIES AND FUNCTIONS.

A. The duties and responsibilities of Local Legislative Staff Officer shall be as follows:

- (1) Provide technical assistance to the members of the Sangguniang Panlungsod.
- (2) Draft/Review proposed Resolutions and Ordinances.
- (3) Sort and distribute incoming communications, collects and prepares for mailing outgoing communications and binds correspondence and other records
- (4) File, maintain, arrange for storage, retrieve or reproduce document records and reports of SP member
- (5) Attend/represent meetings in behalf of the SP members.
- (6) Performs other related tasks as required by the Chief of Office and SP members.

Section 4. TERM OF OFFICE – The term of office of the Local Legislative Staff Officer IV and Local Legislative Staff Officer II shall be on a Co-terminus basis.

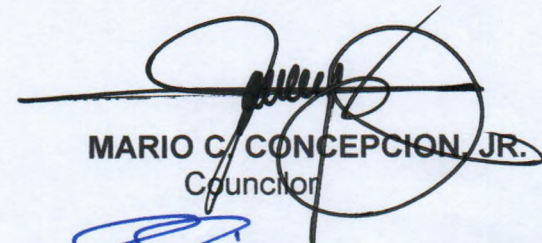
Section 5. APPOINTMENT AND COMPENSATION - Personnel for the above named positions shall be appointed by the City Vice Mayor upon recommendation of the Department head concerned, in accordance with the pertinent Civil Service laws, rules and regulations and shall receive a salary in accordance with the salary grade prescribed by the Civil Service Commission and the Department of Budget and Management and other emoluments as may be prescribed by law or Ordinance.

SECTION 6. FUNDING – The City shall allocate fund corresponding to the Salary Grade of the newly created position and must be included in the Executive Budget for the FY 2020.

SECTION 6. EFFECTIVITY. – This Ordinance shall take upon its approval.

APPROVED, this 26th day of **September** 2019 at Pasig City.


FERDINAND A. AVIS
Councilor


MARIO C. CONCEPCION, JR.
Councilor




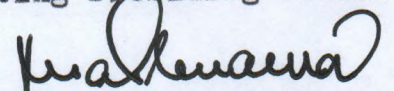
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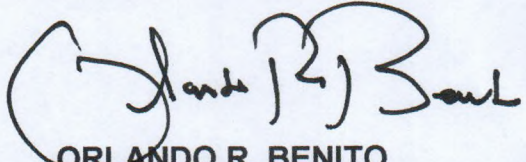
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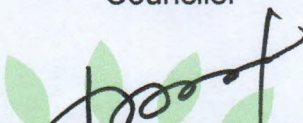

GREGORIO P. RUPISAN JR.
Councilor
Acting Presiding Officer


REGINO S. BALDERRAMA
Councilor

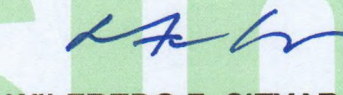

RIGOR J. ENRIQUEZ
LIGA President


GEORGIA LYNNE P. CLEMENTE
SK President


ORLANDO R. BENITO
Councilor

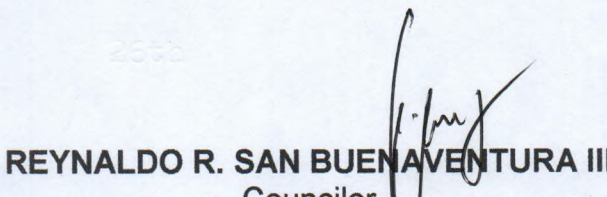

RODRIGO B. ASILO
Councilor


CORAZON M. RAYMUNDO
Councilor


WILFREDO F. SITYAR
Councilor


ROSALIO D. MARTIRES
Councilor


RHICHIE GERARD T. BROWN
Councilor
Minority Floor Leader


REYNALDO R. SAN BUENAVENTURA III
Councilor
Majority Floor Leader



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Attested by:

ABSENT
IYO CHRISTIAN C. BERNARDO
City Vice-Mayor
Presiding Officer

APPROVED:

[Handwritten signature]
VICTOR MA. REGIS N. SOTTO
City Mayor

Attested by:

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LOIDA U. VILLANUEVA
Acting City Council Secretary

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