



Republic of the Philippines
SANGGUNIANG PANLUNGSOD

Pasig City
Ordinance No. 04
Series of 2015

AN ORDINANCE CREATING TWO (2) ADDITIONAL POSITIONS OF POLITICAL AFFAIRS ASSISTANT I AND EXECUTIVE ASSISTANT I, IN THE OFFICE OF THE CITY MAYOR, PRESCRIBING THE SALARY GRADE, QUALIFICATIONS AND APPROPRIATING FUNDS THEREFOR.

Authored By: Councilor Richard C. Eusebio
Co-Authored By: Councilors Christian G. Sia, Reynaldo R. San Buenaventura III, Augustin Alexee C. Santiago, Ferdinand A. Avis, Gregorio P. Rupisan, Jr., Rhichie Gerard T. Brown, Orlando R. Benito, Charmie Q. Benavides, Rosalio D. Martires, Wilfredo F. Sityar and LIGA Pres. Celestino U. Chua

WHEREAS, Section 458 (a) (viii) of Republic Act 7160 provides that Sanggunian Panlungsod shall determine the position and salaries, wages, allowances and other emoluments and benefits of local government 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;

WHEREAS, Section 77, RA 7160 otherwise known as the Local Government Code of 1991 provides that the Local Chief Executive of every Local Government Unit (LGU) shall be responsible for human resources development in the local government and shall take all personnel action in accordance with the constitutional provisions of the Civil Service, pertinent laws and regulations thereon including such policies, guidelines and standards as the Civil Service Commission may establish.

WHEREAS, the existing plantilla positions in the Office of the City Mayor have proven insufficient and must be supplemented to address its inadequacies.

NOW, THEREFORE, the Sangguniang Panlungsod in session duly assembled, do hereby ordained the creation of positions pursuant to Section 458 (1) (viii), R.A. 7160 otherwise known as the Local Government Code of 1991, to strengthen the Office of the City Mayor and to assist the Local Chief Executive in effective city governance.

Section 1. CREATION. The following positions are hereby created with the corresponding Salary Grade and monthly compensation, to comply furthermore to the Qualification Standards set forth by the Civil Service Commission, viz:

Section 2. PERSONNEL COMPLEMENT, SALAGRY GRADE, COMPENSATION AND QUALIFICATIONS

No.	Title	Salary Grade	Monthly Rate	Qualifications
1	Political Affairs Assistant I	6	P12,912.00	Education: Must be able to read and write Experience: None required Training: None required Eligibility: None required



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No.	Title	Salary Grade	Monthly Rate	Qualifications
1	Executive Assistant I	14	P23,044.00	Education: Bachelor's Degree Experience: 1 year experience Training: 4 hours of training Eligibility: Level-II Professional

Section 3. APPOINTMENT. Appointees to the positions created in the preceding section must be of good moral character, must possess at least the minimum qualifications for the positions he/or she will appointed to based on the qualifications standards of the Civil Service Commission, preferably a resident of Pasig City, to be appointed by the Local Chief Executive.

Section 4. SALARIES AND WAGES. The salary and wage levels for the newly created positions are based on the corresponding Salary Grades listed in the Qualification Standard of the Civil Service Commission and in accordance with the Salary Schedule for 1st Class Cities.

Section 5. APPROPRIATION. There is hereby appropriated the sum of Six Hundred Four Thousand Five hundred Twenty Four Thousand Pesos and Sixteen Centavos (P604,524.16) to cover the payment of salaries, allowances and annual benefits for a period covering a year and succeeding years thereafter.

Particulars are as follows:

POLITICAL AFFAIRS ASSISTANT – I, S.G. 6/P12,921.00/month			
(Figures computed on an annual basis from January to December)			
Salary	P12,921.00x1x12 months	=	155,052.00
GSIS (Life & Retirement)	P155,052.00 x 12%	=	18,606.24
HDMF	P100.00x1x12 months	=	1,200.00
ECC	P129.21x1x12 months	=	1,550.52
Philhealth	P193.82x1x12 months	=	2,325.84
PERA	P2,000.00x1x12 months	=	24,000.00
13 th Month Pay	P12,921.00	=	12,921.00
Cash Gift	P5,000.00x1	=	5,000.00
Productivity	P2,000.00x1	=	2,000.00
Clothing Allowance	P5,000.00x1	=	5,000.00
TOTAL			227,655.60



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APPROVED, this 26th day of February 2015 at Pasig City.


REYNALDO R. SAN BUENAVENTURA III
Councilor


ORLANDO R. BENITO
Councilor


AUGUSTIN ALEXEE C. SANTIAGO
Councilor

CHARMIE Q. BENAVIDES
Councilor


FERDINAND A. AVIS
Councilor


ROSALIO D. MARTIRES
Councilor


GREGORIO R. DUPISAN JR.
Councilor


WILFREDO F. SITYAR
Councilor


RHICHIE GERARD T. BROWN
Councilor

CELESTINO U. CHUA
LIGA President

Absent
CHRISTIAN G. SIA
Councilor
Minority Floor Leader



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RICHARD C. EUSEBIO

Councilor
Majority Floor Leader
Presiding Officer

Attested by:

IYO CHRISTIAN C. BERNARDO

City Vice-Mayor

APPROVED:

MARIA BELEN A. EUSEBIO

City Mayor

Attested by:

LOIDA U. VILLANUEVA

Acting City Council Secretary

City Government of Pasig
OFFICE OF THE MAJORITY FLOOR LEADER
Coun. RICHARD "RICKY" EUSEBIO

PARTICULAR:

AN ORDINANCE CREATING 2 ADDL.
POSITIONS OF POLITICAL AFFAIRS
ASST. - I AND EXECUTIVE ASST. I
IN THE OFFICE OF THE CITY MAYOR,
PRESCRIBING THE SALARY GRADE,
QUALIFICATIONS AND APPROPRIATING
FUNDS THEREFOR

REMARKS

LOBA:

For Ayuda Feb 12/15





Republic of the Philippines
CITY GOVERNMENT OF PASIG

OFFICE OF THE
MAJORITY FLOOR LEADER
COUN. RICKY C. EUSEBIO
RECEIVED
DATE: 2-11-15 TIME: 8:40 AM

SANGGUNIANG PANLUNGSOD

Ordinance No. _____
Series of 2015

Approved
Feb 26 2015

Alvarez

**AN ORDINANCE CREATING TWO (2) ADDITIONAL POSITIONS OF
POLITICAL AFFAIRS ASSISTANT - I AND EXECUTIVE ASSISTANT - I
IN THE OFFICE OF THE CITY MAYOR, PRESCRIBING THE SALARY
GRADE, QUALIFICATIONS AND APPROPRIATING FUNDS THEREFOR**

Authored by:

WHEREAS, Section 458 (a) (viii) of Republic Act 7160 provides that Sangguniang Panlungsod shall determine the position and salaries, wages, allowances and other emoluments and benefits of local government 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;

WHEREAS, Section 77, RA 7160 otherwise known as the Local Government Code of 1991 provides that the Local Chief Executive of every local government unit (LGU) shall be responsible for human resources development in the local government unit and shall take all personnel action in accordance with the constitutional provisions of the Civil Service, pertinent laws and regulations thereon including such policies, guidelines and standards as the Civil Service Commission may establish.

WHEREAS, the existing plantilla positions in the Office of the City Mayor have proven insufficient and must be supplemented to address its inadequacies.

NOW THEREFORE, the Sangguniang Panlungsod in session duly assembled, do hereby ordained the creation of positions pursuant to Section 458 (1) (viii), R.A. 7160 known otherwise as the Local Government Code of 1991, to strengthen the Office of the City Mayor and to assist the Local Chief Executive in effective city governance.

Section 1. CREATION, The following positions are hereby created with the corresponding Salary Grade and monthly compensation, to comply furthermore to the Qualification Standards set forth by the Civil Service Commission, viz.:

Section 2. PERSONNEL COMPLEMENT, SALARY GRADE, COMPENSATION and QUALIFICATIONS

NO.	TITLE	SALARY GRADE	MONTHLY RATE	QUALIFICATIONS
1	Political Affairs Assistant - I	6	P12,921.00	Education: Must be able to read and write. Experience: None required Training: None required Eligibility: None required
1	Executive Assistant - I	14	P23,044.00	Education: Bachelor's Degree Experience: 1 year experience Training: 4 hours of training Eligibility: Level - II Professional

Section 3. APPOINTMENT. Appointees to the positions created in the preceding section must be of good moral character, must possess at least the minimum qualifications for the positions he/ or she will be appointed to based on the qualifications standards of the Civil Service Commission, preferably a resident of Pasig City, to be appointed by the Local Chief Executive.

Section 4. SALARIES & WAGES. The salary and wage levels for the newly created positions are based on the corresponding Salary Grades listed in the Qualification Standards of the Civil Service Commission and in accordance with the Salary Schedule for 1st Class Cities.

Section 5. APPROPRIATION: There is hereby appropriated the sum of **Six Hundred Four Thousand Five Hundred Twenty Four Thousand Pesos and Sixteen Centavos (P604,524.16)** to cover the payment of salaries, allowances and annual benefits for a period covering a year and succeeding years thereafter.

Particulars are as follows:

(1) POLITICAL AFFAIRS ASSISTANT - I, S.G. 6 / P12,921.00 per month			
(Figures computed on an annual basis, from January to December)			
Salary	P12,921.00 x 1 x 12 months	=	155,052.00
GSIS (Life & Retirement)	P155,052.00 x 12%	=	18,606.24
HDMF	P100.00 x 1 x 12 months	=	1,200.00
ECC	P129.21 x 1 x 12 months	=	1,550.52
Philhealth	P193.82 x 1 x 12 months	=	2,325.84
PERA	P2,000.00 x 1 x 12 months	=	24,000.00
13 th Month Pay	P12,921.00	=	12,921.00
Cash Gift	P5,000.00 x 1	=	5,000.00
Productivity	P2,000.00 x 1	=	2,000.00
Clothing Allowance	P5,000.00 x 1	=	5,000.00
Total			227,655.60

(1) EXECUTIVE ASSISTANT - I, S.G. 14 / P23,044.00 per month			
(Figures computed on an annual basis, from January to December)			
Salary	P23,044.00 x 1 x 12 months	=	276,528.00
GSIS (Life & Retirement)	P276,528.00 x 12%	=	33,183.36
HDMF	P100.00 x 1 x 12 months	=	1,200.00
ECC	P230.44 x 1 x 12 months	=	2,765.00
Philhealth	345.66 (P193.82) x 1 x 12 months	=	4,147.92
PERA	P2,000.00 x 1 x 12 months	=	24,000.00
13 th Month Pay	P23,044.00	=	23,044.00
Cash Gift	P5,000.00 x 1	=	5,000.00
Productivity	P2,000.00 x 1	=	2,000.00
Clothing Allowance	P5,000.00 x 1	=	5,000.00
Total			376,868.56

Section 6. BUDGETARY REQUIREMENTS. The funds to implement the provisions of this ordinance shall be charged to the Office of the City Mayor or to any available funds of the city. Provided, the City Mayor may suspend the implementation of non-priority projects to serve as source of funds of this Ordinance, subject to accounting and auditing rules and regulations. Provided further that the general limitations prescribed in Section 325 RA7160 are to be strictly observed.

Section 7. EFFECTIVITY: This Ordinance shall take effect upon its approval.

APPROVED, this ____ day of _____ 2015 in Pasig City.

REYNALDO R. SAN BUENAVENTURA
Councilor

ORLANDO R. BENITO
Councilor

AGUSTIN ALEXEE C. SANTIAGO
Councilor

REYNALDO RAYMUNDO
Councilor

FERDINAND A. AVIS
Councilor

CHARMIE Q. BENAVIDES
Councilor

GREGORIO P. RUPISAN, JR.
Councilor

ROSALIO D. MARTIRES
Councilor

RICHARD GERARD T. BROWN
Councilor

WILFREDO F. SITYAR
Councilor

CHRISTIAN G. SIA
Councilor / Minority Floor Leader

RICHARD C. EUSEBIO
Councilor / Majority Floor Leader

Attested:

IYO CHRISTIAN C. BERNARDO
City Vice Mayor / Presiding Officer

MARIA BELEN A. EUSEBIO
City Mayor

LOIDA VILLANUEVA
Acting City Council Secretary