



Republic of the Philippines  
**SANGGUNIANG PANLUNGSOD**  
City Government of Pasig

Ordinance No. 25  
Series of 2023

**AN ORDINANCE CREATING ADDITIONAL PERMANENT POSITIONS FOR VARIOUS DEPARTMENTS AND OFFICES PURSUANT TO REGULARIZATION PROGRAM OF THE CITY GOVERNMENT OF PASIG AND FOR OTHER PURPOSES.**

**Authors: Councilors Mark Gil M. Delos Santos, Noel L. Agustin, Regino S. Balderrama, Quin A. Cruz, Maria Luisa "Angelu" M. De Leon, Roderick Mario U. Gonzales, Syvel Asilo - Gupilan, Marion Rosalio M. Martires, Corazon M. Raymundo, Raymund Francis S. Rustia, Paul Roman C. Santiago, Simon Gerard R. Tantoco, Liga Pres. Rigor J. Enriquez and SK Pres. Georgia Lynne P. Clemente**

**WHEREAS**, Section 76 of Republic Act 7160 or the Local Government Code of 1991 provides that local government units 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 of the Civil Service Commission;

**WHEREAS**, Section 77 of the Local Government Code provides that the Chief Executive of every local government unit shall be responsible for human resources and development in his unit and shall take all personnel action in accordance with the constitutional provisions on civil service, pertinent laws and rules and regulations thereon including such policies, guidelines and standards as the Civil Service Commission may establish;

**WHEREAS**, Section 458 (viii) of the same code bestows upon the local Sanggunian the power to 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;

**WHEREAS**, the present administration is committed to utilize the power to appoint as an instrument to uphold the principle of merit and fitness in government service;

**WHEREAS**, the City Government's Regularization Program was the catalyst for the appointment to permanent positions of numerous casual employees who have been in government service for decades;

**WHEREAS**, city employees with 5 or more years of service shall be accorded the opportunity for career growth and security of tenure in recognition of their loyal service to the city government;

**WHEREAS**, there is a necessity to create additional positions in the career service for the benefit of these casual personnel;





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**NOW THEREFORE, BE IT ORDAINED**, by the Sangguniang Panlungsod in session duly assembled, that;

**SECTION 1.** This Ordinance shall be known as "An Ordinance Creating Additional Permanent Positions for Various Department and Offices Pursuant to the Regularization Program of the City Government of Pasig."

**SECTION 2.** To provide security of tenure to casual government employees who have reached 5 years of service

**SECTION 3.** The functions and duties of the proposed positions have been performed by the personnel holding the present positions.

**SECTION 4. CREATION.** – The following permanent positions are hereby created in the following departments and offices:

DEPARTMENT	POSITION	SG	NO. OF POSITIONS
Business and Permit License Department	Administrative Aide III (Utility Worker II)	3	11
City Accounting Office	Administrative Aide III (Utility Worker II)	3	2
City Administrator's Office	Administrative Aide III (Utility Worker II)	3	12
City Administrator's Office-Ugnayan sa Pasig	Administrative Aide III (Utility Worker II)	3	1
City Budget Office	Administrative Aide III (Utility Worker II)	3	1
City Civil Registry	Administrative Aide III (Utility Worker II)	3	8
City Engineer's Office	Administrative Aide III (Laborer II)	3	22
City Engineer's Office	Administrative Aide III (Utility Worker II)	3	2
City Environment and Natural Resources	Administrative Aide III (Laborer II)	3	155
City Environment and Natural Resources	Administrative Aide IV (Bookbinder II)	4	9
City Environment and Natural Resources	Administrative Aide V (Carpenter)	5	1

*Enacted by the Sangguniang Panlungsod*





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City Environment and Natural Resources	Administrative Aide V (Mason II)	5	1
City Environment and Natural Resources	Administrative Aide VI (Utility Foreman)	6	1
City Health Department	Administrative Aide IV (Bookbinder II)	4	7
City Health Department	Administrative Aide IV (Driver II)	4	2
City Human Resource Development Office	Administrative Aide III (Utility Worker II)	3	3
City Transportation Development and Management Office	Administrative Aide III (Laborer II)	3	6
City Transportation Development and Management Office	Administrative Aide III (Utility Worker II)	3	1
City Transportation Development and Management Office	Administrative Aide IV (Driver II)	4	4
City Treasurer's Office	Administrative Aide III (Utility Worker II)	3	25
Community Relation and Information Office	Administrative Aide III (Utility Worker II)	3	1
Cooperative Development Office	Administrative Aide III (Utility Worker II)	3	1
Cultural Affairs and Tourism Office	Administrative Aide III (Utility Worker II)	3	1
Department of Veterinary Services	Administrative Aide III (Laborer II)	3	1
Education Unit	Administrative Aide III (Utility Worker II)	3	1
Gender and Development Office	Administrative Aide IV (Bookbinder II)	4	5
Management Information Systems Office	Administrative Aide III (Utility Worker II)	3	20
Management Information Systems Office	Administrative Aide III (Clerk I)	3	2
Management Information Systems Office	Administrative Aide VI (Utility Foreman)	6	1





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Office of Building Official	Administrative Aide III (Utility Worker II)	3	1
Office of the City Mayor- RAVE	Administrative Aide III (Utility Worker II)	3	23
Office of the City Mayor- RAVE	Administrative Assistant I (Reproduction Machine Operator III)	7	1
Office of the City Mayor- Youth Development Center	Administrative Assistant I (Reproduction Machine Operator III)	7	1
Office of the City Mayor- Barangay Computer Literacy Program	Administrative Aide III (Utility Worker II)	3	3
Office of the Senior Citizen Affairs	Administrative Aide III (Utility Worker II)	3	5
Office on General Services	Administrative Aide III (Driver I)	3	1
Office on General Services	Administrative Aide III (Laborer II)	3	2
Office on General Services	Administrative Aide III (Utility Worker II)	3	20
Office on Social Welfare Development	Administrative Aide III (Driver I)	3	4
Office on Social Welfare Development	Administrative Aide III (Laborer II)	3	6
Office on Social Welfare Development	Administrative Aide III (Utility Worker II)	3	14
Pamantasan ng Lungsod ng Pasig	Administrative Aide III (Driver I)	3	2
Pamantasan ng Lungsod ng Pasig	Administrative Aide III (Utility Worker II)	3	14
Pasig City Anti-Drug Abuse Office	Administrative Aide III (Utility Worker II)	3	2
Pasig City Children's Hospital	Administrative Aide III (Utility Worker II)	3	44
Pasig City Children's Hospital	Laboratory Aide II	4	1
Pasig City Children's Hospital	Laboratory Inspector II	10	2

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Pasig City Children's Hospital	Medical Equipment Technician I	6	1
Pasig City General Hospital	Administrative Aide III (Utility Worker II)	3	23
Pasig City General Hospital	Administrative Aide IV (Driver II)	4	1
Pasig City Institute of Science and Technology	Administrative Aide III (Utility Worker II)	3	15
Pasig City Local Economic Development and Investment Office	Administrative Aide III (Utility Worker II)	3	13
Pasig City Science High School	Administrative Aide III (Utility Worker II)	3	3
Pasig Disaster Risk Reduction Management Office	Administrative Aide III (Driver I)	3	3
Pasig Disaster Risk Reduction Management Office	Administrative Aide III (Laborer II)	3	12
Pasig Disaster Risk Reduction Management Office	Administrative Aide III (Utility Worker II)	3	25
Pasig Disaster Risk Reduction Management Office	Administrative Aide IV (Bookbinder II)	4	3
Pasig Disaster Risk Reduction Management Office	Administrative Aide IV (Driver II)	4	1
Pasig Urban Settlement Office	Administrative Aide III (Laborer II)	3	1
Pasig Urban Settlement Office	Administrative Aide III (Utility Worker II)	3	5
Peace and Order Department	Administrative Aide III (Driver I)	3	2
Peace and Order Department	Security Guard I	3	32
Peace and Order Department	Administrative Aide III (Laborer II)	3	5
Public Employment Service Office	Administrative Aide III (Utility Worker II)	3	2





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Public Employment Service Office	Administrative Aide IV (Bookbinder II)	4	1
Solid Waste Management Office	Administrative Aide III (Driver I)	3	2
Solid Waste Management Office	Administrative Aide III (Laborer II)	3	5
Solid Waste Management Office	Administrative Aide III (Utility Worker II)	3	15
Special Children Educational Institution	Administrative Aide III (Utility Worker II)	3	1
Traffic and Parking Management Office	Administrative Aide III (Driver I)	3	1
Traffic and Parking Management Office	Administrative Aide III (Utility Worker II)	3	2
Traffic and Parking Management Office	Traffic Aide I	3	96
Tricycle/Pedicab Operation and Regulatory Office	Traffic Aide I	3	15
Tricycle/Pedicab Operation and Regulatory Office	Administrative Aide III (Laborer II)	3	1

**SECTION 5. APPOINTMENTS** – Appointees to the positions specified herein shall be appointed by the Local Chief Executive pursuant to Section 455 (v) of Republic Act 7160 of the Local Government Code of 1991 in conjunction with the rules and regulations of the Civil Service Commission.

**SECTION 6. FUNDING** – The newly created positions shall be made part and integral elements of the regular plantilla of the departments and offices of the City Government of Pasig and shall be automatically funded from the personal services component of the annual budget of the City Government of Pasig.

**SECTION 7. ABOLITION** – Upon approval of the permanent appointment of the casual personnel the vacated casual position shall be automatically abolished.

**SECTION 8. REPEALING CLAUSE** – Any ordinance, resolution or executive order inconsistent with the Ordinance or any provision hereof is hereby repealed.

**SECTION 9. EFFECTIVITY** – This Ordinance shall take effect in fifteen (15) days after its publication in the Civil Service Commission Bulletin of Vacant Positions.

APPROVED, this 11<sup>th</sup> day of **May 2023** in the City of Pasig.

  
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**HON. RAYMUND FRANCIS S. RUSTIA**  
City Councilor

**HON. CORAZON M. RAYMUNDO**  
City Councilor

(ON LEAVE)

**HON. SIMON GERARD R. TANTOCO**  
City Councilor

**HON. SYVELASILO-GUPILAN**  
City Councilor

**HON. PAUL ROMAN C. SANTIAGO**  
City Councilor

**HON. NOEL L. AGUSTIN**  
City Councilor

(SICK LEAVE)

**HON. RODERICK MARIO U. GONZALES**  
City Councilor

**HON. QUINA A. CRUZ**  
City Councilor

**HON. REGINO S. BALDERRAMA**  
City Councilor

**HON. MARION ROSALIO M. MARTIRES**  
City Councilor

**HON. RIGOR J. ENRIQUEZ**  
LIGA President

**HON. GEORGIA LYNNE P. CLEMENTE**  
SK Fed. President

**HON. MARIA LUISA "ANGELU" M. DE LEON**  
City Councilor  
Minority Floor Leader





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*[Signature]*  
**HON. MARK GIL M. DELOS SANTOS**  
City Councilor  
Majority Floor Leader

Attested by:

*[Signature]*  
**HON. ROBERT VINCENT JUDE B. JAWORSKI, JR.**  
City Vice-Mayor  
Presiding Officer

APPROVED:

*[Signature]*  
**HON. VICTOR MA. REGIS N. SOTTO**  
City Mayor

Attested by:

*[Signature]*  
**ATTY. NICOLO JOEL B. GUTIERREZ**  
Acting City Council Secretary

*[Signature]*

*[Signature]*

