



Office of the Sangguniang Bayan

EXCERPT FROM THE RECORD OF PROCEEDINGS OF THE 44th REGULAR SESSION OF THE SANGGUNIANG BAYAN OF URBIZTONDO, PANGASINAN, HELD ON NOVEMBER 2, 2022, AT THE LEGISLATIVE BUILDING

Present:

Vice Mayor Volter D. Balolong	Presiding Officer
Coun. Mirla D. Balolong	Member
Coun. Alexis G. dela Vega	Member
Coun. Pepito N. Calugay	Member
Coun. Zenaida P. Espinosa	Member
Coun. Renzie M. Dispo	Member
Coun. Reynaldo T. Bautista	Member
Coun. Dyna P. de Guzman	Member
Coun. Joel M. Frias	Member
Coun. Fernando L. Tapiador	Member (ABC Pres.)
Coun. Rozel Clyde D. Uson	Member (SKF Pres.)

Absent:

None

MUNICIPAL ORDINANCE NO. 12 – 2022

Sponsored by: Coun. Alexis G. dela Vega

Ordinance Abolishing the Local Disaster Risk Reduction Officer III and Sanitary Inspector I and Creating Various Positions in the Municipal Government of Urbiztondo, Pangasinan with Corresponding Salary Grade and Allocating Funds Therefor

WHEREAS, Section 447 (a) (1) (viii) of the Local Government Code of 1991 provides that the Sangguniang Bayan shall determine the positions and the salaries, wages, allowances and other emoluments and benefits of officials and employees paid wholly or mainly from municipal funds and provide for expenditures necessary for the proper conduct of programs, services and activities of the municipal government;

WHEREAS, Section 76 of the same code, provides that every local government unit shall design and implement its own organizational structure and staffing pattern taking into consideration its service requirement and financial capability, subject to the minimum standard and guidelines prescribed by the Civil Service Commission;

WHEREAS, further, in *Mandanas et al. v. Executive Secretary et al.* case, the Supreme Court held that all collections of national taxes, except those accruing to special purpose funds and special allotments for the utilization and development of the national wealth, should be included in the computation of the base of the just share of the LGUs;

WHEREAS, the Local Government Code mandated the devolution of basic services to LGUs and this was anchored on the premise that LGUs are in a better position to address the needs of their constituents and can therefore deliver better services;

WHEREAS, after thorough deliberation the Sangguniang Bayan find it meritorious to create the positions enumerated in Section 2 in order that the Municipal Government of Urbiztondo, Pangasinan could deliver more effective and efficient public services.

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- Initials 'fil' on the right margin.
- A large signature 'B' on the left margin.
- A signature 'd' on the right margin.
- Multiple signatures at the bottom of the page.

WHEREFORE, on motion of Coun. Alexis G. dela Vega, duly seconded, it was –

Be it enacted by the Sangguniang Bayan in session duly assembled that:

Section 1. The position of Local Disaster Risk Reduction Officer III (under the office of LDRMO) (SG-18) and Sanitary Inspector I (under the office of RHU) (SG6) are hereby abolished.

Sec. 2. The following positions are hereby created, to wit:

Position / Title	Qualifications			Position Description	Salary Grade
	Education	Experience	Training		
A. Environmental Management Specialist II	Bachelor's degree relevant to the job	1 year of relevant experience	4 hrs of relevant trainings	Career Service (Profession al) Second Level Eligibility	15
				<ol style="list-style-type: none"> 1. Responsible for the conduct of investigation and verification of population complaints; 2. Assist in the conduct of monitoring of commercial and Industrial establishments; 3. Monitor compliance with the requirements specified in the Environmental Compliance Certificate (ECC) and the commitments stipulated in the Environmental Management and Monitoring Plans or Management Plans. 4. Prepare reports after the conduct of monitoring, inspection survey, and validation of firms/projects; 5. Review or evaluate environmental remediation project proposals; 6. Coordinate on-site activities for environmental clean-up to ensure compliance with environmental laws, standards, regulations, or other requirements; 7. Collect, organize, and put in order documents needed for the waste management of the LGU. 8.. Ensuring the proper performance, operation, and maintenance of environmental management facilities or systems of the establishment of such as the following: <ul style="list-style-type: none"> - Hazardous waste management storage areas (permanent or temporary) - Solid waste segregation/management facilities (i.e. MRFs, sanitary landfills, etc.). 9. Perform other related functions as may be required. 	

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				RA No. 10915 (ABE)	<p>1. Provide agricultural and biosystems engineering services which include engineering survey, preparation and evaluation of plans, designs, technical specifications, feasibility studies and cost estimates/program of work of irrigation, soil and water conservation and management, small water impounding, small farm reservoir, farm machinery, slaughterhouses, auction markets, poultry dressing plants, post-harvest facilities, auction markets, farm-to-market roads and other agricultural, fisheries and biosystems infrastructure projects of the LGU;</p> <p>2. Administer, supervise, and coordinate the construction, operation, maintenance, improvement and management of irrigation, soil and water conservation and management, small water impounding, small farm reservoir, farm machinery, slaughterhouses, auction markets, poultry dressing plants, post-harvest facilities, auction markets, farm-to-market roads and other agricultural, fisheries and biosystems infrastructure projects of the LGU;</p> <p>3. Undertake the registration of agricultural and fishery machinery and facilities, enforcement of the Philippine Agricultural Engineering Standards/Philippine Agricultural and Biosystems Engineering Standards (PAES/PABES) and other agricultural, fishery and biosystems engineering regulatory activities in coordination and collaboration with the Regional Field Office-Regional Agricultural Engineering Division RFO-RAED, concerned national government agencies and other offices of the LGU. In line with this, the ABE unit shall:</p> <ul style="list-style-type: none"> i. Provide assistance to the Bureau of Agricultural and Fisheries Engineering (BAFE) through the RFO-RAED on the validation and surveillance of applications relative to the issuance of Permit to Operate to small and medium-sized agricultural and fishery machinery and equipment manufacturers, fabricators, assemblers and importers; ii. Monitor the compliance on the provision of after-sales service and warranty of concerned agricultural and fisheries machinery assemblers, manufacturers, importers, suppliers, distributors and dealers in their respective locality in collaboration with BAFE; iii. Maintain and regularly update the data bank on irrigation, post-harvest, agricultural machinery and agricultural, fishery and biosystems infrastructure projects at all local levels; iv. Conduct inspection, performance testing and evaluation of agricultural, fisheries and biosystems machinery and equipment procured by the LGU in coordination and collaboration with the RFO-RAED and Agricultural Machinery Testing and Evaluation Center (AMTEC); v. Provide assistance to the Municipal Building Official in the evaluation and processing of application permits and certificate of occupancy of agricultural, fishery and biosystems buildings and structures to ensure the enforcement of PAES/PABES and RA No. 10915; and vi. Coordinate with BFAR on the registration of fish hatcheries, fish breeding facilities, private fishponds and post-harvest facilities for fishing communities pursuant to Sections 28 and 33 of RA No. 85507. <p>4. Coordinate with the concerned national government agencies with regard to the</p>	19
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					<p>implementation of national government programs and projects on irrigation, farm mechanization, post-harvest facilities, farm-to-market roads and agricultural, fisheries and biosystems infrastructure;</p> <p>5. Be in the frontline of the delivery of basic agricultural and biosystems engineering services;</p> <p>6. Provide training and extension activities to farmers and fisherfolk, particularly in the installation, operation and maintenance of their irrigation, postharvest facilities, agricultural, fishery and biosystems machinery projects in coordination with the agriculture and fisheries extension workers. In line with this, the ABE units shall coordinate and collaborate with State and Local Colleges and Universities, TESDA, and other concerned government agencies for the competency assessment and certification of agricultural and biosystems engineering technicians and operators including the establishment and operation of accredited technical-vocational education training (TVET) and assessment centers, learning sites/farm schools, farm tourism sites for agricultural and biosystems engineering at the provincial, city and municipal levels;</p> <p>7. Undertake and/or coordinate the pilot testing and commercialization of matured agriculture, fisheries and biosystems engineering technologies;</p> <p>8. Provide assistance in the organization and operation of the Agricultural and Fishery Mechanization Committee (AFMEC) Municipal Agricultural Fisheries Councils (AFCS) and serve as Vice Chairperson and Secretariat of said Committee, as well as in providing technical assistance and support to the local chapters of the PSABE and ABES in the local implementation of agricultural and fisheries mechanization and infrastructure projects;</p> <p>9. Responsible for the planning, design, and management of communal irrigation system devolved or to be devolved to the LGUs pursuant to Section 33 of RA No. 8435 Agricultural and Fisheries Modernization Act of 1997 (AFMA);</p> <p>10. Formulate local and Municipal Agricultural and Fisheries Mechanization Plans for approval by the Sanggunian pursuant to Section 33 of RA No. 10601;</p> <p>11. Formulate local and Municipal Agricultural and Biosystems Engineering Master Plan/Program for approval by the Sanggunian pursuant to Joint DA-DILG MC No. 11, series of 2004 in relation to RA No. 10915. The master plan/program which supports and complements the Comprehensive Land Use Plans, Local Development Plans, Local Food Security and Agri-Fisheries Modernization Plans shall have the following sub-components: (1) agricultural, fishery and biosystems mechanization; (2) soil and water conservation and irrigation; (3) farm-to-market road or farm access road development; (4) post-harvest, agro-processing and agro-industrial development; (5) agricultural and biological waste utilization and management; and;</p> <p>12. Exercise such other powers and perform such other duties and functions as may be prescribed by law or ordinance. This also includes functions and responsibilities on agricultural and biosystems engineering under RA No. 10915, such as but not limited to animal/livestock production engineering, aquaculture engineering, agricultural and biological waste</p>
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					management, and farm electrification and bio-energy development as part of the agricultural and fisheries modernization, environmental protection and food security program of the municipality.		
3.	Economist I	Bachelor's degree relevant to the job	None required	None required	Career Service (Profession all) Second Level Eligibility	<p>1. Facilitation</p> <p>a) Preparation, coordination, and execution of local economic and investment promotion policies, projects, and activities of the LGU;</p> <p>b. Establishment of an aggressive, systematic, coordinated sustained promotion and marketing of the LGU as an investment location;</p> <p>c. Facilitates Local Economic Development Plan;</p> <p>d. Collecting and analyzing financial and socioeconomic data, advising businesses and the government on economic decisions, and developing models for economic forecasting;</p> <p>e. Ensuring that the value of business opportunities is reflected in the economic analysis for commercial negotiations, investment proposals, Near exploration projects, and asset commercial acquisition.</p> <p>2. Coordination</p> <p>a. Establishment of a local economic database;</p> <p>b. Promotion of economic activities with the Local Planning and Development, Treasury, and Budget Office and the Local Sanggunian; and</p> <p>c. Works in the various sector of the LGU including the political sector, private sector, and the community.</p> <p>3. Other Functions</p> <p>a. Facilitate the development of LED strategy and make sure that the LED belongs to the community;</p> <p>b. Makes sure that the LED is incorporated into the LGU Comprehensive Development Plan (CDP) and in the Annual Investment Plan (AIP) to ensure appropriations for LED projects and activities;</p> <p>c. Identification of LED indices;</p> <p>d. Understanding of business needs such as after-care services among others;</p> <p>e. Ability to work within various levels of political hierarchy in the LGU;</p> <p>f. Communicate clearly the economic development vision of the LGU; and</p>	11

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					g. Ability to work with other LGU Department Officials. 4. Perform other related functions as may be directed by higher authorities.	
4.	Two (2) positions Local Disaster Risk Reduction Management Assistant	Completion of 2 years in college	1 year of relevant experience on DRRM	4 hours of relevant training	Career Service Sub- Profession al/ First- Level Eligibility	8
8. Mandatory Positions in Compliance to Devolution Transition Plan						
1.	Youth Development Officer I	Bachelor's Degree	None Required	None Required	Career Service Professional/ Second Level Eligibility	10
					<ol style="list-style-type: none"> 1. Register and verify youth and youth-serving organizations (Subject to the revitalized Youth Organizations' Registration Program (YORP) guidelines); 2. Provide technical assistance to the LYDC of the concerned LGU in the formulation of the LYDP; 3. Facilitate the election of the LYDC representatives; 4. Serve as secretariat to the LYDC; 5. Conduct the mandatory and continuing training of SK officials and LYDC members, in accordance with the programs jointly designed and implemented by the National Youth Commission (NYC) and DILG which provides that the Local Youth Development Officer and/or his or her staff shall apply for accreditation from the NYC in order for them to conduct the mandatory and continuing training programs of SK Officials and LYDC members; 6. In the absence of a Youth Development Office in the province, city, or municipality, the designated existing personnel by the LCE shall apply for accreditation with the Commission in order for said official to conduct the mandatory and continuing training programs of SK officials and LYDC members. 	

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2.	Labor Employment Officer I	Bachelor's degree	None required	None required	Career Service (Professional Second Level Eligibility)	<ol style="list-style-type: none"> 1. Provides technical assistance in the implementation/monitoring/evaluation of programs or projects and performance of services of the DOLE within its territorial jurisdiction in accordance with existing policies, standards, and guidelines; 2. Provides technical assistance in coordinating with the appropriate government offices, local government units, non - government organizations, and civil society to ensure effective, efficient, and economical delivery of services to clients; 3. Prepares and submitts prescribed reports; 4. Establishes and maintains linkages with government and non-government agencies in its area of concern; and; 5. Performs such other functions as may be provided by law or assigned by the Supervisor. 	11
3.	Disability Affairs Officer I	Bachelor's Degree	None Required	None Required	Career Service Professional Level Eligibility	<ol style="list-style-type: none"> 1. Formulate and implement policies, plans, and programs for the promotion of the welfare of persons with disabilities in coordination with concerned agencies; 2. Coordinate and implement the provision of RA No. 10070, Batas Pambansa Blg.344, otherwise known as the Accessibility Law, and other relevant laws at the local level; 3. Represent persons with disabilities in meetings of local development councils and other special bodies; 4. Recommend and enjoy the participation of Non-Government Organizations (NGOs) and People's Organizations (POs) in the implementation of all disability-related laws and policies; 5. Gather and compile relevant data on persons with disabilities in their localities; 6. Disseminate information including, but not limited to programs and activities for persons with disabilities, statistics on persons with disabilities, including children with disability, and training and employment opportunities for persons with disabilities; 	11

Municipal Ordinance No. 12 - 2022 *Rest*

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I hereby certify to the passage of the foregoing Ordinance which was duly approved by the Sangguniang Bayan of Urbiztondo on the 2nd day of November, 2022.



ARNEL C. RUFO
Secretary to the Sanggunian

CONCURRED:


COUN. MIRLA D. BALOLONG


COUN. ALEXIS G. DELA VEGA


COUN. PEPITO N. CALUGAY


COUN. ZENAIDA P. ESPINOSA


COUN. RENZIE M. DISPO


COUN. REYNALDO T. BAUTISTA


COUN. DYNAP. DE GUZMAN


COUN. JOEL M. FRIAS


COUN. FERNANDO L. TAPIADOR


COUN. ROZEL CLYDE D. USON

ATTESTED:


VICE MAYOR VOLTER D. BALOLONG
Presiding Officer

APPROVED:


MAYOR MODESTO M. OPERANIA