

Republic of the Philippines
PROVINCE OF LA UNION
City of San Fernando

TANGGAPAN NG SANGGUNIANG PANLALAWIGAN

EXCERPT FROM THE JOURNAL OF THE 103rd REGULAR SESSION OF THE 20th SANGGUNIANG PANLALAWIGAN OF LA UNION HELD AT THE SPEAKER PRO-TEMPORE FRANCISCO I. ORTEGA PROVINCIAL LEGISLATIVE BUILDING AND SESSION HALL, PROVINCIAL CAPITOL, CITY OF SAN FERNANDO, PROVINCE OF LA UNION ON JUNE 18, 2015

Hon. Aureo Augusto Q. Nisce..... Vice-Governor / Presiding Officer

PRESENT:

Hon. Francisco "Kit" C. Ortega, Jr.	Member
Hon. Jonathan Justo A. Orros	Member
Hon. Joaquin C. Ostrea, Jr.	Member
Hon. Reynaldo M. Mosuela	Member
Hon. Nancy Corazon M. Bacurnay	Member
Hon. Christian I. Rivera	Member
Hon. Ruperto A. Rillera, Jr.	Member
Hon. Bellarmin A. Flores II	Member
Hon. Alfredo Pablo R. Ortega	Member
Hon. Manuel "Mannix" R. Ortega, Jr.	Member

ABSENT:

Hon. Victoria L. Aragon	Member (SL)
Hon. Robert B. Madarang, Jr.	Member (OTA)

ORDINANCE NO. 073-2015

CREATING THE POSITION OF ASSISTANT PROVINCIAL DEPARTMENT HEAD (SG-24), UNDER THE OFFICE OF THE PROVINCIAL LEGAL OFFICER, ARCHITECT II (SG-16), UNDER THE OFFICE OF THE PROVINCIAL ENGINEER AND ASSISTANT PROVINCIAL DEPARTMENT HEAD (SG-24), UNDER THE OFFICE OF THE GOVERNOR, APPROPRIATING FUNDS THERETO AND FOR OTHER PURPOSES

*Authors: Hon. Manuel Victor "Mannix" R. Ortega, Jr.
Hon. Francisco "Kit" C. Ortega, Jr.
Hon. Reynaldo M. Mosuela
Hon. Jonathan Justo A. Orros
Hon. Joaquin C. Ostrea, Jr.
Hon. Victoria L. Aragon
Hon. Nancy Corazon M. Bacurnay
Hon. Robert B. Madarang, Jr.
Hon. Christian I. Rivera
Hon. Ruperto A. Rillera, Jr.
Hon. Bellarmin A. Flores II
Hon. Alfredo Pablo R. Ortega*

WHEREAS, the Sangguniang Panlalawigan of the province of La Union enacted Resolution Number 257-2014 approving the Human Resource Development Plan and part of the recommendation is the enactment of an appropriate ordinance creating the positions that were incorporated in the said plan, as embodied in SP Resolution No. 360-2014;

WHEREAS, the August Body deems it necessary to create various positions pursuant to Section 463 (c) (2) and Section 468 (a) (1) (vii) and (viii) of RA 7160 otherwise known as the Local Government Code of 1991;



NOW, THEREFORE, BE IT ORDAINED BY THE SANGGUNIANG PANLALAWIGAN IN SESSION DULY ASSEMBLED THAT:

Section 1. Creation of Positions. The following positions are hereby created as incorporated in the Human Resource Development Plan of the Provincial Government of La Union, to wit:

1. One (1) Assistant Provincial Department Head - SG 24 - under the Office of the Provincial Legal Officer.
2. One (1) Architect II – SG 16- under the Office of the Provincial Engineer.
3. One (1) Assistant Department Head - SG 24 - under the Office of the Governor.

Section 2. Qualification Standard for each positions

1. Assistant Provincial Department Head – SG 24 - under the Office of the Provincial Legal Officer
 - Education: Holder of a degree in Bachelor of Laws from a recognized university or college.
 - Experience: 4 years experienced in the practice of law.
 - Training: At least 48 hours training on management/supervision and administration.
 - Eligibility: Member of the Philippine Bar (lawyer).
2. Architect II – SG 16 - under the Office of the Provincial Engineer
 - Education: Holder of a degree in Bachelor of Science in Architecture from a recognized college or university.
 - Experience: Five (5) years' experience in the practice of profession .
 - Training: At least 48 hours relevant in the field of architecture.
 - Eligibility: RA 1080, duly licensed architect.
3. Assistant Provincial Department Head – SG 24 - under the Office of the Governor
 - Education: Holder of a Bachelor's Degree, preferably in Public Administration, Law, or any other related course from a recognized college or university.
 - Experience: Relevant experience in management and supervision for five (5) years.
 - Training: At least 48 hours relevant training on management and supervision.
 - Eligibility: Career Service Professional Eligibility or its equivalent.

Section 3. Duties and Responsibilities

1. The Assistant Provincial Department Head – SG 24 - under the Office of the Provincial Legal Officer shall:
 - a. Assist the Provincial Legal Officer in formulating measures for the consideration of the Sangguniang Panlalawigan as well as in providing legal assistance and support to the Governor in carrying out the delivery of basic services and provisions of adequate facilities as provided for under Section 17 of RA 7160.
 - b. To represent the Provincial Government in the absence of the Provincial Legal Officer in all civil actions and special proceedings wherein the local government unit or any official thereof, is a party.
 - c. Assist the Provincial Legal Officer in rendering opinion in writing on any questions of law when requested to do so by the Office of the Governor or Sangguniang Panlalawigan.
 - d. Assist the Provincial Legal Officer, or in his absence, investigate or cause to be investigated any local official or employee for administrative case, neglect or misconduct in office and recommend appropriate action to the governor.
 - e. Review Annual Investment Plan, Annual Procurement Plan, Annual Budget and other office reports for the approval of the Provincial Legal Officer.
 - f. Act as Officer-In-Charge in the absence of the Provincial Legal Officer.
 - g. Perform other duties as may be assigned by the Provincial Legal Officer and the Office of the Governor.



2. The Architect II – SG 16 - under the Office of the Provincial Engineer shall:
 - a. Develop plans and strategies on architectural planning and design programs and projects upon approval of the Provincial Engineer and the Office of the Governor;
 - b. Prepare site development plans for provincial lots, as will be authorized;
 - c. Prepare and recommend architectural designs/plans of new buildings proposed for construction;
 - d. Prepare and recommend architectural designs/plans of portions of buildings proposed for repair or rehabilitation;
 - e. Review and recommend for appropriate action of the Provincial Governor and Sangguniang Panlalawigan the architectural plans and designs by provincial government departments/hospitals and other agencies particularly those for undeveloped, underdeveloped and poorly designed areas;
 - f. Recommend to the Office of the Governor thru the Office of the Provincial Engineer all other matters relative to the architectural plans and designs as it relates to the total socio-economic and physical development of the Provincial Government of La Union;
 - g. Coordinate with concerned Civil Engineers any variation in existing plans especially those proposed for repair or rehabilitation;
 - h. Monitor on-going construction/repair of buildings and other vertical structures;
 - i. Assists/guide Draftsman in the preparation of complete working drawings;
 - j. Prepares designs for special occasions/activities of the PGLU; and
 - k. Perform other tasks and functions as maybe prescribed by law or ordinance or as directed by his immediate supervisor and the department head and / or the Office of the Governor.

3. The Assistant Provincial Department Head – SG 24- under the Office of the Governor shall have the following duties and responsibilities:

General: The Assistant Provincial Department Head (Assistant Provincial Administrator) shall assist the Provincial Administrator in the performance of his/her mandated duties and powers under the 1991 Local Government Code (LGC); Section 480, Art. 10 and perform such other duties as the latter may assign to him.

Specific: For effective, efficient and economical governance, the purpose of which is the general welfare of the Provincial Government of La Union (PGLU) and its inhabitants, as Assistant Department Head under the Office of the Provincial Administrator, shall perform the following functions:

- a. Assist in the development of plans and strategies of the PGLU and upon approval thereof by the Honorable Governor, implement them, particularly those involving the management and administration of programs and projects that the Governor is empowered to implement and that the Sanggunian is empowered to fund under the Local Government Code of 1991;
- b. Assist in coordinating the work of all the officials of the PGLU under the supervision, direction and control of the Governor and for this purpose, convene the chiefs of offices and other officials of the PGLU when needed by the authority of the Office of the Governor/ Provincial Administrator;
- c. Assist in the establishment and maintenance of sound personnel program/ human resource management program that will promote career development and uphold merit principle in the PGLU;
- d. Assist/ conduct a continuing organization development (OD) of the PGLU and institute administrative reforms toward sustained public service excellence;
- e. Be in the frontline in the delivery of necessary administrative support services, particularly during and after man-made and natural disasters and calamities;



Handwritten signature and initials, possibly 'R. H.' with a date '09 16' below it.

- f. Assist in appraising and advising the Sanggunian and the Honorable Governor on all other matters related to the management and administration of the PGLU; and
- g. Exercise such other powers and perform such other duties and responsibilities as maybe prescribed by law or ordinance or as authorized by the Honorable Governor and/or Provincial Administrator.

Section 4. Funding. Its funding shall be incorporated in the CY 2016 General Fund Annual Budget of the Province of La Union.


Section 5. Separability Clause. The provisions of this Ordinance are hereby declared to be separable and in the event that one or more provisions are held invalid or unconstitutional, the validity of the other provisions shall not be affected.

Section 6. Repealing Clause. All ordinances, resolutions, executive orders, rules and regulations inconsistent with or contrary to the provisions of this ordinance are hereby deemed repealed, amended or modified accordingly.


Section 7. Effectivity. This ordinance shall be in full force and effect from and after its passage and approval, as provided by law.


APPROVED.

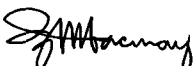
I HEREBY CERTIFY to the correctness of the foregoing resolution.



DONATO A. RIMANDO
 Secretary to the Sanggunian

ATTESTED:

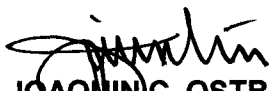

AUREO AUGUSTO Q. NISCE
 Presiding Officer
 Vice-Governor

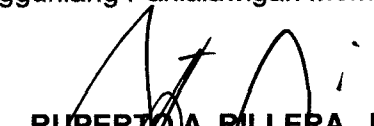

FRANCISCO "KIT" C. ORTEGA, JR.
 Sangguniang Panlalawigan Member


NANCY CORAZON M. BACURNAY
 Sangguniang Panlalawigan Member



JONATHAN JUSTO A. ORROS
 Sangguniang Panlalawigan Member



CHRISTIAN I. RIVERA
 Sangguniang Panlalawigan Member


JOAQUIN C. OSTREA, JR.
 Sangguniang Panlalawigan Member


RUPERTO A. RILLERA, JR.
 Sangguniang Panlalawigan Member


REYNALDO M. MOSUELA
 Sangguniang Panlalawigan Member


BELLARMIN A. FLORES II
 Sangguniang Panlalawigan Member



MANUEL "MANNIX" R. ORTEGA, JR.
Sangguniang Panlalawigan Member



ALFREDO PABLO R. ORTEGA
Sangguniang Panlalawigan Member

APPROVED:



MANUEL C. ORTEGA
Governor