

Republic of the Philippines
Province of Davao del Norte
City of Tagum

BEFORE THE 'SANGGUNIANG PANLUNGSOD'

EXCERPT FROM THE MINUTES OF THE 57th REGULAR SESSION OF THE 3rd COUNCIL OF THE CITY OF TAGUM, PROVINCE OF DAVAO DEL NORTE HELD AT THE SP SESSION HALL ON SEPTEMBER 5, 2005.

PRESENT:

Hon. ALLAN L. RELLON, MPA,	City Vice Mayor (Presiding Officer)
Hon. MARIA LINA F. BAURA,	Member
Hon. AGRIPINO G. COQUILLA, JR.,	Member
Hon. RAYMOND JOEY D. MILLAN,	Member
Hon. ROBERT L. SO,	Member
Hon. ROGELIO E. ISRAEL, MPA,	Member
Hon. VICENTE C. ELIOT, SR.,	Member
Hon. JOEDEL T. CAASI,	Member
Hon. ERNESTO Y. OBERO,	Member (ABC Representative)

ON OFFICIAL BUSINESS:

Hon. OSCAR M. BERMUDEZ,	Member
Hon. BRYAN KIM SAMUEL L. ANGOY,	Member (SKF Representative)

ON LEAVE:

Hon. TRISTAN ROYCE R. AALA,	Member
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ON SICK LEAVE:

Hon. GETERITO T. GEMENTIZA,	Member
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CITY ORDINANCE NO. 187, s-2005

AN ORDINANCE ADOPTING THE REVISED ORGANIZATIONAL STRUCTURE AND STAFFING PATTERN OF THE CITY GOVERNMENT OF TAGUM.

BE IT ENACTED by the Sangguniang Panlungsod of Tagum in session assembled, that:

SECTION 1. TITLE. This Ordinance shall be known as " An Ordinance adopting the Revised Organizational Structure and Staffing Pattern of the City Government of Tagum.

SECTION 2. POLICY STATEMENT.

- A. It is hereby declared the Policy of the State to protect the security of tenure of civil service officers and employees in the process of reorganization of the City Government of Tagum expressly authorized by law, without sacrificing the need to promote morale, efficiency, integrity, responsiveness, progressiveness and courtesy in the civil service pursuant to Art. IX-B, Sec. 3 of the Constitution.
- B. No office or employee of the City of Tagum in the career service shall be removed during the process of the reorganization, except for a valid cause and after due notice and hearing, as provided for under RA 6656, Section 4.
- C. That the Placement and Selection Committee shall furnish to the Sangguniang Panlungsod all the probable appointments to the different

- D. A minutes of the proceedings during the deliberation of the Placement Committee shall be forwarded to the Sangguniang Panlungsod.
- E. That a Reorganizational Structure, Functional Chart, Staffing Pattern, the Qualification Standards and Positions, Duties, and Functions of the City Government of Tagum, duly indorsed by the Reorganization Committee who was tasked to formulate the same, pursuant to Sec. 56 of R.A. 8472 converting the Municipality of Tagum into a Component City in accordance with the provisions of R.A. 6656 and its implementing guidelines, Civil Service Commission Memorandum Circular 19, series of 1992 and the provision of the Local Government Code of 1991 (R. A. 7160), and its implementing rules and regulations, are hereby adopted which form as integral part of this Ordinance.

SECTION 3. DEFINITION OF TERMS

- A. **REORGANIZATION** – A purpose of restructuring the bureaucracy's organizational and functional set – up to make it more viable in terms of economy, efficiency, effectiveness and make it more responsive to the needs of its public clientele as authorized by law.
- B. **PERMANENT APPOINTMENT** – An appointment issued to a person who possesses all the qualifications prescribed for the position to be filled including the appropriate civil service eligibility.
- C. **CASUAL APOINTMENT** – An appointment issued to a person hired on an emergency or seasonal basis and whose salary is drawn from lump sum appropriation.
- D. **CONTRACTUAL APPOINTMENT** – An appointment issued to a person hired depending on the project being done.
- E. **APPOINTING AUTHORITY** – The person or body authorized by law to make appointment in the Philippines Civil Service.
- F. **PERFORMANCE** – An employee's accomplishment in terms of the requirements of the job and evaluated through a systematic method of appraisal.
- G. **REMOVAL** – Shall connote separation from the service as a result of reorganization.

SECTION 4. PREFERENCE FOR APPOINTMENT . That the preference for appointment to the new positions in the approved staffing pattern shall be based on merits and fitness principle and those belonging to the top five (5) ranked applicants being screened and recommended by the Placement Committee, likewise to be in order, to wit:

- A. Officers and employees holding permanent appointments to positions comparable to their former positions, and if in case their position is dissolved in the approved reorganization structure they will be appointed to the position with the same functions or comparable functions to their former

- B. Casual employees who possess the necessary qualification requirement and appropriate civil service eligibility for permanent appointment.
- C. Contractual employees who possess the necessary qualification requirements and appropriate civil service eligibility to permanent appointment.
- D. Officers and employees holding permanent appointments in other agencies who meet the qualification requirement of the positions.
- E. New employees who possess the necessary qualification and appropriate civil service eligibility for permanent appointment; provided, however, those with pending administrative cases who meet the qualification requirements and will be retained shall not be placed in or appointed to positions higher than the positions held by them at the reorganization, and the administrative cases against them shall be pursued until decided.

SECTION 5. COMPOSITION OF THE PLACEMENT COMMITTEE. A Placement Committee shall be created in the City Government of Tagum to assist the appointing authority in the judicious selection and placement of personnel in order that the best qualified and most deserving persons shall be appointed in the organization.

The committee shall be composed of :

- A. Two (2) members appointed by the Local Chief Executive;
- B. A representative of the appointing authority;
- C. One (1) member duly elected by employees holding positions in the first level of the career service;
- D. One (1) member duly elected by employees holding positions in the second level of the career service;
- E. One (1) representative from the Sangguniang Panlungsod, particularly the Chairman, Committee on Labor or in his absence, the Vice Chairman, Committee on Labor;
- F. A representative of an employee association duly registered in accordance with Executive Order No. 180 and its implementing rules and with a membership of a majority of the employees therein, if any; and
- G. A representative of the Civil Service Commission may be requested by the agency to render assistance to the Committee.

SECTION 6. BUDGET AND PLANTILLA

- A. That a scheme in the implementation of the reorganization shall be prepared by the City Budget Office and shall be covered by IRR to be adopted by the Sangguniang Panlungsod thru a resolution.
- B. That the Appropriation Ordinance shall be enacted by the Sangguniang Panlungsod, providing funds for the positions created whether in partial or in full subject to the availability of funds.

SECTION 7. SEPARABILITY CLAUSE That should any portion of this ordinance be

SECTION 8. REPEALING CLAUSE. That all other ordinances, resolutions, orders and issuances contrary to this ordinance are hereby repealed or superseded accordingly.

SECTION 9. EFFECTIVITY CLAUSE. That this ordinance shall take effect immediately upon approval.

CARRIED AND APPROVED.

ENACTED AND PASSED this 5th day of September, 2005.

I HEREBY CERTIFY to the correctness of the foregoing.

(Sgd) **REY A. BUHION**
Secretary to the Sanggunian

ATTESTED:

(Sgd) **ALLAN L. RELLON, MPA**
City Vice Mayor
(Presiding Officer)

APPROVED:

(Sgd) **REY T. UY**
City Mayor

FNAME: CO18705
*ffm***