



Republic of the Philippines  
Province of Ilocos Norte  
**MUNICIPALITY OF SAN NICOLAS**

## OFFICE OF THE SANGGUNIANG BAYAN

EXCERPTS FROM THE MINUTES OF THE FIRST REGULAR SESSION OF THE 11<sup>TH</sup> SANGGUNIANG BAYAN OF THE MUNICIPALITY OF SAN NICOLAS, ILOCOS NORTE HELD AT THE MUNICIPAL SESSION HALL ON THE 1<sup>ST</sup> DAY OF SEPTEMBER, 2020 AT 10:25 O'CLOCK IN THE MORNING.

**PRESENT:**

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| Hon. Edistio P. Valdez                 | Vice-Mayor/Presiding Officer;          |
| Hon. Angel Miguel L. Hernando          | Member;                                |
| Hon. Moera Joy N. Galing-Luna          | Member;                                |
| Hon. Joseph Lister B. Butay            | Member;                                |
| Hon. Norberto D. Dadiz, Sr.            | Member;                                |
| Hon. Erico R. Ruiz, Jr.                | Member;                                |
| Hon. Luciano R. Caraang                | Member;                                |
| Hon. Jessie Julito P. Pumaras, Sr.     | Member;                                |
| Hon. Juanito P. Ulep, Jr.              | Member/Liga ng mga Barangay President; |
| Hon. Inno Ma. Angelo Paulo O. Hernando | Member/PPSK President.                 |

**ABSENT:**

None.

### “MUNICIPAL ORDINANCE NO. 2020-19

**AN ORDINANCE CREATING THE POSITION OF SOCIAL WELFARE OFFICER I UNDER THE OFFICE OF THE MUNICIPAL SOCIAL WELFARE AND DEVELOPMENT (MSWD) AND LOCAL DRRM ASSISTANT UNDER THE OFFICE OF THE MUNICIPAL DISASTER RISK REDUCTION AND MANAGEMENT (MDRRM) CONSISTENT WITH THE ORGANIZATIONAL PLAN AND PERSONNEL STAFFING PATTERN OF THE MUNICIPALITY AND APPROPRIATING FUNDS THEREFOR.**

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

**WHEREAS**, Section 76 of the Local Government Code provides: “every local government unit 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 prescribed by the Civil Service Commission.

**WHEREAS**, consistent with above authority to create positions or offices as may be necessary to carry out the purposes and program of the municipality and after a thorough determination and evaluation of human resource needs of the Municipality, it is imperative to create several positions that has been considered and evaluated as priorities pursuant to the duly adopted Municipal Ordinance No. 2015-12 otherwise referred to as the Organizational Plan and Personnel Staffing Ordinance of San Nicolas, Ilocos Norte;

**NOW, THEREFORE, BE IT ORDAINED THAT:**

**SECTION 1. Creation of Positions.** The following positions are hereby created with their respective salary grade, qualifications and other functions, to wit:

Position	Salary Grade	Education Requirement	Experience Requirements	Eligibility Requirements
Social Welfare Officer I	11	Bachelor’s degree relevant to the job	None Required	Career Service Professional/Appropriate 2 <sup>nd</sup> level eligibility
Local DRRM Assistant	8	Completion of 2 years studies in College	1 year relevant experience on DRRM	Career Service Subprofessional/1 <sup>st</sup> level eligibility

**SECTION 2. Additional Requirements.** In addition, appointee to any of the said positions shall be of good moral character, a citizen of the Republic of the Philippines and a bona fide resident of the local government unit of San Nicolas, Ilocos Norte.

The respective duties and functions shall be extant and pertinent to his/her profession or position as provided for by the Index of Occupational Services and as may be prescribed by the concerned department and/or the appointing authority.

**SECTION 3. Appointing Authority.** The above created positions shall be appointed by the Local Chief Executive of the municipality consistent with Section 444 (b) (1) (v) of the Local Government Code.

**SECTION 4. Appropriations.** The required funds for the salaries, allowances and benefits accruing in the said positions shall be included in the municipal Annual Budget for FY 2021 and, thereafter, to subsequent annual appropriations subject to personal services limitations provided for under Section 345 of the Local Government Code.

**SECTION 5. Effectivity.** This ordinance shall take effect ten (10) days after posting the same in the Bulletin Board at the entrance of the Municipal Hall and two (2) other conspicuous places in the municipality.

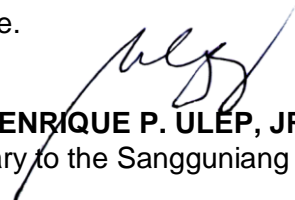
**“UNANIMOUSLY APPROVED.**

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Voting on the foregoing ordinance was as follows:

- AYES : Members Hernando, A., Galing-Luna, Butay, Dadiz, Sr., Ruiz, Jr.,  
Caraang, Pumaras, Sr., Ulep, Jr. and Hernando, I.
- NAYS : None.
- ABSTAINED : None.


I hereby certify to the correctness of the foregoing ordinance.

  
**ENRIQUE P. ULEP, JR.**  
Secretary to the Sangguniang Bayan

**ATTESTED:**

  
**EDISTIO P. VALDEZ**  
Vice-Mayor/ Presiding Officer

**APPROVED:**

  
**ALFREDO P. VALDEZ, JR., M.D.**  
Municipal Mayor  
Approved on: September 2, 2020