



Republic of the Philippines  
**CITY GOVERNMENT OF ALAMINOS**  
 San Jose Drive, Poblacion, City of Alaminos, Pangasinan

**EXCERPT TAKEN FROM THE JOURNAL OF THE REGULAR SESSION OF THE SANGGUNIANG PANLUNGSOD OF THE CITY OF ALAMINOS, PANGASINAN HELD ON SEPTEMBER 03, 2024**

**PRESENT:**

- |                                      |                                   |
|--------------------------------------|-----------------------------------|
| Vice Mayor Jan Marianne R. Fontelera | - Presiding Officer               |
| Councilor Apple Joy B. Tolentino     | - Presiding Officer Pro-Tempore   |
| Councilor Carolyn D. Sison           | - Majority Floor Leader           |
| Councilor Kelvin Theus O. Humilde    | - Minority Floor Leader           |
| Councilor Verna S. D. Rabago         | - Assistant Majority Floor Leader |
| Councilor Joselito O. Fontelera      | - Member                          |
| Councilor Raul B. Bacay              | - Member                          |
| Councilor Dahlia M. de Leon          | - Member                          |
| Councilor Oscar A. Boling, Sr.       | - Member                          |
| Councilor Froebel A. Ranoy           | - Member                          |
| Councilor Walter M. Macaiba          | - Member                          |
| LBP Alex A. Recosana                 | - Ex-Officio Member               |
| PPSKP Lovely V. Bernabe              | - Ex-Officio Member               |

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**ORDINANCE NO. 2024-29**

**AN ORDINANCE AMENDING SECTIONS 1, 4, AND 5 OF ORDINANCE NO. 2023-24 ENTITLED "AN ORDINANCE ESTABLISHING THE CITY ENVIRONMENT AND NATURAL RESOURCES OFFICE (CENRO) OF THE LOCAL GOVERNMENT OF THE CITY OF ALAMINOS, PANGASINAN AND CREATING THE POSITION OF CITY ENVIRONMENT AND NATURAL RESOURCES OFFICER 1 TO HEAD THE OFFICE AND PROVIDING FUNDS THEREOF", DULY ENACTED ON 18 JULY 2023**

Sponsored by: Councilor Dahlia M. de Leon

**WHEREAS**, pursuant to Section 76 of Republic Act No. 7160, otherwise known as the "Local Government Code of 1991", which empowers the LGUs to 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 (CSC), the Sangguniang Panlungsod of the City of Alaminos, Pangasinan duly enacted Ordinance No. 2023-24 on 18 July 2023;

**WHEREAS**, the said Ordinance was duly declared enacted within the conferred powers of the Sangguniang Panlungsod by the Sangguniang Panlalawigan pursuant to SP Resolution No. 165-2024 duly adopted on 05 February 2024;

*(Handwritten signatures of councilors and officials)*





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(Cont. Ord. No. 2024-29, enacted on 3<sup>rd</sup> day of September, 2024)

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**WHEREAS**, upon request for posting of the created position of City Environment and Natural Resources Officer 1 under the said Ordinance with the Civil Service Commission - Lingayen Field Office, the said office recommends that the said position be renamed to City Government Department Head 1 (City Environment and Natural Resources Officer ) to comply with the provisions of Local Budget Circular No. 137, series of 2021 or the "Index of Occupational Services, Position Titles and Salary Grades in the Local Government";

**WHEREAS**, taking into consideration the recommendation of the Civil Service Commission, the august body deem it necessary to amend Sections, 1, 4, and 5 of Ordinance No. 2023-24;

**NOW, THEREFORE**, upon due deliberation of the merits regarding the issue and on motion of Councilor Dahlia M. de Leon, duly seconded by all members present

**BE IT ENACTED, AS IT IS HEREBY ENACTED, BY THE SANGGUNIANG PANLUNGSOD** in a session duly assembled, that:

**SECTION I. Amendments.** — The following Sections are hereby amended:

**a. Title**

**SECTION 1. TITLE.** — *This ordinance shall also be known as "An Ordinance establishing the City Environment and Natural Resources Office (CENRO) of the Local Government Unit of the City of Alaminos, Pangasinan."*

is hereby amended to read as follows:

**SECTION 1. TITLE.** — **This ordinance shall also be known as "An Ordinance establishing the City Environment and Natural Resources Office (CENRO) of the Local Government Unit of the City of Alaminos, Pangasinan and creating the position of City Government Department Head 1 (City Environment and Natural Resources Officer)."**

**b. Creation of Plantilla Position**

**SECTION 4. CREATION OF PLANTILLA POSITION.** — *To carry out the functions and responsibilities of the City Environment and Natural Resources Office (CENRO) the following position is hereby created:*

**a. Position Title :** *City Environment and Natural Resources Officer 1*

**Salary Grade:** *25/1*

**Education :** *Bachelor's degree in Environment, Forestry, Agricultural or any related course*

**Experience :** *5-year experience in environmental and natural resources management, conservation, and utilization*



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*Training* : None required  
*Eligibility* : First Grade or its equivalent  
*Citizenship* : Filipino  
*Residency* : Bonafide resident of the City of Alaminos, Pangasinan

is hereby amended to read as follows:

**SECTION 4. CREATION OF PLANTILLA POSITION.** — To carry out the functions and responsibilities of the City Environment and Natural Resources Office (CENRO) the following position is hereby created to head the office:

**Position Title** : **City Government Department Head 1**  
 (City Environment and Natural Resources Officer)  
**Salary Grade** : **25/1**  
**Education** : Bachelor's degree preferably in Environment, Forestry, Agriculture or any related course  
**Experience** : 5-year experience in environmental and natural resources management, conservation, and utilization  
**Training** : None required  
**Eligibility** : Career Service Professional/Second Level Eligibility  
**Citizenship** : Filipino  
**Residency** : Bonafide resident of the City of Alaminos, Pangasinan

**c. Duties and Functions of the City Government Department Head 1 (City Environment and Natural Resources Officer 1)**

**SECTION 5. DUTIES AND FUNCTIONS OF THE CITY ENVIRONMENT AND NATURAL RESOURCES OFFICER 1.** — *The (City Environment and Natural Resources Office 1) shall have the following duties and functions:*

1. *Formulate measures for consideration of the Sanggunian and provide technical assistance and support to the City Mayor, as the case maybe, in carrying out measures to ensure the delivery of services and provisions of adequate facilities in relation to the mandates of the City Environment and Natural Resources Office which require expertise and technical support services;*
2. *Develop plans and strategies and upon approval thereof by the City Mayor implement the same particularly those which have to do with Environment and Natural Resources program and projects;*
3. *Establish, maintain, protect and preserve communal forests, watersheds, tree parks, mangroves, greenbelts and similar forest projects and commercial forest, like industrial tree farms and agro-forestry projects;*





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4. *Provide extension services to beneficiaries of forest development projects and technical, financial and infrastructure assistance, render assistance for natural resources-related conservation and utilization activities consistent with ecological balance;*
5. *Coordinate with government agencies and non-governmental organizations in the implementation of measures to prevent and control land, and water pollution with the assistance of the DENR;*
6. *Be in the frontline of the delivery of services concerning the environment and natural resources, particularly in the renewal and rehabilitation of the environment during and in the aftermath of man-made and natural calamities and disasters;*
7. *Recommend to the Sanggunian and advise the City Mayor as the case maybe on all matters relative to the protection, conservation maximum utilization, application of appropriate technology and other matters related to the environment and natural resources;*
8. *Formulate and implement effective and efficient IEC Plan in collaboration with DENR;*
9. *Provide extension services to beneficiaries of forest development projects and render assistance for natural resources-related conservation and utilization activities consistent with ecological balance;*
10. *Enforce Forestry and Environmental laws, rules and regulations;*
11. *To supervise and manage the operation of the HINP leading to its conservation and protection; and*
12. *Perform such other duties and functions as maybe assigned from time to time.*

is hereby amended to read as follows:

**SECTION 5. DUTIES AND FUNCTIONS OF THE CITY GOVERNMENT DEPARTMENT HEAD 1 (CITY ENVIRONMENT AND NATURAL RESOURCES OFFICER).** — The City Government Department Head 1 (City Environment and Natural Resources Officer) shall have the following duties and functions:

1. Formulate measures for consideration of the Sanggunian and provide technical assistance and support to the City Mayor, as the case may be, in carrying out measures to ensure the delivery of services and provisions of adequate facilities in relation to the mandates of the City Environment and Natural Resources Office which require expertise and technical support services;
2. Develop plans and strategies and upon approval thereof by the City Mayor implement the same particularly those which have to do with Environment and Natural Resources program and projects;



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3. Establish, maintain, protect and preserve communal forests, watersheds, tree parks, mangroves, greenbelts and similar forest projects and commercial forest, like industrial tree farms and agro-forestry projects;
4. Provide extension services to beneficiaries of forest development projects and technical, financial and infrastructure assistance, render assistance for natural resources-related conservation and utilization activities consistent with ecological balance;
5. Coordinate with government agencies and non-governmental organizations in the implementation of measures to prevent and control land, and water pollution with the assistance of the Department of Environment and Natural Resources (DENR);
6. Be in the frontline of the delivery of services concerning the environment and natural resources, particularly in the renewal and rehabilitation of the environment during and in the aftermath of man-made and natural calamities and disasters;
7. Recommend to the Sanggunian and advise the City Mayor, as the case may be, on all matters relative to the protection, conservation maximum utilization, application of appropriate technology and other matters related to the environment and natural resources;
8. Formulate and implement effective and efficient Information-Education-Communication (IEC) Plan in collaboration with DENR;
9. Provide extension services to beneficiaries of forest development projects and render assistance for natural resources-related conservation and utilization activities consistent with ecological balance;
10. Enforce forestry and environmental laws, rules and regulations;
11. Supervise and manage the operation of the Hundred Islands National Park (HINP) leading to its conservation and protection; and
12. Perform such other duties and functions as may be assigned from time to time.

APPROVED.....



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I **HEREBY CERTIFY** to the correctness of the foregoing ordinance consisting of six (6) pages including this page.

  
**LUZ B. VALE**  
 Secretary

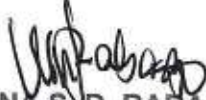
ATTESTED:

  
**JAN MARIONNE R. FONTELERA**  
 City Vice Mayor/Presiding Officer


  
**APPLE JOY B. TOLENTINO**  
 Presiding Officer Pro-Tempore

  
**CAROLYN D. SISON**  
 Majority Floor Leader

  
**KELVIN THEUS O. HUMILDE**  
 Minority Floor Leader

  
**VERNA S.D. RABAGO**  
 Assistant Majority Floor Leader

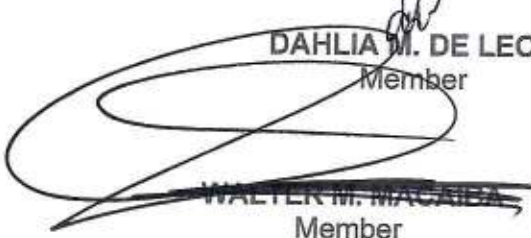
  
**JOSELITO O. FONTELERA**  
 Member

  
**RAUL B. BACAY**  
 Member

  
**DAHLIA M. DE LEON**  
 Member

  
**OSCAR BOLING, SR.**  
 Member

  
**FROEBEL A. RANOY**  
 Member

  
**WALTER M. MACALIDA**  
 Member

  
**ALEX A. RECOSANA, LBP**  
 Ex-Officio Member

  
**LOVERLY V. BERNABE, PPSKP**  
 Ex-Officio Member

APPROVED BY:

  
**ARTH BRYAN C. CELESTE**  
 City Mayor

9/23/24  
 Date