



**EXCERPT TAKEN FROM THE JOURNAL OF THE REGULAR SESSION OF THE SANGGUNIANG PANLUNGSOD OF THE CITY OF ALAMINOS, PANGASINAN HELD ON SEPTEMBER 7, 2021**

**Present:**

VM JOSE ANTONIO MIGUEL Y. PEREZ :	VICE MAYOR/PRESIDING OFFICER
Coun. Apolonia G. Bacay :	Presiding Officer Pro-Tempore
Coun. Cirilo B. Radoc :	Majority Floor Leader
Coun. Oscar A. Boling :	Minority Floor Leader
Coun. Carolyn D. Sison :	Member
Coun. Michelle S. Segundera :	Member
Coun. Froebel A. Ranoy :	Member
Coun. Verna S.D. Rabago :	Member
Coun. Dahlia M. de Leon :	Member
Coun. Alfred Felix E. de Castro :	Member
LBP Raul B. Bacay :	Ex-Officio Member
PPSKP Lovely V. Bernabe :	Ex-Officio Member

**Absent:**

Coun. Joselito O. Fontelera :	On official business
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**ORDINANCE NO. 2021-27**

**AN ORDINANCE AMENDING THE POSITION TITLE OF THE SUPERVISING ADMINISTRATIVE OFFICER (RECORDS OFFICER IV) – SALARY GRADE 22 TO SUPERVISING ADMINISTRATIVE OFFICER (BUDGET OFFICER IV) – SALARY GRADE 22 UNDER THE CITY BUDGET OFFICE OF THE LOCAL GOVERNMENT UNIT OF ALAMINOS CITY, PANGASINAN**

**WHEREAS**, it is hereby declared the policy of the State under Article 3 of the Local Government Code 1991 that *the territorial and political subdivision of the State shall enjoy genuine and meaningful local autonomy to enable them to attain their fullest development.* Towards this end, the State shall provide for a more responsive and accountable local government structure instituted through a system of decentralization, whereby Local Government Units (LGU) shall be given more powers, authority, responsibilities and resources;

**WHEREAS**, Article 63, Rule XXII of the Local Government Code of 1991 provides that *every Local Government Unit shall design and implement its own organizational structure and staffing pattern taking into consideration its priority needs, service requirements and financial capabilities consistent with the principles on simplicity, efficiency, economy, effectiveness, dynamism and public accountability, subject to the minimum standards and guidelines as prescribed by the Civil Service Commission;*

**WHEREAS**, the position of Supervising Administrative Officer (SAO), Salary Grade (SG) 22, with a parenthetical title of Records Officer IV, is assigned at the City Budget Office, directly under the supervision of the City Budget Officer, and thus currently performs budget-related duties and functions, such as assist in managing budget operations, preparation of financial report and provide technical assistance to assigned clients, to name a few;

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(cont. Ordinance No. 2021-27, enacted on the 7th day of September, 2021)

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**WHEREAS**, none of the above cited duties and functions pertain to records management and to reflect the appropriate duties and functions of the SAO, there is a need to amend the position title of the Supervising Administrative Officer (Records Officer IV) to Supervising Administrative Officer (Budget Officer IV) under the City Budget Office;

**NOW, THEREFORE**, upon due deliberation of the merits surrounding the matter and on motion of Councilor Dahlia M. de Leon, duly seconded by Councilor Alfred Felix E. de Castro, Councilor Michelle M. Segundera, Councilor Verna SD. Rabago and Councilor Apolonia G. Bacay;

**BE IT ORDAINED BY THE SANGGUNIANG PANLUNGSOD, IN SESSION ASSEMBLED**, that:

**SECTION I. TITLE.** — This ordinance shall be known as: **“AN ORDINANCE AMENDING THE POSITION TITLE OF THE SUPERVISING ADMINISTRATIVE OFFICER (RECORDS OFFICER IV) – SG 22 TO SUPERVISING ADMINISTRATIVE OFFICER (BUDGET OFFICER IV) – SG 22 LOCAL GOVERNMENT UNIT OF ALAMINOS CITY, PANGASINAN.”**

**SECTION II. AMENDMENT.** — The parenthetical title of the position of **Supervising Administrative Officer (SG 22)** under the City Budget Office of LGU – Alaminos City, Pangasinan is hereby amended, to wit:

From	To
<b>RECORDS OFFICER IV</b>	<b>BUDGET OFFICER IV</b>

**SECTION III. DUTIES AND FUNCTIONS.** —

1. **Supervising Administrative Officer (Budget Officer IV) – SG 22**

- Assist in the delivery of basic services relative to local budget administration, including budget processes and policies, directions and priorities governing effective fiscal discipline, proper allocation and mobilization of available resources and effective management of public expenditures.
- Provide technical assistance to barangay officials regarding budget processes and policies.

**SECTION IV. SOURCE OF FUNDS.** — Funding requirements for this position under this ordinance has already been appropriated in the 2021 Annual Budget of the City of Alaminos, Pangasinan.

**SECTION V. EFFECTIVITY.** — This ordinance shall take effect upon approval and compliance with statutory requirements.

**APPROVED.....**

I **HEREBY CERTIFY** to the correctness of the foregoing ordinance consisting of three (3) pages including this page.

*[Handwritten signatures of councilors]*


*[Handwritten signature]*  
**LUZ B. VALE**  
 Secretary to the Sanggunian



(cont. Ordinance No. 2021-27, enacted on the 7th day of September, 2021)

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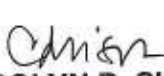
**ATTESTED:**


  
**JOSE ANTONIO MIGUEL Y. PEREZ**  
City Vice Mayor/Presiding Officer


  
**APOLONIA G. BACAY**  
Presiding Officer Pro-Tempore

  
**CIRILO B. RADOC**  
Majority Floor Leader


  
**OSCAR A. BOLING**  
Minority Floor Leader


  
**CAROLYN D. SISON**  
Member

  
**MICHELLE S. SEGUNDERA**  
Member

  
**VERNA S.D. RABAGO**  
Member

  
**FROEBEL A. RANOY**  
Member


  
**DAHLIA M. DE LEON**  
Member

  
**ALFRED FELIX E. DE CASTRO**  
Member

  
**RAUL B. BACAY, LBP**  
Ex-Officio Member

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

**APPROVED BY:**

  
**ARTH BRYAN C. CELESTE**  
City Mayor

09/21/21  
Date