



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 Loverly V. Bernabe	: Ex-Officio Member

Absent:

Coun. Joselito O. Fontelera : On official business

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ORDINANCE NO. 2021-29

AN ORDINANCE INSTITUTIONALIZING LIBRARY SERVICES IN THE CITY OF ALAMINOS, PANGASINAN CONVERTING THE CITY LIBRARY AS A SECTION UNDER THE LEGISLATIVE DEPARTMENT TO A SEPARATE DEPARTMENT OF THE LOCAL GOVERNMENT UNIT OF THE CITY OF ALAMINOS, PANGASINAN AND CREATING THE POSITION OF CITY GOVERNMENT DEPARTMENT HEAD I AS HEAD OF THE AFORECITED DEPARTMENT

EXPLANATORY NOTE

WHEREAS, Section 1 of Republic Act No. 7743, otherwise known as "An Act Providing For The Establishment Of Congressional, City And Municipal Libraries And Barangay Reading Centers Throughout The Philippines, Appropriating The Necessary Funds Therefor And For Other Purposes," provides that it is a declared national policy to promote the moral and intellectual well-being of the people; elevate the literacy level of every Filipino to the end that illiteracy is eradicated by the end of the century; and recognize the vital role of knowledge and information in nation-building by establishing public libraries in every congressional district, city and municipality, and reading centers in every barangay throughout the Philippines;

WHEREAS, the Alaminos City Library is a section under the Legislative Department, with exemplary performance of its mandated functions, and implements outreach programs which resulted in the section being the recipient of various recognition and awards, some of which are;

- Most Outstanding Library, 1999
- Most Outstanding Public Library in Region 1, 2000
- Ranked No. 5 for Best City Library in Luzon

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(cont. Ordinance No. 2021-29, enacted on the 7th day of September, 2021)

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- Ranked No. 6 in the Search for Outstanding City Libraries in the Philippines for 2009
- Fourth (4th) Place – 2015 Nationwide search for Most Outstanding Public Libraries with Special Program on Local History
- Second (2nd) Place – 2018 Search for Outstanding Public Libraries with Special Programs and Outreach Services on MALASAKIT to the Different Sectors in the Community
- First (1st) Place – 2020 Gawad Parangal sa Natatanging Tagapaglingkod sa Pamublikong Aklatan (Mrs. Zenaida C. Romero, Librarian V);

WHEREAS, Rule XXII of the Implementing Rules and Regulations of Republic Act 7160, otherwise known as the Local Government Code of 1991, provides that every *LGU shall design and implement its own organizational structure and staffing pattern taking into consideration its priority needs, service requirements, and financial effectiveness, dynamism, and public accountability, subject to minimum standards and guidelines prescribed therefor by CSC;*

WHEREAS, to institutionalize the functions and programs of the Alaminos City Library, and make it more responsive, relevant and dynamic towards pursuing the intentions of Republic Act 7743, the august body deemed it necessary to convert the Alaminos City Library from a section under the Legislative Department into a separate department under the Local Government Unit of the City of Alaminos, Pangasinan and create the position of City Government Department Head I (CGDHI) to head the said department;

NOW, THEREFORE, upon due deliberation of the merits surrounding the issue and on motion of Councilor Dahlia M. de Leon, duly seconded by Councilor Michelle S. Segundera, Councilor Carolyn D. Sison, Councilor Verna S. D. Rabago, Councilor Apolonia G. Bacay, Councilor Alfred Felix E. de Castro and LBP Raul B. Bacay,

BE IT ENACTED AS IT IS HEREBY ENACTED BY THE SANGGUNIANG PANLUNGSOD IN SESSION DULY ASSEMBLED, THAT:

SECTION I. TITLE. — This ordinance shall be known as: "An Ordinance Institutionalizing Library Services in the City Of Alaminos, Pangasinan, Converting the City Library as a Section under the Legislative Department to a Separate Department of the Local Government Unit of the City of Alaminos, Pangasinan and Creating the Position of City Government Department Head I as Head of the Aforecited Department, also known as the Alaminos City Library Ordinance."

SECTION II. GENERAL POLICY. — The Alaminos City Library is hereby converted from a section under the Legislative Department into a separate department under the Local Government Unit of the City of Alaminos, Pangasinan.

As a staffing complement of the Alaminos City Library as a department, the position of City Government Department Head I (CGDHI) to head the Alaminos City Library is also hereby created, with Salary Grade (SG) 25.

SECTION III. FUNCTIONS. — The Alaminos City Library as a department of the City Government shall continue to perform its mandated functions and implement programs and projects, such as but not limited to:

- Araw ng Pagbasa
- Aklatang Pambarangay

(Handwritten signatures and initials of councilors and officials)



(cont. Ordinance No. 2021-29, enacted on the 7th day of September, 2021)

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- Tech4Ed sa Barangay
- Film showing to schools
- Library orientation
- Brigada Aklatan
- eKonek Online Resources
- Virtual Library Reference/ e-assist
- Online Storytelling
- Serve as repository and information hub for tourism
- Programs and activities in cooperation with the National Library of the Philippines (NLP) and the National Commission for Culture and the Arts (NCCA)

SECTION IV. STAFFING PATTERN. — Aside from the creation of the position of City Government Department Head I (CGDHI), all the existing staff/ personnel shall be retained, to wit:

Item No.		Position Titles	Name of Incumbent	Grade/ Step
Old	New			
102	103	Librarian V	Vacant	24/1
103	104	Librarian III	Virgie E. Aquino	18/2
104	105	Administrative Assistant VI	Rowena D. Cabanilla	12/2
105	106	Librarian I	Marc Jethro C. Ancheta	11/2
106	107	Administrative Assistant III	Madona L. Mejia	9/1
	108	Administrative Aide V	Karl Louise R. Livara	5/1
107	109	Administrative Aide IV	Bernadette R. Bembo	4/2
108	110	Administrative Aide IV	Jesus R. Miranda	4/1

SECTION V. DUTIES AND FUNCTIONS. —

1. CITY GOVERNMENT DEPARTMENT HEAD I (SG 25)

- a. Manages, supervises and oversees the effective, efficient and quality operation of the City Library;
- b. Exercises supervision and control over all plans, programs and activities (PPA) of the Alaminos City Library, in coordination with the City Mayor;
- c. Selects and acquires multimedia sources of information which would best respond to clientele's need for adequate, relevant, and timely information;
- d. Catalogues and classifies knowledge or sources of information into relevant, organized collections and creation of local databases for speedy access, retrieval or delivery of information;
- e. Develops computer-assisted/computer-backed information systems which would permit online and network services;
- f. Establishes library system and procedures; disseminate information; render information, reference and research assistance; archiving; and educate users;
- g. Renders services involving technical knowledge/expertise in abstracting, indexing, cataloguing and classifying or the preparation of bibliographies, subject authority lists, thesauri and union catalogues/lists;
- h. Organizes, conserves, preserves and restores historical and cultural documents and other intellectual properties in coordination with the National Library of the Philippines and the National Historical Commission of the Philippines (NHCP).

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(cont. Ordinance No. 2021-29, enacted on the 7th day of September, 2021)

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SECTION VI. QUALIFICATION STANDARDS. —

- A. City Government Department Head I (SG25/1) under the Alaminos City Library
1. Education: Bachelor's degree in Library Science or Information Science or Bachelor of Science in Education, major in Library Science
 2. Experience: Four years in position/s involving management and supervision
 3. Training: Twenty-four (24) hours of relevant training
 4. Eligibility: Republic Act 1080
 5. Residency: Bonafide resident of the City of Alaminos, Pangasinan

SECTION VII. SOURCE OF FUNDS. — Funds for the implementation of this ordinance shall be duly appropriated in the 2022 Annual Budget of the City of Alaminos, Pangasinan amounting to Four Million Four Hundred Twenty Four Thousand Nine Hundred Eighteen Pesos (Php 4,424,918.00).


SECTION VIII. EFFECTIVITY. — This ordinance shall take effect upon approval.

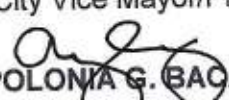
APPROVED.....

I **HEREBY CERTIFY** to the correctness of the foregoing ordinance consisting of four (4) pages including this page.


LUZ B. VALE
 Secretary

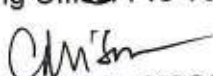
ATTESTED:


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

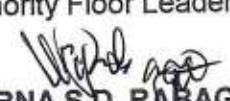

APOLONIA G. BACAY
 Presiding Officer Pro-Tempore



CIRILO B. RADO
 Majority Floor Leader

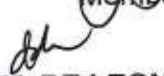

OSCAR A. BOLING
 Minority Floor Leader

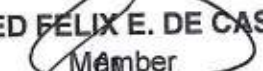

CAROLYN D. SISON
 Member


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

10/18/21
 Date