

SB. Sec.



OFFICE OF THE SANGGUNIAN BAYAN

EXCERPT FROM THE MINUTES OF THE REGULAR SESSION OF THE SANGGUNIAN BAYAN OF
SIAYAN, ZAMBOANGA DEL NORTE HELD AT THE MUNICIPAL SESSION HALL ON THE
26TH DAY OF JULY 2021.

PRESENT:

Hon. Primitivo D. Castillo, Presiding Officer,
Hon. Emelyn P. Tulawe, Presiding Officer Pro-
Hon. Estrella S. Zapatos,
Hon. Vanessa Lyn B. Atuy,
Hon. Oliver A. Romero, Floor Leader
Hon. Ma. Roselyn G. Secretario,
Hon. Rico V. Jamisola,
Hon. Alfredo R. Labastida
Hon. Phil A. Saraga, SK Fed. President,
Hon. Maribel C. Okay, ABC President,
Hon. Johnny C. Anugon, Sr., IPMR,

Municipal Vice Mayor
Sangguniang Bayan Member

-do-
-do-
-do-
-do-
-do-
-do-
-do-
-do-

ABSENT:

Hon. Rey L. Anugon, Assistant Floor Leader

-do-

PREFATORY STATEMENT

The position of COOPERATIVE DEVELOPMENT SPECIALIST II, SALARY GRADE 15/1 was upgraded by creating the Position of Senior Cooperative Development Specialist with corresponding Salary Grade 18/1 under Municipal Ordinance No. 20-20, Series of 2020, dated July 27, 2020 which was duly declared in order and operative by the Hon. Sangguniang Panlalawigan in the Province of Zamboanga del Norte, under Resolution No. 14, Series of 2021, dated January 11, 2021.

The said position was already vacated after the promotion of the personnel holding such position in the name of Mr. Marvin B. Calapiz into the created position above-mentioned.

In view of this, such position is no longer necessary in the operation of the local government unit in this municipality thus need to be dissolved to reprogram its personal services appropriation to other expenditures.

BE IT ORDAINED by the Honorable Sangguniang Bayan in session assembled:

"MUNICIPAL ORDINANCE NO. 21 - 03
Series of 2021

SECTION I. TITLE: This Ordinance shall be known as "AN ORDINANCE DISSOLVING THE POSITION OF COOPERATIVE DEVELOPMENT SPECIALIST II, SALARY GRADE 15/1, IN THE OFFICE OF THE MUNICIPAL MAYOR IN THE LOCAL GOVERNMENT UNIT OF SIAYAN, ZAMBOANGA DEL NORTE.

SECTION II. DISSOLVED POSITION: That the position of Cooperative Development Specialist II, Salary Grade 15/1 in the Office of the Municipal Mayor is hereby dissolved.

SECTION III. EFFECTIVITY: This Ordinance shall take effect upon approval in conformance with the government accounting and auditing rules and procedures.

ENACTED this 26th day of July 2021.

I HEREBY CERTIFY to the correctness of the above-quoted ordinance.

CERTIFIED CORRECT
AS TO ITS PASSAGE:

PRIMITIVO D. CASTILLO
Municipal Vice Mayor
(Presiding Officer)

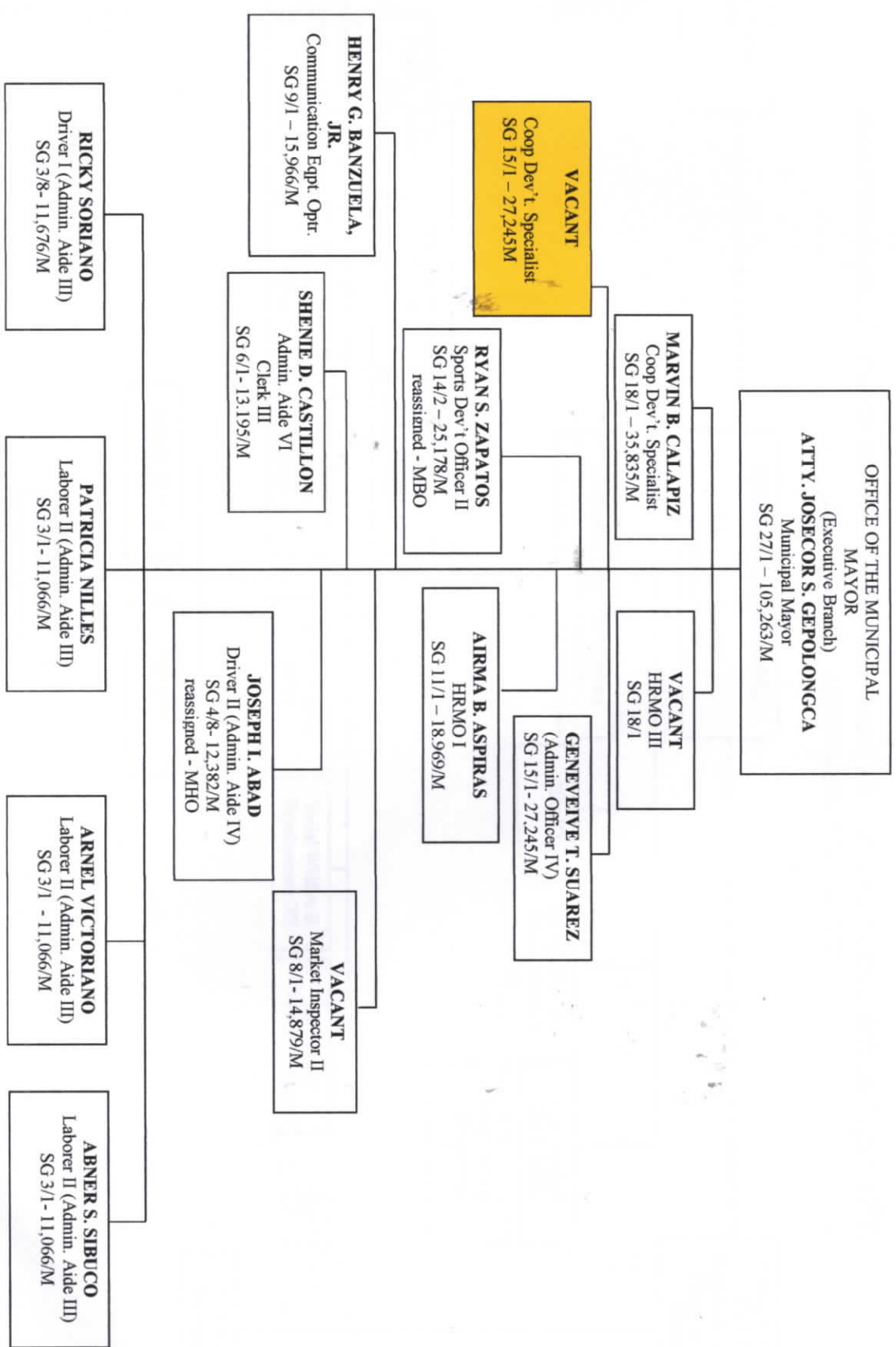
WILFREDO Q. DOMPALES
Sangguniang Bayan Secretary

APPROVED:

JOSECOR S. GEPOLONGCA
Municipal Mayor

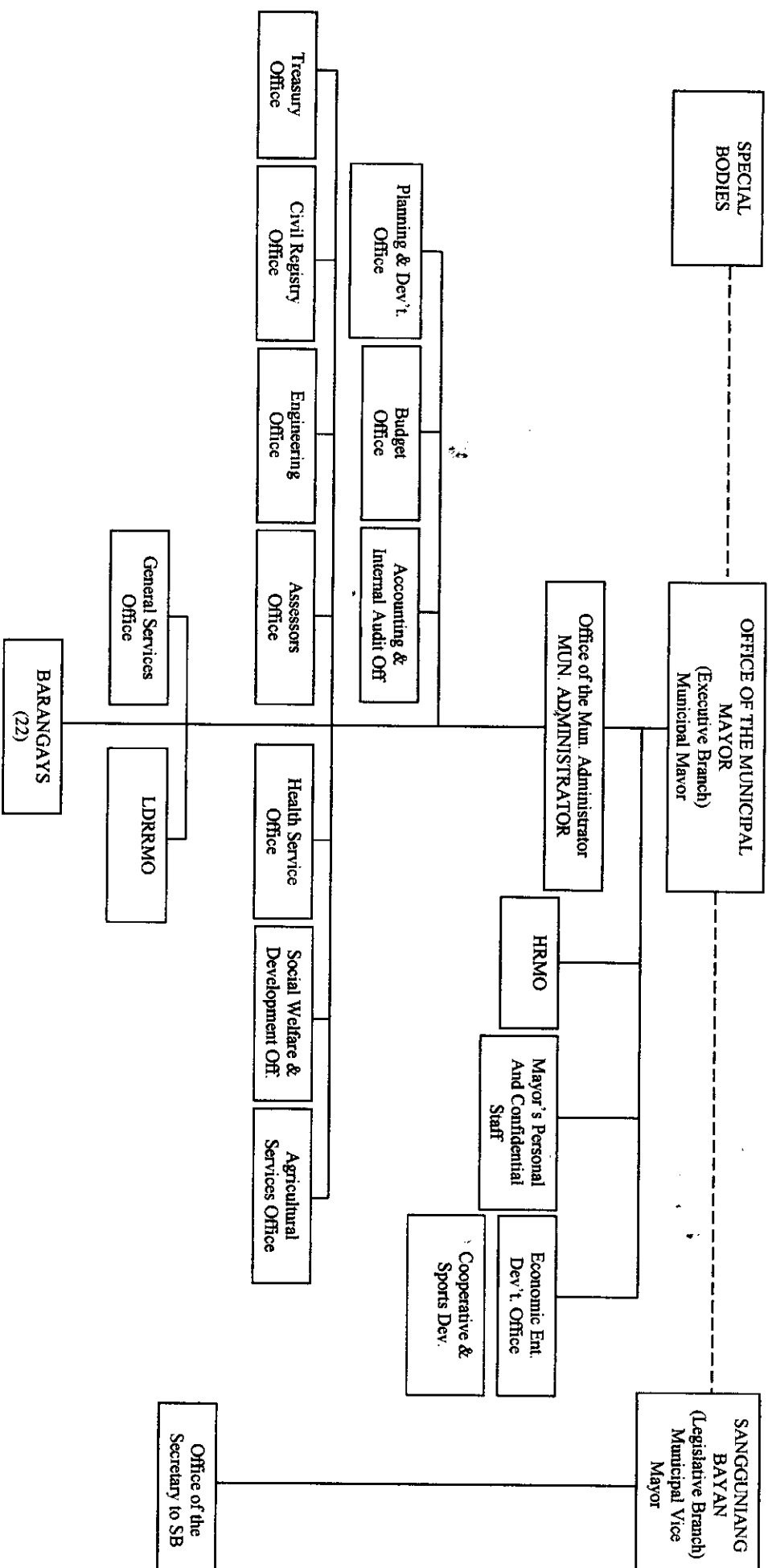
JUL 27 2021

OFFICE OF THE MUNICIPAL MAYOR-**new**



AIRMA B. ASPIRAS, MPM
Administrative Officer II
(HRMO-1)

ORGANIZATIONAL STRUCTURE AND STAFFING PATTERN OF THE LOCAL GOVERNMENT UNIT
OF SIAYAN, ZAMBOANGA DEL NORTE



AIRMA B. ASPIRAS, MPM
Administrative Officer II
(HRMO-1)



Republic of the Philippines
PROVINCE OF ZAMBOANGA DEL NORTE
Municipality of Siayan



OFFICE OF THE MUNICIPAL MAYOR

CERTIFICATION

TO WHOM IT MAY CONCERN:

THIS IS TO CERTIFY that the positions and salary proposed for the following regular positions namely;

1. **Midwife V, SG 15/1** - **Municipal Health Office**
2. **Cooperative Development Officer II 15/1-Mayor's Office**

all in the Municipality of Siayan, Zamboanga del Norte is vacant and it has corresponding budget and the Plantilla of Personnel duly approved by the authorities concerned. Funds are available for expenditures of same.

Given this 14th day of July , 2021 at Siayan, Zamboanga del Norte, Philippines.


ATTY. JOSECOR S. GEPOLONGCA
Municipal Mayor

PERSONNEL SCHEDULE FY 2021

OFFICE/DEPARTMENT: **MAYOR**

Approp. Ordinance No.		Title Position	Name of Incumbent	Authorized Rate Per Annum (LBC #118) 4TH Tranche 2020		Proposed Rate Per Annum (LBC #121) 1ST Tranche 2021		Difference
New	Old			Grade/Step	Amount	Grade/Step	Amount	Amount
	1011-1	Municipal Mayor	Josecor S. Gepolongca	27/1	1,238,388.00	27/1	1,263,156.00	24,768.00
	1011-110	Admin. Officer IV (HRMO III) Vacant		18/1	414,492.00	18/1	430,020.00	15,528.00
1011-156		Senior Cooperative Development Specialist	Marvin B. Calapiz		-	18/1	430,020.00	430,020.00
	1011-2	Private Secretary II	Geneveive T. Suarez	15/1	311,412.00	15/1	326,940.00	15,528.00
	1011-3	Admin Officer II (HRMO I)	Airma B. Aspiras	11/4	220,512.00	11/5	239,460.00	18,948.00
1011-157		Communication Equipment Operator III	Henry G. Banzuela		-	9/1	191,592.00	191,592.00
	1011-4	Admin Aide VI (Clerk III)	Shenie D. Castillon	6/1	151,440.00	6/1	158,340.00	6,900.00
	1011-5	Admin Aide IV (Driver II)	Joseph I. Abad	4/8	142,200.00	4/8	148,584.00	6,384.00
	1011-6	Admin Aide III (Driver I)	Ricky L. Soriano	3/8	134,148.00	3/8	140,112.00	5,964.00
	1011-7	Admin Aide III (Utility Worker II)	Patricia A. Nilles	3/1	127,152.00	3/1	132,792.00	5,640.00
	1011-8	Admin Aide III (Utility Worker II)	Arnel D. Victoriano	3/1	127,152.00	3/1	132,792.00	5,640.00
	8761-86	Cooperative Development Specialist Vacant		15/8	339,444.00	15/8	354,972.00	15,528.00
	8761-87	Sports Development Officer II	Ryan S. Zapatos	14/4	293,760.00	14/5	312,912.00	19,152.00
	8811-9	Market Inspector II Vacant		8/8	182,052.00	8/8	190,164.00	8,112.00
	8811-10	Admin. Aide III (Laborer II)	Abner S. Sibuco	3/1	127,152.00	3/1	132,792.00	5,640.00
		5 Casual Plantilla			-	3/1	663,960.00	663,960.00
TOTAL -----					3,809,304.00		5,248,608.00	1,439,304.00

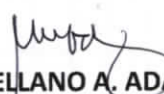
Prepared by:

Reviewed by:

Approved by:



AIRMA B. ASPIRAS
HRMO I



ROBELLANO A. ADAZA
Municipal Budget Officer



JOSECOR S. GEPOLONGCA
Municipal Mayor



Republic of the Philippines
Civil Service Commission
Plantilla of Personnel
For the Fiscal Year 2021



(1) Department/GOCC

LOCAL GOVERNMENT UNIT - SIAYAN, ZAMBOANGA DEL NORTE

(2) Bureau/Agency/Subsidiary

MAYOR'S OFFICE

Page 1

ITEM No	Position Title	SG	Annual		S	Area					Name of Incumbents			Date of Birth (mm/dd/yyyy)	Date of Original Appointment (mm/dd/yyyy)	Date of Last Promotion (mm/dd/yyyy)	S T A T U S	Years In Service
			Salary	Actual		C	O	P	E	L	Last Name	First Name	Middle Name					
3	4	5	7		8	9	10	11			12	13	14	15	16	17	18	19
1011-1	Municipal Mayor I	27	1,263,156.00		1	9	M	K			Gepolongca	Josecor	Sadagnot	07/12/1982	01/07/2019		E	2
1011-110	Admin. Officer V (HRMO III)	18	430,020.00		1	9	M	A										
1011-156	Senior Cooperative Dev. Specialist	18	430,020.00		1	9	M	A			Calapiz	Marvin	Bulandres	8/13/1965	04/01/1990	5/24/2021	P	31
1011-2	Private Secretary II	15	326,940.00		1	9	M	S			Suarez	Genevieve	Tuanda	05/05/1991	16/07/2019		Co-T	2
1011-3	Admin. Officer II (HRMO I)	11	227,628.00		1	9	M	A			Alma	Airma	Baculpo	11/03/1982	23/03/2007	13/08/2019	P	14
1011-157	Communication. Eqp Operator III	9	191,592.00		1	9	M	A			Banzuela	Henry, Jr.	Grapa	15/08/1966	03/02/2014	5/24/2021	P	7
1011-4	Admin. Aide VI (Clerk III)	6	158,340.00		1	9	M	A			Castillon	Shenie	Dulat	27/07/1993	16/02/2021		P	
1011-5	Admin. Aide IV (Driver II)	4	148,584.00		8	9	M	T			Abad	Joseph	Inodio	02/11/1964	01/08/1992	03/02/1994	P	29
1011-6	Admin. Aide III (Driver I)	3	140,112.00		8	9	M	T			Soriano	Ricky	Leonor	01/08/1973	16/02/1997	16/11/1997	P	24
1011-7	Admin. Aide III (Utility Worker II)	3	132,792.00		1	9	M	T			Nilles	Patricia	Abqjar	03/12/1974	03/01/2020		P	1
1011-8	Admin. Aide III (Utility Worker II)	3	132,792.00		1	9	M	T			Victoriano	Arnel	Daas	14/12/1980	03/01/2020		P	1
8761-86	Cooperative Dev't. Specialist	15	354,972.00		8	9	M	T										
8761-87	Sports Development Officer II	14	302,136.00		2	9	M	T			Zapatos	Ryan	Sedigo	24/12/1979	23/03/2007	18/08/2016	P	14
8811-9	Market Inspector II	8	190,164.00		8	9	M	T										
8811-10	Admin. Aide III (Laborer II)	3	132,792.00		1	9	M	T			Sibuco	Abner	Sangcaon	20/12/1972	16/08/2019		P	2

(19) Total Number of Position Items 15

I certify to the correctness of the entries and the above Position Items are duly approved and authorized by the agency and in compliance to auditing rules and regulations. I further certify that employees whose names appear above are the incumbents of the position.

Approved by:

AIRMA B. ASPIRAS, MPM

Administrative Officer II (HRMO I)

Date

ATTY. JOSECOR S. GEPOLONGCA

Municipal Mayor

Head of Agency/Department

Date