



City. Ord. No.74, s. 2018

***“ Amending Plantilla
Position of City Ord. No. 60,
s.2016”***



Republic of the Philippines
MABALACAT CITY
Province of Pampanga

OFFICE OF THE SANGGUNIANG PANLUNGSOD

Website: www.mabalacatcity.gov.ph
Email: spmabalacatcity@gmail.com

12 April 2018

MS. CARMELITA P. SOTTO PhD.
President
Mabalacat City College
Mabalacat City, Pampanga

Respectfully transmitted herewith for your information, Resolution of the Sangguniang Panlungsod of Mabalacat City, enacted/approved on the date of session indicated therein

CITY ORDINANCE NO. 74
Series of 2018

AN ORDINANCE

AMENDING THE PLANTILLA POSITIONS OF CITY ORDINANCE NO. 60, SERIES OF 2016 ENTITLED "THE NEW CHARTER OF MABALACAT CITY COLLEGE"

Very truly yours,


AILEEN G. PEÑA
SP Secretary



Republic of the Philippines
MABALACAT CITY
Province of Pampanga

OFFICE OF THE SANGGUNIANG PANLUNGSOD

Website: www.mabalacatcity.gov.ph
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MINUTES OF THE 78th REGULAR SESSION OF THE SANGGUNIANG PANLUNGSOD OF MABALACAT CITY, PAMPANGA HELD ON MARCH 07, 2018 AT THE MABALACAT CITY HALL ANNEX, CLARKFIELD, PAMPANGA

Amor Hernandez

PRESENT: Hon. Christian C. Halili - Vice Mayor/Presiding Officer
Hon. Roland D. Peña - Member
Hon. Moises Dwight Oliver P. Morales - Member
Hon. Eduardo D. Sotto - Member
Hon. Amauri M. Tiglao - Member
Hon. Rogelio Q. Yumul - Member
Hon. Jerry M. Basilio - Member
Hon. Danilo B. Bayani - Member
Hon. Krizzanel C. Garbo - Member
Hon. Oscar R. Aurelio, M.D. - Member
Hon. Ruvielane S. Margarito - Member

ABSENT: Hon. Gerald Guttrie P. Aquino - Member
Hon. Carlo Nino C. Rivera - Member

CITY ORDINANCE NO. 74
Series of 2018

AN ORDINANCE
AMENDING THE PLANTILLA POSITIONS OF CITY ORDINANCE NO. 60, SERIES OF 2016 ENTITLED "THE NEW CHARTER OF MABALACAT CITY COLLEGE"

BE IT ORDAINED BY THE SANGGUNIANG PANLUNGSOD OF MABALACAT CITY, PAMPANGA IN SESSION ASSEMBLED THAT:

SECTION 1. TITLE. This Ordinance shall be known as "An Ordinance amending the plantilla positions of City Ordinance No. 60, Series of 2016 entitled "The New Charter of Mabalacat City College"

SECTION 2. SCOPE/COVERAGE

1. A). This Ordinance shall cover amendments to City Ordinance No. 60, Series of 2016 particularly the Plantilla Positions.

OFFICE OF THE PRESIDENT

Position Title	Salary Grade	No. of Personnel
College President	29	1

City Ord. No. 74
 Series of 2018
 Cont...

Nurse I	11	2
Dentist I	13	1
Dental Aide	4	1

Admission and Scholarship Grants

Administrative Officer IV	15	1
Designee from Non Teaching Personnel		

Athletics

Designee from Non Teaching Personnel or Teaching personnel		
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Discipline Services

Designee from Teaching personnel		
---	--	--

Career, Placement and Testing

Designee from Non Teaching Personnel		
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Cultural Affairs

Designee from Teaching personnel		
---	--	--

Student Affairs

Designee from Teaching personnel		
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SENIOR HIGH SCHOOL

Designee from Faculty position to head the Senior High School		
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VICE PRESIDENT FOR ADMINISTRATION

HUMAN RESOURCE MANAGEMENT

Human Resource Management Officer III	18	1
Administrative Officer IV (H.R.M. Officer II)	15	1
Human Resource Management Officer I	15	1

SUPPLY

Administrative Officer I (Supply Officer I)	10	1
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City Ord. No. 74
 Series of 2018
 Cont...

Administrative Aide III (Driver I)	3	1
Administrative Aide VI (Clerk III)	6	1
Board Secretary II	17	1

Collection/IGP Unit

Cashier III	18	1
Administrative Officer III (Cashier II)	14	1
Administrative Officer I (Cashier I)	10	1

VICE PRESIDENT FOR ACADEMIC AFFAIRS (Higher Education Services)

Professor III	26	1
Professor II	25	1
Professor I	24	1
Associate Professor V	23	2
Associate Professor IV	22	2
Associate Professor III	21	2
Associate Professor II	20	2
Associate Professor I	19	2
Assistant Professor IV	18	4
Assistant Professor III	17	3
Assistant Professor II	16	3
Assistant Professor I	15	4
Instructor III	14	13
Instructor II	13	5
Instructor I	12	20
REGISTRAR		
Registrar II	15	1
Registrar I	11	1
Clerk I	3	1
LIBRARY		
Librarian III	18	1
Librarian II	15	1
Librarian I	11	3
STUDENT AFFAIRS & SERVICES		
Guidance Services		
Guidance Counselor III	13	1

Carroll

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City Ord. No. 74
 Series of 2018
 Cont...

Guidance Counselor II	12	1
Guidance Counselor I	11	1
Psychologist I	11	

Health Services

Medical Officer I	16	
Nurse II	15	1
Nurse I	11	2
Dentist I	13	1
Dental Aide	4	1

Admission and Scholarship Grants

Designee from Non Teaching Personnel		
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Athletics

Designee from Non Teaching Personnel or Teaching personnel		
---	--	--

Discipline Services

Designee from Teaching personnel		
---	--	--

Career, Placement and Testing

Designee from Non Teaching Personnel		
---	--	--

Cultural Affairs

Designee from Teaching personnel		
---	--	--

Student Affairs

Designee from Teaching personnel		
---	--	--

SENIOR HIGH SCHOOL

Designee from Faculty position to head the Senior High School		
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VICE PRESIDENT FOR ADMINISTRATION

HUMAN RESOURCE MANAGEMENT

Human Resource Management Officer III	18	1
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City Ord. No. 74
 Series of 2018
 Cont...

Administrative Officer IV (H.R.M. Officer II)	15	1
Administrative Officer V	18	1
SUPPLY		

Administrative Officer I (Supply Officer I)	10	1
Administrative Officer II (Budget Officer I)	11	1

GENERAL SERVICES

Administrative Aide VI (Laboratory Technician I)	6	1
Administrative Aide VI (Utility Foreman)	6	1
Administrative Assistant I (Reproduction Machine Operator II)	7	1
Administrative Aide III (Utility Worker II)	3	4
Administrative Aide III (Driver I)	3	1
Administrative Aide II (Messenger)	2	1
Administrative Aide II (Utility Worker I)	1	2

RECORDS

Clerk I	3	1
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PHYSICAL PLANT

Planning Officer III	18	1
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SECURITY

Administrative Officer II (Information Officer I)	11	1
Administrative Aide III (Utility Worker II)	3	1
Administrative Aide VI	6	
Administrative Aide III	3	

MANAGEMENT AND INFORMATION SYSTEM

Information Systems Analyst II	16	1
Computer Maintenance Technologist I	11	1
Computer Programmer II	15	1

VICE PRESIDENT FOR RESEARCH AND EXTENSION

City Gov't. Asst. Department Head I	23	1
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Am. Forest...

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City Ord. No. 74
 Series of 2018
 Cont...

Special Operation Officer II	14	1
Statistician II	15	1
Administrative Assistant V	11	1

Quality Assurance Unit

Records Officer II	14	1
Administrative Aide III(Clerk I)	3	1

Extension Services

Officer may be designated either from the faculty of non-teaching personnel		
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VICE PRESIDENT FOR EXTERNAL AFFAIRS

Linkage and Networking		
Officer and staff may be designated for Alumni Association		
Officer from the alumni		

(* Total Benefits includes GSIS, Medicare, State Insurance Premiums, Pag-ibig, PERA, RATA, ADCOM, Year-End Bonus, Cash Gifts and Uniform Allowance)

B). The amendment shall now be:

PLANTILLA POSITIONS

OFFICE OF THE PRESIDENT

Position Title	Salary Grade	No. of Employees
College President	29	1
Administrative Aide III (Driver I)	3	1
Administrative Aide VI (Clerk III)	6	1
Board Secretary II	17	1

Collection/IGP Unit

Cashier III	18	1
Administrative Officer III (Cashier II)	14	1

Amendment

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City Ord. No. 74
 Series of 2018
 Cont...

Administrative Officer I (Cashier I)	10	1
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VICE PRESIDENT FOR ACADEMIC AFFAIRS (Higher Education Services)

Professor III	26	1
Professor II	25	1
Professor I	24	1
Associate Professor V	23	2
Associate Professor IV	22	2
Associate Professor III	21	2
Associate Professor II	20	2
Associate Professor I	19	2
Assistant Professor IV	18	4
Assistant Professor III	17	3
Assistant Professor II	16	3
Assistant Professor I	15	4
Instructor III	14	13
Instructor II	13	5
Instructor I	12	20
REGISTRAR		
Registrar II	15	1
Registrar I	11	1
Clerk I	3	1
LIBRARY		
Librarian III	18	1
Librarian II	15	1
Librarian I	11	3
STUDENT AFFAIRS & SERVICES		
Guidance Services		
Guidance Counselor III	13	1
Guidance Counselor II	12	1
Guidance Counselor I	11	1
Administrative Officer I	11	

Health Services

Medical Officer I	16	
Nurse II	15	1

Consolidated

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City Ord. No. 74
 Series of 2018
 Cont...

Administrative Officer II (Budget Officer I)	11	1
GENERAL SERVICES		
Administrative Aide VI (Laboratory Technician I)	6	1
Administrative Aide VI (Utility Foreman)	6	1
Administrative Assistant I (Reproduction Machine Operator II)	7	1
Bookbinder III	7	1
Administrative Aide III (Utility Worker II)	3	4
Administrative Aide III (Driver I)	3	1
Administrative Aide II (Messenger)	2	1
Administrative Aide II (Utility Worker I)	1	2

RECORDS

Clerk I	3	1
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PHYSICAL PLANT

SECURITY

Administrative Officer II (Information Officer I)	11	1
Administrative Aide III (Utility Worker II)	3	1
Administrative Aide VI	6	
Administrative Aide III	3	

MANAGEMENT AND INFORMATION SYSTEM

Information Systems Analyst II	16	1
Computer Programmer II	15	1
Audio- Visual Equipment Operator III	7	1
Audio- Visual Equipment Operator II	5	1

VICE PRESIDENT FOR RESEARCH AND EXTENSION

City Gov't. Asst. Department Head I	23	1
Special Operation Officer II	14	1
Statistician II	15	1
Administrative Assistant V	11	1

Quality Assurance Unit

Records Officer II	14	1
Administrative Aide III (Clerk I)	3	1

Chris / something

APL [unclear] [unclear]

City

Raymond

City Ord. No. 74
Series of 2018
Cont...

Extension Services		
Officer may be designated either from the faculty of non-teaching personnel		

VICE PRESIDENT FOR EXTERNAL AFFAIRS

Linkage and Networking		
Officer and staff may be designated for Alumni Association		
Officer from the alumni		

(* Total Benefits includes GSIS, Medicare, State Insurance Premiums, Pag-ibig, PERA, RATA, ADCOM, Year-End Bonus, Cash Gifts and Uniform Allowance)

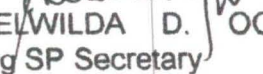
SECTION 3. ADMINISTRATIVE PROVISIONS

A). All pertinent provisions of City Ordinance No. 60, Series of 2016 which were not amended shall remain valid and in full effect.

SECTION 4. EFFECTIVITY – This Ordinance shall take effect immediately upon approval, signing and posting on conspicuous places within the city and/or publication to any newspaper of local and/or national circulation.

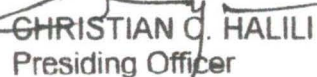
ENACTED: This 7th day of March 2018 on motion of Hon. Roland D. Peña, duly seconded by Hon. Yumul.

CERTIFIED CORRECT:


ETHEL WILDA D. OCAMPO
Acting SP Secretary

ATTESTED BY: 
CHRISTIAN C. HALILI
Vice Mayor/Presiding Officer

APPROVED:


CHRISTIAN C. HALILI
Presiding Officer

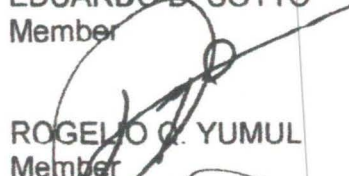

ROLAND D. PEÑA
Member

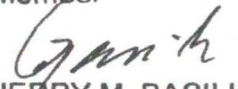
City Ord. No. 74
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MOISES DWIGHT OLIVER P. MORALES
Member

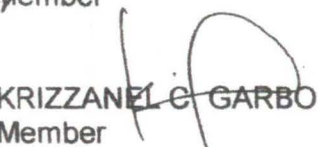

EDUARDO B. SOTTO
Member


AMAURI M. TIGLAO
Member


ROGELIO C. YUMUL
Member


JERRY M. BASILIO
Member

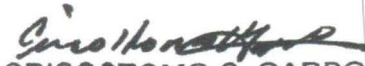

DANILO B. BAYANI
Member


KRIZZANEL C. GARBO
Member


OSCAR R. AURELIO, M.D.
Member


RUVIELANE S. MARGARITO
Member

APPROVED:


CRISOSTOMO C. GARBO
City Mayor
Date: 4/12/2018