



City. Ord. No.85, s. 2019

***“ Amending Plantilla
Position of City Ord. No. 74,
s. 2018”***



Republic of the Philippines
MABALACAT CITY
Province of Pampanga

OFFICE OF THE SANGGUNIANG PANLUNGSOD

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MINUTES OF THE 125th REGULAR SESSION OF THE SANGGUNIANG PANLUNGSOD OF MABALACAT CITY, PAMPANGA HELD ON FEBRUARY 13, 2019 AT THE MABALACAT CITY HALL ANNEX, CLARKFIELD, PAMPANGA

PRESENT:

Hon. Christian C. Halili	-Vice Mayor/Presiding Officer
Hon. Gerald Guttrie P. Aquino	- Member
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. Carlo Nino C. Rivera	- Member
Hon. Jerry M. Basilio	- Member
Hon. Danilo B. Bayani	- Member
Hon. Marjorie Grace M. Sambo	- Member
Hon. Hans Christian G. Balingit	- Member

ABSENT:

Hon. Krizzanel C. Garbo	- Member
Hon. Ruvielane S. Margarito	- Member

CITY ORDINANCE NO. 85
Series of 2019

AN ORDINANCE

AMENDING THE PLANTILLA POSITIONS OF CITY ORDINANCE NO. 74, SERIES OF 2018 ENTITLED "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. 74, Series of 2018 entitled "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

A). This Ordinance shall cover amendments to City Ordinance No. 74, Series of 2018 particularly the Plantilla Positions.

Emilio P. ...

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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
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

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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
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		
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		

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
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

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

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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

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 amendments 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 IV (Driver II) (to be created and funded 2020)	4	1

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Administrative Aide VI (Clerk III)	6	1
Board Secretary II	17	1
Board Secretary III (to be created and funded 2020)	20	1

Collection/IGP Unit

Cashier IV (to be created and funded 2020)	22	1
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	44

REGISTRAR

Registrar III	18	1
Registrar II	15	1
Registrar I	11	1
Clerk I	3	1

LIBRARY

Librarian IV (to be created and funded 2021)	22	1
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	1

Health Services

Medical Officer I	16	1
Nurse III (to be created and funded 2020)	17	1
Nurse II	15	1
Nurse II (to be created and funded 2021)	15	1
Nurse I	11	2
Dentist I	13	1
Nursing Attendant II (to be created and funded 2021)	6	1
Dental Aide	4	1

Admission and Scholarship Grants

Administrative Officer IV	15	1
Designee from Non Teaching Personnel		

Athletics

Administrative Aide VI (to be created and funded 2021)	6	1
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Discipline Services

Designee from Teaching personnel		
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Career, Placement and Testing

Designee from Non Teaching Personnel		
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Cultural Affairs

Designee from Teaching personnel		
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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		
Records Officer IV	22	1
Human Resource Management Officer IV	22	1
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		
Supply Officer II (to be created and funded 2022)	14	1
Budget Officer II (to be created and funded 2022)	15	1
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 Aide VI (to be created and funded 2021)	6	1
Administrative Assistant I (Reproduction Machine Operator II)	7	1
Bookbinder III	7	1
Administrative Aide IV (Driver II) (to be created and funded 2021)	4	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
PHYSICAL PLANT		
SECURITY		
Information Officer II (to be created and funded 2020)	15	1

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Administrative Officer II (Information Officer I)	11	1
Administrative Aide III (Utility Worker II)	3	1
Administrative Aide VI	6	2
Administrative Aide III	3	1

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 SERVICES

City Gov't. Asst. Department Head I	23	1
Project Development Officer III	18	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 Officer I (to be created and funded 2021)	11	1
Administrative Aide III(Clerk I)	3	1

Extension Services

Special Operation Officer III (to be created and funded 2020)	18	1
Administrative Officer I (to be created and funded 2022)	11	1

VICE PRESIDENT FOR EXTERNAL AFFAIRS

Linkage and Networking		
Administrative Officer I (to be created and funded 2021)	11	1
Alumni Association		
Clerk I (to be created and funded 2022)	3	1

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 13th day of February 2019 on motion of Hon. Roland D. Peña, unanimously seconded.

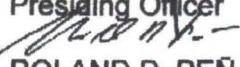
CERTIFIED CORRECT:



Aileen G. Peña
SP Secretary

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

APPROVED:


CHRISTIAN C. HALILI
Presiding Officer

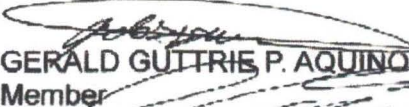

ROLAND D. PEÑA
Member


EDUARDO D. SOTTO
Member

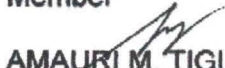

ROGELIO Q. YUMUL
Member

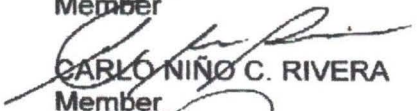

JERRY M. BASILIO
Member

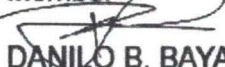

MARJORIE GRACE M. SAMBO
Member


GERALD GUTTRIE P. AQUINO
Member


MOISES DWIGHT OLIVER P. MORALES
Member



AMAURI M. TIGLAO
Member


CARLO NIÑO C. RIVERA
Member


DANILO B. BAYANI
Member


HANS CHRISTIAN G. BALINGIT
Member

APPROVED:


CRISOSTOMO C. GARBO
City Mayor
Date 2/26/2019

