



Office Of The Sangguniang Panlungsod

EXCERPTS FROM THE MINUTES OF THE REGULAR SESSION OF THE HONORABLE SANGGUNIANG PANLUNGSOD OF THE CITY OF ROXAS, HELD AT THE SP SESSION HALL ON JANUARY 30, 2024.

- PRESENT: Hon. Teresa H. Almalbis ... Vice Mayor I
 Hon. Victor Federico B. Acepcion ... Presiding Officer
 Hon. Jaime Cortes M. Altavas ... Sanggunian Member I
 Hon. John Paul J. Arcenas ... Sanggunian Member I
 Hon. Paul Ivan R. Baticados ... Sanggunian Member I
 Hon. Reynaldo C. Magallanes ... Sanggunian Member I
 Hon. Albert Gregory Y. Potato ... Sanggunian Member I
 Hon. Earl C. Sicad ... Sanggunian Member I
 Hon. Fernando Luis A. Viterbo ... Sanggunian Member I
 Hon. Moreno A. Gonzaga ... Sanggunian Member I
 Hon. Roberto Ross E. Roldan (ABC Rep.) ... Sanggunian Member I
 Hon. Martin Antonio II S. Pimentel (SK Rep.) ... Sanggunian Member I
- ABSENT:
 Hon. Herbert S. Chu ... Sanggunian Member I (PTL)

ORDINANCE NO. 004 – 2024

AN ORDINANCE CREATING THE POSITIONS OF ONE (1) SENIOR ADMINISTRATIVE ASSISTANT V, SALARY GRADE 18/1, ITEM NO. 03 AND ONE (1) ADMINISTRATIVE AIDE IV (BOOKBINDER II), SALARY GRADE 4/1, ITEM NO. 95 IN THE CITY GENERAL SERVICES OFFICE AND APPROPRIATING FUNDS THERETO.

Sponsored by: Hon. Paul Ivan R. Baticados
Unanimously Seconded

T. Almalbis

WHEREAS, in his letter dated January 8, 2024, the City Mayor requested to create the positions of one (1) Senior Administrative Assistant V, Salary Grade 18/1, Item No. 03 and One (1) Administrative Aide IV (Bookbinder II), Salary Grade 4/1, Item No. 95 in the City General Services Office and to appropriate funds thereto;

WHEREAS, Articles 3, Section 458 of the Local Government Code of 1991 provides that the Sangguniang Panlungsod as a legislative body of the city, shall (vii) subject to the provisions of this code and pertinent laws, determine the power and duties of officials and employees of the city; (viii) determine the position and salaries, wages, allowances, and other emoluments and benefits of officials and employees paid wholly or mainly from city funds and provide for expenditures necessary for the proper conduct of programs, projects, services and activities of the city government;

WHEREAS, the creation of the said positions is deemed necessary in order that the existing vital programs and projects of the office can be effectively managed and maintained with quality result;

WHEREAS, there is a need to appropriate funds for this position in order for it to be filled up considering the necessity of the said positions in the operation of the City General Services Office.

NOW, THEREFORE, be it ordained by the Sangguniang Panlungsod, in session assembled and by authority of the same, that:

Section 1 - To create, as this Honorable Body hereby creates, the positions of one (1) Senior Administrative Assistant V, Salary Grade 18/1, Item No. 03 and One (1) Administrative Aide IV (Bookbinder II), Salary Grade 4/1, Item No. 95 in the City General Services Office and to appropriate funds thereto.

[Handwritten signature]

Section 2. – This Ordinance shall take effect upon approval.


Unanimously Approved.

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I hereby certify that this Ordinance was duly passed and approved by the Sangguniang Panlungsod of Roxas City on the date herein stated.


INOC. BELUSO
SP Secretary


ATTESTED:


TERESA H. ALMALBIS
Vice Mayor I
Presiding Officer

APPROVED:-----02 FEB 2024-----


RONNIE T. DADIVAS
City Mayor

ATTESTED:


LORIE BELLE O. USISON
General Services Officer
Acting City Administrator