



Republic of the Philippines
PROVINCE OF PANGASINAN
Lingayen
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OFFICE OF THE SANGGUNIANG PANLALAWIGAN SECRETARY

CERTIFICATION

TO WHOM IT MAY CONCERN:

THIS IS TO CERTIFY that at the regular session duly constituted of the Sangguniang Panlalawigan, Province of Pangasinan, held on November 7, 2022 at Lingayen, Pangasinan, the following provincial ordinance was approved:

Authored by SP Members Vici M. Ventanilla and Jerry Agerico B. Rosario

PROVINCIAL ORDINANCE NO. 289-2022

AN ORDINANCE RENAMING THE SPORTS DEVELOPMENT OFFICE INTO PROVINCIAL COMMUNITY DEVELOPMENT AND TRAINING OFFICE, CREATING POSITIONS THEREAT AND PROVIDING FUNDS THEREFOR

WHEREAS, Section 76 of RA 7160, otherwise known as the Local Government Code of 1991, provides that every local government unit shall design and implement its own organizational structure and staffing pattern taking into consideration its service requirement and financial capability, subject to the minimum standard and guidelines prescribed by the Civil Service Commission;

WHEREAS, Section 468 (a) (viii) of the same Code provides that the Sangguniang Panlalawigan has the power to determine the positions and salaries including allowances and other emoluments and benefits of employees of the provincial government;

WHEREAS, one of the main thrusts of the Provincial Government of Pangasinan is to improve local government productivity and effectiveness of basic services through the establishment of stronger work commitment of provincial employees in order to provide a better quality of life for the people of Pangasinan;

WHEREAS, the reorganization of the existing structure of the provincial government, which includes the renaming of an office and creation of new positions, as well as the transfer of funds for abolished positions thereat, are essential in the improvement of personnel structure and services of the provincial government;

WHEREAS, the renaming of the Sports Development Office into Provincial Community Development and Training Office is necessary to further strengthen the organizational structure of the provincial government;

NOW THEREFORE, on motion of SP Members Vici M. Ventanilla and Jerry Agerico B. Rosario, duly seconded -



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Be it ordained by the Province of Pangasinan in Regular Session assembled:

SECTION 1. Title. – This Ordinance shall be known as the “An Ordinance renaming the Sports Development Office into Provincial Community Development and Training Office, Creating Positions Thereat and Providing Funds Therefor”;

SECTION 2. Purpose. – The Provincial Community Development and Training Office is hereby renamed in order to integrate and converge hereof the management and conduct of all community development and training programs and projects of the Provincial Government of Pangasinan down to the grassroots level in terms of sports promotion, technical skill development, dairy production, and character formation.

SECTION 3. Roles and Responsibilities. – The Provincial Community Development and Training Office shall:

1. Plan, implement and oversee an integrated sports promotion and development program of the province;
2. Promote and improve the level of technical education and skill development programs, projects, and initiatives of the province;
3. Establish and implement a system of assessing trainees of various technical education and skills development programs in order to accredit or certify them; *and*
4. Develop and implement character formation programs, projects and initiatives with a focus on work ethic, self-discipline and self-reliance in order to instill desirable values.

SECTION 4. Structure, Compositions and Functions of the Units.

The Provincial Community Development and Training Office shall be composed of four (4) units which are:

1. Pangasinan Sports Academy Unit
2. Laoac Dairy Institute Unit
3. Pangasinan Training and Assessment Unit
4. Character Formation Unit

- **The Pangasinan Sports Academy Unit shall have the following functions:**
 - a. Establish and maintain linkages with sports associations, commissions or organizations; and formulate policy, promote, regulate, coordinate, and implement programs and projects for sports;



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- b. Facilitate the establishment of local sports associations and affiliates, which will allow potential athletes to have greater access to sports development programs and projects and higher level competitions;
 - c. Formulate and implement training programs for the development of the athletes and their preparation for competitions;
 - d. Establish, develop and maintain fully-equipped sports facilities and centers in the province; and
 - e. Formulate and provide incentives, recognition and awards to deserving associations, athletes, referees, game officials, coaches, trainers, and other persons or entities involved in or supporting sports development in the province.
- **The Laoac Dairy Institute Unit shall have the following functions:**
 - a. Formulate and implement training programs for the production, processing and marketing of dairy products;
 - b. Develop and disseminate appropriate technologies for the production and processing of dairy products;
 - c. Provide support and assistance in the production, processing and marketing activities of all those engaged in the business of producing milk and other dairy products in the province;
 - d. Promote the active participation of farm families, rural cooperatives and the private sector in the development of the dairy industry in the province; and
 - e. Develop and improve livelihood opportunities in the province through the dairy industry.
 - **The Pangasinan Training and Assessment Unit shall have the following functions:**
 - a. Integrate, coordinate and monitor technical skills development programs and projects of the province;
 - b. Formulate and implement training programs for the development of technical skills of trainees;
 - c. Formulate a skills development plan and involve industry/employers in skills training;



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- d. Implement assessment and certification processes to determine whether the trainees can perform in the workplace based on the defined competency standards; and
 - e. Develop and improve livelihood opportunities in the province through the technical education and skills development.
- **The Character Formation Unit shall have the following functions:**
 - a. Establish and maintain linkages with associations, commissions or organizations; and formulate policy, promote, regulate, coordinate, and implement programs and projects for cultural change management;
 - b. Formulate a character formation plan to be implemented and monitored by the province;
 - c. Formulate and implement training programs for culture change management which will encourage morale recovery;
 - d. Conduct monitoring and evaluation of effectiveness of programs, projects, and activities that aim to boost and improve the level of morale of the stakeholders; and
 - e. Formulate continuous improvement strategies in the implementation of character formation programs, projects and activities.

Section 5. The following positions shall be created under the Provincial Community Development and Training Office in lieu of the abolished positions in the Office of the Governor under the Sports Development Office:

Position Title	SG	Salary Per Annum	13 th & 14 th Month Pay	Personnel Economic Relief Allowance (PERA)	Clothing Allowance	Total Compensation per Annum
Project Development Officer IV	22	858,132.00	143,022.00	24,000.00	6,000.00	1,031,154.00
Sports Development Officer III	18	560,700.00	93,450.00	24,000.00	6,000.00	684,150.00
Project Development Officer III	18	560,700.00	93,450.00	24,000.00	6,000.00	684,150.00
Planning Officer III	18	560,700.00	93,450.00	24,000.00	6,000.00	684,150.00
Development Management Officer III	18	560,700.00	93,450.00	24,000.00	6,000.00	684,150.00



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5.1. Functions

Under the Provincial Community Development and Training Office, the following positions shall have the corresponding functions:

Project Development Officer IV – the position shall be responsible for supervising the operations and management of the entire office.

Sports Development Officer III – the position shall be responsible for supervising the Pangasinan Sports Academy Unit.

Project Development Officer III – the position shall be responsible for supervising the Laoac Dairy Institute Unit.

Planning Officer III – the position shall be responsible for supervising the Pangasinan Training and Assessment Unit.

Development Management Officer III – the position shall be responsible for supervising the Character Formation Unit.

5.2. Qualifications

The qualifications of the new positions are as follows:

Position	Education	Training	Experience	Eligibility
Project Development Officer IV	Bachelor's degree relevant to the job	16 hours of relevant training	3 years of relevant experience	Career Service (Professional) Second Level Eligibility
Sports Development Officer III	Bachelor's degree relevant to the job	8 hours of relevant training	2 years of relevant experience	Career Service (Professional) Second Level Eligibility
Project Development Officer III	Bachelor's degree relevant to the job	8 hours of relevant training	2 years of relevant experience	Career Service (Professional) Second Level Eligibility
Planning Officer III	Bachelor's degree relevant to the job	8 hours of relevant training	2 years of relevant experience	Career Service (Professional) Second Level Eligibility
Development Management Officer III	Bachelor's Degree relevant to the job	8 hours of relevant training	2 years of relevant experience	Career Service (Professional) Second Level Eligibility



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5.3. Competencies

The required competencies of the new positions are as follows:

Position	Core Competencies	Functional Competencies	Leadership Competencies
Project Development Officer IV	1. Displaying God-Centeredness 2. Practicing Resilience 3. Promoting Innovation 4. Demonstrating Integrity	1. Planning Skills 2. Coordination Skills 3. Project Management Skills 4. Risk Management 5. Monitoring and Evaluation	1. Service Champion 2. People's Partner 3. Advocate of Innovation 4. Results Enabler 5. Key to Progress 6. Solution-Oriented
Sports Development Officer III	5. Applying Commitment 6. Achieving Excellence 7. Exhibiting Patriotism	1. Generating Reports and Documentation 2. Planning, Organizing and Delivering 3. Monitoring and Evaluation 4. Risk Assessment and Management 5. Risk Analysis 6. Organization Skills	

Position	Core Competencies	Functional Competencies	Leadership Competencies
Project Development Officer III		1. Planning Skills 2. Coordination Skills 3. Project Management Skills 4. Risk Management 5. Monitoring and Evaluation	
Planning Officer III		1. Planning Skills 2. Program Implementation Skills 3. Monitoring Skills 4. Marketing Skills 5. Research Skills	



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Position	Core Competencies	Functional Competencies	Leadership Competencies
Development Management Officer III		1. Planning Skills 2. Program Implementation Skills 3. Monitoring Skills 4. Marketing Skills 5. Research Skills	

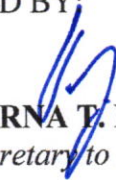
Section 6. Funding. - The appropriated budget for the Personal Services and the Maintenance and Other Operating Expenses (MOOE) of the Sports Development Office for Fiscal Year 2023 shall be transferred to the Provincial Community Development and Training Office. The deficit amount of P869,334.00 as computed based on the proposed budget of the Provincial Community Development and Training Office shall be included in the Supplemental Budget for Fiscal Year 2023.

SECTION 7. Separability Clause - If any part or provision of this Ordinance shall be held unconstitutional or invalid, other parts or provisions hereof which shall not be affected shall continue to be in full force and effect.

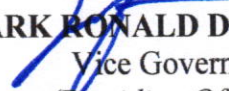
SECTION 8. Repealing Clause - All ordinances and administrative circulars and executive orders or parts thereof which shall be found to be inconsistent with provisions of this Ordinance shall hereby be repealed and amended accordingly.

Section 9. Approval and Effectivity - The renaming of the Provincial Community Development and Training Office shall take effect upon approval of the Sangguniang Panlalawigan of the Province of Pangasinan.

CERTIFIED BY:


VERNA T. NAVA-PEREZ
Secretary to the Sanggunian

ATTESTED:


MARK RONALD DG. LAMBINO
Vice Governor
(Presiding Officer)

APPROVED:


RAMON V. GUICO III
Governor