



Republic of the Philippines  
PROVINCE OF PANGASINAN  
Lingayen  
[www.pangasinan.gov.ph](http://www.pangasinan.gov.ph)

**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 July 10, 2023 at the Session Hall, Capitol Building, Lingayen, Pangasinan, the following provincial ordinance was approved:*

Authored by SP Member Apolonia DG. Bacay

**PROVINCIAL ORDINANCE NO. 303-2023**

**AN ORDINANCE CREATING THE PANGASINAN INVESTMENT  
AUTHORITY AND APPROPRIATING FUNDS THEREFOR**

**WHEREAS, Section 19, Article II of the 1987 Philippine Constitution** provides that, “The State shall develop a self-reliant and independent national economy effectively controlled by Filipinos.”;

**WHEREAS, Section 22 (d) of Republic Act 7160 or the Local Government Code of 1991** states that “Local government units shall enjoy full autonomy in the exercise of their proprietary functions and in the management of their economic enterprises, subject to the limitations provided in this Code and other applicable laws”;

**WHEREAS, Section 35 of the Local Government Code** allows LGUs to enter into joint ventures and such other cooperative arrangements with the private sector to engage in the delivery of certain basic services, capability-building and livelihood projects and to develop local enterprises designed to improve productivity and income, diversify agriculture, spur rural industrialization, promote ecological balance, and enhance the economic and social well-being of the people;

**WHEREAS, one of the key priorities of the present administration** is to converge and strengthen the Province’s capacity and capability on local economic development through investment promotion as well as the establishment of more economic zones in Pangasinan;

**WHEREAS, in line with the foregoing plans and programs of the provincial government,** the Sangguniang Panlalawigan has enacted Provincial Ordinance No. 280-2022 establishing the Provincial Economic Development and Investment Promotion Office tasked to facilitate and coordinate the Province’s economic development and investment promotion advocacies so as to generate local as well as foreign investments and to harness local investors in the Province of Pangasinan;



## OFFICE OF THE SANGGUNIANG PANLALAWIGAN SECRETARY

Provincial Ordinance No. 303-2023  
Page 2

**WHEREAS**, in order to properly implement the policies and mandates of the said Department, there is a need to create the Pangasinan Investment Authority in order to promote, facilitate and attract legitimate and productive local and foreign investments, thus, creating employment opportunities for Pangasinenses;

**WHEREAS**, Section 463 par. c (2) provides that the Sangguniang Panlalawigan is empowered to create such other offices as may be necessary to carry out the purposes of the provincial government;

**WHEREAS**, the Sangguniang Panlalawigan finds it necessary to create the Pangasinan Investment Authority in order to manage and supervise the development of the programs and projects of the Provincial Government of Pangasinan;

**WHEREFORE**, in view of the foregoing, on motion of SP Member Apolonia DG. Bacay, duly seconded -

*Be it enacted by the Sangguniang Panlalawigan in session assembled:*

**SECTION 1. TITLE.** – This ordinance shall be known as “**AN ORDINANCE CREATING THE PANGASINAN INVESTMENT AUTHORITY AND APPROPRIATING FUNDS THEREFOR**”.

**SECTION 2. DECLARATION OF POLICY.** – It is hereby declared the policy of the Provincial Government to make the investment industry a positive instrument towards accelerated and balanced industrial, economic and social development of the Province in order to boost employment and economic activities in the Province of Pangasinan.

**SECTION 3. CREATION OF THE PANGASINAN INVESTMENT AUTHORITY.** – The Province of Pangasinan hereby creates a body corporate to be known as the Pangasinan Investment Authority, hereinafter referred to as the Investment Authority, which shall serve as an operating and implementing arm of the Provincial Government of Pangasinan.

**SECTION 4. OBJECTIVES.** – The objectives of this Ordinance are the following:

1. To promote, attract, advocate, facilitate, register, monitor and evaluate the development of all forms of investment and business activities in Pangasinan.
2. To promote and encourage investment in new technologies, skills upgrading, training, research and product development.
3. To adopt, prepare and implement a comprehensive and detailed investment plan embodying a list of projects for the promotion of economic and social development of the Province.



## OFFICE OF THE SANGGUNIANG PANLALAWIGAN SECRETARY

*Provincial Ordinance No. 303-2023*

*Page 3*

4. To establish the legal framework and mechanisms for the integration, coordination, planning and monitoring of special economic zones.
5. To encourage the active participation of the private sector and to increase linkages with local governments, communities, businesses and other stakeholders to spur economic growth and development of the Province.

**SECTION 5. POWERS AND FUNCTIONS OF THE PANGASINAN INVESTMENT AUTHORITY (PIA).** – To carry out its objectives under this Ordinance, the Pangasinan Investment Authority is hereby vested with the following powers and functions:

- (a) To promote, facilitate and supervise investments and special economic enterprises of the Provincial Government of Pangasinan;
- (b) To implement all policies and programs of the Provincial Government of Pangasinan on investments and special economic enterprises;
- (c) To identify areas for investments and special economic enterprises of the Provincial Government;
- (d) To venture into identified investments areas and special economic enterprises inside and outside of the province or even abroad;
- (e) To entertain applications for joint venture investments of private institutional investors intending to establish or set up business enterprises in Pangasinan;
- (f) To secure all licenses, authorizations, approvals and permits required to enable any approval granted by the authority to have full effect;
- (g) To supervise the implementation of this Ordinance; and
- (h) To perform such other powers as may be necessary and proper to carry out the purposes of this Ordinance.

**SECTION 6. BOARD OF DIRECTORS.** The governing body of the Investment Authority shall be the Board of Directors which shall be responsible for the discharge of the business and functions of the Authority to be composed of seven (7) members, as follows:

- a) The Provincial Governor as the Chairman and Chief Executive Officer
- b) A full-time President and Chief Operations Officer of the Investment Authority; and
- c) Five members with sound knowledge or practical experience in investments who shall be appointed by the Governor in the same manner as consultants after consideration of the recommendations of the relevant provincial special bodies.



## OFFICE OF THE SANGGUNIANG PANLALAWIGAN SECRETARY

*Provincial Ordinance No. 303-2023*  
*Page 4*

The President of the Investment Authority and all other members of the Board shall have a co-terminus appointment with the Governor as the appointing authority unless sooner removed for just and legal cause. The President shall have the same rank, privileges and benefits of a Provincial Government Department Head (SG-26) and shall be appointed in accordance with Civil Service Rules on co-terminus appointments. Provided, that, in case of vacancy in any position, the successor shall serve only the remaining term of the position. Provided further, that, the President and the members of the board shall continue to perform their duties and functions in a hold over capacity until their replacements had been duly appointed.

Members of the Board shall receive a per diem of not more than the allowed by accounting and auditing rules for every board meeting; provided, however, that the per diem collected per month does not exceed the equivalent of four meetings.

**SECTION 7. FUNCTIONS OF THE BOARD.** – The Board of Directors shall be the policy-making body of the Investment Authority and shall perform the following functions:

- (a) Determine the organizational structure of the Investment Authority, define the duties and responsibilities of all officials and employees and adopt a compensation and benefit scheme.
- (b) Appoint all officials down to the third level and authorize the president of the Investment Authority to appoint all others; provided, that all appointments shall be on the basis of merit and fitness, and all personnel action shall be in pursuance of Civil Service Laws, rules and regulations, except those coterminous employees of the members of the Board;
- (c) Prepare the annual and supplemental budgets of the Investment Authority;
- (d) Submit an annual report of the operation of the Investment Authority to the Governor and to the Sangguniang Panlalawigan;
- (e) Render annual reports to the Governor and such special reports as may be requested;
- (f) Approve the annual budget of the Authority and the economic zone development plans; and
- (g) Generally, to exercise all the powers necessary or incidental to attain the purposes of this Ordinance.

**SECTION 8. MEETINGS AND QUORUM.** - The Board shall meet regularly at least once a month and as often as the exigencies of the service demand. The presence of at least four members shall constitute a quorum, and the vote of four members shall be necessary for the adoption of any rule, resolution or decision or any other act of the Board. The Chairman of the Board shall vote only in case of a tie.



## OFFICE OF THE SANGGUNIANG PANLALAWIGAN SECRETARY

*Provincial Ordinance No. 303-2023*

*Page 5*

**SECTION 9. DUTIES AND RESPONSIBILITIES OF THE PRESIDENT OF THE INVESTMENT AUTHORITY.** - The president of the Investment Authority shall have the following duties and responsibilities:

- a) To act as Chief Operations Officer of the Investment Authority;
- b) To execute, administer and implement the policies and measures approved by the Board;
- c) To direct and supervise the operation and administration of the Investment Authority;
- d) To represent the Investment Authority in all dealings with offices, agencies and instrumentalities of the provincial government and with all persons and entities, public or private, domestic or foreign;
- e) To direct and supervise the preparation of the agenda for the meeting of the Board, and to submit for the consideration of the Board such policies and measures when necessary to carry out the purposes and objectives of this Ordinance; and
- f) To exercise such other powers and functions provided in the bylaws and as may be vested in him by the Board.

**SECTION 10. PROVINCIAL INVESTMENTS AUTHORITY OPERATIONS.** It is hereby created a Provincial Investments Authority Operations (PIAO), the composition of which shall be as follows:

- I. **PROVINCIAL GOVERNMENT ASSISTANT DEPARTMENT HEAD – SG 24 (Provincial Economic Enterprises MANAGER).** With the Supervision of the President of the PIA, the Provincial Economic Enterprises Manager shall assist in the day-to-day operations of the PIAO and shall:
  - a. Prepare, formulate, and develop detailed plans and strategies for approval of the Investments Authority, for the overall management and efficient operations of the investments and economic enterprises of the Provincial Government;
  - b. Responsible for the implementation of the plans, programs, related rules, regulations and guidelines as promulgated by Investments Authority;
  - c. Serve as the coordinating officer for the policies and procedures set forth by the Investments Authority, including but not limited to screening and receiving of applications for locators, the conduct of raffles or awarding of slots, when applicable, and the recommendation for approval of the results thereof to the Investments Authority, and physical preparation of contracts approved or for consideration of the Investments Authority;



## OFFICE OF THE SANGGUNIANG PANLALAWIGAN SECRETARY

Provincial Ordinance No. 303-2023

Page 6

- f. Plan, supervise and coordinate the programmed activities of the different personnel for efficient and maximum productivity;
- g. Act as collection deputy of the Provincial Treasurer in the collection of charges, fees, income, dividends, profits and other collections in the operation of the Economic Enterprises without prejudice to the limitation order of the Provincial Treasurer duly noted by the Provincial Governor as the Investments Authority Chairperson;
- h. Ensure the maintenance sanitation, peace and order inside and within the premises of the investment areas economic enterprises;
- i. Serve as the secretariat to the Investments Authority and ensure that the secretarial duties are attended to; and
- j. Performs such other functions and duties and exercises such other powers as provided for under RA No. 7160, otherwise known as the Local Government Code of 1991, and those that are prescribed by law or ordinance.

**II. THE ADMINISTRATIVE SERVICES DIVISION.** Responsible on matters pertaining to personnel, payroll, records management and maintenance support of the PIAO. Plantilla Positions with corresponding salary grades of personnel under this Division are as follows:

### ADMINISTRATIVE and PERSONNEL

1- Administrative Officer V	SG - 18
1- Administrative Assistant VI	SG - 12
1 – Administrative Aide VI	SG – 6

### RECORDS and SUPPORT STAFF

1- Records Officer II	SG- 14
1- Computer Maint. Tech. I	SG- 11
1- Administrative Assistant II	SG- 8
1- Sanitation Inspector II	SG- 8
1- Utility Worker II	SG- 3

**III. FISCAL MANAGEMENT DIVISION.** Responsible for matters pertaining to recording, reconciling, controlling, summarizing and monitoring of all economic enterprises' financial transactions and documents. Plantilla Positions with corresponding salary grades of personnel under this section are as follows:

1 - Accountant IV	SG - 22
1 – LRCO II	SG - 15
1- Cashier II	SG-14
2- LRCO I	SG- 11
10- Revenue Collection Clerks II	SG -7
2- Senior Bookkeeper	SG- 9



## OFFICE OF THE SANGGUNIANG PANLALAWIGAN SECRETARY

Provincial Ordinance No. 303-2023

Page 7

**IV. THE MARKET DIVISION.** Responsible for matters related to the daily management of field operations of the enterprises under the Market Division. Plantilla Positions with corresponding salary grades of personnel under this division are as follows:

1 - Market Supervisor IV	SG -22
1 - LRCO II	SG -15
3 - Market Inspectors I	SG -10
2 - General Foreman	SG -11
5 - Revenue Collection Clerk III	SG - 9

**V. THE PUBLIC UTILITIES DIVISION.** Responsible for matters relative to the daily management and operations of the Public Utilities and Transportation Terminals. Plantilla Positions with corresponding salary grades of personnel under this division are as follows:

1— Spvng. Pub. Utilities Regulation Officer	SG - 22
1— Sr. Pub. Util. Regulation Officer	SG- 18
3 — Parking Aides III	SG - 6
2 — Ticket Checkers	SG – 3

**VI. THE HOSPITALITY DIVISION.** Responsible for matters relative to the daily management and operations of the Hotels and Resorts owned, operated or managed by the Provincial Government. Plantilla Positions with corresponding salary grades of personnel under this division are as follows:

1 - Sales and Promotion Supervisor V	SG - 24
2 - Tourism Operations Officer I	SG- 11
4 - Tourism Operations Assistants	SG - 7

**VII. THE PROVINCIAL COMMODITIES AND LIVESTOCK TRADING DIVISION.** Responsible for matters relative to the implementation of the management and operations plan of the Investment Authority in trading with grains, salt, food commodities and livestock in support of farmers and growers. Plantilla Positions with corresponding salary grades of personnel under this division are as follows:

1 — Project Development Officer IV	SG - 22
1 — Project Development Officer III	SG- 18

**VIII. THE SPECIAL PROJECTS and DEVELOPMENT SECTION.** Responsible for matters relative to the Expansion of the Investments and Economic Enterprises, including but not limited to the preparation of Feasibility Studies and Development Plans. Plantilla Positions with corresponding salary grades of personnel under this division are as follows:

1 — Project Development Officer IV	SG-22
1 — Project Development Officer III	SG- 18
1 — General Foreman	SG -11



Republic of the Philippines  
PROVINCE OF PANGASINAN  
Lingayen  
[www.pangasinan.gov.ph](http://www.pangasinan.gov.ph)

## OFFICE OF THE SANGGUNIANG PANLALAWIGAN SECRETARY

Provincial Ordinance No. 303-2023

Page 8

*Provided, that,* The Provincial Human Resources Management and Development Office in coordination with the Provincial Finance Committee shall recommend to the Provincial Governor the appropriation of funds, setting of qualifications standards, onboarding procedures, and appointments of these above-created positions IN A STAGGERED and/or NEEDS BASIS so as to NOT exceed the limit in the total appropriations on personal services.

**SECTION 11. FUNDING.** The Provincial Government of Pangasinan shall include in its regular Annual Budget an appropriation of not less than Php100Million Philippine Currency which shall be used for the maintenance, operation and other purposes of the Investment Authority.

**SECTION 12. SUPERVISION.** The investment Authority shall be under the direct control and supervision of the Office of the Governor for purposes of policy direction and coordination.

**SECTION 13. SEPARABILITY CLAUSE.** – If any provision of this Ordinance shall be held unconstitutional or invalid, the other provisions not otherwise affected shall remain in full force and effect.

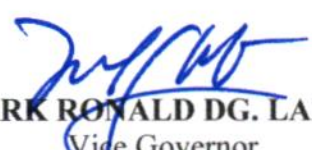
**SECTION 14. REPEALING CLAUSE.** – All laws, executive orders or issuances, or any parts thereof which are inconsistent herewith are hereby repealed or amended accordingly.

**SECTION 14. EFFECTIVITY CLAUSE.** – This Ordinance shall take effect upon its publication in at least one (1) newspaper of general circulation.

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