



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 10, 2008 at Lingayen, Pangasinan, the following provincial ordinance was approved:*

Sponsored by SP Members Tyrone D. Agabas and Romeo H. Dadacay

## **PROVINCIAL ORDINANCE NO. 138-2008**

### **AN ORDINANCE ABOLISHING VACANT POSITIONS AND CREATING NEW POSITIONS IN THE OFFICE OF THE PROVINCIAL PLANNING AND DEVELOPMENT COORDINATOR AND OFFICE OF THE PROVINCIAL LEGAL OFFICER, PROVINCE OF PANGASINAN**

**WHEREAS**, Section 76 of Republic Act No. 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**, the Committees on Appropriations, Ways and Means and Human Resources and Development, after a study of the proposed organization of the provincial government of Pangasinan, find it meritorious to abolish and create some plantilla positions in order that the various offices concerned could deliver more effective and efficient duties and responsibilities;

**WHEREAS**, the following positions in the *Office of the Provincial Planning & Development Coordinator* are vacant:



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Item No.	Position Title	Salary Grade	Salary per Annum
20	Administrative Aide IV	4/1	Php94,692.00
13	Project Development Officer II	15/1	193,116.00
18	Project Development Assistant	8/1	126,456.00

**WHEREAS**, there is a need to abolish the above-mentioned positions and create the following positions in the *Office of the Provincial Planning & Development Coordinator and Office of the Provincial Legal Officer*;

	Office	Item No.	Position	Salary Grade	Salary per Annum
1.	Office of the Provincial Planning & Development Coordinator	3	Administrative Officer III	14/1	Php182,172.00
2.	Office of the Provincial Planning & Development Coordinator	10	Statistician III	18/1	230,016.00
3.	Office of the Legal Officer	2	Legal Officer I	22/1	279,528.00

**WHEREAS**, the appropriation for salaries and other benefits of the abolished positions will be used for the salaries and other benefits of the new positions and that there will be no increase in appropriation for personal services.

**WHEREFORE**, on motion of SP Members Tyrone D. Agabas and Romeo H. Dadacay, duly seconded -

Be it enacted by the Sangguniang Panlalawigan in session duly assembled that:

**Section 1.** The vacant positions hereinabove mentioned are hereby abolished.

**Section 2.** The following positions are hereby created in lieu of the abolished positions in the *Office of the Provincial Planning & Development Coordinator and Office of the Provincial Legal Officer*;

	Office	Item No.	Position	Salary Grade	Salary per Annum
1.	Office of the Provincial Planning & Development Coordinator	3	Administrative Officer III	14/1	182,172.00
2.	Office of the Provincial Planning & Development Coordinator	10	Statistician III	18/1	230,016.00
3.	Office of the Legal Officer	2	Legal Officer I	22/1	279,528.00



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**Section 3.** The new positions shall have the following duties and responsibilities:

**1. Administrative Officer III**

1. Supervise personnel in records operation and management.
2. Reviews important records on documents substantial elements for all departments and keep complete files of each.
3. Preserve all official documents against unscrupulous person or any unauthorized parties and will never issue any copies thereat without proper permission of authorized concerned.

**2. Statistician III**

1. Studies and devices methods and techniques to obtain statistical data or to reduce them to appropriate form.
2. Collects, analyzes and interprets gathered information/data to aid in the development of public policy and social programs, and develop production levels, distribute charts and checks efficiency of quality control measures.
3. Analyzes available materials relative to particular are of concern, methods employed and limitations; evaluates result of statistical surveys similar inquiries for accuracy; consistency and conformity to standards.

**3. Legal Officer I**

1. Checks documents or papers for compliance, correctness and structures.
2. Makes critical inquiry or cases referred to the officials and report his findings to the Provincial Attorney.
3. Helps conduct preliminary investigation on administration cases, check out pertinent facts on varied legal matters and catalogues legislation and decisions of the supreme court.
4. Performs research on cases and all legal matters.

**Section 4.** The corresponding salaries and other benefits of the new positions created shall be appropriated in the Calendar Year 2009 Annual Budget.

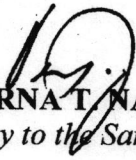


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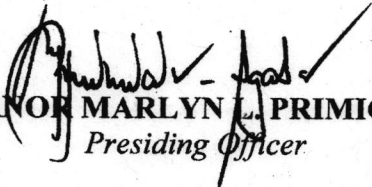
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**Section 5. Effectivity.** This Ordinance shall take effect on January 1, 2009.

  
**ATTY. VERNAT NAVA-PEREZ**  
*Secretary to the Sanggunian*

ATTESTED:

  
**VICE GOVERNOR MARLYN PRIMICIAS-AGABAS**  
*Presiding Officer*

APPROVED:

  
**AMADO T. ESPINO, JR.**  
*Governor*