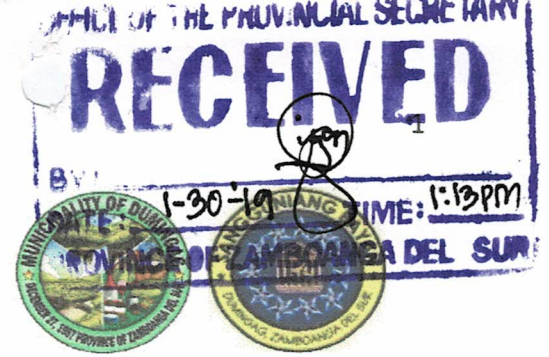


Republic of the Philippines
 PROVINCE OF ZAMBOANGA DEL SUR
 Municipality of Dumingag
 -o0o-



Office of the Sangguniang Bayan

EXCERPT FROM THE MINUTES OF THE 78th REGULAR SESSION OF THE 9th SANGGUNIANG BAYAN OF DUMINGAG, ZAMBOANGA DEL SUR HELD AT THE MUNICIPAL SESSION HALL ON January 8, 2019.

OFFICERS/MEMBERS	POSITION	PRESENT	ABSENT	OB	OL
Hon. Francis Joeray T. Gumban	Acting Vice Mayor	___/___	___	___	___
Hon. Lars Christian C. Tangalin	SB Member	___/___	___	___	___
Hon. Irish J. Mandao	SB Member	___/___	___	___	___
Hon. Nilo B. Ledesma	SB Member	___/___	___	___	___
Hon. Jenny T. Arbitrario	SB Member	___/___	___	___	___
Hon. Paquito P. Duerme, Jr.	SB Member	___/___	___	___	___
Hon. Tracy E. Morpos	SB Member	___/___	___	___	___
Hon. Bernaldo P. Degenion	SB Member	___	___	___	___
Hon. Jerson L. Cabahug	Ex- Officio Member	___/___	___	___	___
Hon. LeonelC. Dinawanao	Ex- Officio Member	___/___	___	___	___

Municipal Ordinance No. 1, s. 2019

AN ORDINANCE UPDATING THE NEW ORGANIZATIONAL STRUCTURE/STAFFING PATTERN OF THE LOCAL GOVERNMENT UNIT (LGU) OF DUMINGAG, ZAMBOANGA DEL SUR.

Be it ordained by the Sangguniang Bayan in session assembled that:

Section 1. TITLE. This ordinance shall be known and cites as “New Local Government Unit (LGU) Organizational Structure/Staffing Pattern 2019”.

Section 2. PURPOSE. Article 163, Rule XXII of the implementing Rules and regulations of the Local Government Code of 1991, otherwise known as RA 7160, mandates that every Local Government Unit shall design and implement its new organization structure and staffing pattern taking into consideration its priority needs, service requirements and financial economy, effectiveness, dynamism, and public accountability, subject to the minimum standards and guidelines prescribed therefore by the Civil Service Commission.

Section 3. UPDATED ORGANIZATIONAL STRUCTURE/STAFFING PATTERN

Office of the Municipal Mayor	NUMBER		AUTHORIZED POSITION TITLE	SALARY GRADE
	OLD	NEW		
A. Personal Staff	1		Municipal Mayor	27
	2		Administrative Assistant V (Private Secretary)	11
	3		Administrative Assistant II (Clerk IV)	8
	4		Executive Assistant I	14
	5		Executive Assistant II	17
	6		Executive Assistant III	20
	7		Executive Assistant IV	22
B. Administrative Services	8		Municipal Administrator	24
	9		Administrative Aide VI (Clerk III)	6
	10		Administrative Aide VI (Clerk III)	6
	11		Administrative Assistant II (Clerk IV)	8

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	12	Administrative Aide I (Utility Worker I)	1
	13	Administrative Officer II	15
	14	Administrative Officer IV	18
	15	Administrative Officer V	24
C. Community Indigenous Affairs Development	16	Community Affairs Assistant I	5
	17	Municipal Indigenous Peoples Affairs Officer	24
	18	Administrative Assistant II (Clerk IV)	8
	19	Administrative Assistant II (Clerk IV)	8
	20	Administrative Services Aide	4
	21	Administrative Aide I (Utility Worker I)	1
	22	Administrative Aide I (Utility Worker I)	1
	23	Security Guard II	5
D. Security Services	24	Security Guard I	3
	25	Administrative Aide I (Utility Worker I)	1
	26	Administrative Aide IV (Communication Equipment Operator I)	4
E. General Services	27	Administrative Aide IV (Community Equipment Operator I)	4
	28	Administrative Aide IV (Community Equipment Operator I)	4
	29	Administrative Aide III (Driver I)	3
	30	Administrative Aide VI (Labor Foreman)	6
	31	Administrative Aide III (Driver I)	3
	32	Heavy Equipment Operator I	4
	33	Heavy Equipment Operator I	4
	34	Administrative Assistant I (Computer Operator I)	7
	35	Electronics Communication System Operator I	9
	36	Supply Officer II	14
	37	Administrative Aide III (Clerk I)	3
	38	Administrative Aide III (Clerk I)	3
	39	Administrative Aide I (Utility Worker I)	1
	40	Administrative Aide I (Utility Worker I)	1
	41	Administrative Aide I (Utility Worker I)	1
	42	Administrative Aide I (Utility Worker I)	1
	43	Administrative Aide I (Utility Worker I)	1
	44	Administrative Aide I (Utility Worker I)	1



Office of the Municipal Vice Mayor	NUMBER		AUTHORIZED POSITION TITLE	SALARY GRADE
	OLD	NEW		
	45		Municipal Vice Mayor	25
	46		Local Legislative Staff Employee II	4
	47		Legislative Staff Assistant II	8
	48		Administrative Assistant I (Secretary I)	7
	49		Administrative Aide I (Utility Worker I)	1








Office of the Sangguniang Bayan	NUMBER		AUTHORIZED POSITION TITLE	SALARY GRADE
	OLD	NEW		
	50		SB Member	24
	51		SB Member	24
	52		SB Member	24
	53		SB Member	24
	54		SB Member	24
	55		SB Member	24
	56		SB Member	24
	57		SB Member	24
	58		Ex-Officio Member-ABC President	24
	59		Ex-Officio Member-SK-Fed.	24
	60		Secretary to the Sanggunian	24
	61		Board Secretary	14
	62		Administrative Assistant II (Clerk IV)	8
	63		Administrative Aide VI (Clerk III)	6
	64		Administrative Aide VI (Clerk III)	6
	65		Administrative Assistant I (Clerk I)	3
	66		Administrative Assistant I (Clerk I)	3
		67	Administrative Aide 1 (Utility Worker I)	1
	68		Administrative Assistant IV (Bookbinder IV)	10
		69	Bookbinder II	4
		70	Stenographic Reporter I	7
		71	Stenographic Reporter II	8
		72	Stenographer	6

Office of the Human Resource Management Officer	NUMBER		AUTHORIZED POSITION TITLE	SALARY GRADE
	OLD	NEW		
	73		Human Resource Management Officer V	24
	74		Administrative Aide IV (Human Resource Management Aide)	4
	75		Administrative Assistant II (HRMA I)	8

Office of the Municipal Planning and Development Coordinator	NUMBER		AUTHORIZED POSITION TITLE	SALARY GRADE
	OLD	NEW		
	76		Municipal Planning and Development Officer	24
	77		Project Development Officer I	11
	78		Statistician I	11
	79		Administrative Assistant II (Labor General Foreman)	8
	80		Zoning Officer IV	22
	81		Project Development Officer II	15
	82		Draftsman III	11
	83		Draftsman II	8
	84		Draftsman I	6
	85		Administrative Aide I (Utility Worker I)	1
	86		Administrative Aide I (Utility Worker I)	1
	87		Administrative Aide I (Utility Worker I)	1
	88		Administrative Aide I (Utility Worker I)	1
		89	Bookbinder II	4

Suburban

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Office of the Municipal Civil Registrar	NUMBER		AUTHORIZED POSITION TITLE	SALARY GRADE
	OLD	NEW		
	90		Municipal Civil Registrar Officer I	24
	91		Registration Officer II	14
	92		Administrative Aide I (Utility Worker I)	1
	93		Administrative Aide I (Utility Worker I)	1
	94		Registration Officer IV	22
	95		Registration Officer I	10
	96		Administrative Aide IV (Clerk II)	4
	97		Administrative Aide I (Utility Worker I)	1
	98		Administrative Assistant II (Clerk IV)	8

Office of the Municipal Budget Officer	NUMBER		AUTHORIZED POSITION TITLE	SALARY GRADE
	OLD	NEW		
	99		Municipal Budget Officer I	24
	100		Administrative Officer II (Budget Officer I)	11
	101		Administrative Aide IV (Budgeting Aide)	4
	102		Administrative Officer IV (Budget Officer II)	15
	103		Administrative Assistant II (Budgeting Assistant)	8
		104	Administrative Assistant IV (Bookbinder IV)	10

Office of the Municipal Accountant	NUMBER		AUTHORIZED POSITION TITLE	SALARY GRADE
	OLD	NEW		
	105		Municipal Accountant	24
	106		Administrative Assistant III (Senior Bookkeeper)	9
	107		Administrative Assistant II (Bookkeeper)	8
	108		Administrative Assistant II (Accounting Clerk IV)	8
	109		Administrative Aide VI (Accounting Clerk II)	6
	110		Administrative Aide VI (Accounting Clerk II)	6
	111		Administrative Aide IV (Accounting Clerk I)	4
	112		Administrative Assistant II (Clerk IV)	8
	113		Administrative Aide I (Utility Worker I)	1

Office of the Municipal Treasurer	NUMBER		AUTHORIZED POSITION TITLE	SALARY GRADE
	OLD	NEW		
	114		Municipal Treasurer	24
	115		Assistant Municipal Treasurer	22
	116		Administrative Officer IV (Local Revenue Collection Officer II)	15
	117		Administrative Officer IV (Local Treasury Officer II)	15
	118		Revenue Collection Clerk II	7
	119		Revenue Collection Clerk II	7
	120		Revenue Collection Clerk I	5
	121		Revenue Collection Clerk I	5

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	122	Administrative Assistant II (Clerk IV)	8
	123	Administrative Aide I (Utility Worker I)	1
	124	Administrative Aide VI (Clerk III)	6
	125	Administrative Aide III (Utility Worker II)	3
	126	Administrative Aide I (Utility Worker I)	1
	127	Market Inspector	6
	128	Market Inspector II	8
	129	Administrative Aide I (Utility Worker I)	1
	130	Administrative Assistant II (Bookbinder IV)	10
	131	Revenue Collection Clerk III	9
	132	Revenue Collection Clerk III	9
	133	Revenue Collection Clerk I	5
	134	Administrative Aide IV (Clerk II)	4
	135	Administrative Aide III (Utility Worker II)	3

Office of the Municipal Assessor	NUMBER		AUTHORIZED POSITION TITLE	SALARY GRADE
	OLD	NEW		
	136		Municipal Assessor	24
	137		Assistant Municipal Assessor	22
	138		Administrative Officer II (Tax Mapper I)	11
	139		Administrative Officer II (Local Assessment Operation Officer I)	11
	140		Assessment Clerk II	6
	141		Draftsman I	6
	142		Local Assessment Officer III	18
	143		Assessment Clerk III	9
	144		Assessment Clerk I	4
	145		Draftsman II	8

Office of the Municipal Legal Officer	NUMBER		AUTHORIZED POSITION TITLE	SALARY GRADE
	OLD	NEW		
		146	Legal Officer V	24
		147	Legal Officer IV	22
		148	Legal Officer III	20
		149	Legal Officer II	17
		150	Legal Officer I	14
		151	Legal Assistant II	12
		152	Legal Assistant I	10
		153	Legal Aide	5

Office of the Dumingag Organic Culture Officer	NUMBER		AUTHORIZED POSITION TITLE	SALARY GRADE
	OLD	NEW		
	154		Administrative Officer V	24
	155		Administrative Officer IV	22
	156		Administrative Officer III	18
	157		Administrative Officer II	15
	158		Administrative Officer I	11
	159		Administrative Assistant	8

	160	Administrative Assistant	8
	161	Administrative Assistant	8
	162	Administrative Aide I (Utility Worker I)	1
	163	Administrative Aide I (Utility Worker I)	1
	164	Administrative Aide I (Utility Worker I)	1
	165	Administrative Aide I (Utility Worker I)	1
	166	Administrative Aide I (Utility Worker I)	1
	167	Administrative Aide I (Utility Worker I)	1

Office of the Municipal Tourism Officer	NUMBER		AUTHORIZED POSITION TITLE	SALARY GRADE
	OLD	NEW		
		168	Administrative Officer V	24
		169	Administrative Officer IV	22
		170	Administrative Officer III	18
		171	Administrative Officer II	15
		172	Administrative Officer I	11
		173	Administrative Assistant	8
		174	Administrative Assistant	8
		175	Administrative Aide I (Utility Worker I)	1
		176	Administrative Aide I (Utility Worker I)	1
		177	Administrative Aide I (Utility Worker I)	1
		178	Administrative Aide I (Utility Worker I)	1

Office of the Municipal Health Officer	NUMBER		AUTHORIZED POSITION TITLE	SALARY GRADE
	OLD	NEW		
		179	Municipal Health Officer	24
		180	Dentist II	16
		181	Dentist I	13
		182	Nurse III	16
		183	Nurse II	14
		184	Nurse II	14
		185	Nurse I	10
		186	Nurse I	10
		187	Nurse I	10
		188	Nurse I	10
		189	Medical Technologist II	15
		190	Midwife III	11
		191	Midwife III	11
		192	Midwife II	8
		193	Midwife II	8
		194	Midwife II	8
		195	Midwife I	6
		196	Midwife I	6
		197	Midwife I	6
		198	Midwife I	6
		199	Midwife I	6

	200		Sanitation Inspector II	8
		201	Sanitation Inspector II	8
		202	Social Welfare Assistant	8
		203	Nutrition Officer I	10
	204		Dental Aide	4
	205		Administrative Aide III (Utility Worker II)	3
	206		Midwife II	8
	207		Midwife II	8
	208		Sanitation Inspector I	6
		209	Sanitation Inspector I	6
	210		Laboratory Inspector I	8
	211		Laboratory Technician I	6
	212		Administrative Aide I (Utility Worker 1)	1

Office of the Municipal Social Welfare and Development Officer	NUMBER		AUTHORIZED POSITION TITLE	SALARY GRADE
	OLD	NEW		
	213		MSWDO	24
	214		Social Welfare Officer II	15
		215	Social Welfare Officer I	11
	216		Social Welfare Aide	4
	217		Day Care Worker I	6
	218		Social Welfare Officer IV	22
	219		Youth Development Asst. I	5
	220		Social Welfare Assistant	8
	221		Administrative Aide VI (Clerk III)	6
	222		Administrative Aide I (Utility Worker I)	1

Office of the Municipal Agriculturist	NUMBER		AUTHORIZED POSITION TITLE	SALARY GRADE
	OLD	NEW		
	223		Municipal Agriculturist I	24
	224		Supervising Agriculturist	22
	225		Agriculturist II	15
	226		Administrative Officer I (Agricultural Technologist I)	11
	227		Administrative Officer I (Agricultural Technologist I)	10
	228		Administrative Officer I (Agricultural Technologist I)	10
	229		Administrative Officer I (Agricultural Technologist I)	10
	230		Administrative Officer I (Agricultural Technologist I)	10
	231		Animal Keeper	4
	232		Administrative Aide I (Utility Worker I)	1
	233		Agriculturist 1	11
	234		Agricultural Technician 1	6
	235		Agricultural Technician 1	6
	236		Administrative Aide I (Utility Worker 1)	1
	237		Administrative Aide I (Utility Worker 1)	1
	238		Farm Worker I	2
	239		Administrative Assistant IV (Bookbinder IV)	10

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Office of the Municipal Environment and Natural Resources Officer	NUMBER		AUTHORIZED POSITION TITLE	SALARY GRADE
	OLD	NEW		
	240		Municipal Environment and Natural Resources Officer	24
	241		Environment Management Specialist I	11
	242		Forest Ranger	4
	243		Administrative Aide III (Clerk I)	3
	244		Administrative Aide I (Utility Worker I)	1
	245		Administrative Aide I (Utility Worker I)	1
	246		Administrative Aide III (Driver I)	3
	247		Administrative Aide I (Utility Worker I)	1

Office of the Municipal Engineer	NUMBER		AUTHORIZED POSITION TITLE	SALARY GRADE
	OLD	NEW		
	248		Municipal Engineer	24
	249		Engineer IV	22
	250		Engineer I	12
	251		Engineer I	12
	252		Administrative Aide III (Driver I)	3
	253		Administrative Aide IV (Driver II)	4
	254		Administrative Aide III (Driver I)	3
	255		Administrative Aide III (Driver I)	3
	256		Heavy Equipment Operator I	4
	257		Heavy Equipment Operator I	4
	258		Administrative Aide VI (Draftsman I)	6
	259		Administrative Aide VI (Draftsman I)	6
	260		Heavy Equipment Operator I	4
	261		Administrative Aide I (Utility Worker I)	1
		262	Laborer I	1

Office of the Municipal Disaster Risk Reduction Management Officer	NUMBER		AUTHORIZED POSITION TITLE	SALARY GRADE
	OLD	NEW		
	263		Local DRRM Officer V	24
	264		Local DRRM Officer IV	22
	265		Local DRRM Officer III	18
	266		Local DRRM Officer II	15
	267		Local DRRM Officer I	11
	268		Local DRRM Assistant	8
	269		Administrative Aide I (Utility Worker I)	1
	270		Administrative Aide I (Utility Worker I)	1

Office of the Public Employment Service Officer	NUMBER		AUTHORIZED POSITION TITLE	SALARY GRADE
	OLD	NEW		
		271	Chief Labor and Employment Officer	24
		272	Supervising Labor and Employment Officer	22
		273	Senior Labor and Employment Officer	19
		274	Labor and Employment Officer III	16

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	275	Labor and Employment Officer II	13
	276	Labor and Employment Officer I	11
	277	Labor and Employment Assistant	9
	278	Administrative Aide I (Utility Worker I)	1
	279	Administrative Aide I (Utility Worker I)	1

Office of the Municipal Youth Development Officer	NUMBER		AUTHORIZED POSITION TITLE	SALARY GRADE
	OLD	NEW		
		280	Youth Development Officer V	24
		281	Youth Development Officer IV	22
		282	Youth Development Officer III	18
		283	Youth Development Officer II	14
		284	Youth Development Officer I	10
		285	Youth Development Assistant II	8
		286	Youth Development Assistant I	5
		287	Administrative Aide I (Utility Worker I)	1
		288	Administrative Aide I (Utility Worker I)	1

Office of the Municipal Economic Development Officer	NUMBER		AUTHORIZED POSITION TITLE	SALARY GRADE
	OLD	NEW		
Administrative Services	289		Development Management Officer V	24
	290		Economic Researcher	9
	291		Administrative Officer I	10
	292		Administrative Aide I (Utility Worker I)	1
		293	Audio Visual Equipment Operator III	7
	294		Administrative Aide I (Utility Worker I)	1
	295		Administrative Aide I (Utility Worker I)	1
	296		Community Affairs Officer II	15
	297		Cemetery Caretaker	2
	298		Licensing Officer II	15
Dumingag Water District	299		Administrative Aide III (Plumber I)	3
	300		Administrative Aide VI (Plumber III)	5
	301		Administrative Aide VI (Plumber III)	5
	302		Ticket Checker	3
	303		Administrative Aide I (Utility Worker I)	1
Slaughterhouse Operation	304		Meat Inspector	6
	305		Security Guard II	5
Dumingag Infirmary	306		Medical Officer VI	24
	307		Medical Officer VI	24
	308		Nurse III	16
	309		Nurse II	14
	310		Nurse II	14
	311		Nurse II	14
	312		Nurse I	10
	313		Nurse I	10
		314	Nurse I	10
	315		Midwife I	6
	316		Midwife I	6
	317		Midwife I	6
	318		Midwife I	6

Substantive

	319	Midwife I	6
	320	Midwife I	6
	321	Administrative Aide I (Utility Worker I)	1
	322	Administrative Aide I (Utility Worker I)	1

Transformative Education Office	NUMBER		AUTHORIZED POSITION TITLE	SALARY GRADE
	OLD	NEW		
		323	Administrative Officer V	24
		324	Administrative Officer IV	22
		325	Administrative Officer III	18
		326	Administrative Officer II	15
		327	Administrative Officer I	11
		328	Admin Aide I	1
		329	Admin Aide I	1
		330	Admin Aide II	2
		331	Admin Aide II	2
		332	Admin Aide III	3
		333	Admin Aide III	3

DTTS – Technological Training School (Economic Enterprise)	NUMBER		AUTHORIZED POSITION TITLE	SALARY GRADE
	OLD	NEW		
a. School Administration Office		1	Administrative Officer V	24
		2	Administrative Officer IV	22
		3	Administrative Officer III	18
		4	Administrative Officer II	15
		5	Driver I	3
b. Deputy Administrator Office		6	Administrative Officer I	11
		7	Administrative Assistant (Clerk IV)	8
		8	Assessment Clerk II	6
		9	Administrative Aide VI (Clerk III)	6
		10	Administrative Aide IV (Clerk II)	4
c. Student Discipline Office		11	Administrative Aide III (Clerk I)	3
		12	Administrative Officer I	11
		13	Administrative Assistant II (Clerk IV)	8
		14	Communication Equipment Operator I	4
d. School Clinic		15	Administrative Aide III (Clerk I)	3
		16	Nurse I	10
		17	Administrative Aide VI (Clerk III)	6
		18	Administrative Aide IV (Clerk II)	4
e. Emergency, Safety and Disaster Preparedness		19	Administrative Aide III (Clerk I)	3
		20	Administrative Officer I	11
		21	Administrative Assistant II (Clerk IV)	8
		22	Administrative Aide VI (Clerk III)	6
		23	Administrative IV (Clerk II)	4
		24	Administrative Aide III (Clerk I)	3
		25	Administrative Aide II (Messenger)	2
f. Library		26	Librarian I	10
		27	Administrative Aide VI (Clerk III)	6
		28	Administrative Aide IV (Clerk II)	4
		29	Administrative Aide III (Clerk I)	3

g. Administrative Office	30	Administrative Officer I	11
	31	Administrative Assistant II (Clerk IV)	8
	32	Administrative Aide VI (Clerk III)	6
	33	Administrative Aide IV (Clerk II)	4
	34	Administrative Aide III (Clerk I)	3
	35	Administrative Aide I (Utility Worker I)	1
h. Finance	36	Cashier III	18
	37	Cashier II	14
	38	Cashier I	10
	39	Administrative Aide VI	6
	40	Administrative Aide IV (Clerk II)	4
	41	Administrative Aide III (Clerk I)	3
i. Program and Logistics	42	Administrative Officer I	11
	43	Administrative Assistant II (Clerk IV)	8
	44	Administrative Aide VI (Clerk III)	6
	45	Administrative Aide IV (Clerk II)	4
	46	Administrative Aide III (Clerk I)	3
j. Records and Information Technology	47	Administrative Officer I	11
	48	Administrative Assistant II (Clerk IV)	8
	49	Administrative Aide VI (Clerk III)	6
	50	Administrative Aide IV (Clerk II)	4
	51	Administrative Aide III (Clerk I)	3
k. Senior High School Office	52	Administrative Officer I	11
	53	Administrative assistant II (Clerk IV)	8
	54	Administrative Aide VI (Clerk III)	6
	55	Administrative Aide IV (Clerk II)	4
	56	Administrative Aide III (Clerk I)	3
l. Registrar	57	Registrar I	11
	58	Administrative Aide VI (Clerk III)	6
	59	Administrative IV (Clerk II)	4
	60	Administrative Aide III (Clerk I)	3
m. Students Affair	61	Administrative Officer	11
	62	Administrative Assistant II (Clerk(IV)	8
	63	Administrative Aide VI (Clerk III)	6
	64	Administrative Aide IV (Clerk II)	4
	65	Administrative Aide III (Clerk I)	3
n. Academic Affairs Head	66	Teacher I (Secondary Grades)	10
	67	Teacher I (Secondary Grades)	10
	68	Teacher I (Secondary Grades)	10
	69	Teacher I (Secondary Grades)	10
	70	Teacher I (Secondary Grades)	10
	71	Teacher II (Secondary Grades)	11
	72	Teacher II (Secondary Grades)	11
	73	Teacher III (Secondary Grades)	12
	74	Teacher III (Secondary Grades)	12
	75	Administrative Officer I	11
	76	Administrative Assistant II (Clerk IV)	8
	77	Administrative Aide VI (Clerk II)	6
	78	Administrative Aide IV (Clerk II)	4
	79	Administrative Aide III (Clerk)	3
o. Technical Vocational Head	80	Administrative Officer I	11
	81	Administrative Assistant II (Clerk IV)	8
	82	Automotive Inspector I	8
	83	Administrative Aide VI (Clerk III)	6
	84	Administrative Aide IV (Clerk II)	4
	85	Administrative Aide III (Clerk I)	3

p. Assessment Center Management	86	Administrative Officer I	11
	87	Administrative Assistance (Clerk IV)	8
	88	Assessment Clerk II	6
	89	Administrative Aide VI (Clerk III)	6
	90	Administrative Aide IV (Clerk II)	4
	91	Administrative Aide III (Clerk I)	3
q. Curriculum Development	92	Vocational and 2 Years Technical Course (Teacher I)	10
	93	Vocational and 2 Years Technical Course (Teacher I)	10
	94	Vocational and 2 Years Technical Course (Teacher I)	10
	95	Vocational and 2 Years Technical Course (Teacher I)	10
	96	Vocational and 2 Years Technical Course (Teacher II)	10
	97	Vocational and 2 Years Technical Course (Teacher II)	11
	98	Vocational and 2 Years Technical Course (Teacher III)	12
	99	Vocational and 2 Years Technical Course (Teacher III)	12
	100	Vocational and 2 Years Technical Course (Teacher III)	12
	101	Administrative Officer I	11
	102	Administrative Assistant II (Clerk IV)	8
	103	Automotive Inspector I	8
	104	Administrative Aide VI (Clerk III)	6
	105	Administrative Aide IV (Clerk II)	4
	106	Administrative Aide III (Clerk I)	3
	107	Welder I	4
	108	Book binder I	2
r. School Development	109	Administrative Officer I	11
	110	Administrative Assistant II (Clerk IV)	8
	111	Automotive Inspector I	8
	112	Administrative Aide VI (Clerk III)	6
	113	Administrative Aide IV (Clerk II)	4
	114	Administrative Aide III (Clerk I)	3
	115	Electrician I	4
s. Research, Training Outreach and Extension	116	Administrative Officer I	11
	117	Administrative Assistant II (Clerk IV)	8
	118	Automotive Inspector I	8
	119	Administrative Aide VI (Clerk III)	6
	120	Administrative Aide IV (Clerk II)	4
	121	Administrative Aide III (Clerk I)	3

DISOA - TECHNOLOGICAL VOCATIONAL (Economic Enterprise)	NUMBER		AUTHORIZED POSITION TITLE	SALARY GRADE
	OLD	NEW		
a. School Administration Office		122	Administrative Officer V	24
		123	Administrative Officer IV	22
		124	Administrative Officer III	18
		125	Administrative Officer II	15
		126	Administrative Aide I (Utility Worker I)	1
		127	Driver I	3
		128	Administrative Officer I	11
b. Deputy Administrator Office		129	Administrative Assistant II (Clerk IV)	8
		130	Assessment Clerk II	6
		131	Administrative Aide III (Clerk III)	6

	132	Administrative Aide III (Clerk I)	3
	133	Bookbinder II	4
c. Student Discipline Office	134	Administrative Officer I	11
	135	Administrative Assistant (Clerk IV)	8
	136	Communication Equipment Operator I	4
	137	Administrative Aide III (Clerk I)	3
d. School Clinic	138	Nurse I	10
	139	Administrative Aide VI (Clerk III)	6
	140	Administrative IV (Clerk II)	4
	141	Administrative Aide III (Clerk I)	3
e. Emergency, Safety and Disaster Preparedness	142	Administrative Officer I	11
	143	Administrative Assistant II (Clerk IV)	8
	144	Administrative Aide VI (Clerk III)	6
	145	Administrative Aide IV (Clerk II)	4
	146	Administrative Aide III (Clerk I)	3
	147	Administrative Aide II (Messenger)	2
f. Library	148	Librarian I	10
	149	Administrative Aide VI (Clerk III)	6
	150	Administrative Aide IV (Clerk II)	4
	151	Administrative Aide III (Clerk I)	3
g. Administrative Office	152	Administrative Officer I	11
	153	Administrative Assistant II (Clerk IV)	8
	154	Administrative Aide (Clerk III)	6
	155	Administrative Aide IV (Clerk II)	4
	156	Administrative Aide III (Clerk I)	3
	157	Administrative Aide I (Utility Worker I)	1
	158	Administrative Aide I (Utility Worker I)	1
h. finance	159	Cashier III	18
	160	Cashier II	14
	161	Cashier I	10
	162	Administrative Aide VI (Clerk III)	6
	163	Administrative Aide IV (Clerk II)	4
	164	Administrative Aide III (Clerk I)	3
i. Programs and logistics	165	Administrative Officer I	11
	166	Administrative Assistant II (Clerk IV)	8
	167	Administrative Aide VI (Clerk III)	6
	168	Administrative Aide IV (Clerk II)	4
	169	Administrative Aide III (Clerk I)	3
j. Records and Information Technology	170	Administrative Officer I	11
	171	Administrative Assistant II (Clerk IV)	8
	172	Administrative Aide VI (Clerk III)	6
	173	Administrative Aide IV (Clerk II)	4
	174	Administrative Aide III (Clerk I)	3
k. Senior High School Office	175	Administrative Officer I	11
	176	Administrative Assistant II (Clerk IV)	8
	177	Administrative Aide VI (Clerk III)	6
	178	Administrative Aide IV (Clerk II)	4
	179	Administrative Aide III (Clerk I)	3
l. Students Affair	180	Administrative Officer I	11
	181	Administrative Assistant (Clerk IV)	8
	182	Administrative Aide VI (Clerk III)	6
	183	Administrative Aide IV (Clerk II)	4
	184	Administrative Aide III (Clerk I)	3
m. Academic Affairs Head	185	Teacher I (Secondary Grades)	10
	186	Teacher I (Secondary Grades)	10
	187	Teacher I (Secondary Grades)	10

	188	Teacher I (Secondary Grades)	10
	189	Teacher I (Secondary Grades)	10
	190	Teacher II (Secondary Grades)	11
	191	Teacher II (Secondary Grades)	11
	192	Teacher III (Secondary Grades)	12
	193	Teacher III (Secondary Grades)	12
	194	Administrative Officer I	11
	195	Administrative Assistant II (Clerk IV)	8
	196	Administrative Aide VI (Clerk III)	6
	197	Administrative Aide IV (Clerk II)	4
	198	Administrative Aide III (Clerk I)	3
n. Technical Vocational Head	199	Administrative Officer I	11
	200	Administrative Assistant II (Clerk IV)	8
	201	Administrative Aide VI (Clerk III)	6
	202	Administrative Aide IV (Clerk II)	4
	203	Administrative Aide III (Clerk I)	3
o. Registrar	204	Registrar I	11
	205	Administrative Aide VI (Clerk III)	6
	206	Administrative Aide IV (Clerk II)	4
	207	Administrative Aide III (Clerk I)	3
p. Assessment Center Management	208	Administrative Officer I	11
	209	Administrative Assistant II (Clerk IV)	8
	210	Assessment Clerk II	6
	211	Administrative Aide VI (Clerk III)	6
	212	Administrative Aide IV (Clerk II)	4
	213	Administrative Aide III (Clerk I)	3
q. Curriculum Development	214	Vocational and 2 Years Technical Course (Teacher I)	10
	215	Vocational and 2 Years Technical Course (Teacher I)	10
	216	Vocational and 2 Years Technical Course (Teacher I)	10
	217	Vocational and 2 Years Technical Course (Teacher I)	10
	218	Vocational and 2 Years Technical Course (Teacher II)	10
	219	Vocational and 2 Years Technical Course (Teacher II)	11
	220	Vocational and 2 Years Technical Course (Teacher III)	11
	221	Vocational and 2 Years Technical Course (Teacher III)	12
	222	Vocational and 2 Years Technical Course (Teacher III)	12
	223	Administrative Officer I	11
	224	Administrative Assistant II (Clerk IV)	8
	225	Administrative Aide VI (Clerk III)	6
	226	Administrative Aide IV (Clerk II)	4
	227	Welder I	4
	228	Bookbinder I	2

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r. School Development	229	Administrative Officer I	11
	230	Administrative Assistant II (Clerk IV)	8
	231	Administrative Aide VI (Clerk III)	6
	232	Administrative Aide IV (Clerk II)	4
	233	Administrative Aide III (Clerk I)	3
	234	Electrician I	4
s. Research and Training, Outreach and Extension	235	Administrative Officer I	11
	236	Administrative Assistant II (Clerk IV)	8
	237	Administrative Aide VI (Clerk III)	6
	238	Administrative Aide IV (Clerk II)	4
	239	Administrative Aide III (Clerk I)	3

Section 4. QUALIFICATION, POWERS, DUTIES and FUNCTIONS. The qualifications, powers, duties and functions of the herein enumerated positions shall be in accordance with the provisions of the 1991 Local Government Code (RA7160) and the Civil Service Commission (CSC) whichever is applicable.

Section 5. APPOINTMENTS. The appointment to the positions herein enumerated shall adhere to the mandatory requirements based on the qualification standards prescribed by the Civil Service Commission (CSC) and other pertinent laws.

Section 6. APPROPRIATION. The source of funds for the implementation of this ordinance shall be incorporated in the annual budget of the Local Government Unit of Dumingag, Zamboanga del Sur subject to its availability.

Section 7. SEPARABILITY CLAUSE. Any provision, section or portion of this ordinance which may be declared unconstitutional, the same shall not affect the validity of the remaining portions or hereof not directly affected by such declaration.

Section 8. REPEALING CLAUSE. Any previous resolution or ordinance or parts thereof inconsistent hereof is/are hereby modified, repealed and superseded accordingly.

Section 9. EFFECTIVITY. This ordinance shall take effect upon its approval.

Date Enacted: January 8, 2019

SANGGUNIANG BAYAN MEMBERS:

Hon. Lars Christian C. Tangalin

Hon. Nilo B. Ledesma

Hon. Paquito P. Duerme, Jr.

Hon. Irish J. Mandao

Hon. Jenny T. Arbitrario

Hon. Tracy E. Morpos

Hon. Bernaldo P. Degenion

Hon. Leonel C. Dinawanao

OB

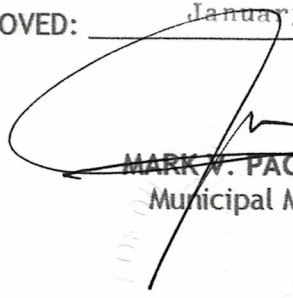
Hon. Jerson L. Cabahug

ATTESTED AND CERTIFIED
TO BE DULY ADOPTED


FRANCIS JOERAY T. GUMBAN
Presiding Officer / Municipal Vice Mayor


JESSYL B. PALON
Secretary to the Sanggunian

APPROVED: January 28, 2019


MARK W. PACALIOGA
Municipal Mayor

Not valid without Sanggunian seal