



Republic of the Philippines
PROVINCE OF ISABELA
City of Ilagan
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Office of the Sangguniang Panlalawigan

EXCERPT FROM THE MINUTES OF THE 9th REGULAR SESSION OF THE 10th SANGGUNIANG PANLALAWIGAN OF ISABELA HELD AT PROVINCIAL CAPITOL, ILAGAN CITY, ISABELA ON SEPTEMBER 17, 2019.

PRESENT:

EDWARD S. ISIDRO	Member (5 th District) & Presiding Officer Protempore
DELFINITO EMMANUEL L. ALBANO	Member (1 st District) & Floor Leader
EMMANUEL JOSELITO B. AÑES	Member (1 st District)
ED CHRISTIAN S. GO	Member (2 nd District)
EDGAR R. CAPUCHINO	Member (2 nd District)
RAMON JUAN N. REYES, JR.	Member (3 rd District)
RANDOLPH JOSEPH P. ARREOLA	Member (3 rd District)
ABEGAIL V. SABLE	Member (4 th District)
FAUSTINO U. DY IV	Member (5 th District)
ALFREDO V. ALILI	Member (6 th District)
MARCO PAOLO A. MERIS	Member (6 th District)
VENUS T. BAUTISTA	Member, Women's Sectoral Representative
JASMIN L. MIANO	Member, PCL Federation President (Interim)
DAX PAOLO C. BINAG	Member, SK Federation President
ADRIAN PHILIP S. BAYSAC	Member, Agricultural /Industrial Workers Labor Sector Representative
GRETCHEN F. VALDEZ	Member, Indigenous Cultural Communities Sector Representative

OFFICIAL BUSINESS:

FAUSTINO G. DY III	Provincial Vice Governor
CLIFFORD R. RASPADO	Member (4 th District)

ORDINANCE NO. 13 SERIES OF 2019

AN ORDINANCE CREATING THE HUMAN RESOURCE MERIT PROMOTION AND SELECTION BOARD OF THE PROVINCIAL GOVERNMENT OF ISABELA- LEGISLATIVE DEPARTMENT

EXPLANATORY NOTE

Sponsored by: DELFINITOEMMANUEL L. ALBANO
Chairman, Committee on Appointments and Personnel Management

WHEREAS, Section 3, Article IX-B of the 1987 Philippine Constitution mandates the Civil Service Commission, as the central human resource agency of the Government, to "establish a career service and adapt measures to promote morale, efficiency, integrity, responsiveness, progressiveness, and courtesy in the civil service. It shall strengthen the merit and rewards system, integrate all human resources development programs for all levels and ranks, and institutionalize a management climate conducive to public accountability. x xx"

Nagkaisa para sa Isabela

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WHEREAS, the CSC urges all government offices, agencies, and local government unit to adopt Personnel Mechanism, the Merit Selection Plan to ensure the highest standards in personnel recruitment and human resource development and management within the government;

WHEREAS, Section 80 of the Local Government Code, as explained in Article 166 of the Implementing Rules and Regulations of LGC, provides that there shall be established in every province, city or municipality a personnel selection board to assist the local chief executive or, where applicable, *the presiding officer of the sanggunian*, in the judicious and objective selection of personnel for employment as well as for promotion;

WHEREAS, it is imperative that the Human Resource Merit Promotion and Selection Board of the Legislative Department of the Provincial Government of Isabela be established to ensure the attainment of the highest standards of personnel recruitment and human resource development and management in the legislative department;

WHEREFORE, premises considered, and by virtue of the powers vested by law, it is hereby resolved to enact –

AN ORDINANCE CREATING THE HUMAN RESOURCE MERIT PROMOTION AND SELECTION BOARD OF THE PROVINCIAL GOVERNMENT OF ISABELA - LEGISLATIVE DEPARTMENT

SECTION 1.TITLE. This Ordinance shall be known and cited as “An Ordinance Creating Human Resource Merit Promotion and Selection Board of the Legislative Department of the Provincial Government Of Isabela, its composition, functions, duties and Responsibilities.”

SECTION 2.COMPOSITION OF THE LEGISLATIVE DEPARTMENT’S HUMAN RESOURCE MERIT PROMOTION AND SELECTION BOARD (HRMPSB). The Board is hereby organized to be composed of the following:

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| Chairperson | - | Vice – Governor |
| Members | - | Chairperson, Committee on Appointment and Personnel Management; |
| | | Chairperson, Committee on Finance and Appropriations; |
| | | Provincial Human Resource & Management Officer; |
| | | Secretary to the Sangguniang Panlalawigan; |
| | | Assistant Secretary to the Sangguniang Panlalawigan; |
| | | Board Secretary IV; |

Two (2) representatives or alternate of the rank and file career employees; one (1) from the first level and one (1) from the second level.

SECTION 3.FUNCTIONS, DUTIES AND RESPONSIBILITIES. The HRMPSB shall perform the functions, duties and responsibilities:

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- Evaluate the qualifications of an employee being considered for appointment or promotion in accordance with the PGI Personnel Mechanism - Merit Selection Plan(MSP) and pertinent Civil Service laws;
- Adopt/formulate and follow strictly the process of selection of employees for appointment;
- Prepare a systematic assessment of the competence and qualifications of candidates in accordance with the approved MSP and shall recommend to the appointing officer/authority the top five (5) ranking candidates deemed most qualified for appointment;
- Review and recommend policies relative to personnel selection and promotion, including the periodic review and enhancement of the Merit Selection Plan;
- Adopt its own internal rules, procedures and strategies in carrying out the above responsibilities including schedules of meetings and deliberations and delegation of authority to representatives in cases of absence of its members;
- Perform other related functions, duties and responsibilities as may be agreed upon by the members and/or as directed by the Office of the Vice Governor or higher authorities.

Section 4.HRMPSB Secretariat. The Office of the Secretary to the Sangguniang Panlalawigan shall be designated as the Secretariat with the following functions:

- Prepare the agenda of the Human Resource Management Promotion and Selection Board;
- Ensure the minutes of all deliberations are recorded, properly filed, and maintained, which must be accessible to interested parties upon written request, and for inspection and audit by the CSC, if necessary;
- Prepare and submit the recommendation of the Board on the appointment or promotion of candidates;
- Perform other related functions, duties and responsibilities as may be agreed upon by the members and/or as directed by the Office of the Vice Governor;

SECTION 5.FUNDING.Monetary requirements of the PGI's Legislative Department Human Resource Management Promotion and Selection Board activities and outputs shall come from the Legislative Fund.

SECTION 6. SEPARABILITY CLAUSE. If for any reason or reasons, any part or provision of this Ordinance shall be held unconstitutional or invalid, the other parts or provisions which are not affected shall remain in full force and effect.

SECTION 7.EFFECTIVITY CLAUSE. This Ordinance shall take effect immediately.

APPROVED AND ENACTED. September 17, 2019.

AN ORDINANCE CREATING THE HUMAN RESOURCE MERIT PROMOTION AND SELECTION BOARD OF THE PROVINCIAL GOVERNMENT OF ISABELA- LEGISLATIVE DEPARTMENT

**I HEREBY CERTIFY TO THE CORRECTNESS
of the foregoing Ordinance:**



ATTY. MARICEL R. EVANGELISTA, CPA
Secretary Protempore, Sangguniang Panlalawigan

ATTESTED:



EDWARD S. ISIDRO
Board Member 5th District &
Presiding Officer Protempore

APPROVED:



RODOLFO T. ALBANO III
Provincial Governor