



REPUBLIKA NG PILIPINAS
PAMAHALAANG LUNGSOD NG MUNTINLUPA
KALAKHANG MAYNILA

Sangguniang Panglungsod

ORDINANCE NO. 07-134

AN ORDINANCE CREATING AND INSTITUTIONALIZING THE TUTORIAL AND STAFFING REQUIREMENTS OF THE PAMANTASAN NG LUNGSOD NG MUNTINLUPA (PLMUN) AND APPROPRIATING FUNDS THEREFOR.

Sponsored by : Hon. Allen F. Ampaya
Hon. Elmer S. Espeleta
Hon. Melchor R. Teves
Hon. Engr. Marissa Cole-Rongavilla
Hon. Rene Carl S. Cayetano
Hon. Bal Niefes
Hon. Francis Ian T. Bagatsing
Hon. Allan Rey A. Camilon
Hon. Lucio B. Constantino
Hon. Ma. Luisa Babaran-Echavez, MD
Hon. Engr. Mamerto T. Sevilla, Jr.
Hon. Atty. Icasiano M. Dela Rea
Hon. Mario E. Bulay, Jr.
Hon. Christian Glenn D. Lorica

WHEREAS, Section 458(a) of the Local Government Code of 1991 provides that, "the Sangguniang Panlungsod is empowered to create and determine the positions, salaries, wages, and other emoluments and benefits of officials and employees, paid wholly or mainly from the City Funds and provides for the expenditures necessary for the proper conduct of program, projects, services and activities of the City Government;

WHEREAS, Article 99 of the Implementing Rules and Regulations of the Local Government Code of 1991 further provides that, "the Sangguniang Panlungsod as the Legislative Body of the City, shall enact ordinances, approve resolutions, and appropriate funds for the general welfare of the city xxx;

WHEREAS, Article 163 of the Implementing Rules and Regulations of the same Code provides that, "the local government unit shall design and implement its own organizational structure and staffing pattern, taking into consideration its priority needs, service requirements, and financial capabilities, consistent with the principles of simplicity, efficiency, economy, effectiveness, dynamism, and public accountability subject to the minimum standards and guidelines prescribed by the Civil Service Commission (CSC)

WHEREAS, Articles 164 (a) of the same Code, likewise provides that, any local government unit may be reorganized through the Sanggunian, its present organizational structure or alter its present staffing pattern in accordance with laws pertinent to government reorganization and implementing rules and regulations xxx;

WHEREAS, on March 20, 2003, the Sangguniang Panlungsod enacted City Ordinance No. 03-089 there by creating the Charter of the Pamantasan ng Lungsod ng Muntinlupa (PLMUN) and converting the Muntinlupa Polytechnic College (MPC) into a local university;



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WHEREAS, inherent to its operations as a university and an institutional of higher learning, it is imperative to institutionalize the working force of the Pamantasan ng Lungsod ng Muntinlupa City (PLMUN) which is made up of the academic and non-academic personnel;

WHEREAS, as shown in the organizational structure of Pamantasan ng Lungsod ng Muntinlupa (PLMUN) the Office of the University President, the Office of the Vice-President for Academic Affairs and the Office of Vice-President for Administration and Finance are the three (3) major Offices, and the staffing requirement of which need to be institutionalized;

NOW, THEREFORE, BE IT ORDAINED, AS IT IS HEREBY ORDAINED, by the Sangguniang Panlungsod of Muntinlupa in session assembled that:

SECTION 1. Title – This ordinance shall be known as the creating and institutionalizing of tutorial and staffing requirements of the Pamantasan ng Lungsod ng Muntinlupa (PLMUN) under the Office of the Mayor and appropriating funds thereof.

SECTION 2. Mandate – The City Personnel Office is hereby mandated and shall see to it that the positions to be created and institutionalized at the PLMun is in accordance with the qualification standards of the Civil Service Commission (CSC).

SECTION 3. Composition – The Pamantasan ng Lungsod ng Muntinlupa shall be composed of the following position, number of positions to be filled-up salary grade and the total basic annual salaries are hereby created and institutionalized according to staffing requirements as prescribed in Budget circular No. 2004-3A, "**Conversion Of Positions Performing Staff/Non-Technical Function**".

POSITION TITLE	ITEM	SALARY GRADE	TOTAL ANNUAL BASIC SALARY
1. Accountant II	1	15-1	Php 159,600.00
2. Administrative Aide III	12	3-1	869,616.00
3. Administrative Aide IV	3	4-1	234,792.00
4. Administrative Aide VI	2	6-1	182,544.00
5. Administrative Assistant I	11	7-1	1,074,348.00
6. Administrative Assistant II	2	8-1	299,016.00
7. Administrative Officer I	2	10-1	238,536.00
8. Administrative Officer II	6	11-1	758,520.00
9. Administrative Officer III	3	15-1	478,800.00
10. Administrative Officer IV	2	18-1	380,154.00
11. Assistant Professor I	8	15-1	1,276,800.00
12. Assistant Professor II	7	16-1	1,184,232.00
13. Associate Professor I	5	19-1	1,007,520.00
14. Associate Professor II	5	20-1	1,067,940.00



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15. Associate Professor III	2	21-1	444,240.00
16. Cashier I	1	10-1	119,268.00
17. Community Affairs Officer III	1	15-1	159,600.00
18. Community Development Assistant I	1	7-1	97,688.00
19. Computer Maintenance Technician	1	11-1	126,420.00
20. Dentist III	1	19-1	201,504.00
21. Electrician I	1	4-1	78,264.00
22. Engineer I	1	12-1	134,004.00
23. Executive Assistant I	1	14-1	150,552.00
24. Guidance Counselor I	3	10-1	357,804.00
25. Guidance Service Specialist IV	1	22-1	231,012.00
26. Information System Researcher I	1	10-1	119,268.00
27. Instructor I	12	12-1	1,608,048.00
28. Instructor II	10	13-1	1,420,440.00
29. Instructor III	9	14-1	1,354,968.00
30. Librarian I	1	10-1	119,268.00
31. Librarian II	1	14-1	150,552.00
32. Local Treasury Operation Officer II	1	15-1	159,600.00
33. Medical Officer V	1	20-1	213,588.00
34. Nurse I	1	10-1	119,268.00
35. Planning Officer I	1	11-1	126,420.00
36. Planning Officer II	1	15-1	159,600.00
37. Professor I	1	11-1	126,420.00
38. Professor II	5	25-1	1,229,300.00
39. Professor IV	1	27-1	281,064.00
40. Psychologist I	1	11-1	126,420.00
41. Registrar V	1	24-1	249,876.00
42. Registration Officer II	1	14-1	150,552.00
43. Security Guard I	4	3-1	289,872.00
44. Security Guard II	3	5-1	253,548.00
45. Security Officer I	2	11-1	252,840.00
46. Security Officer II	1	15-1	159,600.00
47. Sport Development Officer I	1	10-1	119,268.00
48. Supervising Admin Officer	2	22-1	462,024.00
49. Supply Officer I	2	10-1	238,536.00
50. Supply Officer II	1	14-1	150,552.00
51. University Vice President III	2	27-1	551,316.00
52. University President	1	29-8	361,356.00
53. University Researcher I	1	16-1	169,176.00
54. University Researcher V	1	24-1	249,876.00
TOTAL :	154		Php 22,639,732.00



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SECTION 4. Appropriations – Inherent to the implementation of this Ordinance which is however, subject to further evaluation and approval of both the Civil Service Commission (CSC) and the Department of Budget and Management (DBM), the appropriation of Thirty Five Million Three Hundred Eleven Thousand Five Hundred Forty Pesos and Eighty Four Centavos (Php 35,311,540.84) of the Pamantasan ng Lungsod ng Muntinlupa (PLMUN) is hereby set aside to pay the basic salaries, wages and other emoluments and benefits of officials and employees who may be appointed or designated for the positions above, the amount of which shall be drawn from the General Fund of the Pamantasan ng Lungsod ng Muntinlupa (Abstract of detailed computation is herewith attached to form as integral part of this Ordinance).

SECTION 5. Implementing Guidelines – The Pamantasan ng Lungsod ng Muntinlupa (PLMun) shall formulate the Implementing Rules and Regulations for this purpose and shall submit its staffing pattern to the City Personnel Office for its approval.

SECTION 6 Separability Clause – If any position in this Ordinance is declared invalid, the remainder of this Ordinance shall not be affected by such declaration and shall remain valid and enforceable.

SECTION 7. Repealing Clause – All ordinances, rules and regulations or parts thereof where provisions are in conflict with or contrary to the provisions of this Ordinance are hereby repealed, amended, or modified accordingly.


SECTION 8. Effectivity Clause – This ordinance shall take effect upon its approval.


ENACTED, by the 4th Sangguniang Panlungsod of Muntinlupa this 22nd day of March, 2007 on its 111th Regular Session.

CONCURRED:


BAL NIEFES
Councilor

RENE CARL S. CAYETANO
Councilor


ALLAN REY CAMILON
Councilor


ELMER S. ESPELETA
Councilor


MA. LUISA BABARAN-ECHAVEZ, MD
Councilor


FRANCIS IAN T. BAGATSING
Councilor



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MELCHOR R. TEVES
Councilor



Engr. MARISSA COLE-RONGAVILLA
Councilor



ALLEN F. AMPAYA
Councilor




LUCIO B. CONSTANTINO
Councilor



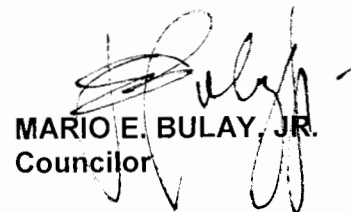
Atty. CASIANO M. DELA REA
Councilor



Engr. MAMERTO T. SEVILLA, Jr.
Councilor



CHRISTIAN GLENN D. LORICA
Sectoral Representative
President, Federation of
Sangguniang Kabataan

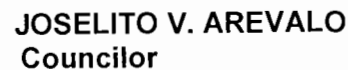


MARIO E. BULAY, JR.
Councilor

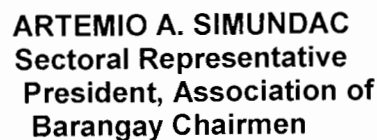
ABSENT:



KEVIN B. DELGADO
Councilor



JOSELITO V. AREVALO
Councilor



ARTEMIO A. SIMUNDAC
Sectoral Representative
President, Association of
Barangay Chairmen




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I CERTIFY AS TO THE CORRECTNESS OF THE FOREGOING RESOLUTION.




CECILIA C. LAZARTE
Secretary to the Sanggunian

ATTESTED:



ATTY. RAUL R. CORRO
Majority Floor Leader/ Acting Presiding Officer

APPROVED:



ATTY. JAIME R. FRESNEDI
City Mayor
Date: _____

Summary by Offices

OFFICES	Number of Non-Academic Personnel	Number of Academic Personnel	Total Number of Personnel	Projected Annual Salaries	Projected Annual Salaries w/ Benefits
Office of the Vice University President	3	11	14	2,194,896.00	3,374,791.52
Office of the Vice President for Academic Affairs	19	76	95	14,907,204.00	22,916,335.48
Office of the Vice President for Administrative Affairs	45	45	90	5,536,632.00	9,020,413.84

Summary of Personnel

Number of Non-Academic Personnel	67
Number of Academic Personnel	87
TOTAL PERSONNEL	154

Summary of Personnel Services

Salaries	22,638,732.00
GSIS	2,716,647.84
Insurance	184,800.00
Pag-ibig	184,800.00
Medicare	462,000.00
PERA	924,000.00
A O # 53	4,620,000.00
Year End Bonus	1,886,561.00
Cash Gift	770,000.00
Clothing allowance	616,000.00
Productivity	308,000.00
TOTAL	35,311,540.84