



Republic of the Philippines
Province of Bohol
MUNICIPALITY OF LOON

OFFICE OF THE SANGGUNIANG BAYAN

EXCERPTS FROM THE MINUTES OF THE 90TH REGULAR SESSION OF THE 15TH SANGGUNIANG BAYAN OF LOON, PROVINCE OF BOHOL HELD ON THE 14TH DAY OF MAY 2024 AT JUAN M. RELAMPAGOS SESSION HALL, LOON, BOHOL -

PRESENT:

Hon. Lloyd Peter M. Lopez, M.D.	Vice Mayor, Presiding Officer
Hon. Ana Lisa O. Go	SB Member
Hon. Emerson S. Relampagos	SB Member
Hon. Pedro M. Literatus, Jr.	SB Member
Hon. Willou C. Tan	SB Member
Hon. Timoteo L. Legitimas	SB Member
Hon. Marie Hazel R. Saavedra	SB Member
Hon. Jeanette M. Vidal	SB Member
Hon. Judy Marie H. Veloso	SB Member
Hon. Noel Y. Laniba	LnB President, Ex-Officio Member
Hon. Mariel L. Juntilla	SKMF Vice President, Ex-Officio Member

ABSENT:

NONE

MUNICIPAL ORDINANCE NO. 24-005 Series of 2024

AN ORDINANCE ABOLISHING THE PLANTILLA POSITION OF MUNICIPAL ADMINISTRATIVE IV, UNFUNDING THE POSITION OF WATERWORKS SUPERINTENDENT II AND CREATING A NEW MUNICIPAL GOVERNMENT DEPARTMENT HEAD I (LWS MANAGER) WITH SALARY GRADE 24 IN THE MUNICIPALITY OF LOON, PROVINCE OF BOHOL

Be it enacted by the 15th Sangguniang Bayan of Loon, Bohol in session duly assembled that:

SECTION 1. ABOLITION OF PLANTILLA POSITION. The Administrative Assistant IV with Salary Grade 10 under the Office of Loon Waterworks System shall be abolished.

SECTION 2. UNFUNDING OF PANTILLA POSITION. The Waterworks Superintendent II with Salary Grade 22 under the Office of Loon Waterworks System shall be unfunded.

SECTION 3. CREATION OF NEW PLANTILLA POSITION. There shall be created a new Plantilla Position of "Municipal Government Department Head I (LWS Manager)" with Salary Grade 24 under the Office of Loon Waterworks System.

SECTION 4. QUALIFICATIONS, FUNCTIONS AND RESPONSIBILITIES.

A) **Qualifications:**

Education: Bachelor's Degree

Experience: 3 years relevant experience

Training: None

Eligibility: Career Service Professional, 2nd Level Eligibility

B) Functions and Responsibilities:

1. Oversee the economic enterprise to ensure efficient management and the effective delivery of waterworks services in the municipality;
2. Ensure a consistent and uninterrupted supply of potable water to all LWS constituents;
3. Responsible for the supervision of the spring watchmen and pump operators in the performance of their daily tasks, including the chlorination of water at each spring and deep well source;
4. Prepare and implement plans for the maintenance, rehabilitation, and expansion of areas under the responsibility of the LWS;
5. Oversee and monitor the construction and installation of waterworks projects;
6. Directly oversee the field operations and maintenance activities carried out by LWS personnel;
7. Supervise billing operations, including meter reading, water bill encoding, bill delivery, and disconnection/reconnection services;
8. Respond quickly to consumer complaints and resolve issues related to water pipe leaks or interruptions in water supply;
9. Ensure a sufficient stock of supplies and materials necessary for the technical and administrative operations of the LWS;
10. Ensure financial viability of water supply system wherein its revenues can cover for all costs related to capital and operation and maintenance;
11. Formulate and recommend policies to LGU officials relative to Loon waterworks operations and project development;
12. Carry out orders, tasks, and other activities as directed by the Local Chief Executive;
13. Implement the entire provisions of Municipal Ordinance No. 2022-001, otherwise known as the "Water Management Code of Loon, Bohol" and pertinent laws, ordinances, rules and regulations; and
14. Prepare Water Expansion Program and Water Service Development Plan to maximize the services in response to the growing demands of the community taking into account the increase of population, business establishments, and industries in the municipality.

SECTION 5. APPROPRIATION. There shall be appropriated annual funds for the implementation of this ordinance.

SECTION 6. REPEALING CLAUSE. Any ordinance, rules and regulations, inconsistent thereto are hereby repealed and modified accordingly.

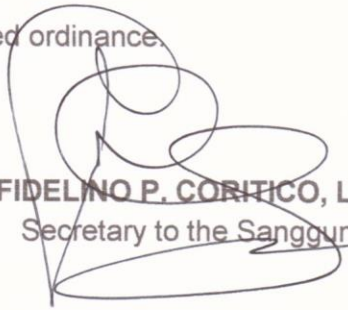
SECTION 7. EFFECTIVITY CLAUSE. This ordinance shall take effect upon its approval and compliance of the necessary requirements set by law.

UNANIMOUSLY APPROVED.

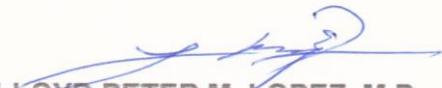


SB MUNICIPAL ORDINANCE NO. 24-005, Series of 2024


I hereby attest to the correctness of the above-quoted ordinance.


FIDELINO P. CORTICO, LLB, JD
Secretary to the Sanggunian

CERTIFIED:


LLOYD PETER M. LOPEZ, M.D.
Vice Mayor
Presiding Officer

APPROVED:


ELVI PETER L. RELAMPAGOS
Municipal Mayor

Date Signed: 05/20/2024

