



**OFFICE OF THE SANGGUNIANG BAYAN**

**EXCERPTS FROM THE MINUTES OF THE 12<sup>TH</sup> REGULAR SESSION OF THE 15<sup>TH</sup> SANGGUNIANG BAYAN OF LOON, PROVINCE OF BOHOL HELD ON THE 27<sup>TH</sup> DAY OF SEPTEMBER 2022 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. 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. Emalinda A. Veloso	LnB President, Ex-Officio Member

**VIRTUAL PRESENCE:**

Hon. April Joseph L. Corciega	SKMF President, Ex-Officio Member
-------------------------------	-----------------------------------

**ON LEAVE:**

Hon. Emerson S. Relampagos	SB Member
----------------------------	-----------

**MUNICIPAL ORDINANCE NO. 22-012**  
Series of 2022

**AN ORDINANCE ABOLISHING ONE ITEM OF THE ADMINISTRATIVE OFFICER IV (SG 15) PLANTILLA POSITION UNDER THE OFFICE OF AGRICULTURE AND CREATING ENVIRONMENTAL MANAGEMENT SPECIALIST II (EMS II) PLANTILLA POSITION UNDER THE OFFICE OF THE MAYOR OF THE LOCAL GOVERNMENT UNIT OF LOON PROVINCE OF BOHOL**

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

**Section 1. Title.** This ordinance shall be known as “An Ordinance Abolishing One Item of the Administrative Officer IV (SG 15) Plantilla Position under the Office of Agriculture and Creating Environmental Management Specialist II (EMS II) Plantilla Position under the Office of the Mayor of the Local Government Unit of Loon Province of Bohol”.

**Section 2. Abolition of Plantilla Position.** The following vacant position shall be abolished under the office of Agriculture in the Municipal Government Unit of Loon:

POSITION	OFFICE
1. Administrative Officer IV (SG 15)	Municipal Agriculture

**Section 3. Creation of Plantilla Position.** The following vacant position shall be created under the Office of Municipal Mayor in the Municipal Government Unit of Loon:

POSITION	OFFICE
1. Environmental Management Specialist II (SG 15)	Office of the Mayor

**Section 4. Qualifications, Functions and Responsibilities.** The qualifications, functions and responsibilities of the Environmental Management Specialist shall be based on the provisions of the Local Government Code, Civil Service Commission (CSC) and other relevant laws, viz:

Qualifications:

1. Education: Bachelor’s degree relevant to the job;
2. Experience: At least one (1) year of relevant experience;
3. Training: At least four (4) hours of relevant training; and
4. Eligibility: Career Service (Professional)/Second Level Eligibility

Functions and Responsibilities:

1. Assist the Division Head in the implementation of environmental guidelines and standards on Waste Management Program;
2. Assists and conduct capacity trainings on Solid Waste Management at the barangay;
3. Assist in providing technical assistance in the establishment of Barangay Solid Waste Management Committees;
4. Assist in providing technical advices to Barangay Solid Waste Management Committees for the development of their Solid Waste Management Plans;
5. Coordinates with Barangays in the conduct of information, Education and Communication campaigns and assist in the organization, strengthening and capacitating of junk buyers’ organizations as well as facilities the development of barangay pilot showcase areas;
6. Facilitates the conduct of Solid Waste Management Board and Municipal Technical Working Group meetings;
7. Prepares and submits required periodic reports; and
8. Does other related functions as directed by the Waste Management Division Head.

**Section 5. Appointments.** The appointment who will be occupying the herein mentioned positions shall be within the prescribed qualification standards and guidelines set by the Civil Service Commission (CSC) and other relevant laws.

**Section 6. Funding Support.** The supposed allocated fund to be abolished plantilla positions Administrative Officer IV (SG 15) of the Municipal Agriculture was agreed to be used for the EMS II once it is created.

**Section 7. Repealing Clause.** Any ordinance, rules and regulations, which are inconsistent or in conflict with the provisions of this Ordinance, are hereby repealed or modified accordingly

**Section 8. Effectivity Clause.** This ordinance shall take effect upon its approval and compliance of the necessary requirements set by law.

**UNANIMOUSLY APPROVED.**

-----

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

**FIDELINO P. CORITICO, LLB**  
Secretary to the Sanggunian

ATTESTED:

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

