

REPUBLIKA NG PILIPINAS
TANGGAPAN NG SANGGUNIANG PANLUNGSOD
LUNGSOD NG BACOLOD
-oOo

CITY ORDINANCE NO. 1038
May 17, 2023

**AN ORDINANCE AMENDING SECTIONS 1, 6 AND 7 OF CITY ORDINANCE NO. 978
OTHERWISE KNOWN AS THE CENRO LEVEL UP ORDINANCE**

WHEREAS, City Ordinance No. 978 was passed and approved on December 27, 2021;

WHEREAS, using the title CENRO LEVEL UP ORDINANCE could cause confusion among the general public as to whether they should visit the Local Government of Bacolod or the City Environment Natural Resources Office (CENRO) under the National Government.

NOW THEREFORE, be it enacted, as it is hereby enacted by the Sangguniang Panlungsod of Bacolod City in Session assembled, that:

SECTION 1. SHORT TITLE is hereby amended to read as:

Section 1 of City Ordinance No. 978 Series of 2021 reads:

This ordinance shall be known as "**CENRO LEVEL UP ORDINANCE**"

SHALL BE AMENDED AS:

An Ordinance expanding and strengthening the Environmental Management Program and Services of the City by merging the two offices, the Department of Public Services (DPS) and City Environment and Natural Resources Office (CENRO), creating necessary regular plantilla positions, reclassifying certain vacant regular positions, transferring existing regular positions to other offices and establishing a functional and responsive organizational structure, appropriating funds thereof, and for other purposes.

SECTION 2. Section 6 of City Ordinance No. 978 Series of 2021 reads:

**SECTION 6. CENRO ORGANIZATIONAL STRUCTURE AND STAFFING AS A
RESULT OF MERGING**

The DPS and ENRO in coordination with the Human Resource Office has come up with an organizational structure for CENRO based on the existing regular personnel of DPS and ENRO, the existing regular positions to be reclassified and transferred and the necessary regular plantilla positions to be created and its corresponding qualification standards.

1. The CENRO Organizational Structure
2. Existing Regular Plantilla Positions under the DPS which are proposed to be reclassified through conversion under this ordinance:
 - a. Position to be reclassified thru conversion

| Office | From existing Vacant Position Title/SG | To be reclassified through conversion | Assigned Division under BENRO |
|--------|--|---|---|
| DPS | Public Service Officer II-SG 15 | Environmental Management Specialist II -SG 15/1 | Section Head- Research and Planning Section |
| DPS | Supply Officer II-SG 15/1 | Environmental Management Specialist II- SG 15/1 | Section Head- Environmental & Enforcement Section |

b. The Qualification Standards

- 1) EMS II –SG 15/1 -Section Head Research and Planning Section:
 - o Bachelor's Degree in any of the following: BS In Forestry or any allied courses
 - o Years experience in Environmental Management Programs in government or in private industry.
 - o 16 hours intensive training related to pollution control
 - o Civil Service Professional Eligibility or other
- 2) EMS II SG 15/1-Section Head, Environmental and Enforcement Section
 - o Bachelor's degree in any of the following: BS in Forestry or any allied courses
 - o Years' experience in Environmental Management Programs in government or in private industry.
 - o 16 hours intensive training related to pollution control
 - o Civil Service Professional Eligibility or other

3. Necessary Plantilla Position proposed to be created under this ordinance and to be funded under the 2023 Annual Budget:

a. Proposed Regular Position

| Position Title | Salary Grade | Assigned Division under CENRO |
|---|--------------|--|
| Senior Environmental Management Specialist (SEMS) | SG 18/1 | Division Head- Natural Resource and Management Services Division |
| Senior Environmental Management Specialist (SEMS) | SG 18/1 | Division Head- Solid Waste and Street Cleaning Division |

b. The Qualification Standards

1) SEMS SG18/1 –Division Head, Natural Resource Management Services Division

- o Bachelor's Degree in any of the following: Environmental Engineering, Chemical Engineering, Mechanical Engineering or any environmental related field
- o 3 years' experience in Environmental Management Programs in government or in private industry.
- o 16 hours intensive training related to pollution control or environmental safety management training
- o Civil Service Professional Eligibility or other eligibility under special laws

2) SEMS SG18/1 –Division Head, Solid Waste Management and Street Cleaning Services Division

- o Bachelor's Degree in any of the following: Environmental Engineering, Chemical Engineering, Mechanical Engineering or any environmental related field
- o 3 years' experience in Environmental Management Programs in government or in private industry.
- o 16 hours intensive training related to pollution control or solid waste management training
- o Civil Service Professional Eligibility or other eligibility under special laws

4. Transfer of existing regular employees such as Drivers, Utility Workers and Laborers

The existing regular employees of DPS which are assigned to other offices is proposed to be transferred where they are currently assigned to augment their manpower requirement. The City Human Resource Office is hereby directed to facilitate the inventory of employees and process the transfer after thorough consultation.

The personnel services allotment of regular employees who will be transferred to other offices will be added to the budget of the office that will absorb them.

5. Abolition of vacant positions such as Drivers, Utility Workers and Laborers

Existing vacant positions due to retirement, separation or promotion such as Drivers, Utility Workers and Laborers that are deemed redundant and unnecessary are proposed to be abolished.

6. Additional Functions for existing regular Laborer and Utility workers

In addition to the present job description of existing permanent Laborers, Utility Workers, Drivers and Clerks, the Head of Office may utilize them to perform other tasks and functions deemed to be necessary in the implementation of the environmental management programs and services of the office.

7. Capacity Development Trainings

While in the process of transition, the existing regular employees of DPS and ENRO shall undergo capacity development training specifically in the areas related to the functions and services of the office. The capacity development training needs must be included in the capacity development agenda to be formulated by the city in compliance with the Executive Order 138.

8. Qualifications to be considered for the Department Head of CENRO

In addition to the Qualification Standards set by the Civil Service Commission for the position of City Government Department Head II (CGDH II) technical and core competencies in terms of knowledge and skills related to environmental management and services will be required.

9. Creation of additional positions as the need arises

Additional regular positions may be created in the future depending on the personnel requirement of the office.

SHALL BE AMENDED AS:

SECTION 6. BENRO ORGANIZATIONAL STRUCTURE AND STAFFING AS A RESULT OF MERGING

The DPS and ENRO in coordination with the Human Resource Office has come up with an organizational structure for Bacolod Environment and Natural Resources Office (BENRO) based on the existing regular personnel of DPS and ENRO, the existing regular positions to be retained, reclassified and transferred and the necessary regular plantilla positions to be created and its corresponding qualification standards.



1. The BENRO Organizational Structure
2. Existing Regular plantilla positions under the DPS to be reclassified through conversion and to be created under this Ordinance:

a. Position to be reclassified thru conversion

| Office | From existing Vacant Position Title/SG | To be reclassified through conversion | Assigned Division under BENRO |
|--------|--|---|--|
| DPS | Public Service Officer II-SG 15/1 | Environmental Management Specialist II -SG 15/1 | Section Head- Solid Waste Management Section |
| ENRO | EMS II SG 15/1 | Existing Vacant Position | Section Head- Environmental Clearance and Permit Section |

b) The Qualification Standards

1. EMS II, SG15/1 Section Head, Solid Waste and Street Cleaning Section

- o Bachelor's Degree in any of the following: BS in Mechanical Engineering or any allied courses relevant to the job
- o 1-year experience in Environmental Management Programs in government or in private industry.
- o 4 hours training related to Solid Waste Management/Environmental Management
- o Civil Service Professional Eligibility or other eligibility under special laws

3. Necessary Plantilla Position to be created under this ordinance and to be funded under the 2024 Annual Budget:

a. Regular Plantilla Position to be created

| No. | Position Title | Salary Grade | Assigned Division/Section under BENRO |
|-----|---|--------------|---|
| 1 | Senior Environmental Management Specialist (SEMS) | SG 18/1 | Division Head- Environmental Management Services Division |
| 1 | Senior Environmental Management Specialist (SEMS) | SG 18/1 | Division Head- Solid Waste Management Division |
| 2 | Environmental Management Specialist | SG 15/1 | Section Head: Natural Resource Section/Environmental Compliance and Enforcement Section |

| | | | |
|---|------------------------|---------|--|
| 1 | Sanitary Inspector 1 | SG 6/1 | Environmental Clearance & Permit Section |
| 1 | Legal Assistant 1 | SG 10/1 | Environmental Compliance & Enforcement Section |
| 1 | Park Attendant III | SG 6/1 | Natural Resource Management Section |
| 4 | Administrative Aide II | SG 2/1 | Natural Resource Management Section |
| 4 | Administrative Aide II | SG 2/1 | Environmental Compliance & Enforcement Section |
| 4 | Administrative Aide II | SG 2/1 | Environmental Clearance & Permit Section |

b. Qualification Standards

1. Senior Environment Management Specialist 1 SG18/1 –Division Head, Environmental Management Services Division
 - Bachelor's Degree in any of the following: Environmental Engineering or any allied courses
 - 2 years' experience in Environmental Management Programs in government or in private industry
 - 40 hours intensive training related To Pollution Control or Environmental Safety Management Training
 - Civil Service Professional Eligibility or other eligibility under special laws
2. Senior Environment Management Specialist 1 SG18/1 –Division Head, Solid Waste Management Division
 - Bachelor's Degree in any of the following: Environmental Engineering or any environmental related field
 - 2 years experience in Environmental Management Programs in government or in private industry
 - 40 hours intensive training related to Pollution Control or Solid Waste Management Training
 - Civil Service Professional Eligibility or other eligibility under special law
3. EMS II, SG 15/1 Section Head, Natural Resource Management Section:
 - Bachelor's Degree in Environmental Engineering or BS in Forestry or any allied courses related to the job
 - 1 Year experience in Environmental Management Programs in government or in private industry
 - 16 hours training related to Environmental Management
 - Civil Service Professional Eligibility or other eligibility under special law

4. EMS II, SG15/1 Section Head, Environmental Compliance and Enforcement Section
 - o Bachelor's Degree in any of the following: BS in Chemical Engineering or any allied courses related the job
 - o 1-year experience in Environmental Management Programs in government or in private industry
 - o 16 hours training related to Natural Resources/Environmental Management
 - o Civil Service Professional Eligibility or other eligibility under special laws
5. Legal Assistant 1 SG 10/1
 - o Bachelor's Degree
 - o Career Service (Professional) Second Level Eligibility
6. Sanitation Inspector 1 SG 6/1
 - o Completion of two years studies in college
 - o Career Service (Sub Professional) 1st Level Eligibility
7. Park Attendant III SG 6/1
 - o Must be able to read and write
 - o MC 11, s.96-Category III
8. Administrative Aide II SG 2/1
 - o Able to read and write
 - o Eligibility-none required

4. Transfer of existing regular employees such as Drivers, Utility Workers and Laborers

The existing regular employees of DPS who were assigned to other Offices for more than Five (5) years is to be transferred where they are currently assigned to augment their manpower requirement. The City Human Resource Office is hereby directed to facilitate the inventory of employees and process the transfer after thorough consultation.

The personnel services allotment of regular employees who will be transferred to other offices will be added to the budget of the office where they will be assigned.

5. Reclassification of vacant positions such as Drivers, Utility Workers and Laborers

Existing vacant positions due to retirement, separation or promotion such as Drivers, Utility Workers and Laborers that are deemed redundant and unnecessary are to be reclassified in order to meet the present needs of the office.

6. Additional Functions for existing regular Laborer and Utility workers

In addition to the present job description of existing permanent Laborers, Utility Workers, Drivers and Clerks, the Head of Office may utilize them to perform other tasks and functions deemed to be necessary in the implementation of the Environmental Management Programs and Services of the office.

7. Capacity Development Trainings

While in the process of transition, the existing regular employees of DPS and ENRO shall undergo Capacity Development Training specifically in the areas related to the functions and services of the office. The Capacity Development Training needs must be included in the Capacity Development Agenda to be formulated by the City Planning and Development Office and Human Resource Management Office.

8. Qualifications to be considered in the hiring of Department Head of BENRO

In addition to the Qualification Standards set by the Civil Service Commission for the position of City Government Department Head II (CGDH II), technical and core competencies in terms of knowledge and skills related to environmental management and services will be required.

9. Creation of additional positions as the need arises

Additional regular positions may be created in the future depending on the personnel requirement of the office.

SECTION 3. SECTION 7 of City Ordinance No. 978 Series of 2021 reads:

1. Budget of CENRO

The CENRO shall utilize the existing budget of two offices DPS and ENRO for its Personnel Services and Maintenance and Other Operating Expenses for FY2022.

2. Appropriation for Regular Positions created under this ordinance

An amount of Two Million Pesos (P2, 000,000.00) is hereby appropriated for the Personnel Services of necessary regular plantilla positions created under this ordinance, and which shall be taken from the FY 2023 Annual Budget of the City.

SHALL BE AMENDED AS:

1. Budget of CENRO

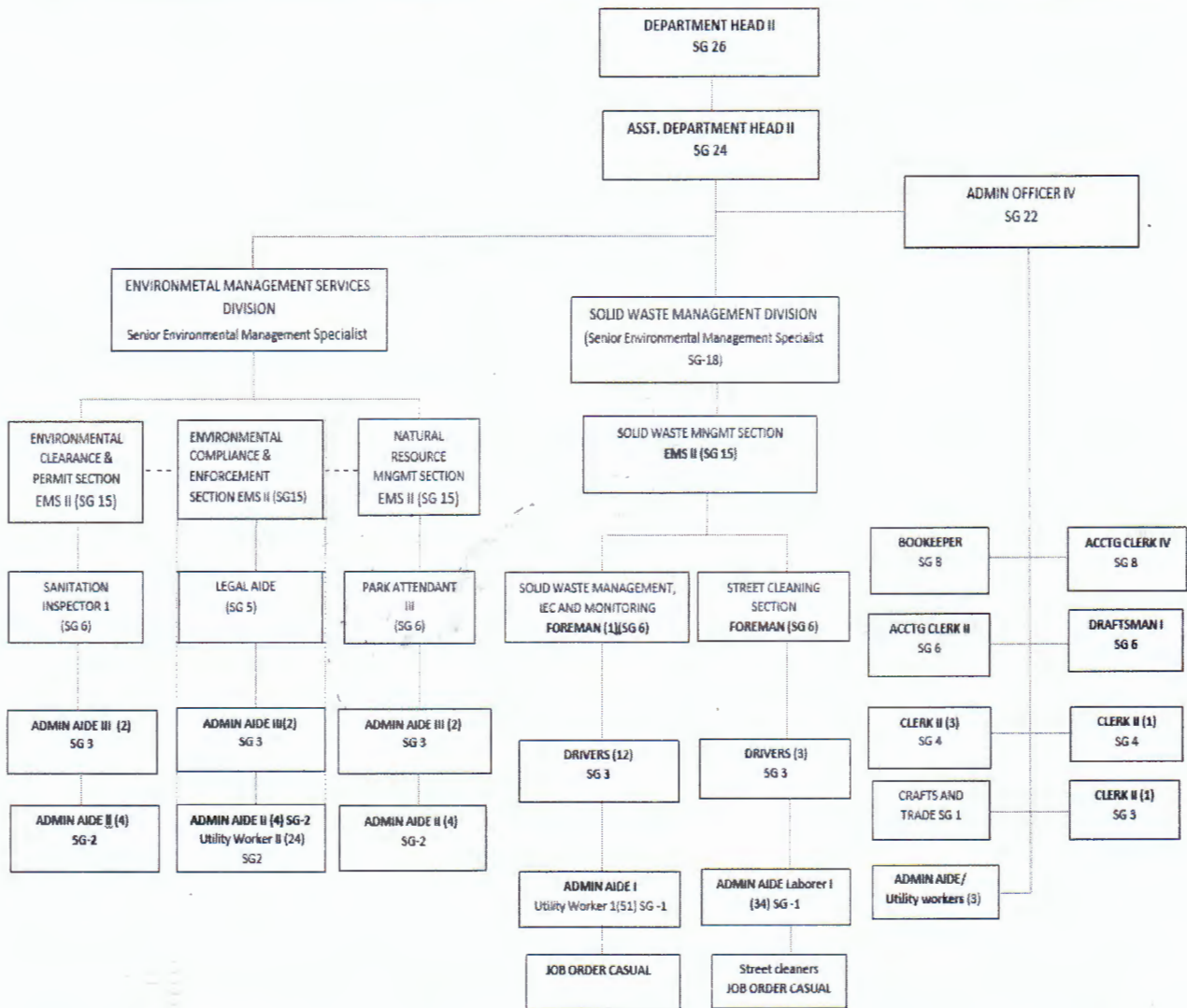
The BENRO shall utilize the existing budget of two offices DPS and ENRO for its Personnel Services and Maintenance and Other Operating Expenses for FY 2024.



2. Budget of BENRO

The BENRO taking into consideration the newly created positions, shall prepare and submit budgetary requirement for its Personnel Services, Maintenance and Other Operating Expenses and Capital Outlay for FY 2024 chargeable under the City's Annual General Fund and Annual Investment Fund.

BENRO ORGANIZATIONAL STRUCTURE



SECTION 4 SEPARABILITY CLAUSE. – If any part of this Ordinance is declared as unconstitutional or unlawful, such declaration shall not affect the other parts or sections hereof that are not declared unlawful or unconstitutional.

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SECTION 5. REPEALING CLAUSE

All other pertinent Ordinances and resolutions that may be in conflict or contradictory to the provisions of this ordinance are hereby repealed or amended accordingly.

SECTION 6. EFFECTIVITY

This ordinance shall take effect immediately after its due passage and approval.

CARRIED BY THE VOTE OF:

Affirmative :

Councilors : Jude Thaddeus A. Sayson, Israel P. Salanga, Cindy T. Rojas, Em L. Ang, Al Victor A. Espino, Vladimir S. Gonzalez, Renecito S. Novero, Jason Isidro S. Villarosa, Claudio Jesus Raymundo A. Puentevella, Simplicia Z. Distrito, Celia Matea R. Flor, Psyche Marie E. Sy, Lady Gles Gonzales-Pallen and Ayesha Joy Y. Villafior.


Negative : N o n e .

Absent : N o n e .

Author : Claudio Jesus Raymundo A. Puentevella.

Passed : May 17, 2023 (46th Regular Session of the 11th Council).


Comments : P a s s e d .


EL CID M. FAMILIARAN
Vice Mayor
Presiding Officer

ATTESTED:

ATTY. VICENTE C. PETIERRE III
Secretary to the Sanggunian

By:


CHRISTINE G. TEMPLA
Board Secretary

APPROVED:

10 DAYS LAPSE
AS OF June 19, 2023

ALFREDO ABELARDO B. BENITEZ
City Mayor

VCP/CGT//lt

SP LEGISLATIVE SERVICES SECTION

DATE: June 30, 2023 TIME: 2:15 PM

