



Republic of the Philippines  
PROVINCE OF CAGAYAN  
City of Tuguegarao

**EIGHTH CITY COUNCIL**



EXCERPTS FROM THE MINUTES OF THE 16<sup>th</sup> REGULAR SESSION  
OF THE EIGHTH CITY COUNCIL OF TUGUEGARAO CITY, CAGAYAN  
HELD ON OCTOBER 22, 2019, 9:00 A.M., TUESDAY,  
AT THE SANGGUNIANG PANLUNGSOD SESSION HALL:

PRESENT:

Hon. Bienvenido C. De Guzman II	City Vice Mayor/Presiding Officer
Hon. Imogen Claire M. Callangan	Sangguniang Panlungsod Member
Hon. Gilbert S. Labang	-do-
Hon. Danilo L. Baccay	-do-
Hon. Ronald S. Ortiz	-do-
Hon. Arnel T. Arugay	-do-
Hon. Winnoco R. Abraham	-do-
Hon. Grace B. Arago	-do-
Hon. Raymund P. Guzman	-do-
Hon. Karina S. Gauani	-do-
Hon. Victor Herbert N. Perez	-do-
Hon. Karen L. Taguinod	Ex Officio Member

ABSENT:

Hon. Maila Rosario T. Que	Sangguniang Panlungsod Member (on Official Business)
Hon. Mary Marjorie P. Martin-Chan	Sangguniang Panlungsod Member (on Vacation Leave)
Hon. Gil G. Pagulayan	Ex Officio Member (on Vacation Leave)

**CITY ORDINANCE NO. 44-08-2019**

**AN ORDINANCE CREATING THE LEARNING AND DEVELOPMENT SECTION UNDER THE HUMAN RESOURCE MANAGEMENT OFFICE AND DEFINING ITS FUNCTIONS**

Sponsors: **Hon. Grace B. Arago**  
**Hon. Danilo L. Baccay**  
**Hon. Karina S. Gauani**  
**Hon. Winnoco R. Abraham**  
**Hon. Gil G. Pagulayan**  
**Hon. Bienvenido C. De Guzman II**  
**Hon. Imogen Claire M. Callangan**  
**Hon. Gilbert S. Labang**  
**Hon. Ronald S. Ortiz**  
**Hon. Arnel T. Arugay**  
**Hon. Raymund P. Guzman**  
**Hon. Victor Herbert N. Perez**  
**Hon. Karen L. Taguinod**

**WHEREAS**, Section 76 of Republic Act No. 7160, otherwise known as the Local Government Code of 1991, empowers local government units to design and implement its own organizational structure and staffing pattern taking into consideration its service requirements and financial capability, subject to the minimum standards and guidelines prescribed by the Civil Service Commission;

**WHEREAS**, the Human Resource Management Office has the following sections duly created:

- a. Recruitment, Selection and Performance Evaluation
- b. Leave, Retirement and other Personnel Welfare Services
- c. Records Management

**WHEREAS**, Human Resource Management Office has two main functions which are Personnel Management and Learning and Development;

**WHEREAS**, it is deemed necessary for the Human Resource Management Officer to create the Learning and Development Section aimed to develop and improve staff performance and skills;

**WHEREAS**, positions and personnel complement for the Learning and Development Section shall be generated from the existing personnel of the Human Resource Management Office.

**NOW, THEREFORE**, be it **ORDAINED** by the Eighth City Council in session duly assembled, to enact:

**SECTION 1. TITLE.** This Ordinance shall be known as “*AN ORDINANCE CREATING THE LEARNING AND DEVELOPMENT SECTION UNDER THE HUMAN RESOURCE MANAGEMENT OFFICE AND DEFINING ITS FUNCTIONS.*”

**SECTION 2. CREATION OF LEARNING AND DEVELOPMENT SECTION.** There is hereby created a Learning and Development Section under the Human Resource Management Office.

**SECTION 3. DEFINITION OF TERMS.** For the purpose of this Ordinance, the following terms shall mean:

1. Development – refers to the improvement of current knowledge, skills and competencies to maximize productivity and increase the efficiency and effectiveness of the organizational members.
2. Learning and Development – refers to a strategic system aimed to develop and improve staff performance and skills through organizational innovations and well-focused programs.
3. Learning – involves acquisition of new knowledge, skills and competencies to improve the suitability of the members of the organization in performing day to day tasks.
4. Personnel Management – involves the management of Human Resources to optimize organizational performance through proper staffing and resourcing for the establishment of a cohesive and productive work force.

**SECTION 4. FUNCTIONS.** The primary functions of the said section shall be the following:


1. Formulate short term and long term training programs for all city employees.
2. Assess training needs for either the unit or individual.
3. Design training course/s and/or seminars for the different intended specializations for distance learning and local scholarship grants.
4. Perform such other duties as may be directed by the authorities.

**SECTION 5. QUALIFICATIONS.** All matters pertinent to recruitment and placement for the above created section shall be governed by Civil Service laws, rules and regulations and other related issuances.


**SECTION 6. EFFECTIVITY.** This Ordinance shall take effect after its posting in three (3) conspicuous places in the City.

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I HEREBY CERTIFY TO THE CORRECTNESS OF THE FOREGOING:

  
JOEL JOSEPH L. EGIPTO, Ph.D.  
Secretary to the Sanggunian

ATTESTED:

  
**HON. BIENVENIDO C. DE GUZMAN II**  
City Vice Mayor/Presiding Officer

Date: 102919

APPROVED:

  
**HON. ATTY. JEFFERSON P. SORIANO**  
City Mayor

Date: 10/29/19

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