



Republic of the Philippines  
**QUEZON CITY COUNCIL**  
Quezon City  
19<sup>th</sup> City Council

PO19CC-433

65<sup>th</sup> Regular Session

ORDINANCE NO. SP- 2424, S-2015

**AN ORDINANCE AMENDING ORDINANCE NO. SP-2290, S-2014, TO CORRECT THE POSITION TITLES, QUALIFICATION STANDARDS, AND SALARY GRADES OF THE TECHNICAL STAFF OF THE QUEZON CITY DISASTER RISK REDUCTION AND MANAGEMENT OFFICE (QCDRRMO), PURSUANT TO JOINT MEMORANDUM CIRCULAR NO. 2014-1, AND OTHER PERTINENT CIVIL SERVICE COMMISSION CIRCULARS.**

*Introduced by Councilor RANULFO Z. LUDOVICA.*

*Co-Introduced by Councilors Anthony Peter D. Crisologo, Ricardo T. Belmonte, Jr., Dorothy A. Delarmente, Lena Marie P. Juico, Victor V. Ferrer, Jr., Alexis R. Herrera, Voltaire Godofredo L. Liban III, Roderick M. Paulate, Ramon P. Medalla, Estrella C. Valmocina, Allan Benedict S. Reyes, Gian Carlo G. Sotto, Franz S. Pumaren, Eufemio C. Lagumbay, Jose Mario Don S. De Leon, Jaime F. Borres, Jesus Manuel C. Suntay, Marvin C. Rillo, Vincent DG. Belmonte, Raquel S. Malañgen, Jessica Castelo Daza, Bayani V. Hipol, Jose A. Visaya, Julienne Alyson Rae V. Medalla, Godofredo T. Liban II, Andres Jose G. Yllana, Jr., Allan Butch T. Francisco, Karl Edgar C. Castelo, Candy A. Medina, Diorella Maria G. Sotto, Marivic Co-Pilar, Rogelio "Roger" P. Juan, Melencio "Bobby" T. Castelo, Jr., Donato C. Matias and Ricardo B. Corpuz.*

*WHEREAS, on May 26, 2014 and June 23, 2014, the City Council and the City Mayor, enacted and approved, respectively, Ordinance No. SP-2290, S-2014, entitled:*

*"AN ORDINANCE CREATING THE QUEZON CITY DISASTER RISK REDUCTION AND MANAGEMENT OFFICE (QCDRRMO), DEFINING ITS FUNCTIONS, DUTIES AND RESPONSIBILITIES PROVIDING FOR ITS COMPOSITION, APPROPRIATING FUNDS THEREOF, AND FOR OTHER PURPOSES".*

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WHEREAS, on April 4, 2014, the National Disaster Risk Reduction and Management Council, Department of the Interior and Local Government, Department of Budget and Management, and the Civil Service Commission issued a Joint Memorandum Circular No. 2014-1, which provides for the implementing guidelines on the establishment of the Local DRRM Offices (LDRRMO's) for different local government units wherein Quezon City was classified as a Special City;

WHEREAS, Number 5.0 of the said Joint Memorandum Circular provides for the proper designation of the Organization and Composition of the LDRRMO and BDRRMC. Item 5.2 of which provides that "The LDRRMO shall be initially composed of a Local DRMM Office to be assisted by three (3) staff responsible for: (1) administration and (2) training; research and planning; and (3) operations and warning";

WHEREAS, Number 6.0 of the said Joint Memorandum Circular prescribes the appropriate salary grades corresponding to the new position titles and minimum qualification standards.

NOW, THEREFORE,

BE IT ORDAINED BY THE CITY COUNCIL OF QUEZON CITY IN REGULAR SESSION ASSEMBLED:

SECTION 1. Amendment - Section 2 of Ordinance No. SP-2290, S-2014 is hereby amended to conform to the foregoing Joint Memorandum, and the following staffing pattern shall be corrected:

<b>Designation</b>	<b>FROM POSITION</b>	<b>TO POSITION</b>	<b>SALARY GRADE</b>
Head, QCDRRMO	Civil Defense Officer V	Local DRRM Officer V	24
Chief, Administration and Training Section	Administrative Officer V	Local DRRM Officer III	18

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Chief, Research and Planning Section	Project Development Officer III	Local DRRM Officer III	18
Chief, Operations and Warning Sections	Special Operations Officer III	Local DRRM Officer III	18
Support Staff	Administrative Officer IV (Administrative Officer II)	Local DRRM Officer II	15
Support Staff	Project Development Officer II	Local DRRM Officer II	15
Support Staff	Special Operations Officer II	Local DRMM Officer II	15
Support Staff	Administrative Officer II (Administrative Officer I)	Local DRRM Officer I	11
Support Staff	Project Development Officer I	Local DRRM Officer I	11
Support Staff	Special Operations Officer I	Local DRMM Officer I	11
Support Staff	Administrative Aide VI (Clerk III)	Local DRMM Assistant	08

SECTION 2. Section 3 of the same Ordinance is likewise hereby amended to correspond with the aforementioned Joint Memorandum Circular and other pertinent Civil Service Commission Circulars, as follows:

Qualifications of the Officers and Support Staff - The QCDRRMO Officers and Support Staff shall have the following qualification standards:

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<b>Position Title</b>	<b>Education</b>	<b>Experience</b>	<b>Training</b>	<b>Eligibility</b>
Local DRRM Officer V	Master's Degree	4 years in position/s involving management and supervision, 1 year of which is relevant to DRRM	24 hours of training in management and supervision on DRRM	Career Service Professional / 2 <sup>nd</sup> Level Eligibility
Local DRRM Officer IV	Bachelor's Degree	3 years of relevant experience on DRRM	16 hours of relevant training on DRRM	Career Service Professional / 2 <sup>nd</sup> Level Eligibility
Local DRRM Officer III	Bachelor's Degree	2 years of relevant experience on DRRM	8 hours of relevant training on DRRM	Career Service Professional / 2 <sup>nd</sup> Level Eligibility
Local DRRM Officer II	Bachelor's Degree	1 year of relevant experience on DRRM	4 hours of relevant training on DRRM	Career Service Professional / 2 <sup>nd</sup> Level Eligibility
Local DRRM Officer I	Bachelor's Degree	None required	None required	Career Service Professional / 2 <sup>nd</sup> Level Eligibility
Local DRRM Assistant	Completion of 2 years in College Studies	1 year of relevant experience on DRRM	4 hours of relevant training on DRRM	Career Service Sub-Professional / 1 <sup>st</sup> Level Eligibility

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Administrative Aide IV (Driver II)	Elementary Graduate	None Required	None Required	Professional Driver's License (MC 11, S.96-CAT III)
Administrative Aide III (Utility Work II (A))	Elementary Graduate	None Required	None Required	None Required

SECTION 3. Effectivity. This Ordinance shall take effect immediately upon its approval.

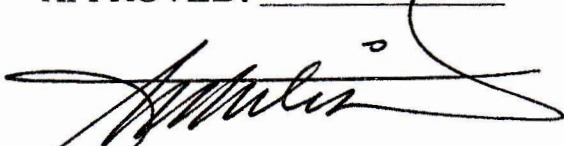
ENACTED: June 22, 2015.

  
MA. JOSEFINA G. BELMONTE  
Vice Mayor  
Presiding Officer

ATTESTED:

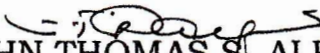
  
Atty. JOHN THOMAS S. ALFEROS III  
City Gov't. Asst. Dept. Head III

APPROVED: 13 0 JUL 2015

  
HERBERT M. BAUTISTA  
City Mayor

CERTIFICATION

This is to certify that this Ordinance was APPROVED by the City Council on Second Reading on June 22, 2015 and was PASSED on Third/Final Reading on June 29, 2015.

  
Atty. JOHN THOMAS S. ALFEROS III  
City Gov't. Asst. Dept. Head III

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