Republic of the Philippines
QUEZON CITY COUNCIL
Quezon City
22nd City Council

PO22CC-429

106th Regular Session

ORDINANCE NO. SP-3385, S-2025

AN ORDINANCE RECTIFYING VARIOUS POSITIONS FROM THE 2024 PERSONNEL PLANTILLA SCHEDULE OF THE CITY PLANNING AND DEVELOPMENT DEPARTMENT OF QUEZON CITY

Introduced by Councilors IRENE R. BELMONTE and DOROTHY A. DELARMENTE, M.D.

Co-Introduced by Councilors Bernard R. Herrera, Tany Joe "TJ" L. Calalay, Joseph P. Juico, Nikki V. Crisologo, Charm M. Ferrer, Candy A. Medina, Aly Medalla, Dave C. Valmocina, Tatay Rannie Z. Ludovica, Godofredo T. Liban II, Kate Galang-Coseteng, Geleen "Dok G" G. Lumbad, Albert Alvin "Chuckie" L. Antonio III, Don S. De Leon, Wencerom Benedict C. Lagumbay, Atty. Anton L. Reyes, Edgar "Egay" G. Yap, Imee A. Rillo, Nanette Castelo-Daza, Marra C. Suntay, Joseph Joe Visaya, Alfred Vargas, MPA, Ram V. Medalla, Shaira "Shay" L. Liban, Aiko S. Melendez, Mutya Castelo, Maria Eleanor "Doc Ellie" R. Juan, O.D., Kristine Alexia R. Matias, RN, Eric Z. Medina, Emmanuel Banjo A. Pilar, Vito Sotto Generoso, Victor "Vic" Bernardo, Jose Maria M. Rodriguez and Jhon Angelli "Sami" C. Neri

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WHEREAS, the existing 2024 Personnel Schedule of the City Planning and Development Department of Quezon City contains several position titles that do not align with the prescribed titles and structure set forth in the Department of Budget and Management's Index of Occupational Services, Positions, Titles and Salary Grades in the Local Government (IOS-LGU), CY 2021 Edition, as mandated by Local Budget Circular (LBC) No. 137 dated July 13, 2021;

WHEREAS, the existing 2024 Personnel Schedule of the City Planning and Development Department of Quezon City is based on Quezon City Ordinance No. SP-2672, S-2017, entitled "An Ordinance Rationalizing the Functional Structure of the Quezon City Planning and Development Department," which defined the Department's initial organizational structure and positions;

WHEREAS, LBC No. 137 stipulates that all Local Government Unit (LGU) positions must adhere to the standardized position titles and corresponding salary grades, ensuring consistency, transparency and equity in personnel classification across all LGUs;

WHEREAS, to ensure compliance with the IOS-LGU and to align with the Department of Budget and Management's standards, amendment to Quezon City Ordinance No. SP-2672, S-2017 is necessary, with corresponding adjustments to be reflected in the 2025 Personnel Schedule of the City Planning and Development Department of Quezon City;

WHEREAS, the alignment of position titles and salary grades with the IOS-LGU index facilitates an efficient and effective Quality Management System (QMS) within the City Planning and Development Department of Quezon City, thereby supporting said Department's goal of enhanced service delivery and operational efficiency.

NOW, THEREFORE,

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

SECTION 1. RECTIFICATION OF POSITION TITLES. – In order to rectify existing plantilla positions, the unfilled positions shall be offered for abolition and after abolition, the corresponding positions shall be created in its stead. However, for filled positions, the rectification shall take effect upon its vacancy. As such, the offered filled positions shall be marked as Co-Terminus with the Incumbent (CTI):

Item Number based on the 2024 Personnel Plantilla Schedule	***Position based on Quezon City Ordinance No. SP-2672, Series of 2017***	***Salary Grade***	***Recommended Position Title***	***Salary Grade***
1	*City Government Department Head III (City Planning and Development Officer)*	*27*	***City Government Department Head III (City Planning and Development Coordinator)***	***27***

2	*City Government Assistant Department Head III (Assistant City Planning and Development Officer)*	*25*	***City Government Assistant Department Head III***	***25***
3	*Attorney IV (Legal Officer IV)*	*23*	***Attorney IV***	***23***
85-1 from 86-1	*Administrative Assistant II (Subdivision Inspector II)*	*8*	***Zoning Inspector II***	***8***
85-2 from 86-2	*Administrative Assistant II (Subdivision Inspector II)*	*8*	***Zoning Inspector II***	***8***
93 from 94	*Chief Administrative Officer*	*24*	***Chief Administrative Officer***	***24***
96 from 98	*Administrative Officer V (Financial Analyst III)*	*18*	***Administrative Officer V***	***18***
105 from 107	*Administrative Officer II (Records Officer II)*	*15*	***Administrative Officer III (Records Officer II)***	***14***
108 from 110	*Property Supply Assistant II*	*8*	***Administrative Assistant II***	***8***

SECTION 2. APPROPRIATIONS. – The budgetary requirement shall be automatically funded through the Annual City Budget of the City Planning and Development Department of Quezon City.

SECTION 3. SEPARABILITY CLAUSE. – If, for any reason or reasons, any part or provision of this Ordinance is held unconstitutional or invalid, other parts or provisions hereof which are not affected shall remain in full force and effect.

SECTION 4. REPEALING CLAUSE. – All ordinances, resolutions, local issuances, or rules inconsistent with the provisions of this Ordinance are hereby repealed or modified accordingly.

SECTION 5. EFFECTIVITY CLAUSE. – This Ordinance shall take effect upon its approval and publication in a newspaper of general or local circulation.

ENACTED: February 3, 2025.

GIAN G. SOTTO
City Vice Mayor
Presiding Officer

ATTESTED:

ATTY. JOHN THOMAS S. ALFEROS, III
City Government Department Head III
(City Council Secretary)

APPROVED: MAR 0 6 2025

MA. JOSEFINA G. BELMONTE
City Mayor

CERTIFICATION

This is to certify that this Ordinance was APPROVED by the City Council on Second Reading on February 3, 2025 and was PASSED on Third/Final Reading on February 10, 2025.

ATTY. JOHN THOMAS S. ALFEROS, III
City Government Department Head III
(City Council Secretary)