



Republic of the Philippines
 Province of Iloilo
MUNICIPALITY OF OTON
 OFFICE OF THE SANGGUNIANG BAYAN



EXCERPT from the Minutes of Session of the Sangguniang Bayan ng Oton, Iloilo recorded during its Regular Session held at the SB Session Hall on **October 02, 2025** at 9:00 the morning.

<p>PRESENT:</p> <p>Vice Mayor Jose Neil Portugalete Olivares Hon. Annie Rose Dajay Paro Hon. Dennis Quillo Geroche Hon. Jimmy Robles Olivares Hon. Dell Cartago Hosillos Hon. Evaristo Miguel Ledesma Flores, Jr. Hon. Ma. Lorna Tumambo Geonigo Hon. Josephus Ambrosius Renatus Talamera Escanlar Hon. Hyacinth Celiz Gardose Hon. Paul Mediavilla Buenafe</p> <p>ON OFFICIAL BUSINESS: NONE.</p> <p>ABSENT:</p> <p>Hon. Rodolfo Zurita Alconga, Jr.</p>	<p>Vice Mayor and Presiding Officer SB Member SB Member SB Member SB Member SB Member SB Member SB Member SB Member (PPSK Representative) SB Member (LNB Representative)</p> <p>SB Member (Travel Abroad)</p>
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ORDINANCE NO. 2025 – 490

AN ORDINANCE AMENDING THE POSITION TITLES IN DIFFERENT OFFICES OF THE LGU OTON BY ADDING PARENTHETICAL TITLES, HEREBY AMENDING MUNICIPAL ORDINANCE NO. 2021-378.

AS REQUESTED BY the Local Chief Executive and **PROPOSED BY** Vice Mayor Jose Neil P. Olivares, **ON MOTION** of Hon. Annie Rose D. Paro and duly seconded by Hon. Ma. Lorna T. Geonigo, be it, **ORDAINED** by the Sangguniang Bayan ng Oton, Iloilo, that

SECTION 1. RATIONALE AND LEGAL BASIS:

Memorandum Circular no. 12 S. 2022 of the Civil Service Commission Guidelines and Standards in the Establishment of Organizational Structures and Staffing Patterns in Local Government Units, Annex B1 Generic and Parenthetical Title in the LGU.

There are position titles in Ordinance no. 2021-378, "AN ORDINANCE CREATING ADDITIONAL OFFICES AND PLANTILLA POSITIONS IN DIFFERENT OFFICES IN THE MUNICIPALITY OF OTON, ILOILO THEREBY AMENDING ORDINANCE NO. 2009-18 (219) "AN ORDINANCE APPROVING THE RE-ORGANIZATION OF THE ORGANIZATIONAL STRUCTURE AND PLANTILLA OF PERSONNEL AND THE CREATION OF THE MUNICIPAL ECONOMIC ENTERPRISE DEVELOPMENT OFFICE (MEEDO) OF THE MUNICIPALITY OF OTON, ILOILO", AS AMENDED" deemed necessary to add the parenthetical title in the staffing pattern of the Generic Positions of the unfilled vacant funded positions for a streamlined positions in the LGU Oton, Iloilo based on MC 12 S. 2022 of the CSC.

SECTION 2. AMENDATORY PROVISION:

The following items shall be the amendments to Ordinance no. 2021-378, by adding the parenthetical titles (as underlined).

"SECTION 3 STAFFING PATTERN

I. OFFICE OF THE MAYOR:

F. Municipal Accountant's Office

Administrative Officer I to **Administrative Officer I (Records Officer I)**

I. Municipal Engineering Office

Administrative Assistant II to **Administrative Assistant II (Clerk IV)**

O. Municipal Economic Enterprise Development Office

Administrative Assistant II to **Administrative Assistant II (Clerk IV)**

Administrative Aide IV to **Administrative Aide IV (Clerk II)**

II. OFFICE OF THE SANGGUNIANG BAYAN

A. Office of the Secretary to the Sanggunian

Administrative Aide I to **Administrative Aide I (Utility Worker I)**

SECTION 3. EFFECTIVITY CLAUSE. This Ordinance shall take effect upon the approval of the Local Chief Executive.


SECTION 4. REPEALING CLAUSE. All municipal ordinances or parts of any municipal ordinance inconsistent with the provisions of this Ordinance are hereby repealed or modified accordingly.

SECTION 5 SEPARABILITY CLAUSE. If any provision of this Ordinance is held invalid, the other provisions not affected thereby shall continue in operation.


SECTION 6. COPIES. This Ordinance shall be furnished to the Office of the Mayor; HRMO, MPDC, MBO, MTO, Municipal Accountant, MEEDO, MEO, CSC RO VI and the Sangguniang Panlalawigan of Iloilo for information, guidance and review respectively.

UNANIMOUSLY APPROVED.


I HEREBY CERTIFY to the correctness of the foregoing Ordinance.


KERRY ANN T. LACIFICAR
Secretary to the Sanggunian

Concurred:


JIMMY R. OLIVARES
Chair - Committee on Rules and Privileges

Attested:


JOSE NEIL P. OLIVARES
Vice Mayor and Presiding Officer

Approved:


SOFRONIO L. FUSIN, JR.
Municipal Mayor

Date Approved: OCT 20 2025

Date Posted: OCT 20 2025





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October 20, 2025



HON. NATHALIE ANN F. DEBUQUE
Vice Governor and
The Honorable Members
Sangguniang Panlalawigan of Iloilo
Iloilo Provincial Capitol
Iloilo City


Thru: **ATTY. HENIDA G. GENISE**
Secretary to the Sanggunian
Province of Iloilo

Dear Honorable Ladies and Gentlemen:

Respectfully forwarding to your good Office the copy of **ORDINANCE NO. 2025 – 490 - AN ORDINANCE AMENDING THE POSITION TITLES IN DIFFERENT OFFICES OF THE LGU OTON BY ADDING PARENTHETICAL TITLES, HEREBY AMENDING MUNICIPAL ORDINANCE NO. 2021-378.**

This is for your information and review.

Very truly yours,


KERRY ANN T. LACIFICAR
Secretary to the Sanggunian