



Republic of the Philippines  
**CITY OF BACOR**  
Province of Cavite

**OFFICE OF THE SANGGUNIANG PANLUNGSOD**

**CITY ORDINANCE NO. CO 35-2015**  
**Series of 2015**

**AN ORDINANCE CREATING THE AGRICULTURAL ENGINEERING SECTION UNDER THE CITY AGRICULTURE OFFICE OF THE CITY OF BACOR, THE UNITS AND THE POSITIONS UNDER THE SAID SECTION AS WELL AS DETERMINING POWER, DUTIES AND FUNCTIONS OF THE SAID SECTION.**

Sponsored by: Hon. Miguel N. Bautista, Hon. Rowena Bautista-Mendiola, Hon. Venus D. De Castro, Hon. Bayani M. De Leon, Hon. Leandro A. De Leon, Hon. Edwin G. Gawaran, Hon. Hernando C. Gutierrez, Hon. Victorio L. Guerrero, Jr., Hon. Roberto R. Javier, Hon. Gaudencio P. Nolasco, and Hon. Reynaldo D. Palabrica.

**WHEREAS**, Section 443 (C) (2) of Republic Act No. 7160 (otherwise known as the Local Government Code of 1991) empowers the Sangguniang Panlungsod to create such other offices as may be necessary to carry out the purposes of the city government;

**WHEREAS**, Section 447 (a) (1) (vii and viii) of the same Code likewise authorizes the Sangguniang Panlungsod to determine the positions, power duties and salaries of officials and employees of the City Government;

**WHEREAS**, Section 29 of Republic Act No. 10601 otherwise known as "**Agricultural and Fisheries Mechanization Law**" mandates all 1<sup>st</sup> class to 3<sup>rd</sup> class city and municipal local government units to create an Agricultural Engineering Section under the City Agriculture Office. Being a first-class city, the City of Bacoor is covered in the implementation of the said law;

**WHEREAS**, the Department of the Interior and Local Government (DILG) pursuant to the implementation of R.A. No. 8559, otherwise known as the Philippine Agricultural Engineering Act of 1998 have issued Memorandum Circulars No. 2008-167 and 2012-128, the "Institutionalization of the Practice of Agricultural Engineering in the LGUs";

**WHEREAS**, providing agricultural engineering services is vital and necessary in the development and modernization of agriculture and fisheries, and the implementation of the Food Security Program of the City;

**NOW THEREFORE, BE IT ORDAINED BY THE SANGGUNIANG PANLUNGSOD OF BACOR IN REGULAR SESSION ASSEMBLED THAT:**

**Section 1. Creation of Agricultural Engineering Section.** There shall be created an Agricultural Engineering Section under the City Agriculture Office in the Local Government Unit of Bacoor. The Section shall be headed by a Section Chief (Engineer III), who must be a registered and licensed agricultural engineer and shall be appointed by the City Mayor. The Agricultural Engineering Section shall have three units namely: a) Programs and Project Management Unit; b) Engineering Plans, Designs and Specifications Unit; and c) Standards, Regulations and Enforcement Unit. Each of the Units shall be headed by an employee designated as Engineer II who must be a registered and licensed Agricultural Engineer. Administrative Support Staff shall likewise be provided to the Section.

**ABSENT**  
District I:  
HON. AVELINO B. SOLIS  
City Councilor

HON. EDWIN G. GAWARAN  
City Councilor

HON. MIGUEL N. BAUTISTA  
City Councilor

HON. ROWENA BAUTISTA - MENDIOLA  
City Councilor

**ABSENT**  
HON. REYNALDO M. FABIAN  
City Councilor

HON. VENUS D. DE CASTRO  
City Councilor

**ABSENT**  
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HON. VICTORIO L. GUERRERO, JR.  
City Councilor - ABC Pres.

Attested by:  
ATTY. KHAID A. ATEGA, JR.  
Sangguniang Panlungsod Secretary

Certified by:  
HON. CATHERINE S. EVARISTO  
City Vice Mayor/Presiding Officer

Approved by:  
HON. STRIKE B. REVILLA  
City Mayor



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**Section 2. Powers, Duties and Functions of the Section.** The Agricultural Engineering Section shall be responsible for the planning, coordinating, regulating and implementation of the city agricultural and fisheries engineering, mechanization and infrastructure programs and projects and shall have the following duties and functions:

- a) Provide agricultural engineering services which include engineering survey, preparation and evaluation of plans, designs, technical specifications, feasibility studies and cost estimates/programs of work of irrigation, small water impounding, soil conservation and management, farm machinery, slaughterhouses, poultry dressing plants, postharvest facilities, auction markets, farm-to-market roads, agricultural and fisheries infrastructure and other agri-fisheries engineering projects of the city government;
- b) Administer, supervise and coordinate the construction, operation, maintenance, improvement and management of irrigation, small water impounding, soil and water conservation structures and facilities, farm machinery, postharvest facilities, auction markets, farm-to-market roads, agricultural and fisheries infrastructure and other agricultural and fisheries engineering projects of the city government;
- c) Formulate city plans and programs on agricultural infrastructures, irrigation, agricultural and fishery mechanization, postharvest facilities, agro-processing development and other agricultural and fishery engineering concerns in coordination with the provincial local government units and concerned national government agencies;
- d) Undertake the registration of agri-fishery machinery and facilities, and enforcement of the Philippine Agricultural Engineering Standards and other agri-fishery engineering regulatory activities at the city level in coordination and collaboration with the Provincial Agricultural Engineering Division and/or concerned national government agencies. For this purpose, maintain a City Registry of agricultural and fishery machinery of all registered agricultural and fishery machinery owners, manufacturers and distributors;
- e) Provide technical assistance to the City Building Officials in the evaluation and processing of permits and certificate of occupancy of agricultural and fishery buildings relative to the implementation and enforcement of R.A. No. 8559 and the Philippine Agricultural Engineering Standards in the National Building Code.
- f) Coordinate with the Provincial Agricultural Engineering Division and concerned national government agencies with regard to the implementation of national government programs and projects on irrigation, farm mechanization, postharvest facilities, farm-to-market roads and agricultural and fisheries infrastructure;

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- g) Be in the frontline of the delivery of basic agricultural engineering services;
- h) Formulate and implement a city agricultural and fisheries engineering training and extension program specifically on the installation, operation and maintenance of their irrigation, postharvest facilities, agricultural and fishery machinery projects in coordination with the agriculture and fisheries extension workers;
- i) Undertake and/or coordinate the pilot testing and commercialization of matured agricultural and fisheries engineering technologies;
- j) Act as Vice Chairperson and head of the Secretariat of the City Agricultural and Fisheries Mechanization (AFMech) Committee, and shall provide assistance in the organization and operation of the City Agricultural and Fisheries Mechanization, as well as in engaging the technical assistance and support the local chapters of the Philippine Society of Agricultural Engineers in the local implementation of agri-fisheries mechanization and infrastructure projects; and
- k) Exercise such other powers and perform such other duties and functions as may be prescribed by law or ordinance.

**Section 3. Duties and Functions of Programs and Project Management Unit.** The Programs and Project Management Section shall coordinate, oversee and monitor the planning and implementation of the City Agricultural and fisheries engineering programs and projects. Specifically, the Unit shall:

- a) Formulate and update the City Agricultural and Fisheries Mechanization Program (MAFMP) and other agricultural and fishery engineering plans and programs, and supervise and monitor the construction, operation and maintenance for farm-to-market roads, irrigation, postharvest facilities and other agricultural and fisheries infrastructure and engineering projects of the city government;
- b) Conduct inspection, testing and evaluation of agricultural and fisheries machineries and equipment procured by the city government in coordination and collaboration with the DA Regional Agricultural Engineering Section;
- c) Coordinate with the Provincial Agricultural Engineering Division and other concerned national government agencies on the implementation of nationally funded projects on agricultural engineering;
- d) Evaluate programs, projects and feasibility studies on irrigation, infrastructure, agricultural mechanization, post

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harvest facilities, agro-processing and other related projects for funding purposes;

- e) Formulate and implement a city agri-fisheries engineering training and extension program such as on the installation, operation and maintenance of their irrigation, postharvest facilities, agricultural and fishery machinery projects in coordination with the agriculture and fisheries extension workers;
- f) Provide assistance in the organization and operation of the City AFMech Committee, as well as in engaging the technical assistance and support the local chapters of the Philippine Society of Agricultural Engineers in the local implementation of agri-fisheries mechanization and infrastructure projects;

**Section 4. Duties and Functions of the Planning, Design and Specification Unit.** The Planning, Design and Specification Section shall prepare, evaluate, validate, and recommend engineering plans, designs, technical specifications and cost estimates on agricultural and fisheries mechanization, irrigation, postharvest facilities, farm-to-market roads and other agricultural and fishery infrastructure and engineering . Specifically, the Section shall: a) Prepare agricultural engineering designs based on the Philippine Agricultural Engineering Standards (PAES) or any acceptable standards in coordination with other concerned agencies; and b) review, evaluate and recommend agricultural and fisheries engineering designs and technical specifications;

**Section 5. Duties and Functions of the Standards, Regulations and Enforcement Unit** – The Standards, Regulations and Enforcement Section shall facilitate and monitor at the city level the accreditation, registration scheme for agriculture and fishery machinery, tools and equipment, and the enforcement of the PAES in coordination with the Provincial Agricultural Engineering Division and other concerned national government agencies. Specifically, the Section shall:

- a) Coordinate and monitor enforcement of the Philippine Agricultural Engineering Standards at the city level;
- b) Undertake the registration and licensing of all agricultural machinery, equipment and facilities and other and dated regulatory activities;
- c) Provide assistance to the Provincial Agricultural Engineering Division and the DA Regional Agricultural Engineering Section on the processing and issuance of permits to operate small and medium sized agricultural and fishery machinery and equipment manufacturer, fabricators, assemblers and importers;
- d) Maintain and regularly update a city data bank on irrigation, postharvest, agricultural machinery and agricultural infrastructure project and the registry of agricultural and fishery machinery;
- e) Provide assistance to the Local Building Officials in the evaluation and processing of permits application and certificate of

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occupancy of agricultural buildings and structures to ensure the enforcement, of PAES and Section 21 of R.A. No. 8559 in the National Building Code of the Philippines;

**Section 6. Creation of Agricultural Engineer Plantilla Positions** – There shall be a minimum of ten (10) Agricultural Engineering Plantilla positions to be created in the Agricultural Engineering Section, as follows:

Position	Salary Grade	Number
Engineer III	SG-19	1
Engineer II	SG-16	3**
Engineer I	SG-12	6

\*\*One position in each of the three Units of the Section to be allocated

**Section 7. Duties and Responsibilities of the Agricultural Engineer positions** – As prescribed by DBM Budget Circular No. 02, Series of 2003, the duties and responsibilities of the Agricultural Engineer positions are as follows:

**Engineer III** – Under general supervision, supervises and participates in the work of lower level agricultural engineers in a section, or plans and designs or supervises the construction, operation and maintenance of a variety of very complicated or non-standard agricultural facilities and does related works, conducts feasibility studies of greater magnitude such as management of agricultural machinery service centers.

**Engineer II** – Under general supervision, performs professional agricultural engineering work such as planning and designing plans for complicated agricultural facilities and systems such as rice/corn mills, small water impounding projects, sprinkler irrigations systems and slaughter houses, farm-to-market roads determining the technical specifications and detailed cost estimates thereof, drafting the program of work; overseeing the construction/fabrication; installation or alteration of such facilities and systems' testing, inspection and evaluation of finished work to determine conformance to plans and specifications; conducting feasibility studies for funding purposes; conducting agricultural machinery performance testing and evaluation.

**Section 8. Qualification Standards.** The various level of Agricultural Engineer positions in the Section, Engineers I, II, and III shall be in accordance with the civil service laws and rules and that the appointee shall have met the following qualification standards set by the Civil Service Commission Resolution No. 100759 and Rule 29.1(d) of the Implementing Rules and Regulations of R.A. No. 10601:

Position Title	Education	Experience	Training	Eligibility
Engineer I (Agricultural) SG -12	Bachelor's degree relevant to the job	None Required	None Required	R.A.1080 (Agricultural Engineer)
Engineer II (Agricultural) SG-16	Bachelor's degree relevant to the job	1 of year relevant experience	4 hours relevant training	R.A. 1080 (Agricultural Engineer)
Engineer III (Agricultural) SG - 19	Bachelor's degree relevant to the job	2 years of relevant experience	8 hours relevant training	R.A. 1080 (Agricultural Engineer)

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Sangguniang Panlungsod Secretary

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HON. CATHERINE S. EVARISTO  
City Vice Mayor/Presiding Officer

Approved by:

HON. STRIKE B. REVILLA  
City Mayor

**Section 9. Initial Manpower Complement of the Section.** The City Mayor shall immediately designate registered and licensed agricultural engineers presently employed at the City Agricultural Office who shall temporarily act on the duties and responsibilities prescribed in each position under the said Section. The Human Resource Management Officer shall immediately prepare the necessary documents for the reallocation or reclassification of Agriculturist or Agricultural Technologist positions of the said Agricultural Engineers into various level of Agricultural Engineer position in accordance with DBM Budget Circular No. 2003-03 which will form part in the plantilla positions of the Section.

**Section 10. Funding.** The funding necessary for the implementation of this Ordinance shall be included by the City Budget Officer in the proposed Annual Appropriation of the city government starting in 2016.

**Section 11. Appointments.** The various positions created hereunder shall depend on the availability of funds, the compatibility of such appointments to the plans and programs of the city government and on the discretion of the City Mayor.

**Section 12. Effectivity.** This Ordinance shall take effect upon its posting in at least two (2) conspicuous places within the City of Bacoor and publication in a newspaper of general circulation within the City of Bacoor.

**ORDAINED FINALLY**, that the Civil Service Commission, City Budget Office, Office of the City Mayor, Office of the City Treasurer, and the Human Resources Development and Management Department (HRDMD) shall be furnished copies of this Ordinance.

**ENACTED** this 3<sup>rd</sup> day of August 2015 by the Sangguniang Panlungsod of Bacoor, Province of Cavite in regular session duly assembled.

**I HEREBY CERTIFY** to the correctness of the foregoing ordinance and that it has been duly approved in accordance with law.

Certified by:

HON. CATHERINE SARINO-EVARISTO  
City Vice Mayor/Presiding Officer



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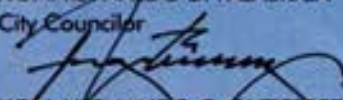
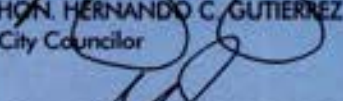
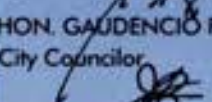
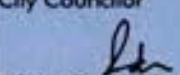
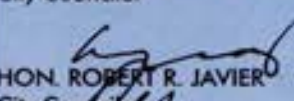
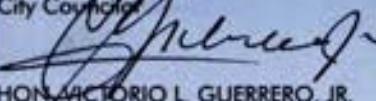
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Sangguniang Panlungsod Secretary


Approved by:

  
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