



Office of the Sangguniang Panlungsod

**CITY ORDINANCE NO. 288-2023
Series of 2023**

AN ORDINANCE CREATING THE OFFICE OF ARCHITECTURAL PLANNING AND DESIGN OF THE CITY OF BACOR, FORMULATING ITS ORGANIZATIONAL STRUCTURE AND ENUMERATING ITS POWERS AND DUTIES PURSUANT TO PERTINENT PROVISIONS OF LAW AND PREVAILING CIVIL SERVICE REGULATIONS.

Sponsored by:

Hon. Rogelio M. Nolasco

Co-Sponsored by:

Hon. Roberto L. Advincula, Hon. Ramon N. Bautista, Hon. Simplicio G. Dominguez, Hon. Mac Raven Espiritu, Hon. Catherine S. Evaristo, Hon. Reynaldo M. Fabian, Hon. Adrielito G. Gawaran, Hon. Victorio L. Guerrero, Jr., Hon. Alejandro F. Gutierrez, Alde Joselito F. Pagulayan, Hon. Michael E. Solis and Hon. Levy M. Tela.

WHEREAS, the various provisions of the Government Procurement Reform Act (Republic Act No. 9184) mandate that no government building project may be subjected to bidding, awarded, or constructed without detailed architectural plans being made available first.

WHEREAS, the commencement of many infrastructure projects in the City of Bacoor, Cavite are being delayed because there is no department dedicated for the preparation of architectural designs for all public structures to be constructed by the city government. While there are licensed architects in the plantilla of various departments under the Mayor's Office, they are currently performing other equally important duties that are not related to architectural work.

WHEREAS, Article IV, Section 11, (a), (1) (vii) and (viii) of Republic Act No. 10160 (the "Charter of the City of Bacoor") empowered the Sangguniang Panlungsod to determine the powers and duties of officials and employees of the City subject to the provisions of the Local Government Code of 1991 and other pertinent laws and to determine the positions and the salaries, wages, allowances and other emoluments and benefits of officials and employees paid wholly or mainly from city funds and provide for expenditures necessary for the proper conduct of programs, projects, services and activities of the city government.

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City Councilor

HON. RAMON N. BAUTISTA
Aga ng mga Barangay President

HON. MAC RAVEN ESPIRITU
iK Federation President

Attested by:
ATTY. KHALID A. PEÑA, JR.
Sangguniang Panlungsod Secretary

Certified by:
HON. REYNALDO D. PALABRICA
City Councilor/President Pro-Tempore

Approved by:
HON. STRIKE B. REVILLA
City Mayor



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WHEREAS, Title III, Section 76 of the Local Government Code of 1991 (Republic Act No. 7160) provides that every local government unit shall 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 City Mayor, Hon. Strike B. Revilla, formally requested the Sangguniang Panlungsod to create the Office of Architectural Planning and Design pursuant to Article VII, Section 41 of the Charter of the City of Bacoor.

NOW THEREFORE, be it **ORDAINED** by the 5th Sangguniang Panlungsod of the City of Bacoor, Cavite that:

Section 1. Creation of the Office of Architectural Planning and Design. A new department under the Office of the City Mayor to be known as the **OFFICE OF ARCHITECTURAL PLANNING AND DESIGN**.

Section 2. Qualifications, Compensation, and Emoluments of the City Government Department Head I. The City Government Department Head I and shall have a salary grade of 25 and will head the Office of Architectural Planning and Design upon his/her appointment by the City Mayor. The City Government Department Head I will be deemed a permanent employee of the city government upon his/her appointment. He/she must be a citizen of the Philippines, a resident of the City of Bacoor, of good moral character and a duly licensed architect. He/she must also have practiced the profession that involves management and supervision and must have at least thirty-two (32) hours relevant training immediately preceding the date of the appointment. The City Government Department Head I shall receive such compensation, emoluments and allowances as may be determined by law or by civil service regulations.

Section 3. Duties and Functions of the City Government Department Head I. The City Government Department Head I shall take charge of the Office of Architectural Planning and Design and shall:

- (1) Formulate measures for the consideration of the Sangguniang Panlungsod and provide technical assistance and support to the City Mayor in carrying out measures to ensure the delivery of basic services and the provision of adequate facilities relative to architectural planning and design;

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SK Federation President

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Sangguniang Panlungsod Secretary

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HON. MARIEVEN HERBITU
JK Federation President

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HON. KHALED A. ATIGA, JR.
Sangguniang Panlungsod Secretary

Certified by:

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City Councilor/President Pro-Tempore

Approved by:

HON. STRINE B. REVILLA
City Mayor

(2) Develop plans and strategies and, upon approval thereof by the City Mayor, implement the same, particularly those which have to do with architecture planning and projects, which the City Mayor is empowered to implement and which the sangguniang panlungsod is empowered to provide for under the Local Government Code of 1991;

(3) Prepare and recommend for consideration of the Sanggunian the architectural plan and design for the local government unit or a part thereof including the renewal of slums and blighted areas, land reclamation activities the greening of land and appropriate planning of marine and foreshore areas;

(4) Review and recommend for appropriate action of the Sanggunian or the City Mayor the architectural plans and designs submitted by governmental and non-governmental entities or individuals, particularly those for undeveloped, underdeveloped and poorly designed areas;

(5) Coordinate with government and non-government entities and individuals involved in the aesthetics and maximum utilization of the land and water within the jurisdiction of the government unit, compatible with the environmental integrity and ecological balance;

(6) Be in the frontline of the delivery of services involving architectural planning and design, particularly those related to the redesigning of spatial distribution of basic facilities and physical structures during and in the aftermath of man-made and natural disasters or calamities;

(7) Recommend to the Sangguniang Panlungsod and advise the City Mayor on all other matters relative to architectural planning and design as it relates to the total socio-economic development of the City; and

(8) Perform such other duties and functions and exercise such other powers as provided for under the Local Government Code of 1991, those that are prescribed by law or



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ordinance, or as may be ordered by the City Mayor.

Section 4. Creation of the Position of the City Government Assistant Department Head I. The position of the City Government Assistant Department Head I with a salary grade of SG-23 is hereby created. The City Government Assistant Department Head I shall be appointed by the City Mayor and shall have the following qualifications, to wit:

Education	Relevant Bachelor's Degree
Work Experience	3 years relevant experience
Training	At least 16 hours of relevant training
Eligibility	Board Passer, R.A. 1080

He/she shall automatically perform the various duties and functions of the City Government Department Head I whenever the latter is unavailable, indisposed, suspended, or on leave without need of any written order from the City Mayor. The City Government Assistant Department Head I shall receive such compensation, emoluments and allowances as may be determined by law or by civil service regulations.

Section 5. Creation of Two (2) Plantilla Positions for Draftsman; Duties and Functions. Two plantilla positions for Draftsman III under the Office of Architectural Planning and Design are hereby created. Both shall be permanent positions to be appointed by the City Mayor and shall have a salary grade of 11. They shall possess all the qualifications and none of the disqualifications for the said position as mandated by the Civil Service Commission. They shall be responsible in drafting the conceptual designs and illustrations of perspective drawings, maps, charts, visual aids and other related materials structural and other physical/ infrastructure plans prepared by the City Government Department Head I or by the City Government Assistant Department Head I. The persons to be appointed to the said positions shall perform such other duties and functions that may be assigned to them by the City Government Department Head I or by the City Mayor.

Section 6. Creation of Two (2) Plantilla Positions for Administrative Aide IV (Clerk II); Duties and Functions. Two plantilla positions for Administrative Aide IV (Clerk II) under the Office of Architectural Planning and Design are hereby created. Both shall be permanent positions to be

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 ION. MACRAVEN EMBRITU
K Federation President

Attested by:
 CITY. KHALID A. ATSEA, JR.
Sangguniang Panlungsod Secretary
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Approved by:
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City Mayor

appointed by the City Mayor and shall have a salary grade of 4. They shall possess all the qualifications and none of the disqualifications for the said position as mandated by the Civil Service Commission. They shall be responsible in safeguarding, printing, filing, recording, and photocopying all drawings, maps, charts, visual aids and other related materials structural and other physical/ infrastructure plans prepared by the City Government Department Head I or by the City Government Assistant Department Head I. The persons to be appointed to the said positions shall perform such other duties and functions that may be assigned to them by the City Government Department Head I or by the City Mayor.

Section 7. Authority to Engage in Limited Private Practice of Profession. In order to help the City Government Department Head I and the City Government Assistant Department Head I to keep themselves abreast in the latest developments in the field of architecture, they are both authorized to engage in the limited private practice of their profession subject to the written permission of the City Mayor and pursuant to relevant civil service regulations.

Section 8. Repeal. All ordinances, resolutions, or executive orders inconsistent with the provisions of this Ordinance are hereby repealed or modified accordingly.

Section 9. Separability Clause. If any provision of this ordinance or the application thereof to any person or circumstance is held invalid, the remainder of the ordinance, and the application of such provision to other persons or circumstances, shall not be affected thereby.

Section 10. Effectivity. This ordinance shall take effect immediately after its publication in a newspaper of general circulation.

APPROVED this 29th day of May 2023 at the City of Bacoor, Cavite.

I hereby certify that the foregoing Ordinance is correct and accurate and that it was passed in accordance with law.

Certified by:

HON. REYNALDO D. PALABRICA
City Councilor / Acting Presiding Officer



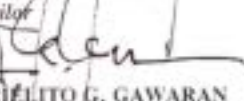
Republic of the Philippines
Province of Cavite
CITY OF BACOR

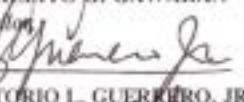
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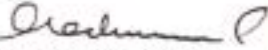

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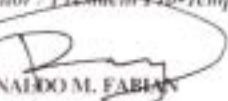

HON. ALEJANDRO T. GUTIERREZ
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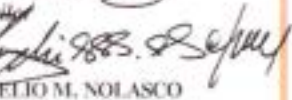

HON. LEVY M. TELA
City Councilor

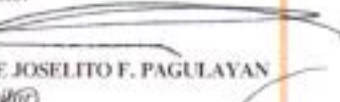
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Sangguniang Panlungsod Secretary

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City Councilor/President Pro-Tempore

Approved by:

HON. STRIKE B. REVILLA
City Mayor

Attested by:


ATTY. KHALID A. ATEGA JR.
Sangguniang Panlungsod Secretary

Approved by:


HON. STRIKE B. REVILLA
City Mayor

Date of Approval: 14 JUN 2023