



**Republic of the Philippines  
CITY COUNCIL  
City of Manila**

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REGULAR SESSION NO. 67

11<sup>TH</sup> CITY COUNCIL

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**Begun and held in the City Council on Monday,  
the twentieth day of July, Two Thousand Twenty**

**ORDINANCE NO. 8656**

**AN ORDINANCE ABOLISHING SOME POSITIONS TO GIVE WAY TO THE  
CREATION OF MORE ESSENTIAL POSITIONS IN THE DEPARTMENT OF  
ASSESSMENT, MANILA**

PRINCIPAL AUTHORS:

**HON. JOEL R. CHUA**  
Majority Floor Leader

**HON. LUCIANO M. VELOSO**

and

**HON. ERNESTO C. ISIP, JR.**  
President Pro Tempore and  
Acting Majority Floor Leader



## PREAMBLE

WHEREAS, real property taxes are undoubtedly a major source of revenues to finance the various programs and projects of the City of Manila, as well as the delivery of basic services to its constituents;

WHEREAS, the Department of Assessment has in its custody approximately 2 Million realty tax records comprising of Tax Declarations, Field Appraisal and Assessment Sheets (FAAS) and its supporting documents covering the period from 1979 to present and therefore there is a need to protect these tax records from natural or man-made disasters which may affect and potentially damage these vital documents;

WHEREAS, change is inevitable and therefore there is a need to cope up with the trend especially now where the current digital systems have evolved over time, thus, the City of Manila is in the process of digital transformation to comply with the Ease of Doing Business subject to the health protocols required by the Inter Agency Task Force (IATF) for the Management of Emerging Infectious Diseases;

WHEREAS, in order to effectively implement the conversion of these paper-based records to digitize documents, there is a need to strengthen the Assessment Records Management Division by creating two (2) additional positions to handle the technical operation of the digitized documents. To ensure that all laws and policies governing the appraisal and assessment of real properties are properly executed a Legal Division is also imperative to be created to handle the legal matters of the department;

WHEREAS, in order to give way to the creation of these new positions which we think are very essential during this time of digital transformation, thirteen (13) regular plantilla items which are hardly being filled up due to existing CSC requirements under R. A. 9646, known as the "Real Estate Service Act" shall be abolished for the purpose: NOW, THEREFORE,

Be it ordained by the City Council of Manila, in session assembled, *THAT*:

**SECTION 1. New Plantilla Positions.** - The following new positions are hereby created under the Department of Assessment.

TITLE OF POSITION	SALARY GRADE	PROPOSED RATE PER ANNUM
Attorney V	25	PhP. 1,140,996.00
Attorney III	21	693,660.00
Information Technology Officer II	22	783,828.00
Information Technology Officer I	19	543,228.00
Administrative Aide IV (Book Binder II)	4	158,568.00
Administrative Aide I (Utility Worker I)	1	132,816.00
Administrative Aide I (Utility Worker I)	1	132,816.00
Administrative Aide I (Utility Worker I)	1	132,816.00
Administrative Aide I (Utility Worker I)	1	132,816.00
Administrative Aide I (Utility Worker I)	1	132,816.00
<b>TOTAL</b>		<b>PhP. 3,984,360.00</b>

**SEC. 2. Abolished Plantilla Positions.** – The following positions are hereby abolished under the Department of Assessment.

Item no. (Ord. 8585)	TITLE OF POSITION	SALARY GRADE	RAPE PER ANNUM
50	Assessment Clerk I	4	PhP. 158,568.00
89	Local Assessment Operations Officer I	11	249,048.00
90	Local Assessment Operations Officer I	11	249,048.00
91	Local Assessment Operations Officer I	11	249,048.00
94	Local Assessment Operations Officer I	11	249,048.00
95	Local Assessment Operations Officer I	11	249,048.00
88	Local Assessment Operations Officer II	15	366,372.00
106	Local Assessment Operations Officer II	15	366,372.00
107	Local Assessment Operations Officer II	15	366,372.00
109	Local Assessment Operations Officer II	15	366,372.00
110	Local Assessment Operations Officer II	15	366,372.00
111	Local Assessment Operations Officer II	15	366,372.00
139	Local Assessment Operations Officer II	15	366,372.00
	<b>TOTAL</b>		<b>PhP. 3,968,412.00</b>

**SEC. 3. Qualifications, Powers and Duties/Responsibilities.** – The qualifications, powers, duties and responsibilities of the herein enumerated positions shall be based on the provisions of the Local Government Code, Civil Service Commission (CSC) and other relevant laws.

**SEC. 4. Appointment.** – The employment and appointment of the individuals for herein subject positions shall be within the qualification standard and guidelines set by the Civil Service Commission (CSC) and other relevant agencies.


**SEC. 5. Appropriation of Funds.** – Funds necessary for the creation of the nine (9) new regular plantilla positions shall be sourced from available funds of existing thirteen (13) regular plantilla items to be abolished for this purpose as provided for under the 2020 Executive Budget. Further, the herein subject positions shall be automatically funded through the succeeding Annual City Budget as part of the plantilla of personnel of the Department of Assessment.

**SEC. 6. Repealing Clause.** – All other local laws, decrees, orders, issuances, rules and regulations which are inconsistent with the provision of this Ordinance are hereby repealed, amended or modified accordingly.

**SEC. 7. Effectivity Clause.** – This Ordinance shall take effect upon its approval.

This Ordinance was finally enacted by the City Council of Manila on July 20, 2020.

PRESIDED BY:

  
**MARIA SHEILAH "Honey" LACUNA-PANGAN, MD, FPDS**  
Vice-Mayor and Presiding Officer  
City Council, Manila

ATTESTED:

  
**LUCH R. GEMPIS, JR.**  
City Government Department Head III  
(Secretary to the City Council)

APPROVED BY HIS HONOR, THE MAYOR, ON

JUL 29 2020

  
**FRANCISCO "Isko Moreno" DOMAGOSO**  
Mayor  
City of Manila

ATTESTED:

  
**BERNARDITO C. ANG**  
City Government Department Head III  
(Secretary to the Mayor)

RNF: rnb/jhb/rmd/kjm/jmt/eee