



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

REGULAR SESSION NO. 162

12TH CITY COUNCIL

**Begun and held in the City Council on Tuesday,
the twenty-fourth day of September, Two Thousand Twenty-Four**

ORDINANCE NO. 9076

AN ORDINANCE CREATING THE POSITION OF CITY GOVERNMENT DEPARTMENT HEAD III – PUBLIC EMPLOYMENT SERVICE OFFICE MANAGER (PESO MANAGER), UNDER THE OFFICE OF THE MAYOR – MANILA PUBLIC EMPLOYMENT SERVICE OFFICE IN COMPLIANCE WITH CIVIL SERVICE COMMISSION RESOLUTION NO. 1900905 PROMULGATED ON AUGUST 6, 2019 AND FOR OTHER PURPOSES

SPONSORED BY:

HON. ERNESTO C. ISIP, JR.
Majority Floor Leader



EXPLANATORY NOTE

Section 458 of Republic Act No. 7160 otherwise known as the Local Government Code of 1991, empowers the Sangguniang Panlungsod to create and determine positions in the local government unit to provide for its needs for the general welfare of the city and its inhabitants.

Civil Service Commission (CSC) Memorandum Circular No. 20, Series of 2019 states that, pursuant to CSC Resolution No. 1900905 promulgated on August 6, 2019, the Commission approved the amendment of the qualification standards (QS) for the various positions under the Labor and Employment group in the local government units (LGUs), and the new QS for Department Head and Assistant Department Head positions in the Public Employment Service Office (PESO) positions in the LGUs pursuant to Republic Act No. 8759, as amended by Republic Act No. 10691, to wit:

POSITION	SALARY GRADE	LEVEL	EDUCATION	EXPERIENCE	TRAINING	ELIGIBILITY	OTHER REMARKS
City Government Department Head III (PESO Manager)	27	2	Bachelor's Degree preferably in any of the following: Operations Management (OM); Human Resource Management (HRM) Human Resource Development; and/or allied fields	5 years of supervisory/management experience in program management relative to employment facilitation	None Required	Career Service (Professional)/Second Level Eligibility	With parenthetical position of PESO Manager For special cities only (Manila and Quezon City) Including the requirement of Filipino Citizenship, of good moral character and a resident of the Local Government Unit concerned as provided for in the Local Government Code of 1991 Concurrence of the Local Sanggunian shall be required for appointment to Local Government Department Head position as provided for under R.A. No. 7160 (Local Government Code of 1991)

Paragraphs 4 and 5 of the Civil Service Commission Resolution No. 1900905, provides that:

"WHEREAS, Section 3 of Republic Act No. 8759, as amended by Republic Act No. 10691, otherwise known as the "Public Employment Service Office Act of 1999" provides that there shall be established in all provinces, cities, and municipalities a Public Employment Service Office, hereinafter referred to as "PESO", which shall be operated and maintained by local government units (LGUs). The PESOs shall be linked to the regional offices of the Department of Labor and Employment (DOLE) for coordination and technical supervision, and to the DOLE central office, to constitute the national public employment service network."

"The PESO shall be under the office of the governor, city or municipal mayor. The PESO shall be initially organized by and composed of a PESO manager and may be assisted by a labor and employment officer (LEO) as may be determined by the LGU."

Section 2 of CSC Resolution No. 1900905 – Functions and Salary Grade of LGU Department Head (PESO Manager) states:

- " **1. Functions.** The primary function of the PESO Manager is to manage all technical, and administrative activities of the PESO.
 - a. Develop action plans, proposals, and other documents needed in the implementation of programs and services.
 - b. Identify training needs and arrange staff training as needed (i.e in-house or block release) training staff, or delegating to appropriate unit/staff.
 - c. Responsible for informal stages of staff discipline, including coaching and counseling.
 - d. Maintain a systematic process flow to ensure the effective and efficient management of the office and avoid complaints from clients.
 - e. Conduct reviews of daily procedures being implemented in order to update and trim down unnecessary processes and carry out remedial action.
 - f. Maintain effective communication with the Local Executives to appraise and provide recommendations for policy directions.

- 2. Salary grade of LGU Department Head (PESO Manager).** The salary grade of PESO Manager shall be equivalent to that of a Department Head according to the income classification of the LGU."


The Public Employment Service Office was created by virtue of Manila City Ordinance No. 8166 also known as "AN ORDINANCE CREATING A MANILA PUBLIC EMPLOYMENT SERVICE OFFICE (PESO) TO IMPLEMENT THE EMPLOYMENT PROGRAMS OF THE CITY GOVERNMENT AS ENACTED BY LAW UNDER REPUBLIC ACT NO. 8759 PROVIDING FOR ITS FUNCTIONS AND TO APPROPRIATE THE SUM OF TEN MILLION PESOS (PHP 10,000,000.00) FOR ITS INITIAL OPERATION" and was enacted by the City Council of Manila on July 8, 2008.

On September 10, 2024, the City Legal Office issued its legal opinion stating that it is timely to create the position of City Government Department Head III – Public Employment Service Office Manager (PESO Manager) under the Office of the Mayor – Manila Public Employment Service Office.



Also on September 10, 2024, the City Budget Office issued its recommendation and interposes no objection on the subject matter.

In view of the foregoing, I seek the support of my colleagues for the approval of this proposed Ordinance.


HON. ERNESTO C. ISIP, JR.
Majority Floor Leader
Councilor, Third District
Manila



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

SECTION 1. Declaration of Policy. – It is hereby declared the policy of the City Government of Manila to faithfully observe the overriding goal of improving the delivery of vital services in terms of quality, scope, speed, accountability and affordability.

The city and its instrumentalities must promote focused use of limited resources on core functions and programs, while simultaneously cutting and scaling-down, phasing-out or abolishing non-core tasks.

SEC. 2. Purpose. – To meet the needs of the present demands of a very functional and responsive component of the Office of the Mayor – the Manila Public Employment Service Office (PESO).

SEC. 3. Creation of New Position. – The hereunder new plantilla position is hereby created to effect the purpose of this Ordinance:

POSITION	City Government Department Head III – Public Employment Service Office Manager (PESO Manager)
SALARY GRADE	27
OFFICE	Office of the Mayor – Manila Public Employment Service Office

SEC. 4. Qualifications, Powers and Duties/Responsibilities. – The qualifications, powers, duties and responsibilities of the herein stated position shall be based on the provisions of the Local Government Code and Civil Service Commission (CSC) laws, rules and regulations.

SEC. 5. Appointments. – The appointment for the herein mentioned position shall be within the qualification standards prescribed by the Civil Service Commission (CSC) and other relevant laws.

SEC. 6. Abolished Plantilla Positions. – For implementation of this Ordinance, the following are hereby abolished under the Office of the Mayor:

OFFICE	POSITION TITLE	QUANTITY	ITEM NO. FY 2024 EXECUTIVE BUDGET	SALARY GRADE	AMOUNT (INCLUDING MANDATORIES)	ACTION
Manila Public Employment Service Office	Psychologist I	1	165	11	527,798.88	Abolition
Office of the Secretary to the Mayor	City Government Assistant Department Head III	1	44	25	1,764,311.52	This position shall be automatically abolished once the position is vacant.

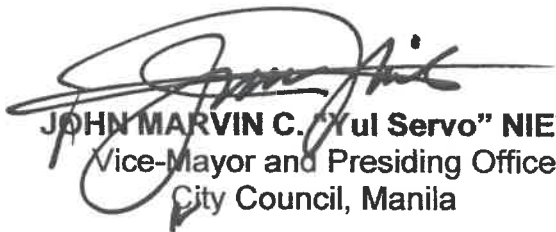
SEC. 7. Appropriations. – The amount necessary for the effective and continuous implementation of this Ordinance shall be sourced from the FY 2024 Executive Budget and succeeding appropriation ordinances.

SEC. 8. Repealing Clause. – All ordinances, rules and regulations or parts thereof inconsistent with the provisions of this Ordinance are hereby repealed or modified accordingly.

SEC. 9. Effectivity Clause. – This Ordinance shall take effect immediately upon its approval and the position of City Government Department Head III – Public Employment Service Office Manager (PESO Manager) shall be included under the Office of the Mayor – Manila Public Employment Service Office as head of the said office.

This Ordinance was finally enacted by the City Council of Manila on September 24, 2024.

PRESIDED BY:


JOHN MARVIN C. "Yul Servo" NIETO
Vice-Mayor and Presiding Officer
City Council, Manila

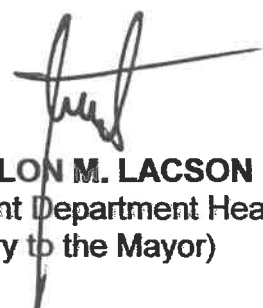
ATTESTED:


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

APPROVED BY HIS HONOR, THE MAYOR, ON OCT 07 2024.


MARIA SHEILAH "Honey" H. LACUNA-PANGAN, MD, FPDS
Mayor
City of Manila

ATTESTED:


ATTY. MARLON M. LACSON
City Government Department Head III
(Secretary to the Mayor)

JMG/RRB: jhb/agn/eys