



Republic of the Philippines  
PROVINCE OF BATANES  
BASCO  
OFFICE OF THE SECRETARY TO THE SANGGUNIANG PANLALAWIGAN

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28 January 2021

**ATTY. FLODELIZA C. VARGAS-TRINIDAD**

Director

Office of the National Administrative Register (ONAR)

University of the Philippines Law Center

Bocobo Hall, Osmeña Avenue, Diliman, Quezon City

Email: ([onar.claw@up.edu.ph](mailto:onar.claw@up.edu.ph) or [uplawcenter.onar@gmail.com](mailto:uplawcenter.onar@gmail.com))

Madam:

Greetings!

Pursuant to Section 3, Book VII of the Administrative Code of 1987, (E.O. 292), this is to file attached certified copies of duly enacted Ordinances of the Province of Batanes, to wit:

1. Ordinance No. 2021-316, entitled: "An Ordinance Amending Section 5 of Provincial Ordinance No. 304, Series of 2020".
2. Ordinance No. 2021-317, entitled: "An Ordinance Creating Plantilla Positions of Local Legislative Staff Officer II, Local Legislative Staff Officer I, and Administrative Assistant V in the Legislative Department of the Province of Batanes and Providing Funds Therefor".

For your appropriate action.

Thank you very much.

Very truly yours,



**ANTHONY C. DE LOS SANTOS**

Secretary to the Sangguniang Panlalawigan



Republic of the Philippines  
PROVINCE OF BATANES  
BASCO

OFFICE OF THE SANGGUNIANG PANLALAWIGAN

ORDINANCE NO. 316  
Series of 2021

Sponsored by: The Joint Committees on Budget and Appropriations,  
and Personnel and Policies

AN ORDINANCE AMENDING SECTION 5 OF  
PROVINCIAL ORDINANCE NO. 304, SERIES OF 2020

**WHEREAS**, Provincial Ordinance No. 304, Series of 2020 prescribed the rates for workers hired on Job Order status in construction sector and the minimum wage earners of the Provincial Government of Batanes;

**WHEREAS**, Section 5 of Ordinance No. 304, Series of 2020 authorized the increase of minimum wage of emergency employees performing clean and green activities and office helpers from PhP250.70/day to PhP300.00/day;

**WHEREAS**, the Provincial Governor in her letter dated December 23, 2020 requested the Sangguniang Panlalawigan to differentiate the rates for emergency employees or office helpers at PhP300.00/day and clean and green laborers at PhP250.70/day;

**WHEREAS**, the minimum wage earners could hardly cope up with the high cost of living at a rate of PhP250.70 daily wage, hence this Sanggunian has considered to increase the minimum wage from the proposed PhP250.70 to PhP270.00/day;

**NOW THEREFORE**, on motion of Hon. Juan E. Redondo duly seconded by all the Honorable Sangguniang Panlalawigan Members present.

**BE IT ORDAINED** by the Sangguniang Panlalawigan of Batanes in session duly assembled that:

**SECTION 1. The Amendment.** Section 5 of Provincial Ordinance No. 304, Series of 2020 is hereby amended as follows:

**SECTION 5. The Minimum Wage Rate for Emergency Employee is hereby authorized and categorized as follows:**

	RATE
1. Emergency Employee Performing Clean and Green Activities	PhP 270.00/day
2. Emergency Employee performing as Office Helper	300.00/day

**SECTION 2. Addendum Definition for clarity.**

**Job Order** – refers to the hiring of a worker for piece work or intermittent job of short duration not exceeding six months and pay is on a daily or hourly basis. It is to be understood that the piece work or job to be performed requires special or technical skills not applicable in the agency and the same is to be accomplished under the worker's own responsibility and with minimum supervision by the hiring agency.

CERTIFIED TRUE COPY:  
ANTHONY C. DELOS SANTOS  
Secretary to the Sanggunian  
Date:

*[Handwritten signatures and initials on the right margin]*

**SECTION 2. Separability Clause.** If any provision of this Ordinance is declared unconstitutional, the same shall not affect the effectivity of the other provisions hereof.

**SECTION 3. Repealing Clause.** Any Ordinances and executive orders inconsistent herewith shall be deemed superseded and/or repealed accordingly.

**SECTION 4. Effectivity.** This Ordinance shall take effect upon approval.

**ENACTED**, this 6<sup>th</sup> day of January, 2021.

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**Voting on the foregoing Ordinance as follows:**


**Ayes:** Hon. Juan E. Redondo, Hon. Juliet P. Cataluña, Hon. Milagros Juliet F. Abas, Hon. Evelyn G. Maduro, Hon. Will Lee H. Gabotero, Hon. Benigno B. Cobico, Hon. Argel E. Hortiz & Hon. Vicenta V. Hidalgo

**Nays:** None


**Absent:** Hon. Ferdinand C. Elica

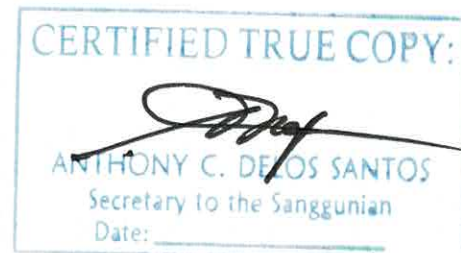
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I hereby certify that the foregoing is a true and accurate copy of the Ordinance which was duly enacted by the Sangguniang Panlalawigan of Batanes during its Special Session held on January 6, 2021.

  
**ANTHONY C. DELOS SANTOS**  
Secretary to the Sanggunian

ATTESTED TO BE DULY ENACTED:

  
**ROMEO G. ACEBES**  
Acting Provincial Vice Governor/  
Temporary Presiding Officer



*Handwritten notes and signatures on the right margin:*  
Mh  
MM  
G P  
J L  
J

CONCURRED IN:

  
JULIET P. CATALUÑA  
SP Member

  
JUAN E. REDONDO  
SP Member

(Absent-On Quarantine)  
FERDINAND C. ELICA  
SP Member

  
MILAGROS JULIET F. ABAS  
SP Member

  
EVELYN G. MADURO  
SP Member


  
WILL LEE H. GABOTERO  
PCL Federation President

  
BENIGNO B. COBICO  
Provincial LNB President

  
ARGEL E. HORTIZ  
SKP Federation President

  
VICENTA V. HIDALGO  
IPM Representative

APPROVED:

  
IGNACIO C. VILLA  
Acting Provincial Governor  
Date: 1-8-2021

OFFICE OF THE SECRETARY TO THE  
SANGGUNIANG PANLALAWIGAN  
RECEIVED  
BY: NONA  
DATE: 11 JAN 2020  
TIME: 12:00 AM

CERTIFIED TRUE COPY:  
  
ANTHONY C. DELOS SANTOS  
Secretary to the Sanggunian  
Date: \_\_\_\_\_



Republic of the Philippines  
PROVINCE OF BATANES  
BASCO  
OFFICE OF THE SANGGUNIANG PANLALAWIGAN

ORDINANCE NO. 317  
Series of 2021

Sponsored by: The Committee of the Whole

AN ORDINANCE CREATING PLANTILLA POSITIONS OF LOCAL LEGISLATIVE STAFF OFFICER II, LOCAL LEGISLATIVE STAFF OFFICER I, AND ADMINISTRATIVE ASSISTANT V IN THE LEGISLATIVE DEPARTMENT OF THE PROVINCE OF BATANES AND PROVIDING FUNDS THEREFOR

**WHEREAS**, the Office of the Vice Governor proposed for the creation of new plantilla positions to supplement the Sanggunian's manpower requirements to implement effectively and efficiently its mandate;

**WHEREAS**, the above proposed positions for creation are applicable to LGUs and are found in the Index of Occupational Services (IOS) prescribed in Local Budget Circular no. 65, dated March 18, 1996 of the Civil Service Commission (CSC);

**WHEREAS**, the general limitations on Personal Services expenditures in the Fiscal Year 2021 Annual Budget is not exceeded;


**WHEREAS**, all mandatory positions provided under R.A. 7160 have been created and provided in the Annual Budget of the province; and

**WHEREAS**, it is within the prescribed powers of the Sangguniang Panlalawigan to determine the positions and the salaries, wages, allowances and other emoluments and benefits of officials and employees paid wholly or mainly from provincial funds for the proper conduct of programs, projects, services, and activities of the provincial government pursuant to Section 468 (viii) of the Local Government Code of 1991.

**NOW THEREFORE**, be it ORDAINED by the SANGGUNIANG PANLALAWIGAN OF BATANES, that:

**Section 1. CREATION:** There shall be created plantilla positions with corresponding Salary Grades in the Legislative Department as follows:

OFFICE/ DEPARTMENT	POSITION TITLE/S	SG/STEP
1. Office of the Sangguniang Panlalawigan	-Local Legislative Staff Officer II	13/1
	-Local Legislative Staff Officer I	11/1

CERTIFIED TRUE COPY:  
  
ANTHONY C. DELOS SANTOS  
Secretary to the Sanggunian  
Date: \_\_\_\_\_

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2. Office of the Secretary to the Sangguniang Panlalawigan	-Administrative Assistant V	11/1
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**Section 2. QUALIFICATIONS:** The qualifications for the respective positions created shall be governed by the pertinent provisions of Memorandum Circular No. 1, series of 1997 (Qualification Standards) issued by the Civil Service Commission (CSC) on January 24, 1997, and other new applicable rules and regulations that the Commission may promulgate.

**Section 3. FUNCTIONS, DUTIES AND RESPONSIBILITIES:** The Provincial Human Resources Management and Development Office (PHRMDO) in coordination with the Secretary to the Sangguniang shall be responsible to define the duties and functions appropriate to the positions created which shall be contained in the position descriptions of the appointee for approval of the Local Vice Chief Executive or his duly authorized representative.

**Section 4. FUNDING:** The funding requirements corresponding to the positions created is hereby authorized to be appropriated from available funds certified by the Provincial Accountant and the Provincial Treasurer, in the Supplemental Budget of the province for Fiscal Year 2021 and Annual Budgets thereafter. The budgetary appropriations shall be provided in accordance with the prescribed policies, standards and rules on compensation and position classification in LGUs issued by the Department of Budget and Management (DBM), and other pertinent laws.

**Section 5. EFFECTIVITY:** This ordinance shall take effect upon its approval.

**ENACTED:** This 21<sup>st</sup> day of January 2021, on motion of Hon. Juan E. Redondo duly seconded by all the Honorable Sangguniang Panlalawigan Members present.

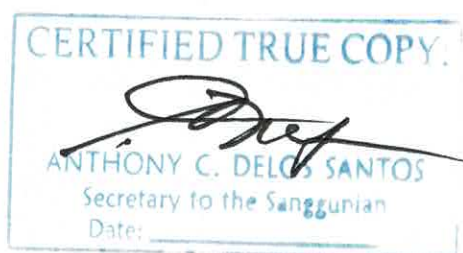
**Voting on the foregoing Ordinance as follows:**

**Ayes:** Hon. Romeo G. Acebes, Hon. Juliet P. Cataluña, Hon. Juan E. Redondo, Hon. Milagros Juliet F. Abas, Hon. Evelyn G. Maduro, Hon. Will Lee H. Gabotero, Hon. Benigno B. Cobico, Hon. Argel E. Hortiz & Hon. Vicenta V. Hidalgo

**Nays:** None

**Absent:** Hon. Ferdinand C. Elica

I hereby certify that the foregoing is a true and accurate copy of the Ordinance which was duly enacted by the Sangguniang Panlalawigan of Batanes during its Special Session held on January 21, 2021.




*Anthony C. De los Santos*  
**ANTHONY C. DE LOS SANTOS**  
 Secretary to the SP

*Handwritten notes and signatures on the right margin, including a large signature that appears to be 'Juan E. Redondo' and other illegible marks.*

*Handwritten signature at the bottom right corner.*

ATTESTED TO BE DULY ENACTED:

  
**IGNACIO C. VILLA**  
Provincial Vice Governor /  
Regular Presiding Officer

CERTIFIED TRUE COPY:  
  
**ANTHONY C. DELOS SANTOS**  
Secretary to the Sanggunian  
Date: \_\_\_\_\_

CONCURRED IN:

  
**ROMEO G. ACEBES**  
SP Member

  
**JULIET P. CATALUÑA**  
SP Member

  
**JUAN E. REDONDO**  
SP Member

(Absent)  
**FERDINAND C. ELICA**  
SP Member

  
**MILAGROS JULIET F. ABAS**  
SP Member

  
**EVELYN G. MADURO**  
SP Member

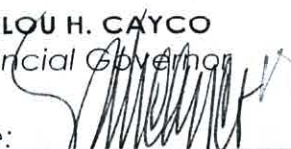
  
**WILL LEE H. GABOTERO**  
PCL Federation President

  
**BENIGNO B. COBICO**  
Provincial LNB President

  
**ARGEL E. HORTIZ**  
SKP Federation President

  
**VICENTA V. HIDALGO**  
IPM Representative

APPROVED:

  
**MARILOU H. CAYCO**  
Provincial Governor  
Date: 22 Jan. 2021

OFFICE OF THE SECRETARY TO THE  
SANGGUNIANG PANLALAWIGAN  
RECEIVED  
BY: ADM  
DATE: 22 JAN 2021  
TIME: 2:35 PM