

Republic of the Philippines
MUNICIPALITY OF NARVACAN
Province of Ilocos Sur

OFFICE OF THE SANGGUNIANG BAYAN

112th Regular Session
Held at the Sangguniang Bayan Session Hall
on 11 February 1998

Resolution No. 97-98-68
Series of 1998

RESOLUTION CREATING THE POSITION OF MUNICIPAL ADMINISTRATOR OF
THE LOCAL GOVERNMENT UNIT OF NARVACAN, ILOCOS SUR

WHEREAS, the Municipal Administration must sustain development programs that benefit the whole community;

WHEREAS, the Municipal Administration recognizes the need of the services of an Administrator who will;

a) Develop plans and strategies on management and programs and projects and implement them upon approval thereof by the mayor;

b) Assist in coordinating the work of all the officials of the LGU under the supervision, direction, and control of the mayor, and for this purpose, he may convene the chiefs of offices and other officials of the LGU;

c) Establish and maintain a sound personnel program for the LGU designed to promote career development and uphold the merit principle in the local government service;

d) Conduct a continuing organization development of the LGU with the end in view of instituting effective administrative reforms;

e) Be in the frontline of the delivery of administrative support services, particularly those related to situations during and in the aftermath of man-made and natural disasters and calamities;

f) Recommend to the sanggunian and advise the mayor, as the case may be, on all other matters relative to the management and administration of the LGU; and

g) Exercise such other powers and perform such other duties and functions as may be prescribed by law or ordinance.

NOW THEREFORE, on motion duly seconded, BE IT RESOLVED AS IT IS HEREBY RESOLVED to create the position of MUNICIPAL ADMINISTRATOR OF THE LOCAL GOVERNMENT UNIT OF NARVACAN, ILOCOS SUR;

RESOLVED FURTHER that the Municipal Mayor shall cause the inclusion of the position of Municipal Administrator in the regular plantilla of the local government unit.

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RESOLVED FINALLY that copies of this resolution be furnished to all concerned parties for their information and appropriate action.

PASSED AND APPROVED.

Certified Correct:

Charito S. Zaragoza
CHARITO S. ZARAGOZA
Vice Mayor/Presiding Officer

Attested:

Rubén D. Cachola
RUBEN D. CACHOLA
Secretary to the SB

CONFORME:

Alfredo Cabanilla
KGD. ALFREDO CABANILLA

Jose T. Corrales Jr.
KGD. JOSE T. CORRALES JR.

Loretto C. Car
KGD. LORETTO C. CAR

Floro B. Tadeo
KGD. FLORO B. TADEO

Oscar R. Potencion
KGD. OSCAR R. POTENCION

Triunfante F. Viloría
KGD. TRIUMPHANTE F. VILORIA

KGD. JACINTO C. GARCES
ABC President

Errol Z. Aquino
KGD. ERROL Z. AGUINO
SKF President

Approved:

Edgardo D. Zaragoza
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Municipal Mayor

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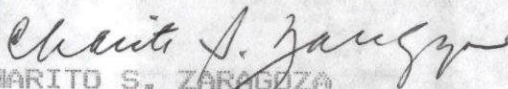
Approved:

Edgardo D. Zaragoza
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Municipal Mayor

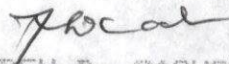
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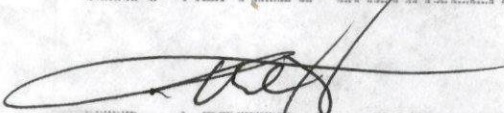
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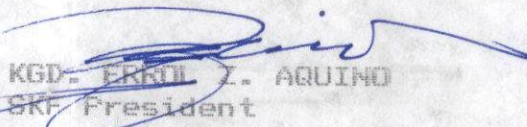

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