

Republic of the Philippines  
Province of Ilocos Sur  
**MUNICIPALITY OF NARVACAN**

**OFFICE OF THE SANGGUNIANG BAYAN 2010-2013**

46<sup>th</sup> Regular Session  
Held at the SB Session Hall  
On 26 November 2012

**RESOLUTION NO. 64**  
**Series of 2012**

**RESOLUTION RETITLING THE POSITIONS SENIOR ADMINISTRATIVE ASSISTANT III TO PRIVATE SECRETARY II AND ADMINISTRATIVE AIDE IV TO DRIVER II**

**WHEREAS**, the Civil Service Commission declared certain positions in the Offices of the Provincial Governor, Provincial Vice Governor, City/Municipal Mayor/Vice Mayor of Local Government Units (LGUs) as primarily confidential;

**WHEREAS**, the declaration was prompted by perennial requests received by the Commission from various local government executives especially after every election for the declaration of positions in their respective offices as primarily confidential;

**WHEREAS**, such declaration spawned reactions from stakeholders such that the Commission had been receiving resolutions/letter-requests from various LGUs appealing for the review, amendment and/or repeal of the said resolution or issuance;

**WHEREAS**, finding merit on the clamor of the local government units, the Commission resolved to adopt guidelines/policies on the declaration of positions in the local government units as primarily confidential;

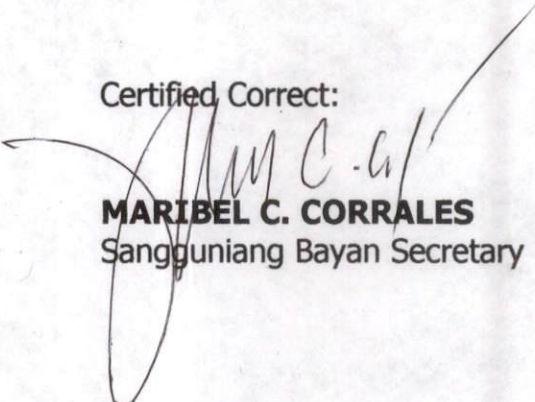
**WHEREAS**, Guideline/Policy No. 3 states: "Positions bearing generic career service titles the functions of which require the highest degree of trust and are in close proximity with the Provincial Governor, Provincial Vice Governor, City/Municipal Mayor/Vice Mayor and Members of the Sangguniang Panlalawigan/Panlungsod/Bayan and were classified as primarily confidential shall be retitled to reflect the actual duties and responsibilities of the positions. These positions shall not be given titles pertaining to career service positions. Incumbents of said positions shall be issued appointments to the retitled positions under co-terminous status.";

**NOW THEREFORE**, the Sangguniang Bayan of Narvacan, Ilocos Sur in a regular session assembled, **RESOLVED AS IT IS HEREBY RESOLVED** to retitle the positions Senior Administrative Assistant III to Private Secretary II and Administrative Aide IV to Driver II;

**RESOLVED FURTHER**, that copies of this Resolution be forwarded to all persons and offices concerned for their information and guidance.

**PASSED AND APPROVED.**


Certified Correct:

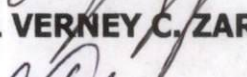
  
**MARIBEL C. CORRALES**  
Sangguniang Bayan Secretary

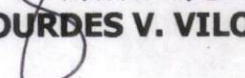
Attest:


  
**CHARITO S. ZARAGOZA**  
Vice Mayor / Presiding Officer

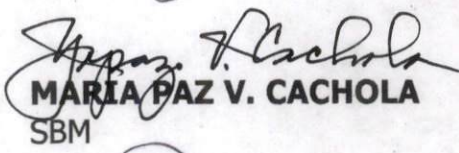
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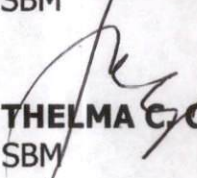
  
**TERESITO C. VALERA, SR.**  
SBM


  
**AVEL VERNEY C. ZARAGOZA**  
SBM

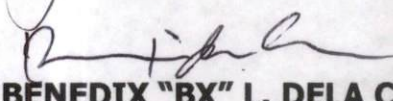
  
**MA. LOURDES V. VILORIA**  
SBM

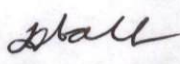
  
**CARLITO T. CORRALES**  
SBM

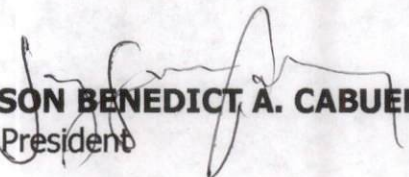
  
**MARIA PAZ V. CACHOLA**  
SBM

  
**THELMA C. COPIOZO**  
SBM

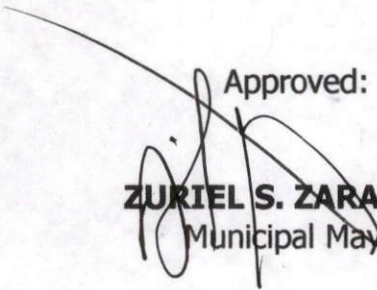
  
**ELISEO D. CABRADILLA**  
SBM

  
**BENEDIX "BX" L. DELA CUADRA**  
SBM

  
**LORETO C. CABALLES**  
ABC President

  
**JAYSON BENEDICT A. CABUENA**  
SKF President

Approved:

  
**ZURIEL S. ZARAGOZA**  
Municipal Mayor