



Republic of the Philippines
Province of Ilocos Sur
Municipality of Narvacan

OFFICE OF THE SANGGUNIANG BAYAN 2019-2022

Vice Mayor/Presiding Officer:

HON. PABLITO V. SANIDAD, SR.

Sangguniang Bayan Members:

HON. EDNA C. SANIDAD

HON. JOSEPH A. TEJADA

HON. JOVENIANO B. AMPO, JR.

HON. CHARITO C. VILORIA

HON. BERNADETTE C. LIM

HON. LORETO C. CABALLES

HON. EMILIANO C. CLARIN

HON. REINA ALEXA V. ANTOLIN

ABC President:

HON. ROMULO C. REA

SK Federated President:

HON. JOEMAR GREY A. CABICO

Attested:

MARIBEL C. CORRALES
SB Secretary

Approved:

HON. LUIS "CHAVIT" C. SINGSON
Municipal Mayor

EXCERPTS FROM THE MINUTES OF THE SECOND REGULAR SESSION OF THE SANGGUNIANG BAYAN OF NARVACAN, ILOCOS SUR HELD ON JULY 8, 2019 AT THE MUNICIPAL SESSION HALL

**RESOLUTION NO. 02-SS
Series of 2019**

A RESOLUTION OF CONCURRENCE TO THE APPOINTMENT OF ATTY. PABLO F. SANIDAD II AS MUNICIPAL ADMINISTRATOR OF NARVACAN

WHEREAS, the Municipal Mayor in his Executive Order No. 1-LCS, dated July 1, 2019, appointed ATTY. PABLO F. SANIDAD II as Municipal Administrator of Narvacan subject to the concurrence of all the members of the Sangguniang Bayan;

WHEREAS, by virtue of Sec. 443 (d) of Republic Act No. 7160, otherwise known as the Local Government Code of 1991, provides that unless otherwise provided herein, heads of departments and officials shall be appointed by the Municipal Mayor with the concurrence of the majority of all the S Sangguniang Bayan member, subject to civil service laws, rules and regulations;

WHEREAS, pursuant to Section 480 (b), Article X of Republic Act No. 7160, otherwise known as the Local Government Code of 1991 the Municipal Administrator shall take charge of the office of the administrator shall take charge of the office of the administrator and shall:

(1) Develop plans and strategies and upon approval thereof by the governor or mayor, as the case may be, implement the same particularly those which have to do with the management and administration-related programs and projects which the governor or mayor is empowered to implement and which the sanggunian is empowered to provide for under this Code;

(2) In addition to the foregoing duties and functions, the administrator shall:

- i. Assist in the coordination of the work of all the officials of the local government unit, under the supervision, direction, and control of the governor or mayor, and for this purpose, he may convene the chiefs of offices and other official of the local government unit;
- ii. Establish and maintain a sound personnel program for the local government unit designed to promote career development and uphold the merit principle in the local government service;
- iii. Conduct a continuing organizational development of the local government unit with the end in view of instituting effective administrative reforms;



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

(4) Recommend to the sanggunian and advise the governor and mayor, as the case may be, on all other matters relative to the management and administration of the local government unit; and

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

WHEREAS, the current administration recognizes that the roles, duties and responsibilities of a Municipal Administrator are crucial in the public administration and management of the Municipality of Narvacan;

WHEREAS, the Municipal Mayor appointed ATTY. PABLO F. SANIDAD II as Municipal Administrator of Narvacan, effective July 1, 2019;

NOW THEREFORE, on motion duly seconded by the Body, **BE IT RESOLVED AS IT IS HEREBY RESOLVED** to **CONCUR** the appointment of **ATTY. PABLO F. SANIDAD II** as the Municipal Administrator OF Narvacan, effective July 1, 2019;

RESOLVED FURTHER to furnish copies of this Resolution to the Municipal Mayor, Luis C. Singson, and the Municipal Office of Human Resources for their information and guidance.

PASSED AND APPROVED.



Republic of the Philippines
Province of Ilocos Sur
MUNICIPALITY OF NARVACAN

OFFICE OF THE MUNICIPAL MAYOR

July 5, 2019

The Presiding Officer and Members,
Sangguniang Bayan, Narvacan,
Ilocos Sur

Your Honors:

Greetings!

In the interest of public service and by virtue of the authority vested upon me by law particularly Article 107 (e) of the Rules and Regulations Implementing the Local Government Code of 1991, the undersigned requests the Honorable Body to treat as **urgent matter** the passage of :

a. Resolution No. 02-SS, Series of 2019 - Resolution Concurring The Appointment Of Atty. Pablo F. Sanidad II As The Municipal Administrator Of The Local Government Unit Of Narvacan, Ilocos Sur

b. Resolution No. 03-SS, Series of 2019 – Resolution Authorizing The Honorable Luis "Chavit" C. Singson, Municipal Mayor Or Atty. Pablo F. Sanidad II, Municipal Administrator And Mrs. Gemma A. Cabanting, Municipal Treasurer-OIC As Official Signatories Of All Municipal Accounts With The Land Bank Of The Philippines

c. Resolution No. 04, Series of 2019 – Resolution earnestly requesting two brand new firetrucks from the Department of the Interior and Local Government (DILG) for the official use of the municipality of Narvacan, Ilocos Sur

d. Resolution No. 05, Series of 2019 – Resolution Of Condolence To The Bereaved Family Of The Late Michael Angelo Torres, Former Member Of The Narvacan Basketball Team Of Narvacan, Ilocos Sur

e. Resolution No. 06-SS, Series of 2019 - Resolution Authorizing The Municipal Mayor Luis "Chavit" C. Singson Or The Municipal Administrator, Atty. Pablo F. Sanidad II, To Enter Into A Lease Contract Agreement With The Stallholders Of Narvacan Mall For The Purpose Specified Herein

f. Resolution No. 07, Series of 2019 - A Resolution Affirming Executive Order No. 2-Lcs Issued By Mayor Luis C. Singson Designating Municipal Administrator Atty. Pablo F. Sanidad II As His Alternate Signatory To Sign And Approve Documents For And In Behalf Of The Municipal Mayor

Thank you.

Very truly yours,


LUIS "CHAVIT" C. SINGSON
Municipal Mayor