NINETEENTH CONGRESS OF THE REPUBLIC OF THE PHILIPPINES Third Regular Session

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SENATE Senate Bill No. <u>2967</u>

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(In substitution of Senate Bills No. 1245, 1389, and 2070, taking into consideration House Bill No. 8520)

Prepared by the Committees on Local Government; Civil Service, Government Reorganization and Professional Regulation; and Finance with Senators Pimentel III, Revilla Jr., Estrada, and Ejercito as the authors thereof.

AN ACT

CREATING A MANDATORY POSITION FOR A HUMAN RESOURCE MANAGEMENT OFFICER IN LOCAL GOVERNMENT UNITS, AMENDING FOR THE PURPOSE SECTIONS 443, 454 AND 463 OF REPUBLIC ACT NO. 7160, AS AMENDED, OTHERWISE KNOWN AS "THE LOCAL GOVERNMENT CODE OF 1991," AND FOR OTHER PURPOSES

Be it enacted by the Senate and the House of Representatives of the Philippines in Congress assembled:

SECTION 1. Section 443 of Republic Act No. 7160 or the "Local Government Code of 1991", as amended, is hereby amended to read as follows:

"SECTION. 443. Officials of the Municipal Government. - (a) There shall be in each municipality a municipal mayor, a municipal vice-mayor, sangguniang bayan members, a secretary to the sangguniang bayan, a municipal treasurer, a municipal assessor, a municipal accountant, a municipal budget officer, a municipal planning and development coordinator, a municipal engineer/building official, a municipal health officer [and], a municipal civil registrar [.], AND A MUNICIPAL HUMAN RESOURCE MANAGEMENT OFFICER.

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SEC. 2. Section 454 of the same law is hereby amended to read as follows:

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"SECTION, 454. Officials of the City Government, - (a) There shall be in each city a mayor, a vice-mayor, sangguniang panlungsod members, a secretary to the sangguniang panlungsod, a city treasurer, a city assessor, a city accountant, a city budget officer, a city planning and development coordinator, a city engineer, a city health officer, a city civil registrar, a city administrator, a city legal officer, a city veterinarian, a city social welfare and development officer, [and] a city general services officer F., AND A CITY HUMAN RESOURCE MANAGEMENT OFFICER.

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SEC. 3. Section 463 of the same law is hereby amended to read as follows:

"SECTION. 463. Officials of the Provincial Government. - (a) There shall be in each province a governor, a vice-governor, members of the sangguniang panlalawigan, a secretary to the sangguniang panlalawigan, a provincial treasurer, a provincial assessor, a provincial accountant, a provincial engineer, a provincial budget officer, a provincial planning and development coordinator, a provincial legal officer, a provincial administrator, a provincial health officer, a provincial social welfare and development officer, a provincial general services officer, a provincial agriculturist, [and] a provincial veterinarian[-], AND A PROVINCIAL **HUMAN RESOURCE MANAGEMENT OFFICER.**

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SEC. 4. A new article and section to be denominated as Article XXI, Section 490-A shall be inserted after Article XX, Section 490 of Title Five, on Appointive Local Officials Common to All Municipalities, Cities and Provinces, and shall read as follows:

"ARTICLE XXI

THE HUMAN RESOURCE MANAGEMENT OFFICER SECTION. 490-A. QUALIFICATIONS, POWERS AND DUTIES. -(A) NO PERSON SHALL BE APPOINTED AS HUMAN RESOURCE MANAGEMENT OFFICER UNLESS HE IS A CITIZEN OF THE REPUBLIC OF THE PHILIPPINES, OF GOOD MORAL CHARACTER, A HOLDER OF A COLLEGE DEGREE PREFERABLY IN PSYCHOLOGY OR PUBLIC ADMINISTRATION, A FIRST GRADE CIVIL SERVICE ELIGIBLE OR ITS EQUIVALENT, A RESIDENT OF THE LOCAL GOVERNMENT UNIT (LGU) CONCERNED, HAS ACQUIRED EXPERIENCE IN HUMAN RESOURCE MANAGEMENT FOR AT LEAST THREE (3) YEARS IN THE CASE OF THE PROVINCE OR CITY, OR TWO (2) YEARS IN THE CASE OF A MUNICIPALITY, AND HAS UNDERGONE THE CERTIFICATION PROGRAM FOR HUMAN RESOURCE MANAGEMENT OFFICERS TO BE CONDUCTED BY THE CIVIL SERVICE COMMISSION (CSC).

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- (B) THE HUMAN RESOURCE MANAGEMENT OFFICER SHALL BE APPOINTED BY THE CHAIRPERSON OF THE CIVIL SERVICE COMMISSION (CSC) FROM THE LIST OF AT LEAST THREE (3) ELIGIBLE RECOMMENDEES OF THE LOCAL CHIEF EXECUTIVE OF THE LGU CONCERNED, SUBJECT TO CIVIL SERVICE RULES AND REGULATIONS.
- (C) THE HUMAN RESOURCE MANAGEMENT OFFICER SHALL:
 - a. FORMULATE A HUMAN RESOURCE DEVELOPMENT **ENHANCE PLAN** THAT WILL PERSONNEL MANAGEMENT PROCESSES IN THE LGU CONCERNED WITH EMPHASIS IN THE AREAS OF RECRUITMENT AND SELECTION, CAREER **DEVELOPMENT, PERSONNEL** MANAGEMENT, PERFORMANCE WELFARE, AND REWARDS AND INCENTIVES FOR **SERVICE EXCELLENCE**;
 - b. MONITOR AND EVALUATE THE MANAGEMENT OF PERSONNEL PERFORMANCE IN THE LOCAL GOVERNMENT UNIT CONCERNED AND ENSURE THAT SUCH IS IN ACCORDANCE WITH CIVIL SERVICE RULES AND REGULATIONS;
 - c. INSTITUTIONALIZE A CENTRALIZED RECORDS
 DEPOSITORY OF HUMAN RESOURCE DOCUMENTS
 SUCH AS APPOINTMENT PAPERS, PERSONAL DATA

1	SHEETS, SERVICE RECORDS, STATEMENTS OF
2	ASSETS AND LIABILITIES, LEAVE CREDITS AND
3	OTHER PERTINENT RECORDS;
4	d. CONDUCT CONTINUING HUMAN RESOURCE
5	DEVELOPMENT PROGRAMS, AND OTHER CAPACITY
6	BUILDING ACTIVITIES TO ENHANCE THE
7	COMPETENCY OF PERSONNEL AND OFFICIALS;
8	e. ENSURE THAT CIVIL SERVICE LAWS AND RULES ON
9	PERSONNEL MATTERS ARE PROPERLY EXECUTED;
10	f. ADVISE ON MATTERS RELATED TO CIVIL SERVICE
11	RULES AND REGULATIONS ON RECRUITMENT,
12	SELECTION AND PLACEMENT (RSP), LEARNING AND
13	DEVELOPMENT (L&D), PERFORMANCE
14	MANAGEMENT (PM), AND REWARDS AND
15	RECOGNITION (R&RO) AND OTHER HUMAN
16	RESOURCE POLICIES;
17	g. ESTABLISH LINKAGES AND PARTNERSHIPS WITH
18	HUMAN RESOURCE ORGANIZATIONS AND OTHER
19	LOCAL GOVERNMENT AGENCIES;
20	h. EXERCISE SUCH OTHER POWERS AND PERFORM
21	SUCH OTHER FUNCTIONS AND DUTIES AS MAY BE
22	PRESCRIBED BY LAW OR ORDINANCE."
23	SEC. 5. Separability Clause Should any provision or part of this Act be
24	declared unconstitutional or invalid, the other provisions and parts hereof, insofar as
25	they are separable from the invalid ones, shall remain in full force and effect.
26	SEC. 6. Repealing Clause. – All laws, decrees, executive orders, proclamations,
27	rules and regulations, or parts thereof, which are inconsistent with this Act are hereby
28	repealed, amended, or modified accordingly.
29	SEC. 7. Effectivity. – This Act shall take effect fifteen (15) days after its
30	publication in the Official Gazette or in a newspaper of general circulation.
	Approved,