



Republic of the Philippines
Province of Oriental Mindoro
MUNICIPALITY OF BULALACAO

OFFICE OF THE SANGGUNIANG BAYAN

Municipal Building, Poblacion, Bulalacao, 5214, Oriental Mindoro

EXCERPTS FROM THE MINUTES OF THE REGULAR SESSION OF THE
10TH SANGGUNIANG BAYAN OF BULALACAO, ORIENTAL MINDORO
HELD ON OCTOBER 11, 2021 AT THE SANGGUNIANG BAYAN SESSION
HALL

PRESENT:

Hon. Ramon G. Magbanua	Municipal Vice Mayor/Presiding Officer
Hon. Dexter R. Gonzales	Sangguniang Bayan Member
Hon. Dennes M. Faner	Sangguniang Bayan Member
Hon. Edezer F. Aceron	Sangguniang Bayan Member
Hon. German S. Acosta	Sangguniang Bayan Member
Hon. Kieven E. Cantos	Sangguniang Bayan Member
Hon. Jess V. Sapungan	Sangguniang Bayan Member
Hon. Elpidio N. Contreras, Jr	Sangguniang Bayan Member
Hon. Edwin C. Aceron	Sangguniang Bayan Member
Hon. Enrico C. Villas	Pangulo, Liga ng mga Barangay
Hon. Tulay M. Caring	IPM Representative
Hon. Kim Jonh Elco E. Cantos	SK Federation President

ABSENT: NONE

MUNICIPAL ORDINANCE NO. 21-10-300

**ORDINANCE CREATING THE MUNICIPAL COOPERATIVE
DEVELOPMENT OFFICE OF THE LOCAL GOVERNMENT UNIT OF
BULALACAO, ORIENTAL MINDORO, DEFINING THE QUALIFICATIONS,
POWERS AND DUTIES OF THE MUNICIPAL COOPERATIVE
DEVELOPMENT OFFICER, AND APPROPRIATING FUNDS THEREFOR**

Sponsor:

Sangguniang Bayan Member EDEZER F. ACERON
Chairperson, Committee on Rules and Privileges, Ordinances and Legal Matters

Co-Sponsor

Sangguniang Bayan Member ELPIDIO N. CONTRERAS, JR.

BE IT ORDAINED by the Sangguniang Bayan of Bulalacao, Oriental Mindoro:

Section 1. Creation of Office. The Municipal Cooperative Development Office (MCDO) is hereby created in order to carry out the provisions of Republic Act No. 7160 (Local Government Code of 1991) as amended by Republic Act No. 11535.

Section 2. Appointment. The MCDO shall be headed by the Municipal Cooperative Development Officer (MCDO), whose appointment shall be mandatory and permanent in nature. The rank, compensation, and appurtenant benefits of the MCDO shall be that of a department head of the agency, with salary grade 24. The MCDO shall be appointed by the Municipal Mayor with the concurrence of majority of all the members of the Sangguniang Bayan.

HON. JESS V. SAPUNGAN
HON. KIEVEN E. CANTOS
HON. GERMAN S. ACOSTA
HON. EDWIN C. ACERON
HON. ENRICO C. VILLAS
HON. TULAY M. CARING
HON. EDWIN C. ACERON
HON. DEXTER R. GONZALES
HON. RAMON G. MAGBANUA
HON. ELPIDIO N. CONTRERAS, JR.
HON. ENRICO C. VILLAS

Section 3. Qualifications, Powers and Duties. In accordance with Section 487 of R.A 7160 and Section 4 of R.A 11535:

3.1. No person shall be appointed as MCDO unless he is a citizen of the Philippines, a resident of the municipality, of good moral character, a holder of a college degree preferably in cooperatives, business or public administration with special training in cooperatives, or any related course from a recognized college or university, and a first grade civil service eligible or its equivalent. He must have experience in cooperatives organization and management or other comparable experience of at least three (3) years.

The position of MCDO is mandatory as specified under Sections 1 and 4 of Republic Act No. 11535.

3.2. The MCDO shall take charge of the Municipal Cooperative Development Office for the development of cooperatives registered with the Cooperative Development Authority (CDA) in the municipality and of duly registered associations registered with the Department of Labor and Employment (DOLE), Securities and Exchange Commission, and other government agencies; shall perform the powers and duties provided under Section 487 of R.A No. 7160, as amended by R.A No. 11535; and shall:

3.2.1. Bridge all associations and cooperatives that operate within the municipality with the CDA and other national government agencies to help them harmonize their goals with the national cooperative movement;

3.2.2. Formulate measures for the consideration of the Sangguniang Bayan and provide technical assistance and support to the Municipal Mayor in carrying out measures to ensure the delivery of basic services and provision of facilities through organizing, promotion, and development of associations and cooperatives, and in providing access to such services and facilities;

3.2.3. Develop plans and strategies in consultation with the cooperative sector and upon approval thereof by the Municipal Mayor, implement the same, particularly those which have to do with the integration of cooperative values, principles, and practices in programs and projects, which the Municipal Mayor is empowered to implement and which the Sangguniang Bayan is empowered to provide for under the Local Government Code;

3.2.4. Take the lead in identifying groups, sectors or communities that it can organize into rural workers' associations to be registered with the DOLE or cooperatives to be registered with the CDA, with the objective that the associations or cooperatives to be organized shall be vehicles in poverty reduction, job creation, and tourism and socio-economic development of the municipality;

3.2.5. In collaboration with the CDA, provide assistance to prospective associations and cooperatives in the conduct of the required pre-registration seminar and pre-membership education seminar and in the preparation of required documents for registration;

HON. JESS V. SAMPAGAN
PERLA
HON. XIBEN E. CANTOS
HON. RINA JOH ELDO E. CANTOS
HON. GERMAN S. COSTA
HON. TUDIL M. CARING
HON. EDUARDO F. ACERON
HON. ENRICO C. VILLAS
HON. DENNIS M. FANER
HON. EDWIN C. ACERON
HON. DEXTER R. GONZALES
HON. ELPIDIO N. MONTENEGAS, JR.
HON. RAMON G. MAGBANUA
HON. ERNIE C. VILLAS

3.2.6. In partnership with the CDA, DOLE, Department of Trade and Industry, other government agencies, cooperative unions and federations, academe, and private and non-governmental organizations involved in the promotion and integration of the concept of associations and cooperatives, implement capability building and enhancement activities and provide technical and other forms of assistance to soon-to-be or to duly registered cooperatives to enhance their viability as an economic enterprise and social organization including, but not limited to, training and education, business management, finance, and financial management;

HON. JESS V. SAJUNGAN
PERFETA V. PAZ

3.2.7. Assist associations and cooperatives in the development and implementation of risk management and business continuity plans and management response to anticipated or unexpected man-made and natural calamities and disasters and in rehabilitation or viability-enhancement particularly during and in the aftermath of man-made and natural calamities and disasters, to aid in their survival and, if necessary subsequent rehabilitation;

HON. KIEVEN E. CANTOS
HON. KIM TONH ELCOR E. CANTOS

3.2.8. Coordinate with the Social Security System, Philippine Health Insurance Corporation, Home Mutual Development Fund, and other related government and non-governmental agencies so that all members of associations and cooperatives in the municipality shall become registered members of these agencies and shall be able to avail benefits and opportunities;

HON. GERMAN S. ASOSTA
HON. JULAY M. CARING

3.2.9. Organize, extend necessary assistance, and ensure active performance of barangay and municipal cooperative development councils, and implement activities that shall promote and uphold camaraderie, cooperation, unity, transparency, and accountability among different cooperatives operating within the municipality;

HON. EDEZEL F. ACERON
HON. LENFRIGO C. VILLAS

3.3.0. Assist in the development, promotion, marketing, and sustainable operation of industries and enterprises, and in availing loans, grants, subsidies, and financial assistance from banks, private sector, non-government organizations, different government agencies, and other funders, by or through associations or cooperatives;

HON. DENNIS M. FANER
HON. EDWIN C. ACERON

3.3.1. Recommend to the Sangguniang Bayan and advise the Municipal Mayor on all matters relative to poverty reduction, cooperatives development, and viability-enhancement which will improve the livelihood and quality of life of the inhabitants;

HON. DEXTER G. GONZALES
HON. ELPIDIO N. CONTRERAS, JR.

3.3.2. Implement the state policies on cooperative as provided under RA No. 7160, RA No. 11535, RA No. 9520 or the Philippine Cooperative Code of 2008, and other related laws, rules and regulations; and

HON. RAMON M. MAGBANUA
HON. ERNILDO C. VILLAS

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

Section 4. Organizational Structure. The organizational structure and the attached herewith organizational chart of the Municipal Cooperative Development Office as submitted by the Executive Department and which shall be reflected in the 2022 Plantilla of Personnel of LGU of Bulalacao, is hereby adopted, to wit:

HON. ERNILDO C. VILLAS

4.1. Municipal Government Department Head I (Municipal Cooperative Development Officer) - Salary Grade 24 (SG-24)

4.1.1. Community-Based Tourism Promotion and Development Division

Item	No.	No. of	Name/Title/Nomenclature of Positions	Salary
Old	New	Position		Grade
	110	1	Municipal Cooperative Development Officer	24
14	111	1	Tourism Operations Officer II	15
Community Affairs Section				
75	112	1	Administrative Aide VI	6
143	113	1	Administrative Aide II	2
9	114	1	Administrative Aide I	1
Marketing and Promotion Services Section				
86	115	1	Administrative Aide VI	6
142	116	1	Administrative Aide II	2
97	117	1	Administrative Aide I	1

HON. JESS V. SAPUNGAN
 HON. KIERVEY E. CANTOS
 HON. RUI JUNH ELOS E. CANTOS
 PERITA A. PAZ

4.1.2. Cooperatives and Associations Development Division

Item	No.	No. of	Name/Title of Position	Salary
Old	New	Position		Grade
54	118	1	Administrative Officer IV	15
Institutional Development Section				
65	119	1	Administrative Aide VI	6
62	120	1	Administrative Aide II	2
145	121	1	Administrative Aide I	1
Capacity Building and Training Section				
56	122	1	Administrative Aide VI	6
134	152	1	Administrative Aide II	2
146	123	1	Administrative Aide I	1

HON. GERMAL COSTA
 HON. EDZER F. ACERON
 HON. ENRICO C. VILLAS
 HON. TUJAY M. CARING

4.1.3. Investment and Enterprise Development Division

Item	No.	No. of	Name/Title of Position	Salary
Old	New	Position		Grade
84	124	1	Revenue Collection Clerk II	7
Permit and Licensing Section				
23	125	1	License Inspector I	6
96	126	1	Administrative Aide IV	4
133	127	1	Administrative Aide I	1
Economic Enterprises Development Section				
83	128	1	Revenue Collection Clerk II	6
66	129	1	Administrative Aide II	2
147	130	1	Administrative Aide I	1

HON. DENNIS M. FANER
 HON. DEXTER GONZALES
 HON. EDWIN C. ACERON

4.1.4. Project Development and Administrative Division

Item	No.	No. of	Name/Title of Position	Salary
Old	New	Position		Grade
126	131	1	Administrative Officer II	11
Technical Assistance and Support Services Section				
71	132	1	Administrative Aide III	3
87	133	1	Administrative Aide II	2
52	134	1	Administrative Aide I	1
Administrative Section				
61	135	1	Administrative Aide III	3
51	136	1	Administrative Aide II	2
128	137	1	Administrative Aide I	1

HON. RAMON MAGBANUA
 HON. FELPIDO CONTRERAS, JR.
 HON. ERNILDO C. VELAS


Section 5. Appropriations. The amount of eight million five hundred eight thousand two hundred thirty seven pesos and twenty four centavos (Php 8,508,237.24) is hereby appropriated from the 2022 General Fund of the LGU of Bulalacao for the personnel services, maintenance and other operating expenses, and capital out-lay of MCDO.

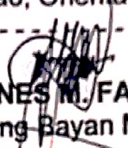
Section 6. Repealing Clause. Any ordinance inconsistent with the provisions of this Ordinance is hereby amended, or repealed, or modified accordingly.

Section 7. Separability Clause. If any provision of this Ordinance is declared invalid, the remainder or any provision hereof not affected thereby shall remain in force and effect.


Section 8. Effectivity. This Ordinance shall take effect immediately after fifteen (15) days of posting in bulletin board at the entrance of the municipal hall and in at least two (2) other conspicuous places in the Local Government Unit of Bulalacao.


ENACTED this 11th day of October 2021 Bulalacao, Oriental Mindoro.



Hon. DEXTER R. GONZALES
Sangguniang Bayan Member


Hon. DENNES M. FANER
Sangguniang Bayan Member

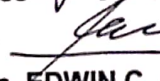

Hon. EDEZER F. ACERON
Sangguniang Bayan Member



Hon. GERMAN S. ACOSTA
Sangguniang Bayan Member


Hon. KIEVEN E. CANTOS
Sangguniang Bayan Member


Hon. JESS V. SAPUNGAN
Sangguniang Bayan Member


Hon. ELPIDIO N. CONTRERAS, JR.
Sangguniang Bayan Member



Hon. EDWIN C. ACERON
Sangguniang Bayan Member


Hon. ENRICO C. VILLAS
Pangulo, Liga ng mga Barangay

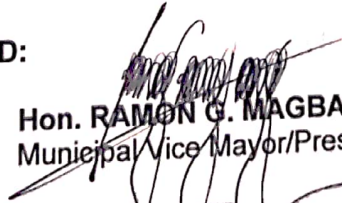

Hon. TULAY M. CARING
IPM-Representative


Hon. KIM JOHN ELCO E. CANTOS
SK Federation President

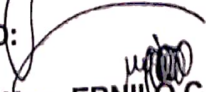
CERTIFIED TRUE AND CORRECT:


PERLITA L. PAZ
Secretary to the Sangunian

ATTESTED:


Hon. RAMON G. MAGBANUA
Municipal Vice Mayor/Presiding Officer

APPROVED:


Hon. ERNILO C. VILLAS
Municipal Mayor
Date Signed: Dec 2, 2021