

Republic of the Philippines
HOUSE OF REPRESENTATIVES
Quezon City

EIGHTEENTH CONGRESS
Third Regular Session

HOUSE BILL No. 10321



Introduced by HON. RUTH MARIANO-HERNANDEZ

EXPLANATORY NOTE

A competent government workforce comprises the backbone and the muscle for excellence in service to the public.

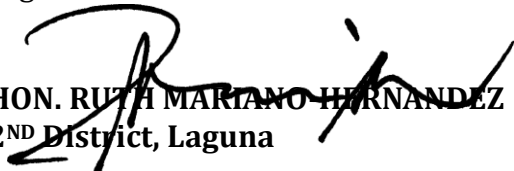
This entails the management of human resources in local government units (LGUs) includes manpower planning and forecasting, recruitment and selection of prospective employees, staff training and development, performance management, employee discipline, and the promotion of employee welfare and productivity, among others.

More importantly, it involves the formulation and implementation of Human Resource Development Plans that promote development interventions to achieve strategic organizational goals and directions, translate them into operational programs, and consequently, institutionalize a management paradigm and climate conducive to excellent delivery of public service and the promotion of public accountability that are all aligned with national development policies and vision.

Republic Act No. 7160, or the Local Government Code of 1991, mandates a list of appointive officials common to LGUs that are in-charge of specific aspects of local governance. These include local treasurers, budget officers, agriculturists, and health officers, among others. However, it does not specifically include a human resource management officer to take charge of human resource management and development functions in the LGUs units in accordance with existing laws and policies.

Hence, this bill seeks to institutionalize the mandatory appointment of a human resource management officer who shall head the LGU human resource management offices or divisions or departments in provinces, cities and municipalities in the country.

With the foregoing, the immediate consideration and passage of this bill is earnestly urged.


HON. RUTH MARIANO-HERNANDEZ
2ND District, Laguna

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Introduced by HON. RUTH MARIANO-HERNANDEZ

AN ACT
CREATING A MANDATORY POSITION FOR A HUMAN RESOURCE MANAGEMENT
OFFICER IN LOCAL GOVERNMENT UNITS, AMENDING FOR THE PURPOSE
REPUBLIC ACT NO. 7160, AS AMENDED, OTHERWISE KNOWN AS THE LOCAL
GOVERNMENT CODE OF 1991

Be it enacted by the Senate and the House of Representatives of the Republic 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 further 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.**

“(b) x x x

“(c) x x x

“(d) x x x

“(e) x x x.”

SECTION 2. Section 454 of the same Code is hereby amended to read as follows :

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[.], **AND A CITY HUMAN RESOURCE MANAGEMENT OFFICER.**

“(b) x x x

“(c) x x x

“(d) x x x

“(e) x x x.”

SECTION 3. Section 463 of the same Code 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.**

“(b) x x x

“(c) x x x

“(d) x x x

“(e) x x x.”

SECTION 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 V, 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, AND A 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 FIVE (5) YEARS IN THE CASE OF THE PROVINCE OR CITY, OR THREE (3) 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).

THE APPOINTMENT OF A HUMAN RESOURCE MANAGEMENT OFFICER SHALL BE MANDATORY FOR PROVINCIAL, CITY AND MUNICIPAL GOVERNMENTS.

(B) THE HUMAN RESOURCE MANAGEMENT OFFICER SHALL BE APPOINTED BY THE CHAIRPERSON OF THE 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 :

(1) FORMULATE A HUMAN RESOURCE DEVELOPMENT PLAN THAT WILL ENHANCE PERSONNEL MANAGEMENT PROCESSES IN THE LGU CONCERNED WITH EMPHASIS IN THE AREAS OF RECRUITMENT AND SELECTION, CAREER DEVELOPMENT, PERFORMANCE MANAGEMENT, PERSONNEL WELFARE, AND REWARDS AND INCENTIVES FOR SERVICE EXCELLENCE;

(2) MONITOR AND EVALUATE THE MANAGEMENT OF PERSONNEL PERFORMANCE IN THE LGU CONCERNED AND ENSURE THAT SUCH IS IN ACCORDANCE WITH CIVIL SERVICE RULES AND REGULATIONS;

(3) INSTITUTIONALIZED A CENTRALIZED RECORDS DEPOSITORY OF HUMAN RESOURCE DOCUMENTS SUCH AS APPOINTMENT PAPERS, PERSONAL DATA SHEETS, SERVICE RECORDS, STATEMENTS OF ASSETS AND LIABILITIES, LEAVE CREDITS AND OTHER PERTINENT RECORDS;

(4) CONDUCT CONTINUING HUMAN RESOURCE DEVELOPMENT PROGRAMS, AND OTHER CAPACITY-BUILDING ACTIVITIES TO ENHANCE THE COMPETENCY OF PERSONNEL AND OFFICIALS;

(5) ENSURE THAT CIVIL SERVICE LAWS, RULES AND REGULATIONS ON PERSONNEL MATTER ARE PROPERLY IMPLEMENTED;

(6) ADVISE THE LOCAL CHIEF EXECUTIVE CONCERNED ON MATTERS RELATED TO CIVIL SERVICE RULES AND REGULATIONS ON RECRUITMENT, SELECTION AND PLACEMENT, LEARNING AND DEVELOPMENT, PERFORMANCE MANAGEMENT, AND REWARDS AND RECOGNITION, AND OTHER HUMAN RESOURCE POLICIES;

(7) ESTABLISH LINKAGES AND PARTNERSHIPS WITH HUMAN RESOURCE ORGANIZATIONS AND OTHER LOCAL GOVERNMENT AGENCIES; AND,

(8) EXERCISE SUCH OTHER POWERS AND FUNCTIONS AND DUTIES AS MAY BE PRESCRIBED BY LAW OR ORDINANCE.

SECTION 5. *Implementing Rules and Regulations* - Within ninety (90) days from the promulgation of this Act, the Department of Interior and Local Government (DILG) and the Civil Service Commission (CSC) shall promulgate the rules and regulations necessary for the effective implementation of this Act.

SECTION 6. *Separability Clause* - If any part, section or provision of this Act shall be held invalid or unconstitutional, the other provisions not affected thereby shall remain in full force and effect.

SECTION 7. *Repealing Clause* - All laws, decrees, executive orders, rules and regulations or issuances or parts thereof inconsistent with the provisions of this Act, are hereby modified or repealed accordingly.

SECTION 8. *Effectivity Clause* - This Act shall take effect fifteen (15) days after its full publication in the Official Gazette or in at least two (2) newspapers of general circulation.

Approved,