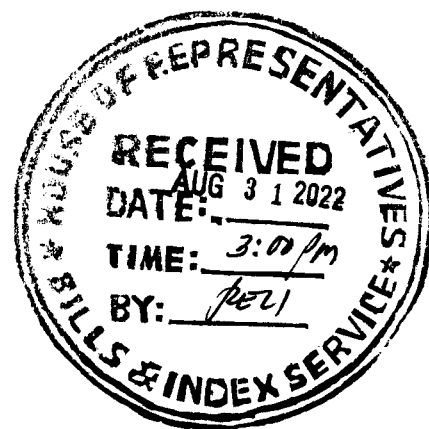


Republic of the Philippines
HOUSE OF REPRESENTATIVES
Quezon City, Metro Manila

NINETEENTH CONGRESS
First Regular Session

House Bill No. **4296**



Introduced by Representative Margarita Ignacia B. Nograles

EXPLANATORY NOTES

The Local Government Code of 1991 was passed into law last January 1, 1992 and it aims to enhance the provision of services in the grassroots level as well as to improve the efficiency in resource allocation as it defines the system of decentralization of power, authority, responsibility and resources.

It also plays an important role in providing the civil servants including their respective duties and responsibilities that will help and assist the Local Chief Executive in running the affairs of the Local Government Units (LGU). However, despite a few reviews of the code since 1992, there is still a need to focus on amending the code. One of the reforms that need to be address is the lack of Human Resource Management Officer (HRMO).

The absence of the HRMO results in a highly politicized situation where at present the accountability for Human Resource is logged in the Local Chief Executive.

In order to reform the inadequacy, House Bill 5408 entitled "An Act Creating the Human Resource Management Office in the Local Government Units, and Defining it's Function.". However, it remained pending in the committee level until the end of the 15th Congress.

In the 16th Congress, House Bill 4852 entitled "*An Act Creating a Mandatory Position for a Human Resource Management Officer in Each Municipality, City and Province, Defining the Powers and Duties, Further Amending for the Purpose Section 443, 454 and 463 of Republic Act 7160*" was approved on the Third Reading.

In the 17th and 18th congresses, the same bill was filed but remained pending in the committee level.

This measure is being endorsed by the Civil Service Commission in recognition of the urgent need for the said position.

In view of the foregoing, the immediate passage of the bill is earnestly sought.


CONGW. ATTY. MARGARITA IGNACIA B. NOGRALES
Representative, PBA Partylist

Republic of the Philippines
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NINETEENTH CONGRESS
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House Bill No. **4296**

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**AN ACT
CREATING A MANDATORY POSITION FOR A HUMAN RESOURCE
MANAGEMENT OFFICER IN EACH MUNICIPALITY, CITY AND PROVINCE
DEFINING THE POWERS AND DUTIES, FURTHER 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**

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

SECTION 1. Section 443, 454 and 463 of Republic Act No. 7160, as amended, otherwise known as the Local Government Code of 1991 are hereby amended to read as follows:

“Section 443. Officials of the Municipal Government. –

- (a) There shall be in each municipality a municipal mayor, a vice municipal mayor, Sangguniang Bayan members, a secretary to the Sangguniang Bayan, a municipal treasurer, a municipal treasurer, 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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“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 engineer, a city administrator, a city legal officer, a city veterinarian, a city social welfare and development, [and] a city general services officer AND A CITY HUMAN RESOURCE MANAGEMENT OFFICER.”**

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“SECTION 463. Officials of the Provincial Government. –

- (a) There shall be in each province a governor, a vice-governor, Sangguniang Panlalawigan members, a secretary to the Sangguniang Panlalawigan, a provincial treasurer, a provincial engineer, 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.”**

SECTION 2. – Appointment, Qualifications, Powers, and Duties. – (a) 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) ranking, eligible recommendee of the governor or mayor, as the case may be, subject to civil service law, rules and regulations. His or her appointment shall not be subject to concurrence by the Sanggunian.

(b) The Human Resource Management Officer shall be under the administrative supervision of the governor or mayor, as the case may be. The Human Resource Management Officer shall report on matters pertaining to personnel management processes, which include recruitment and selection of personnel, career development, performance management, welfare, rewards and incentives for service excellence, rules and regulations on appointments and leave benefits.

(c) The person appointed as Human Resource Management Officer must be a citizen of the Philippines, a resident of the local government unit concerned of good moral character, a holder of a college degree preferably in psychology, public administration or law from a recognized college or university, and a first-grade civil service eligible or its equivalent. The appointee must have acquired experience in human resource management or organizational development for at least five (5) years in the case of the provincial or city human resource management officer, and three (3) years in the case of municipal resource management officer.

The appointment of a human resource management officer shall be mandatory for provincial, city and municipal governments; Provided however, that the establishment of a human resource management office shall be optional in fourth to sixth class municipalities.

(d) The Human Resource Management Officer shall take charge of the human resource management office and shall perform the following powers and duties:

- (1) Formulate for approval by the governor or mayor, as the case may be, a human resource development plan that will enhance personal management processes in the local government concerned with emphasis in the areas of recruitment and selection, career development, performance management welfare, rewards and incentives for service excellence;
- (2) Institutionalize a central records of personnel development documents such as appointment, personnel data sheets, service records, statements of assets and liabilities, leave credits, and other personnel records;
- (3) Conduct continuing human resource development programs and other capacity building interventions to enhance the competency of officials and employees;
- (4) Monitor and evaluate the implementation of performance management systems in the local government unit concerned in accordance with the local government concerned in accordance with the civil service rules and regulations;
- (5) Advise the governor or mayor, as the case may be and the *Sanggunian* on matters pertaining to the civil service rules and regulations on appointment and leave benefits of employees.
- (6) Ensure the Civil Service Law and its implementing rules and regulations on personnel matters are properly executed;
- (7) Establish linkages/ partnership with human resource organizations and other local government units; and,

(8) Exercise such other powers and duties as may be prescribed by law or ordinances.

SECTION 3. - Appropriations by Local Sanggunian- In order to carry out the provisions of this Act, such sums as may be necessary shall be appropriated by the local *Sanggunian* of the year following its enactment into law and thereafter.

SECTION 4. – Repealing Clause. - All laws, decrees, executive orders, rules and regulations which are inconsistent with this Act are hereby repealed, amended or modified accordingly.

SECTION 5. Effectivity. - This Act shall take effect fifteen (15) days after its publication in the Official Gazette or in a Newspaper or general circulation.

Approved.