AN ORDINANCE CREATING THE LOCAL ECONOMIC AND INVESTMENT PROMOTION DIVISION UNDER THE OFFICE OF THE MAYOR AND CREATING THE TEN (10) REGULAR POSITIONS AND APPROPRIATING FUND FOR THE PURPOSE.

Sponsored by: Hon. Coun. Louisito A. Arciaga  
Hon. Coun. Atty. Raul R. Corro  
Hon. Coun. Alexson V. Diaz  
Hon. Coun. Paty Katy C. Boncayao  
Hon. Coun. Louisito A. Arciaga  
Hon. Coun. Ting Niefes  
Hon. Coun. Stephanie G. Teves  
Hon. Coun. Ivey Rhia A. Tadefa  
Hon. Coun Engr. Neptali S. Santiago  
Hon. Coun Engr. Marissa C. Rongavilla  
Hon. Coun. Francis Ian T. Bagatsing  
Hon. Coun. Mark Lester M. Baes  
Hon. Coun. Walter A. Arcilla  

WHEREAS, the mandate of the Committee on Personnel Administration under Rule VIII(s) of the Internal Rules of Procedure for the 9th Sangguniang Panlungsod to confirm all appointments made by the Hon. City Mayor is derived from Article III, Section 8(d) of Republic Act 7928, otherwise known as the “City Charter of Muntinlupa which provides as follows:

"Unless otherwise provided herein, all appointed city officials of the city shall be appointed by the City Mayor with the concurrence of the majority of all the Sangguniang Panlungsod Members, subject to Civil Service Law, Rules and Regulations. The Sangguniang Panlungsod shall act on the appointment within fifteen (15) days from the date of its submission, otherwise the same shall be deemed confirmed”.

WHEREAS, Section 458 (a) (1)(viii) of the Republic Act No. 7160, otherwise known as the Local Government Code of 1991, states that, “the Sanggunian Panlungsod shall determine the positions and the salaries, wages, allowances and other emoluments and benefits of officials and employees paid wholly or mainly from city funds and provide for expenditures necessary for the proper conduct of programs, projects, services and activities of the city government”;

WHEREAS, there is a need to create a separate division that will only focus on the economic stability and competitiveness of the City which happens to be the Local Economic Investment and Promotions Division (LEIPD) that will be transferred from the Business Licensing Office to the office of the City Mayor and ensuing the Ten (10) Regular/Plantilla Positions to meet the technical requirements of the Department of Interior Local Government as well as to the Seal of Good Local Governance (SGLG).
Ordinance No. 2020-048

WHEREAS, the recognition of the City by the Philippine Chamber of Commerce and Industry (PCCI) as most-business-friendly Local Government Unit in 2017 and 2018 and by the National Competitiveness Council as Top 3 in Government efficiency and resilience in 2017 and 2018 respectively;

WHEREAS, the Local Government shall commit itself to promote broad-based economic growth and business-friendly environment to sustainable development. Accomplishing this objective entails putting in place the necessary organizational structure and institutional arrangements focusing on policies and projects to spur and enhance economic activities in the city, which will also generate more significant opportunities for employment in the locality.

WHEREAS, the significance of the Local Investment and Promotions Division (LEIPD) is to promote the City to its neighbors as well as to gather some investments to generate income for the City.

WHEREAS, the Local Economic Investment and Promotions Division (LEIPD) is also expected to foster the growth of Micro, Small and Medium Enterprises (MSMEs) through consistent collaborations with the private sector and facilitation of access to various services of pertinent national government agencies such as the Department of Trade and Industry, Securities and Exchange Commission, Board of Investment and others,

WHEREAS, the City through the Local Economic Investment and Promotions Division (LEIPD) will be able to put more focus on strategic policies, projects and activities, promoting the cities potential and assets for further local economic development, including of ease on doing business, investment promotion, investment assistance, research and development, and the like;

NOW THEREFORE, BE IT ENACTED, AS IT IS HEREBY ENACTED, by 9th Sangguniang Panlungsod of Muntinlupa in Session assembled that:

SECTION 1. Title – This ordinance shall be known as the creation of Local Economic Investment and Promotions Division (LEIPD) under the Office of the City Mayor and its ten (1) regular/plantilla positions.

SECTION 2. The Local Economic Investment and Promotions Division (LEIPD) is hereby created by this Ordinance as Division under the Office of the City Mayor.

SECTION 3. The Staffing Pattern of ten (10) Regular Positions for Local Economic Investment and Promotions Division (LEIPD) as Division under the Office of the City Mayor is hereby created as follows:
### Ordinance No. 2020-048

#### POSITION TITLE

<table>
<thead>
<tr>
<th>Position Title</th>
<th>Salary Grade</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Supervising Economic Development Specialist</td>
<td>22-1</td>
</tr>
<tr>
<td><strong>ADMINISTRATIVE AND RESEARCH SECTION:</strong></td>
<td></td>
</tr>
<tr>
<td>2. Administrative Officer V (Administrative Officer III)</td>
<td>18-1</td>
</tr>
<tr>
<td>3. Research Specialist</td>
<td>16-1</td>
</tr>
<tr>
<td>4. Administrative Assistant I (Bookbinder III)</td>
<td>7-1</td>
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<tr>
<td><strong>ECONOMIC INVESTMENT SECTION:</strong></td>
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<tr>
<td>5. Senior Economic Development Specialist</td>
<td>19-1</td>
</tr>
<tr>
<td>6. Economic Development Specialist II</td>
<td>16-1</td>
</tr>
<tr>
<td>7. Economic Development Specialist III</td>
<td>16-1</td>
</tr>
<tr>
<td><strong>ECONOMIC PROMOTION SECTION:</strong></td>
<td></td>
</tr>
<tr>
<td>8. Senior Economic Development Specialist</td>
<td>19-1</td>
</tr>
<tr>
<td>9. Economic Development Specialist II</td>
<td>16-1</td>
</tr>
<tr>
<td>10. Economic Development Specialist I</td>
<td>16-1</td>
</tr>
</tbody>
</table>

#### SECTION 4. Budget Allocation for the Regular Positions

The Division Head of the Local Economic Investment and Promotion Division shall allocate the appropriate budget for the herein created ten (10) Regular Positions as cited in the preceding section beginning the year 2021 and every year thereafter.

#### SECTION 5. the Local Economic Investment and Promotions Division (LEIPD) Organizational Function is as follows:

1) **Special Economic Development Specialist** – Oversees the general administration and operation of the Office; facilitate the preparation, coordination, and execution of local economic and investment promotions’ policies, projects, and activities of the City Government of Muntinlupa to foster the inclusive growth through job generation and enterprise development.

   a. **Administrative and Research Section**: Takes charge of administrative functions including professionalization of personnel, supply management, budget preparation, systematic records management of all office documents, provision of general services, and such other administrative concerns; and aid the City Government of Muntinlupa to be more competitive with other investment location through research and documentation.

   b. **Economic Investment Section**: Facilitates the implementation of the Local incentive Code, and services as the primary arm of the Muntinlupa Investment Board.

   c. **Economic Promotion Section**: Spearhead the conduct of various promotional programs, projects, and activities through the coordination with national/international agencies and organizations.
SECTION 6. **Effectivity** – This ordinance creating the Local Economic and Investment Promotion Division Under the Office of the Mayor shall take upon its approval.

ENACTED, by 9th Sangguniang Panlungsod of Muntinlupa this 14th day of January, 2020, 27th Regular Session.

CONCURRED:

**DISTRICT 1:**

COUN. ATTY. RAUL R. CORRO  
Member

COUN. PATY PATY C. BONCAYAO  
Member

(ABSENT)  
COUN. ALLAN REY A. CAMILON  
Member

COUN. STEPHANIE G. TEVES  
Member

COUN. ALEXSON V. DIAZ  
Member

COUN. LOUISITO A. ARCIAGA  
Member

COUN. TING NIEFES  
Member

COUN. IVEE RHIA A. ZAFEDFA  
Member

**DISTRICT 2:**

COUN. ENGR. NEPTALI S. SANTIAGO  
Member

COUN. ENGR. MARISSA C. RONGAVILLA  
Member

COUN. FRANCIS IAN T. BAGATSING  
Member

COUN. MARK LESTER M. BAES  
Member

(ABSENT)  
COUN. MA. DHESSIREE G. AREVALO  
Member

COUN. ENGR. MARC T. SEVILLA, JR.  
Member
Ordinance No. 2020-048

(ABSENT)
COUN. ENGR. ARLENE D. HILAPO
Member

COUN. WALTER A. ARCILLA
President
Sectoral Representative
Association of Barangay Chairman

I HEREBY CERTIFY, as to the correctness of the foregoing Ordinance.

CECILIA C. LAZARTE
Secretary to the Sangguniang

ATTESTED:

ARTEMIO A. SIMUNDAO
City Vice-Mayor/Presiding Officer

APPROVED:

ATTY. JAIME R. PRESNEDI
City Mayor

Date: 21 JAN 2020

Norie/9th SP