



Republic of the Philippines  
MUNICIPALITY OF ASINGAN  
Province of Pangasinan

**OFFICE OF THE SECRETARY TO THE SANGGUNIANG BAYAN**

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EXCERPTS FROM THE MINUTES OF THE SPECIAL SESSION OF THE SANGGUNIANG BAYAN OF ASINGAN, PANGASINAN HELD ON MARCH 20, 2025 AT THE ASINGAN GOVERNMENT CENTER SESSION HALL

**PRESENT:**

|                                       |   |
|---------------------------------------|---|
| 1. Hon. Heidee L. Ganigan-Chua        | Municipal Vice Mayor<br>Presiding Officer |
| 2. Hon. Athena Ira G. Chua            | Sangguniang Bayan Member                  |
| 3. Hon. Marivic S. Robeniol           | Sangguniang Bayan Member                  |
| 4. Hon. Johnny Mar A. Carig           | Sangguniang Bayan Member                  |
| 5. Hon. Joselito V. Viray             | Sangguniang Bayan Member                  |
| 6. Hon. Mel F. Lopez                  | Sangguniang Bayan Member                  |
| 7. Hon. Melchor J. Cardinez, Sr.      | Sangguniang Bayan Member                  |
| 8. Hon. Virgilio I. Amistad           | Sangguniang Bayan Member                  |
| 9. Hon. Julio P. Dayag                | Sangguniang Bayan Member                  |
| 10. Hon. Herminio C. Alcantara, Jr.   | Sangguniang Bayan Member/Liga President   |
| 11. Hon. Naphtali Magiting P. Bernabe | Sangguniang Bayan Member/PPSK President   |

**ABSENT:** None

**Sponsored by: SB Member Melchor J. Cardinez, Sr.**

**EXPLANATORY NOTE**

WHEREAS, under the Rules and Regulations Implementing the Local Government Code of 1991, Rule XVII, Art. 100, Sec. I. vii and Sec. I. viii states that "Subject to the provisions of this Code and applicable laws, determine the powers and duties of officials and employees of the municipality",

"Determine the positions and the salaries, wages, allowances and other emoluments and benefits of officials and employees paid wholly or mainly from municipal funds and provide for expenditures necessary for the proper conduct of programs, projects, services and activities of the municipal government:

WHEREAS, the Sangguniang Bayan has agreed to create the position of one (1) Disability Affairs Assistant, Salary Grade 8 under the Office of the Mayor, since this is necessary for the improvement and efficient work performance of Municipal Employees such as but not limited to the following:

1. Formulate and implement policies, plans and programs for the promotion of the welfare of the PWDs in coordination with concerned national and local government agencies;
2. Coordinate the implementation of the provisions of RA 10070, batas Pambansa Blg. 344, otherwise known as the Accessibility law, and other relevant laws at the local level;
3. Represent PWDs in meeting of the local development councils and other special bodies;
4. Recommend and enjoin the participation of Non-Government Organizations (NGOs) and people Organization (Pos) in the implementation of all disability related laws and policies;

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5. Gather and compile relevant data on PWDs in their localities;
6. Disseminate information including, but not limited, to programs and activities of PWDs, statistics on PWDs;
7. Submit reports to the office of the local chief executive on the implementation of program and services for the promotion of the welfare of PWDs in their respective areas of jurisdiction;
8. Ensure that policies, plans and programs for the promotion of the welfare of PWDs are funded by both the national and local government;
9. Monitor fundraising activities being conducted for the benefits of PWDs; and
10. Seek donations in cash or in kind from local or foreign donors to implement an approved work plan for PWDs, in accordance with existing laws and regulations; and perform such other functions as may be necessary for the promotion and protection of the welfare of the PWDs.

NOW THEREFORE, on motion of SB Member Melchor J. Cardinez, Sr., duly seconded by SB Members Athena Ira G. Chua, Marivic S. Robeniol, Johnny Mar A. Carig and Joselito V. Viray, it was,

Be it resolved, as it is hereby resolved by the Sangguniang Bayan to enact the following ordinance:

**ORDINANCE NO. 5  
SERIES 2025**

**AN ORDINANCE CREATING THE POSITION OF ONE (1) DISABILITY AFFAIRS ASSISTANT, SALARY GRADE 8 OF THE MUNICIPALITY OF ASINGAN, PANGASINAN**

Be it enacted by the Sangguniang Bayan of Asingan, Pangasinan, in session assembled that:

Section 1. Title. This ordinance shall be known as "an Ordinance Creating the Position of one (1) Disability Affairs Assistant, Salary Grade 8 of the Municipality of Asingan, Pangasinan".

Section 2. Qualifications. As per the Qualification Standards (Revised 1997) of the Civil Service Commission, the following are the qualifications:

Disability Affairs Assistant, Salary Grade 8

- Education – Completion of Two (2) years of studies in college (prior to 2018) OR  
Completion of Grade 12/Senior High School (starting 2018)
- Training – Four (4) hours of relevant training on disability affairs
- Experience – One (1) year relevant experience on disability affairs
- Eligibility – Career Service (Sub-Professional)  
First Level Eligibility

Section 3. Effectivity. This ordinance will take effect after proper posting and/or publication as required by law.

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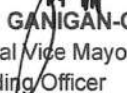
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Date Approved: March 20, 2025.

I HEREBY CERTIFY to the correctness of the above-quoted ordinance.

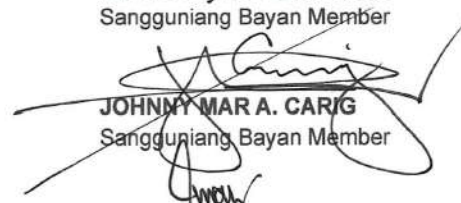
  
**DIOSDADO C. BALANGA**  
Secretary to the Sangguniang Bayan

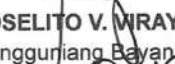
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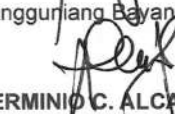
  
**HEIDEE L. GANIGAN-CHUA**  
Municipal Vice Mayor  
Presiding Officer

  
**ATHENA IRA G. CHUA**  
Sangguniang Bayan Member

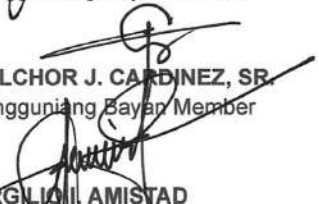
  
**MARIVIC S. ROBENIOL, RN**  
Sangguniang Bayan Member

  
**JOHNNY MAR A. CARIG**  
Sangguniang Bayan Member

  
**JOSELITO V. WRAY**  
Sangguniang Bayan Member

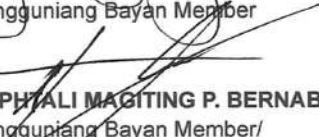
  
**HERMINIO C. ALCANTARA, JR.**  
Sangguniang Bayan Member/  
Liga President

  
**MEL F. LOPEZ**  
Sangguniang Bayan Member

  
**MELCHOR J. CARDINEZ, SR.**  
Sangguniang Bayan Member

  
**VIRGLIO I. AMISTAD**  
Sangguniang Bayan Member

  
**JULIO P. DAYAG**  
Sangguniang Bayan Member

  
**NAPHTALI MAGITING P. BERNABE**  
Sangguniang Bayan Member/  
PPSK President

APPROVED:

  
**ENGR. CARLOS F. LOPEZ, JR.**  
Municipal Mayor