



OFFICE
of the
**SANGGUNIANG
BAYAN**
MONCADA, TARLAC



**EXCERPT FROM THE MINUTES OF THE 51st REGULAR SESSION OF THE
SANGGUNIANG BAYAN OF MONCADA, TARLAC FOR CY 2021 HELD ON THE
20th DAY OF DECEMBER, 2021 VIA VIDEOCONFERENCE**

PRESENT:

HON. JAIME O. DUQUE
HON. RODOLFO C. ESPEJO, JR.
HON. ALBERTO C. MARZAN, JR., MD
HON. RUBEN V. GAMBOA, JR
HON. THELMAFLOR A. ESPEJO
HON. GEORGE MICHAEL P. AGUILAR
HON. JANIUS M. YASAY
HON. CELESTE A. AYSON
HON. CONSTANTE NESTOR A. FAVIS
HON. GEORGE R. CUCHAPIN, MD
HON. EZEKIEL C. RIVERA

.. VICE MAYOR/PRESIDING OFFICER
.. MEMBER
.. LnB PRESIDENT
.. SKF PRESIDENT

ABSENT:

NONE

**RESOLUTION NO. 95
Series of 2021**

Sponsored by: COUN. THELMAFLOR A. ESPEJO

CONFIRMING AND AFFIRMING THE REAPPOINTMENT OF MRS. EMILIA S. QUILET AS MUNICIPAL GOVERNMENT DEPARTMENT HEAD I (MUNICIPAL GENERAL SERVICES OFFICER) OF MONCADA LOCAL GOVERNMENT UNIT

WHEREAS, Section 443 (d) of Republic Act 7160 or the Local Government Code provides that heads of offices and departments in the LGUs shall be appointed by the municipal mayor, unless otherwise provided, with the concurrence of a majority of all members of the Sanggunian, subject to civil service law, rules and regulation. The Sangguniang Bayan shall act on the appointment within fifteen (15) days from the date of its submission; otherwise, the same shall be deemed confirmed;

WHEREAS, Article 20, Section 490 of the same Code provides the minimum Qualification Standards required for the position which states that a Municipal General Services Officer shall be a holder of a college degree on public administration, business administration and management from a recognized college or university, a first-grade civil service eligible or its equivalent and must have acquired three (3) years experience in general services, management of supply, property, solid waste disposal and general sanitation;

WHEREAS, the reappointment of Mrs. Emilia S. Quilet, former Municipal Budget Officer, now Municipal Government Department Head I (Municipal General Services Officer) is in order after having met the minimum requirements provided by law;

NOW, THEREFORE, premises considered, and on motion by Coun. Thelmaflor A. Espejo, duly seconded;



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RESOLVED, that this Sanggunian, acting on the favorable recommendation of the Committee on Human Resource Development, hereby **CONFIRMS** and **AFFIRMS** the reappointment of Mrs. Emilia S. Quilet as Municipal Government Department Head I (Municipal General Services Officer) of Moncada Local Government Unit;

RESOLVED, FURTHER, that the appointee may enter upon the performance of duties of the Office of the Municipal General Services Officer on the date of signing of her appointment, furnishing the Civil Service Commission copies thereof and this concurrence;

RESOLVED, FINALLY, that copies of this Resolution be furnished the Appointee, the Municipal Mayor, the Municipal Human Resource Management Officer and all concerned offices and agencies for their information and appropriate action;

CARRIED.

**CERTIFIED to have been duly
ADOPTED on the above-
mentioned date via Zoom:**

VICTOR SANDINO S. MOLINA
Secretary to the Sanggunian

**ATTESTED AND CERTIFIED
TO BE DULY ADOPTED:**

JAIME O. DUQUE
Vice-Mayor & Presiding Officer

