



SANGGUNIANG PANLALAWIGAN

CERTIFICATION

This is to certify that Provincial Ordinance No. 134-2022, titled "Provincial Ordinance creating the Oriental Mindoro Provincial Tourism Office, defining the qualifications, powers and duties of the Provincial Tourism Officer and appropriating funds therefor and for other purposes", enacted by the Sangguniang Panlalawigan of Oriental Mindoro dated June 15, 2022, was forwarded to the Office of the Provincial Governor on July 11, 2022 for appropriate action and/or approval by Provincial Governor Humerlito A. Dolor, in accordance with Section 54 of the Local Government Code of 1991 ("LGC of 1991"), which provides:


"SECTION 54. Approval of Ordinances. - (a) Every ordinance enacted by the Sangguniang Panlalawigan, Sangguniang Panlungsod, or Sangguniang bayan shall be presented to the provincial governor or city or municipal mayor, as the case may be. If the local chief executive concerned approves the same, he shall affix his signature on each and every page thereof; otherwise, he shall veto it and return the same with his objections to the Sanggunian, which may proceed to reconsider the same. The Sanggunian concerned may override the veto of the local chief executive by two-thirds (2/3) vote of all its members, thereby making the ordinance or resolution effective for all legal intents and purposes.

(b) The veto shall be communicated by the local chief executive concerned to the Sanggunian within fifteen (15) days in the case of a province, and ten (10) days in the case of a city or a municipality; otherwise, the ordinance shall be deemed approved as if he had signed it."

This is to certify further that, until this date, the Sangguniang Panlalawigan has not yet received any action taken by the Provincial Governor relative to Provincial Ordinance No. 134-2022; thus, due to the lapse of the 15-day period, the said Provincial Ordinance is deemed approved by operation of Section 54 of LGC of 1991.

Issued this 23rd day of March 2023 in Calapan City, Oriental Mindoro for whatever legal purpose this may serve.

By Authority of the
Sangguniang Panlalawigan:


DIWATA H. BETIZANAN
Secretary to the
Sangguniang Panlalawigan



SANGGUNIANG PANLALAWIGAN

EXCERPT FROM THE JOURNAL OF THE 138th REGULAR SESSION OF THE 10TH SANGGUNIANG PANLALAWIGAN OF ORIENTAL MINDORO HELD AT THE MIDAS HOTEL, ROXAS BOULEVARD, MANILA ON JUNE 15, 2022

PRESENT:

Hon. Antonio S. Perez, Jr.	Vice Governor / Presiding Officer
Hon. Carlito F. Camo	Member
Hon. C. Voltaire S. Brucal	Member
Hon. Judy Ann D. Servando	Member
Hon. Emmanuel S. Buenaventura	Member / Floor Leader
Hon. Maria Ditas S. Dimapilis	Member
Hon. Rafael L. Infantado	Member
Hon. Edilberto C. Ilano, Jr.	Member
Hon. Marion Francis D. Marcos Brondial	PCL President, Ex-Officio Member
Hon. Joeniña R. Aguilon	ABC President, Ex-Officio Member SKPF President, Ex-Officio Member

ABSENT:

Hon. Alexandra C. Casubuan	Member
Hon. Mae Arlene M. Talens	Member
Hon. Michael Anthony Philippe L. Leachon	Member

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PROVINCIAL ORDINANCE NO. 134-2022

Author:

BOARD MEMBER EMMANUEL S. BUENAVENTURA

PROVINCIAL ORDINANCE CREATING THE ORIENTAL MINDORO PROVINCIAL TOURISM OFFICE, DEFINING THE QUALIFICATIONS, POWERS AND DUTIES OF THE PROVINCIAL TOURISM OFFICER AND APPROPRIATING FUNDS THEREFOR AND FOR OTHER PURPOSES

BE IT ENACTED, BY THE SANGGUNIANG PANLALAWIGAN OF ORIENTAL MINDORO, IN SESSION DULY ASSEMBLED:


SECTION 1. Short Title. This Ordinance shall be known as the **“Oriental Mindoro Provincial Tourism Office Ordinance of 2022”**.


SECTION 2. Creation of Office. The Oriental Mindoro Provincial Tourism Office is hereby created to carry out and implement the provisions of R.A. No. 7160 (Local Government Code of 1991), R.A. No. 9593 (Tourism Act of 2009) and all existing laws, rules and regulations, ordinances, as well as all national and local plans, programs and policies on tourism.

SECTION 3. Appointment. – The Provincial Tourism Office shall be headed by the Provincial Tourism Officer, with salary Grade 26, who shall be in-charge of the said office, and whose appointment shall be *mandatory*. The Provincial Tourism Officer shall be appointed by the Provincial Governor with the concurrence of a majority of all the Members of the Sangguniang Panlalawigan. The position and appointment of the Provincial Tourism Officer shall be *permanent*.

SECTION 3. Qualifications, Powers and Duties of the Provincial Tourism Officer.

Consistent with the requirements of the LGC of 1991 and other laws and regulations:


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3.1. No person shall be appointed as Provincial Tourism Officer unless he is a citizen of the Philippines, a resident of the province, of good moral character, a holder of a college degree preferably in business administration, economics, tourism or any related or similar courses from a recognized college or university, and a first-grade civil service eligible or its equivalent, *provided that*, applicants or candidates for the position with masteral or doctorate degrees in tourism shall be prioritized; *provided further that*, in all cases prior to any appointment, the vacancy shall be fully published for information of the general public in the manner provided in the Local Government Code of 1991 on notice and publication; and *provided finally*, that he is not related to the appointing authority within the fourth civil degree of consanguinity or affinity. He must have experience in tourism organizations, management, promotions and development or other comparable expertise for at least ten (10) years.

3.2. The Provincial Tourism Officer shall take charge of the Provincial Tourism Office for the development and promotion of the tourism sector and industry in the province, and shall:

3.2.1. Formulate comprehensive and integrated tourism plans, programs and policies for consideration of the Provincial Development Council;

3.2.2. Conduct continuing studies, researches, and training programs necessary to evolve tourism plans and programs for implementation;

3.2.3. Integrate and coordinate all tourism plans and studies undertaken by different functional groups or agencies;

3.2.4 Monitor and evaluate the implementation of the different tourism development programs, projects, and activities in the province and all component LGUs concerned in accordance with the approved development plan;

3.2.5. Formulate and recommend tourism fiscal plans and policies for consideration of the Provincial Finance Committee;

3.2.6. Promote people participation in tourism development planning within the province;

3.2.7. Recommend to the Provincial Governor on all matters relative to tourism development which will improve the livelihood and quality of life of the inhabitants of the province, subject to approval by the Sangguniang Panlalawigan;

3.2.9. Advise the Sangguniang Panlalawigan on all matters concerning tourism and attend its meetings, sessions, question hours and other proceedings when required by the body or any of its Members to aid in legislation;

3.2.10. Implement all national and provincial plans, programs and policies on tourism; and

3.2.11. Exercise such other powers and perform such other duties and functions as may be prescribed by law or ordinance.

SECTION 4. Organizational Structure – The Provincial Tourism Office shall have four (4) main Divisions which shall be composed of Tourism Development Planning and Coordination Division, Tourism Public Affairs Division, Cultural Affairs Division and the Administrative Support Division. The organizational structure and staffing pattern of the office is attached as Annex A of this Ordinance.

4.1. **Administrative Support Division (ASD).** The ASD shall provide the Provincial Tourism Office with staff assistance, control and advice on personnel information, records, communications, supplies and materials, equipment and other facilities, disbursements, budgeting; and other liaison, custodial and inventory work and other functions as may be


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assigned by the Provincial Tourism Officer. The ASD shall be composed of the following enumerated personnel, with the corresponding salary grades stated below, who are possessed with the necessary qualifications and mandated to perform the during provided by existing Civil Service Rules requirements, rules and regulations:

4.1.1. Administrative Officer IV	-	SG 15
4.1.2 Administrative Assistant II	-	SG 8
4.1.3 Administrative Aide IV	-	SG 4
4.1.4. Administrative Aide I (UW I)	-	SG 1

4.2. **Tourism Development Planning and Coordination Division (TDPCD).** The TDPCD shall take charge of the development and implementation of projects that enhances tourist sites, facilities and services through standards and accreditation campaigns, trainings and manpower development programs, and institutionalization of community participation and private sector cooperation in tourism projects. It shall be divided into two (2) sections, specifically: (a) **Product Development Services Section** which shall develop new tourism products designed to enhance tourist sites and facilities, conduct on-site assessment and evaluation on the newly-identified tourism sites and products, supervise and monitor accreditation and institutional development activities of the tourism stakeholders, and shall provide assistance to LGUs in the development, enhancement and expansion of their tourism products; and (b) **Technical Support and Standards Services Section** which shall be in-charge primarily with the tourism-related technical data such as but not limited to tourism statistics, tourism survey, involvement in the formulation of various provincial master plans and development of gender and development-related trainings for community-based tourism; conduct research for tourism situationer of the province; provide support services in the areas of policy formulation and evaluation; formulation, updating and monitoring of the provincial tourism master plan; and coordinate intra-government, local community, and the industry. The TDPCD shall be composed of the following enumerated personnel, with the corresponding salary grades stated below, who are possessed with the necessary qualifications and mandated to perform the during provided by existing Civil Service Rules requirements, rules and regulations:

4.2.1. Senior Tourism Operations Officer	-	SG 18
4.2.2. Tourism Operations Officer II	-	SG 15
4.2.3. Tourism Operations Officer I	-	SG 11
4.2.4. Tourism Operations Officer I	-	SG 11
4.2.5. Tourism Operations Assistant	-	SG 8
4.2.6. Tourism Operations Assistant	-	SG 8
4.2.7. Tourism Operations Assistant	-	SG 8

4.3. **Tourism Public Affairs Division (TPAD).** The TPAD shall primarily conduct programs and activities to promote Oriental Mindoro as a premiere tourist destination both domestically and internationally. This Division is divided into three (3) sections, specifically: (a) the **Marketing and Promotions Services Section**, which shall prepare and implement the integrated marketing and promotions plan through information dissemination campaigns, public relations, and social media marketing; conduct familiarization programs for local and international tourists and media practitioners, private sector and other influential individuals to create awareness, goodwill and publicity of the province; (b) the **Tourist Assistance Services Section** which shall ensure the development and enhancement of various strategic tourism sites in the province, including Tourist Assistance Centers or Tourist Rest Areas and Souvenir Stops (TRASS), and man provincial government-owned tourist assistance centers; (c) the **Community Events Services Section** which shall be in charge of staging various tourism-related events such as product audits, familiarization tours, field visits and other engagement activities, and work with the Cultural Affairs Division for the staging of various festivals and cultural events in the province. The TDPCD shall be composed of the following enumerated personnel, with the corresponding salary grades stated below, who are possessed with the necessary qualifications and mandated to perform the during provided by existing Civil Service Rules requirements, rules and regulations:


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4.3.1. Supervising Tourism Operations Officer	-	SG 22
4.3.2. Tourism Operations Officer II	-	SG 15
4.3.3. Tourism Operations Officer I	-	SG 11
4.3.4. Tourism Operations Officer I	-	SG 11
4.3.5. Tourism Operations Assistant	-	SG 7
4.3.6. Tourism Operations Assistant	-	SG 7
4.3.7. Tourism Operations Assistant	-	SG 7
4.3.8. Tourism Operations Assistant	-	SG 7
4.3.9. Administrative Assistant I (Photographer II)	-	SG 6
4.3.10. Photographer I	-	SG 5

4.4. **Cultural Affairs Division.** Th CAD shall be responsible for consolidating plans and programs that promote cultural heritage growth and preservation; developing and implementing cultural dissemination campaigns; conducting research on and organizing special events and special projects that promote Oriental Mindoro heritage; preserving the province's heritage in a museum and providing technical assistance to artists, cultural workers, and organizations. It shall be manned by two (2) sections, specifically: (a) the **Parks and Landmarks Management Section**, which shall be responsible for managing and maintaining provincial parks and landmarks, monuments, historical sites, and other designated properties of the Provincial Government; and (b) the **Museum Services Section**, which shall be in-charge of developing, storing and preserving collections and cultural heritage in the Provincial Heritage Museum and the Heritage and Cultural Center; showcasing the province's cultural heritage to all interested individuals while also ensuring the long-term safety and sustainability of the cultural objects within the museum's care; conducting research and documentation activities on Oriental Mindoro heritage; providing technical assistance to artists, cultural workers, and various cultural and historical organizations; and implementing cultural education and communication campaigns. The ACD shall be composed of the following enumerated personnel, with the corresponding salary grades stated below, who are possessed with the necessary qualifications and mandated to perform the during provided by existing Civil Service Rules requirements, rules and regulations:

4.4.1 Museum Curator I	-	SG 22
4.4.2 Museum Researcher II	-	SG 14
4.4.3 Museum Technician II	-	SG 8
4.4.4 Museum Technician I	-	SG 6
4.4.5 Photographer I	-	SG 5

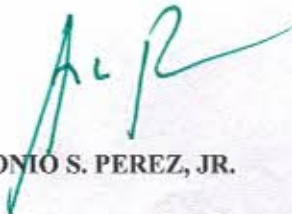
SECTION 5. Appropriations. To implement this Ordinance and for the effective operations of the Provincial Tourism Office, the necessary funds for the purpose shall be charged to the Provincial Annual Budget for FY 2022 and appropriated in the succeeding provincial budgets.

SECTION 6. Repealing Clause. All ordinances and administrative circulars and executive orders or parts hereof which shall be found to be inconsistent with provisions of this Ordinance are hereby repealed and amended accordingly

SECTION 7. Separability Clause. Any provision of this Ordinance declared to be unconstitutional or invalid shall not affect the remaining portions or provisions hereof.

SECTION 8. Effectivity. This Ordinance shall take effect upon approval.

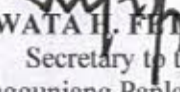

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ANTONIO S. PEREZ, JR.


HUMERLITO A. DOLOR

Upon motion of Board Member Emmanuel S. Buenaventura, seconded by Board Member Carlito F. Camo and Judy Ann D. Servando, this Provincial Ordinance was... ENACTED.

Certified correct:


DIWATA H. FERNANZANAN
Secretary to the
Sangguniang Panlalawigan

Attested by:


ANTONIO S. PEREZ, JR.
Vice Governor / Presiding Officer

Approved by:

HUMERLITO A. DOLOR
Provincial Governor

Date: _____