

REPUBLIC OF THE PHILIPPINES  
BATANGAS CITY

OFFICE OF THE SANGGUNIANG PANLUNGSOD

EXCERPT FROM THE MINUTES OF THE REGULAR SESSION HELD BY THE  
MEMBERS OF THE SANGGUNIANG PANLUNGSOD OF BATANGAS CITY  
ON JANUARY 23, 2024 AT THE SANGGUNIANG SESSION HALL

**PRESENT:**

|                                     |                                |
|-------------------------------------|--------------------------------|
| Hon. Alyssa Renee A. Cruz           | Presiding Officer              |
| Hon. Hamilton G. Blanco,            | Sangguniang Panlungsod Member  |
| Hon. Karlos Emmanjuel A. Buted,     | ”                              |
| Hon. Andrea Loise F. Macaraig,      | ”                              |
| Hon. Nestor E. Dimacuha,            | ”                              |
| Hon. Oliver Z. Macatangay,          | ”                              |
| Hon. Armando C. Lazarte,            | ”                              |
| Hon. Nelson J. Chavez,              | ”                              |
| Hon. Jose Jonash Luis F. Tolentino, | ”                              |
| Hon. Zester Carlo M. Hernandez,     | ”                              |
| Hon. Isidra “Ched” M. Atienza,      | ”                              |
| Hon. Lorenzo A. Gamboa, Jr.,        | ”                              |
| Hon. Michael C. Villena,            | ”                              |
| Hon. Angelito Dondon A. Dimacuha,   | Liga ng mga Barangay President |
| Hon. Marcus Manuel D. Castillo,     | SK Pederasyon President        |

“On motion of SP Member Macatangay seconded by SP Member Lazarte, the following Resolution was Adopted:

**RESOLUTION NO. 22-22 S. 2024**

**CONFIRMING THE APPOINTMENT OF MS. AUREA R. CASTILLO AS CITY  
GOVERNMENT DEPARTMENT HEAD I IN THE OFFICE OF THE HUMAN  
RESOURCE MANAGEMENT AND DEVELOPMENT**

**WHEREAS**, pursuant to Section 454 (d) of R.A. 7160, the City Mayor requested the Sangguniang Panlungsod for the concurrence to the appointment of Ms. Aurea R. Castillo as City Government Department Head I in the Office of Human Resource Management and Development;

**WHEREAS**, the appointment of City Human Resource Management and Development Officer conforms to Section 3 of Civil Service Commission (CSC) Memorandum Circular No. 12, Series 2022 which provides;

Pursuant to Civil Service Commission (CSC) Resolution No. 2200373 promulgated on 20 September 2022, the CSC adopts the 2022 Guidelines and Standards in the Establishment of Organizational Structures and Staffing Patterns (OSSPs) in Local Government Units (LGUs), as follows:

“Pursuant to Section 76 of R.A. No. 7160, the Civil Service Commission (CSC) shall prescribe minimum standards and guidelines in the design and implementation of Organizational Structures and Staffing Patterns (OSSPs) in Local Government Units (LGUs). It provides, as follows:

**Continuation of Resolution No. 22-22 S. 2024**

**CONFIRMING THE APPOINTMENT OF MS. AUREA R. CASTILLO AS CITY  
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RESOURCE MANAGEMENT AND DEVELOPMENT**

Section 76. Organizational Structure and Staffing Pattern. – Every local government unit shall design and implement its own organizational structure and staffing pattern taking into consideration its service requirements and financial capability, subject to the minimum standards and guidelines prescribed by the Civil Service Commission.”

It is, therefore, the responsibility of every LGU to design, approve, and implement its Organizational Structures and Staffing Patterns (OSSPs) in accordance with the 2022 Guidelines and Standards in the Establishment of Organizational Structures and Staffing Patterns (OSSPs) in Local Government Units (LGUs)”;

**WHEREAS**, Civil Service Commission (CSC) Memorandum Circular 19 Series of 1992, Guidelines and Standards in the Establishment Organizational Structures and Staffing Patterns in Local Government Units provides that:

“Pursuant to Section 76 of Republic Act No. 7160, otherwise known as the Local Government Code of 1991, the Civil Service Commission shall prescribe minimum standards and guidelines in the design and implementation of organizational structures and staffing patterns in Local Government Units. It provides, as follows:

“Section 76. Organizational Structure and Staffing Pattern. - Every local government unit shall design and implement its own organizational structure and staffing pattern taking into consideration its service requirements and financial capability, subject to the minimum standards and guidelines prescribed by the Civil Service Commission”;

**WHEREAS**, the City Mayor and the Local Finance Committee certify that funds for the said position are available and that the limitation provided for under Section 325 of R.A. 7160 have been considered;

**NOW THEREFORE**, be it resolved as it is hereby resolved by the Sangguniang Panlungsod in session assembled, to concur as it hereby concurs, with the appointment of Ms. Aurea R. Castillo as City Government Department Head I in the Office of Human Resource Management and Development effective January 2, 2024.

**UNANIMOUSLY APPROVED.”**

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**SPONSOR : SP MEMBER OLIVER Z. MACATANGAY**  
**Chairman, Committee on Civil Service**


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**Continuation of Resolution No. 22-22 S. 2024**

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I hereby certify that the foregoing Resolution No. 22-22 S. 2024 was approved by the Sangguniang Panlungsod of Batangas City during its Regular Session held on January 23, 2024.



**ATTY. OLIVA D. TELEGATOS**  
Secretary

**ATTESTED:**



**ATTY. ALYSSA RENEE A. CRUZ**  
Presiding Officer

**ODT/ystingchuy...**