

file

MANPOWER COMPLEMENT
Republic of the Philippines
Budget Year 2013
4th Quarter
Puerto Princesa City

Nature of Appointment or Employment	Number	Compensation and Other Benefits		Total
		Salaries and Wages	Other Monetary Benefits	
I. Permanent	790	P 75,275,770.53	P 28,478,421.27	P 103,754,191.80 ¹
II. Co-terminous ²	63			
III. Temporary ³	3			
IV. Elected	13			
V. Contractual ⁴	0			
VI. Job Order ⁵	c/o Office of the City Mayor	c/o Office of the City Mayor	-	
VII. Contract of Service ⁶	c/o Office of the City Legal Officer	c/o Office of the City Legal Officer	-	
Grand Total				

I hereby certify that we have reviewed the contents and hereby attest to the veracity and correctness of the data or information contained in this document.

Atty. Expedito M. Anigan
ATTY. EXPEDITO M. ANIGAN
City Personnel Officer
Atty.

Notes: (Source: E.O. 292 and Other Pertinent Civil Service Laws)

¹ Estimates based on Annual Budget 2014 of the City Government of Puerto Princesa

² Co-terminous – issued to a person whose entrance and continuity in the service is based on trust and confidence of the appointing authority or the head of the organizational unit where assigned; or co-existent with the incumbent; or limited to the duration of the project; or co-existent with the period for which an agency or office was created.

³ Temporary – issued to a person who meets the education, experience and training requirements for the position to which he is being appointed except for an appropriate eligibility but only in the absence of a qualified eligible actually available, as certified by the Civil Service Regional Director or Field Officer. The appointment shall not exceed twelve months, reckoned from the date it was issued but the appointee may be replaced sooner if a qualified eligible who is willing to accept the appointment becomes actually available.

⁴ Contractual – issued to a person who shall undertake a specific work or job for a limited period not to exceed one year. The appointing authority shall indicate the inclusive period covered by the appointment for the purpose of crediting services.

⁵ Job Orders – are employees whose services rendered are not considered government services and do not enjoy the benefits enjoyed by government employees. The job order covers piece of work or intermittent job of short duration not exceeding six months on a daily basis.

⁶ Contract of Service – like job orders, are employees whose services rendered are not considered government services and do not enjoy the benefits enjoyed by government employees. However, employees under this category are covered with contracts not exceeding one year.

City Government of Puerto Princesa

TOTAL NUMBER OF PERSONNEL

As of December 31, 2013

OFFICE	C	E	T	PERMANENT	MALE	FEMALE	FILLED-UP	VACANT	TOTAL
City Mayor's Office	23	1	-	58	42	40	82	11	93
City Vice Mayor's Office	7	1	-	6	10	4	14	2	16
Sangguniang Panlungsod	30	11	-	0	27	14	41	7	48
Secretary to the Sangguniang Panlungsod	-	-	3	42	14	31	45	3	48
City Administrator's Office	1	-	-	9	4	6	10	1	11
City Human Resource Mgt. Office	-	-	-	21	5	16	21	8	29
City Planning & Dev't Coord. Office	-	-	-	37	18	19	37	7	44
City Civil Registry	-	-	-	9	5	4	9	4	13
City General Services Office	-	-	-	42	24	18	42	5	47
City Budget Office	-	-	-	13	4	9	13	2	15
City Accounting Office	-	-	-	29	6	23	29	6	35
City Treasurer's Office	-	-	-	45	17	28	45	18	63
City Assessor's Office	-	-	-	27	17	10	27	2	29
City Information Office	1	-	-	8	6	3	9	4	13
City Legal Office	1	-	-	13	5	9	14	5	19
City Register of Deeds	-	-	-	3	2	1	3	1	4
City Health Office	-	-	-	76	17	59	76	14	90
City POPCOM	-	-	-	8	1	7	8	2	10
City Social Welfare & Dev't. Office	-	-	-	36	3	33	36	4	40
City Agriculture Office	-	-	-	35	19	16	35	4	39
City Veterinary Office	-	-	-	17	6	11	17	1	18
City CENRO	-	-	-	28	16	12	28	2	30
City Engineer - Administrative	-	-	-	97	70	27	97	26	123
City Engineer - Motorpool	-	-	-	89	86	3	89	19	108
City Public Market	-	-	-	15	5	10	15	1	16
City Slaughter House	-	-	-	5	2	3	5	3	8
City Tourism Office	-	-	-	22	5	17	22	6	28
TOTAL	63	13	3	790	436	433	869	166	1037

Elected	13	Department Head	17	
Male	12	Male	9	(Coterm 3)
Female	1	Female	8	

Coterminous	63	Asst. Department Head	9
Male	37	Male	5
Female	26	Female	4

Permanent	790	Rank & File	830
Male	386	Male	410
Female	404	Female	420

Temporary	3	No. of Departments:	20
Male	1		
Female	2		