



Republic of the Philippines
Province of Guimaras

OFFICE OF THE SANGGUNIAN PANLALAWIGAN

*EXCERPTS FROM THE MINUTES OF THE REGULAR SESSION OF THE HONORABLE
SANGGUNIAN PANLALAWIGAN OF THE PROVINCE OF GUIMARAS HELD AT THE SP
SESSION HALL, PROVINCIAL CAPITOL ON JANUARY 13, 2016.*

PRESENT:

<i>Hon. Vicente B. de Asis</i>	<i>-</i>	<i>Vice Governor/Presiding Officer</i>
<i>Hon. Cyril C. Beltran</i>	<i>-</i>	<i>SP Member/Majority Floor Leader</i>
<i>Hon. David G. Gano</i>	<i>-</i>	<i>SP Member/Deputy Majority Floor Leader</i>
<i>Hon. John Edward G. Gando</i>	<i>-</i>	<i>SP Member</i>
<i>Hon. Josefina G. de la Cruz</i>	<i>-</i>	<i>SP Member</i>
<i>Hon. Dan Elby C. Habaña</i>	<i>-</i>	<i>SP Member</i>
<i>Hon. Diosdado G. Gonzaga</i>	<i>-</i>	<i>SP Member</i>
<i>Hon. Roy P. Habaña</i>	<i>-</i>	<i>SP Member</i>
<i>Hon. Rex G. Fernandez</i>	<i>-</i>	<i>SP Member</i>
<i>Hon. Nelly S. Rentoy</i>	<i>-</i>	<i>Ex-Officio Member (PCL Fed. President)</i>
<i>Hon. Fred C. Gamayao</i>	<i>-</i>	<i>Ex-Officio Member (LNB President)</i>

OFFICIAL BUSINESS:

None

ABSENT:

None

RESOLUTION NO. 03

RESOLUTION AUTHORIZING GOVERNOR SAMUEL T. GUMARIN, MD, MPH TO SIGN FOR AND IN BEHALF OF THE PROVINCIAL GOVERNMENT OF GUIMARAS, THE RENEWAL OF THE CONTRACT OF SERVICES WITH DINAH MAE C. BANDIOLA AS JOB INFORMATION CENTER (JIC) FOCAL PERSON/TRAINER/GUIDANCE AT THE PROVINCIAL TRAINING AND ENTERPRISE DEVELOPMENT CENTER (PTEDC) EFFECTIVE JANUARY 13, 2016

WHEREAS, Ms Dinah Mae C. Bandiola had been contracted by the Provincial Government as JIC Focal Person Trainer at the Provincial Training and Enterprise Development Center (PTEDC), however said Contract had expired last December 31, 2015;

WHEREAS, the Honorable Governor, in his letter dated 11 January 2016, requested for an authority to sign the renewal of the Contract of Services with Ms Dinah Mae C. Bandiola for the period covering January 13, 2016 to December 31, 2016;

WHEREAS, finding the request to be in order, this Honorable Body interposes no objection on the same;

NOW THEREFORE, on motion of SP Member Hon. Josefina G. de la Cruz, Chairperson, Committee on Social Services, unanimously seconded;

THE SANGGUNIAN PANLALAWIGAN IN SESSION DULY ASSEMBLED:

RESOLVED, to authorize Governor Samuel T. Gumarin, M.D., MPH to sign for and in behalf of the Provincial Government of Guimaras, the following:

CONTRACT OF SERVICES

KNOW ALL MEN BY THESE PRESENTS:

This Contract made and entered to by and between:

The Provincial Government of Guimaras, with office address at San Miguel, Jordan, Guimaras, herein represented by HON. SAMUEL T. GUMARIN, MD, MPH, Provincial Governor, hereafter referred to as the "FIRST PARTY".

-and-

MS DINNAH MAE C. BANDIOLA, of legal age, Filipino and with residence address at San Miguel, Jordan, Guimaras, herein referred to as the "SECOND PARTY"

WHEREAS, the Provincial Government of Guimaras operates the Provincial Training and Enterprise Development Center (PTEDC);

WHEREAS, the PTEDC implement TESDA-registered programs in Metals and Engineering, Tourism, and other programs of the center are qualified to and likewise coordinate with TESDA offered programs;

WHEREAS, due to unavailability of personnel, TESDA shall augment effort to look for personnel who shall perform the duties of a regular personnel for the operation of the PTEDC;

WHEREFORE, on the premises considered the two parties agreed to:

FIRST PARTY

1. Shall provide funds for the operation of PTEDC.
2. Shall pay the services of the personnel as compensation in the amount of P11,000.00 per month chargeable against General Funds (Special Purpose).
3. Shall monitor the output of the personnel.

SECOND PARTY

1. Shall possess the required education, experience and skills to perform the job as Consultant/Trainer.
 - a. Job Information Center (JIC) Focal Person
 - Take charge of the operation of the Jobs Information Center
 - Promote PTEDC Programs
 - b. Trainer-Tourism Related Courses (Hotel & Restaurant) Food and Beverage Services (FBS) NC II/Commercial Cooking NC II/Housekeeping NC II/Front Desk/Food Processing, etc.
 - Plan Training Sessions
 - Develop and prepare instructional materials
 - Deliver Training Sessions
 - Conduct guidance and counseling sessions
 - Maintain professional competence
 - Maintain Tools, Equipment and Facilities

- c. Competency Assessor in FBS NC II (Institutional)
 - Plan Competency Assessment
 - Conduct Competency Assessment in the qualification/s accredited
 - Review Competency Assessment
 - Submit Assessment Results Reports
 - d. Focal Person for Community-Based Rural Tourism (CBRT)
 - Formulate design TVET Programs for CBRT
 - e. In charge of Guidance Services
 - Conduct Training Induction Program
 - Implementing training rules and regulation of the center
 - Cultivating trainees desires to get along with peers in the center
 - Inculcating trainees seriousness and responsibility towards work
 - Enhancing trainee's ability towards work.
 - Conduct Job Induction Program
2. Shall attest in writing that:
 - a. She is not related within the third degree of consanguinity or affinity to the hiring authority and or representative of the First Party.
 - b. She has not been previously dismissed from government service by reason of an administrative offense.
 - c. She has not reached the compulsory retirement age of sixty five (65) years old.
 3. Perform other assignments to include:
 - a. Submit monthly written reports to the first party.
 - b. Other duties as may be directed by the Center Administrator, and the Provincial Government.
 4. That written notice of termination of this contract by either party shall be issued thirty (30) days prior to its effective date to the other party and the second party shall be required to accomplish clearances from money and property accountabilities.
 5. That this Contract supersede previous contract entered into, and
 6. That the Contract of Services may be renewed upon agreement of both parties.

This contract of services shall be effective from January 13, 2016 to December 31, 2016.

IN WITNESS WHEREOF, both parties have hereunto set their hands this ____ day of _____ at _____.

HON. SAMUEL T. GUMARIN, MD,MPH
Provincial Governor-Guimaras
(First Party)

DINAH MAE C. BANDIOLA
JIC Focal Person/Trainer/Guidance
PTEDC
(Second Party)

Signed in the presence of:

ROMEO M. TUBUNGAN
PTEDC Center Administrator

SOFRONIO V. GRACIOSA, JR.
Provincial Accountant

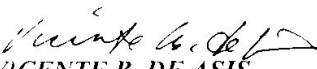
RESOLVED FURTHER, to send a copy of this resolution to the Honorable Governor, Ms. Dimah Mae C. Bandiola, PTEDC, Provincial Budget Office, Provincial Treasurer's Office, Provincial Accounting Office, COA and all other concerned offices for information and appropriate action.

APPROVED: January 13, 2016.

Hereby certify that the foregoing is a true and accurate copy of the resolution which was duly adopted by the Sangguniang Panlalawigan of the Province of Guimaras during its regular session held on January 13, 2016.


LORENA MINIERVA-ITUCAS
Secretary to the Sangguniang Panlalawigan

Attested:


ATTY. VICENTE B. DE ASIS
Vice Governor
Presiding Officer

Approved:


SAMUEL T. GUMARIN, MD, MPH
Governor