



Republic of the Philippines  
Tanggapan ng Sangguniang Panlungsod  
City of Naga



**ORDINANCE NO. 2003-034**

**AN ORDINANCE ACCEPTING THE TRANSFER OF GENERAL SUPERVISION AND FUNDS MANAGEMENT OF THE CAMARINES SUR COMMUNITY COLLEGE UNDER CERTAIN TERMS AND CONDITIONS:-**

Sponsor: Hon. Gabriel H. Bordado, Jr.

Be it ordained by the Sangguniang Panlungsod of the City of Naga, that:

**SECTION 1.** - The general supervision and funds management of the Camarines Sur Community College (CSCC), a post secondary institution offering the Two-Year course in Midwifery duly recognized by the Commission on Higher Education (CHED) is hereby transferred to and accepted by the City Government of Naga under the following terms and conditions:

A. The College

1. The Administrative operation of the College shall be under the present Administrator Mrs. Erna Claveria assisted by its present School Clerk whose title shall be changed to Registrar/Property Custodian whose functions shall be determined by the former;
2. The funding for the college operations shall be derived from the tuition fees, Related Learning Experience (RLE) fees from the students and from solicitations and grants that may be raised or received by the College;
3. The College Administrator shall prepare the Annual Budget of the College including its Organizational Set-Up. The faculty complements of 60% full time and 40% part time shall be made effective during the School Year 2003-2004;
4. In case of tuition fee increases, the College shall cause this to be done through consultation following the CMO Nos. 13 and 29, s. 1998 and 1999 respectively;
5. The College is hereby totally detached from the Department of Education (DepEd) and shall be under the Commission on Higher Education (CHED) and the general supervision of the City Mayor; and for this purpose the College Diploma shall be signed by the College Administrator, the City Mayor and the CHED Regional Director;
6. In case the College could not operate anymore for reasons of non-viability of the program or for lack of funding to sustain its operation, the College authorities may apply for voluntary closure of the program/school by writing the CHED for this purpose or the CHED will involuntarily close the school/program or in case

the College is not able to comply with the specific requirements of the CHED based on the policies and standard of the program being offered.

**B. The City Government of Naga**

1. The City Government of Naga shall accept as it hereby accepts the general supervision and funds management of the Camarines Sur Community College (CSCC);
2. The City Government thru the City Accountant in coordination with the City Treasurer shall establish Funds Internal Control System that shall straighten the records of the College by employing sound financial management system and for this purpose, both city government departments shall assist the College in this aspect of funds entries and releases according to the regular government auditing rules and regulations;
3. The City Government shall create and by this ordinance do hereby create a Special Trust Fund for the incomes derived out of tuition fees, RLE fees, and solicitations and grants sourced by and for the Camarines Sur Community College, to be disbursed for the purposes in the effective operation of the College as appearing in its annual budget or in the case of savings, same may partially be allocated for the benefit of its administrative and teaching staff, as may be allowed by law;
4. The City Government shall look for a site and a building for the college soonest and shall assist the same College in improving such building as may be necessary.

**SECTION 2.** - This ordinance shall take effect upon its approval.

**ENACTED:** March 19, 2003

**WE HEREBY CERTIFY** to the correctness of the foregoing ordinance.

**JOSE C. RAÑOLA, M.D.**  
Acting City Vice Mayor & Presiding Officer

**GIL A. DE LA TORRE**  
Board Secretary II  
& Secretary Designate

APPROVED:

**ESTEBAN R. ABONAL**  
Acting City Mayor