



Republic of the Philippines  
Tanggapan ng Sangguniang Panlungsod  
City of Naga



**ORDINANCE NO. 2003-036**

**AN ORDINANCE CREATING THE CITY VETERINARY OFFICE TO EFFECTIVELY IMPLEMENT ITS OBJECTIVES, PROGRAMS AND STRATEGIES RELATED TO VETERINARY ACTIVITIES IN THE CITY OF NAGA:-**

Author: Hon. William del Rosario  
Hon. Jose Rañola  
Hon. Lourdes Asence

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

**SECTION 1. - TITLE** - This ordinance shall be known as the ORDINANCE CREATING THE CITY VETERINARY OFFICE TO EFFECTIVELY IMPLEMENT ITS OBJECTIVES, PROGRAMS AND STRATEGIES RELATED TO VETERINARY ACTIVITIES IN THE CITY OF NAGA;

**SECTION 2. - BASIS OF THIS ORDINANCE.** - Pursuant to Executive Order 137 entitled "PROVIDING FOR THE IMPLEMENTING RULES AND REGULATIONS GOVERNING THE DEVOLUTION OF CERTAIN POWERS AND FUNCTIONS OF NMIC TO THE LOCAL GOVERNMENT UNITS PURSUANT TO REPUBLIC ACT 7160, OTHERWISE KNOWN AS THE LOCAL GOVERNMENT CODE OF 1991 under Section 3.

**SECTION 3. - PURPOSE.** - As one of the basic services and facilities to be undertaken by the city for promulgating specific policies and procedures governing the flow of poultry, livestock and poultry and livestock products through various stages of marketing and the proper preservation and inspection of such products.

**SECTION 4. - DEFINITION OF TERMS.** - The terms for the purpose of this ordinance shall mean:

- a. CVO - City Veterinary Office;
- b. NMIC - National Meat Inspection Commission;
- c. Livestock - refers to domestic animals raised for meat and offered for sale to the public;
- d. Poultry - refers to domestic fowls raised for meat and/or eggs and offered for sale to the public;
- e. Ante mortem inspection – refers to examination of livestock/ poultry before it are slaughtered/ dressed;
- f. Post mortem inspection – refers to examination of slaughtered/ dressed livestock/ poultry;

- g. Hot meat - refers to carcasses or meat of livestock/ poultry slaughtered/ dressed in an authorized or private backyard slaughterhouse or in any place other than the Naga City Abattoir and slaughterhouses accredited by the National Meat Inspection Commission;
- h. Unauthorized slaughterhouse - refers to any building/ place used for slaughtering of livestock and/or poultry without proper permit, license and/or clearance from the concerned national and/or local government agencies;
- i. zoonotic diseases – animal disease that may be acquired by any person;
- j. F.M.D. - refers to Foot and Mouth Disease
- k. Food Producing Animals – refers to domestic and farm animals intended for food.

**SECTION 5. - AUTHORITY AND FUNCTIONS OF CITY VETERINARY OFFICE (CVO):**

5.1. Authority - This ordinance is enacted to supplement provisions of existing laws and ordinance in the city related to veterinary functions.

5.2. Functions - The following are the functions of the City veterinary Office (CVO) as created;

- 5.2.1 Responsible of all veterinary activities, such as in the outbreak of highly contagious and deadly diseases and in situation resulting in the depletion of animals for work and human consumption particularly those arising from and in the aftermath of man made and natural disasters and calamities;
- 5.2.2 Take the necessary measures to eradicate, prevent or cure all forms of animal diseases;
- 5.2.3 Regulate and inspect poultry, milk, and dairy products for public consumption;
- 5.2.4 Enforce all laws and regulations for the prevention of cruelty to animals;
- 5.2.5 Regulate the keeping of domestic animals;
- 5.2.6 Assist and have the control movement of meat and meat products from priority reportable diseases endemic areas to free zones in the city;
- 5.2.7 Shall monitor, conduct field inspection and may require those involved in slaughterhouse operation to submit periodic and special reports to the City Mayor, Naga City Veterinary Inspection Board and to the National Meat Inspection Commission (NMIC).
- 5.2.8 Coordinate and recommend to the City Mayor and to the Sanggunian as the case maybe on all other matters for the improvement of the quality of livestock, poultry, and other domestic animals used for work or human consumption.
- 5.2.9 Exercise such other powers and perform such other duties and functions as maybe prescribed by laws or ordinances.

**SECTION 6.** - The City Veterinary Office (CVO) - There is hereby created under this ordinance the office of the City Veterinary, the primary functions of which are those stated in Section 5 of this ordinance.

6.1. This office shall constitute a new department in the administrative structure of the city government headed by the City Veterinarian. The department will be composed of two (2) line division, namely: a) Production and Training division and b) Regulatory/ Monitoring division. The functions of the divisions are as follows:

6.1.1 Production and Training Division: This division shall:

- Provide training and other skill development activities on livestock production, deworming, vaccination of animals;
- Enhance the IEC Program of the National and Local Veterinary activities;
- Implement protection, rehabilitation and development of animal productivity;
- Exercise such other powers and perform other duties and functions as may be prescribed by laws and ordinances;

6.1.2 Regulatory/ Monitoring Division: This division shall:

- Develop plans, programs and projects on Veterinary activities;
- Monitor the Ante and Post Mortem inspection at Naga City Abattoir, movement of meat and meat products;
- FMD monitoring and surveillance, rabies, dog pound, hog cholera and other animal diseases;
- Shall have all the records of all veterinary activities and reported incidents of animal diseases;
- Regulate the projects and programs of the Naga City government regarding the veterinary activities;
- Regulate the preparation and sale of meat for human consumption based on national policies, guidelines and standard within their territorial jurisdiction;
- Inspect and examine all livestock and fowls slaughtered for food and their meat products;
- Conduct meat inspection in all classes of slaughterhouse;
- Certify the fitness for human consumption of meat and meat products intended for distribution within the locality;
- Licensing and registration of butchers;
- Accreditation of livestock farm and establishment;

- Exercise such other powers and perform such other activities and functions that may be prescribed by laws and ordinances.

#### 6.1.3. City Veterinary Inspection Board

This Board is the policy making body on veterinary matters directly related to the City Veterinarian Office (CVO) and shall be headed by the chairperson or any Sanggunian Member Committee on Agriculture with regular members coming from the Chairperson or any Sanggunian Panglunsod Member, Committee on Market Affairs, City Health Office, Representative from the National Meat Inspection Board (NMIC), Philippines National Police (PNP), Representative from the Naga City Market Office and Naga City People's Council (NCPC). From time to time the Chair can invite other parties as deemed appropriate or when demand arises. The said Board shall only serve as a policy making body and provide advise to the City Veterinarian Office.

#### 6.1.4. Personnel Requirement/ Qualifications:

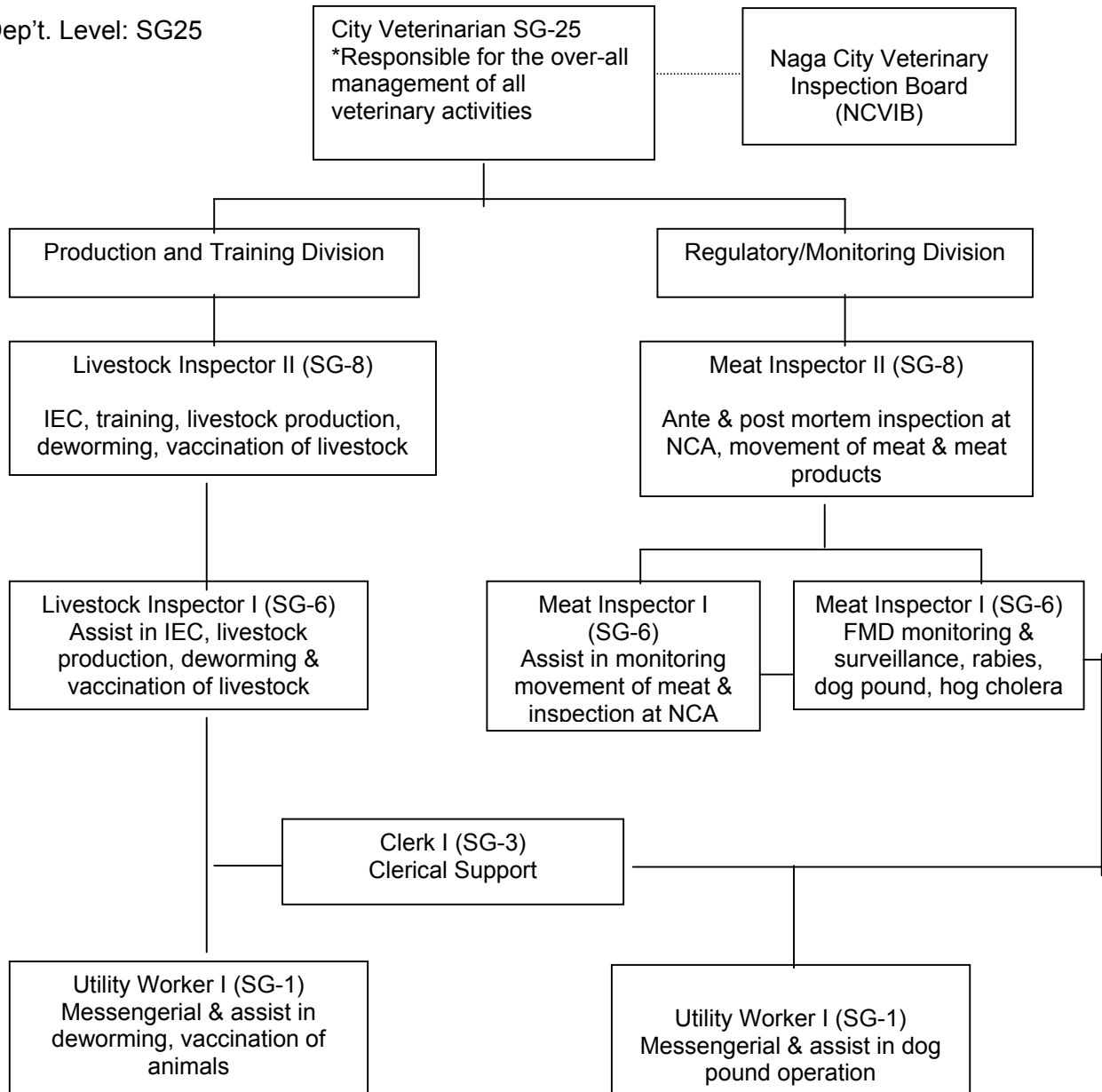
- a. City Veterinarian - Must be a holder of a College Degree preferably in Animal Science and other related fields with at least five (5) years experience in actual management of personnel and resources, with good moral character, and a resident of Naga City. Must not be above 50 years of age and physically fit to avail of necessary training and other capability building opportunities offered by the government.
- b. Division Chief (Production & Training Division) and (Regulatory/ Monitoring Division) - Must be a college graduate in Animal Science or other related fields with at least three (3) years experience in Animal Productivity or related activities and of good moral character. Must not be above 50 years of age and physically fit to undergo by the government.

SECTION 6.2. - The Organizational Structure of the City Veterinary Office (CVO) cited in preceding Section is illustrated in an Organizational Chart hereunder;

## CITY VETERINARY OFFICE (CVO)

### ORGANIZATION STRUCTURE

Dep't. Level: SG25



**SECTION 7. - BUDGETARY AND FINANCE REQUIREMENT.** - All salaries and wages of the items created under this ordinance as well as its maintenance and operations and other costs for the fiscal year beginning 2003 shall be determined by a special committee designated by the Chief Executive for the purpose.

During the succeeding years, this office shall henceforth be included as a department in the government structure and receive its corresponding share in the budget process yearly.

**SECTION 8. - RE-ALIGNMENT OF EXISTING PERSONNEL.** - In order to maximize the duties and functions of the newly created items in this ordinance it is desirable to re-align

personnel presently working under the different Departments of the city to this new created office especially those primarily responsible for veterinary functions. The salary grade and wages, however of said personnel shall not be disturbed nor diminished by this re-alignment including their possible salary upgrading to the positions they may occupy in the new office.

The re-alignment mentioned herein above shall be effected only after an executive order of the City Executive has been issued and made effective.

**SECTION 9. - INTERIM OPERATIONS.** - Considering that the office herein of City Veterinary Office (CVO) shall operate on its regular budget at the start of FISCAL YEAR 2003, an interim office shall start to function to be assumed by temporarily designated personnel to be determined by the City Mayor. Upon formal assumption of the personnel appointed to the CVO, the interim appointees shall relinquish their task in favor of the regular CVO.

Appointment to the newly created items, for purposes of expediency and economy maybe drawn from existing city personnel of any department or section, who maybe upgraded upon recommendation of the Human Resource Development Chief and approval by the City Mayor.

**SECTION 7. - SEPARABILITY CLAUSE.** - Any provision or portion of this ordinance found to be violative of the constitution or invalid shall not impair the provisions or part thereof which shall continue to be in force and in effect.

**SECTION 8. - REPEALING CLAUSE.** - Ordinances, rules and regulations or parts thereof, which are inconsistent or in conflict with the provisions of this ordinance, are hereby repealed or modified accordingly.

**SECTION 9. - EFFECTIVITY.** - This ordinance shall take effect immediately upon its approval.

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

**GIL A DELA TORRE**  
Board Secretary II  
& Secretary-Designate

**ESTEBAN R. ABONAL**  
City Vice Mayor & Presiding Officer

APPROVED:

**JESSE M. ROBREDO**  
City Mayor