



BAGONG PILIPINAS

Republic of the Philippines
Province of Cagayan
TUGUEGARAO CITY

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OFFICE OF THE CITY MAYOR

11 September 2025

THE HONORABLE MEMBERS

Sangguniang Panlungsod
This City

Thru: HON. ROSAURO RODRIGO G. RESUELLO
Vice Mayor and Presiding Officer

Dear *Honorable Members of the Sanggunian*:

Herewith is the letter of OIC- City Environment and Natural Resources Officer relative to the request for amendment of City Ordinance No. 058-2017 otherwise known as City Ordinance Enacting the Comprehensive Environmental Management Code of Tuguegarao City, for your information and appropriate action.

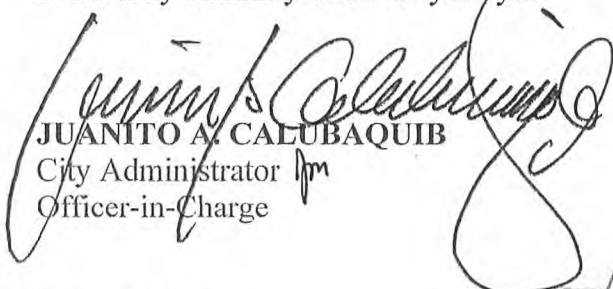
May we request the inclusion of the same in the calendar of business for the session of the Sangguniang Panlungsod on September 12, 2025.

Thank you!

In the name of public service,

MAILA ROSARIO S. TING-QUE
City Mayor

For and by authority of the City Mayor:


JUANITO A. CALUBAQUIB
City Administrator
Officer-in-Charge

Copy furnished:

City Legal Office

CEMO

HRMO

Maddus Kain



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CITY ENVIRONMENT AND NATURAL RESOURCES OFFICE

TO :	HON. MAILA ROSARIO S. TING-QUE City Mayor
THRU :	OPHELIA EDUARDENE PARALLAG Supervising Administrative Officer
FROM :	MARCELINO C. GUMABAY OIC-CENRO
SUBJECT :	REQUEST FOR AMENDMENT & FUNDING OF CITY ENVIRONMENT AND NATURAL RESOURCES OFFICER AS A DEPARTMENT HEAD
DATE :	11 SEPTEMBER 2025

Please be informed that the City Ordinance No. 058-2017 known as City Ordinance Enacting the Comprehensive Environmental Management Code of Tuguegarao City particularly Section 11, Composition of Tuguegarao City Environment and Natural Resources Office (CENRO) as department.

In view hereof, May I request for the amendment & funding of City Environment and Natural Resources Officer as a Department Head under section 11 of City Ord. 058-2017 from Salary Grade 24 as stated on the City Ordinance to Salary Grade 25.

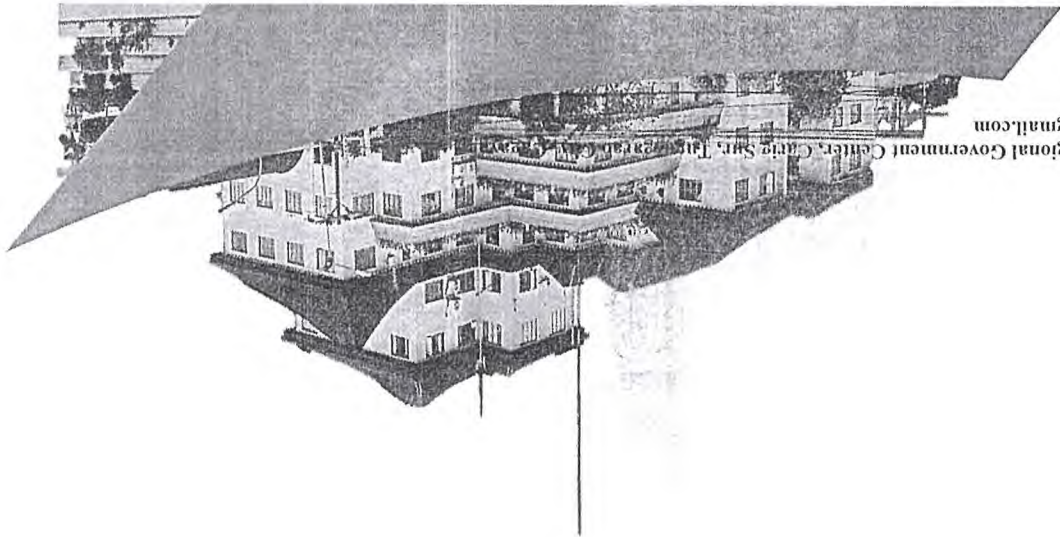
For your favorable action.

Thank you.

MARCELINO C. GUMABAY
Supervising Environmental Management Specialist
OIC-CENRO

cc: HRMO

2nd Floor Tuguegarao City Hall, Regional Government Center, Cagayan City, Ilocos Norte, Philippines
Email Address: tuguegaraoceo@gmail.com



Section 10. The City Environment and Natural Resources Office. The Tuguegarao City Environment and Natural Resources Office (TCENRO) shall be the DEPARTMENT principally tasked to implement the provisions of this Code. The office shall have the following general functions:

- A. Formulate policies, plans and programs for the consideration of the Sanggunian and provide technical assistance and support to the city mayor in carrying out measures to ensure the delivery of basic services and provision of adequate facilities relative to environment and natural resources services.
- B. Develop plans and strategies and, upon approval thereof by the city mayor, implement those which have to do with environment and natural resources programs, projects and activities.
- C. Be responsible for the sustainable development of existing forest resources, conservation of biodiversity and management of watersheds within the city.
- D. Coordinate with concerned local or national government agencies, private sector and civil society organizations in the implementation of plans, programs, projects and activities related to waste management, ecological and environmental concerns, forest resources conservation, watersheds, bio-diversity, climate change and similar concerns.
- E. Enforce laws for the sustainable development of the existing forest resources, conservation of biodiversity, management of watersheds, pollution control and waste management within the city.
- F. Be the frontline in the delivery of services, in dissemination of information, education and communication campaign concerning the environment and natural resources, proper waste disposal and management particularly in the renewal and rehabilitation of the environment during and in the aftermath of man-made and natural calamities and disasters.
- G. Recommend to the SanggunianPanlungsod and advise the city mayor on all matters relative to the protection, conservation, maximum utilization, application and adoption of appropriate technology and other matters related to the environment and natural resources.
- H. Exercise such other powers and perform such other duties and functions as may be prescribed by law or ordinance.

Section 11. Composition of Tuguegarao City Environment and Natural Resources Office (TCENRO). The following positions are hereby created to constitute the Department:

- One (1) Department Head SG-24
- One (1) Supervising Environmental Management Specialist SG 22
- Five (5) Senior Environmental Management Specialists SG18
- Five (5) Environmental Management Specialists II SG15
- Five (5) Environmental Management Specialists I with SG 11
- Five (5) Administrative Assistants II SG 8

Section 12. Positions, Titles, Qualification Standards and Salary Grades for the Technical Staff of the TCENRO.

Position Title (SG)	Education	Experience	Training	Eligibility
Supervising Environmental Management Specialist (SG 24)	Bachelor's Degree	5years experience relevant to the job	16 hours training relevant to the job	Career Service/Professional 2 nd Level Eligibility