

機構改革に伴う関係規則の整備に関する規則新旧対照条文

○湯河原町職員提案規則の一部改正（第1条関係）

| 現 行 | 改 正 後 | 備 考 |
|--|---|-----|
| <p>(提案の方法)</p> <p>第4条 職員が第2条に規定する提案をしようとするときは、湯河原町職員事務改善・提案報告書（以下「提案書」という。）（別記様式）に必要事項を具体的に記入し、参考資料を添えて、<u>庶務課長</u>を経て町長に提出しなければならない。</p> <p>2 (略)</p> <p>(実績褒賞)</p> <p>第12条 所管課等長は、その所属事項について所属職員から第4条の規定によらず直接の提案があり、第2条の規定に該当する改善を行い適切な効果を上げたときは、<u>庶務課長</u>を経て町長に褒賞を申請することができる。</p> <p>2 (略)</p> | <p>(提案の方法)</p> <p>第4条 職員が第2条に規定する提案をしようとするときは、湯河原町職員事務改善・提案報告書（以下「提案書」という。）（別記様式）に必要事項を具体的に記入し、参考資料を添えて、<u>職員提案事務所管課長</u>を経て町長に提出しなければならない。</p> <p>2 (略)</p> <p>(実績褒賞)</p> <p>第12条 所管課等長は、その所属事項について所属職員から第4条の規定によらず直接の提案があり、第2条の規定に該当する改善を行い適切な効果を上げたときは、<u>職員提案事務所管課長</u>を経て町長に褒賞を申請することができる。</p> <p>2 (略)</p> <p>附 則 (施行期日)</p> <p>1 この規則は、令和6年4月1日から施行する。 (経過措置)</p> <p>2 (略)</p> <p>3 (略)</p> <p>4 (略)</p> | |

○湯河原町職員の旅費に関する条例施行規則の一部改正（第2条関係）

| 現 行 | 改 正 後 | 備 考 |
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| <p>(指定自動車運転員の在勤地外の日額旅費)</p> <p>第13条 指定自動車運転員の在勤地外の日額旅費は、自動車運転員のうち旅行命令権者が<u>庶務課長</u>と協議して指定する者が在勤地外の旅行をしたときに支給する。</p> <p>2 旅行命令権者は、前項の指定自動車運転員を指定から除く場合は<u>庶務課長</u>に通知しなければならない。</p> <p>3 (略)</p> <p>4 (略)</p> <p>(研修等の日額旅費)</p> <p>第14条 (略)</p> <p>2 宿泊を要する研修等及び特別の事情により前項により難い研修等の日額旅費については、その都度旅行命令権者が<u>庶務課長</u>と協議して定める。</p> | <p>(指定自動車運転員の在勤地外の日額旅費)</p> <p>第13条 指定自動車運転員の在勤地外の日額旅費は、自動車運転員のうち旅行命令権者が<u>給与事務所管課長</u>と協議して指定する者が在勤地外の旅行をしたときに支給する。</p> <p>2 旅行命令権者は、前項の指定自動車運転員を指定から除く場合は<u>給与事務所管課長</u>に通知しなければならない。</p> <p>3 (略)</p> <p>4 (略)</p> <p>(研修等の日額旅費)</p> <p>第14条 (略)</p> <p>2 宿泊を要する研修等及び特別の事情により前項により難い研修等の日額旅費については、その都度旅行命令権者が<u>給与事務所管課長</u>と協議して定める。</p> <p>附 則</p> <p>(施行期日)</p> <p>1 この規則は、令和6年4月1日から施行する。</p> <p>(経過措置)</p> <p>2 (略)</p> <p>3 (略)</p> <p>4 (略)</p> | |

○湯河原町駐車場条例施行規則の一部改正（第3条関係）

| 現 行 | 改 正 後 | 備 考 |
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| <p>(用語の意義)</p> <p>第2条 この規則の用語の意義は、条例で定めるもののほか、それぞれ次に定めるところによる。</p> <p>(1) (略)</p> <p>(2) 管理者 <u>まちづくり課長、土木課長、観光課長及び社会教育課長</u>をいう。</p> | <p>(用語の意義)</p> <p>第2条 この規則の用語の意義は、条例で定めるもののほか、それぞれ次に定めるところによる。</p> <p>(1) (略)</p> <p>(2) 管理者 <u>財政課長、まちづくり課長、観光課長及び社会教育課長</u>をいう。</p> <p>附 則</p> <p>(施行期日)</p> <p>1 この規則は、令和6年4月1日から施行する。</p> <p>(経過措置)</p> <p>2 (略)</p> <p>3 (略)</p> <p>4 (略)</p> | |

○湯河原町消防本部の組織及び事務分掌に関する規則の一部改正（第4条関係）

| 現 行 | 改 正 後 | 備 考 |
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| <p>(組織)</p> <p>第2条 消防本部に次の課を置く。 <u>総務課</u> 警防課 (事務分掌)</p> <p>第3条 <u>総務課</u>の事務分掌は、次のとおりとする。 総務係 (1) (略) (14) (略)</p> <p>消防団係 (1) (略) (7) (略)</p> <p>2 警防課の事務分掌は、次のとおりとする。 予防係 (1) (略) (13) (略) (14) <u>少年少女消防クラブ及び幼年消防クラブに関する</u>こと。 (15) (略)</p> <p><u>警防係</u> (1) (略) (12) (略)</p> <p>(13) その他消防及び警防業務に関すること。</p> | <p>(組織)</p> <p>第2条 消防本部に次の課を置く。 <u>消防総務課</u> 警防課 (事務分掌)</p> <p>第3条 <u>消防総務課</u>の事務分掌は、次のとおりとする。 総務係 (1) (略) (14) (略)</p> <p>消防団係 (1) (略) (7) (略)</p> <p>2 警防課の事務分掌は、次のとおりとする。 予防係 (1) (略) (13) (略) (14) 幼年消防クラブに関すること。 (15) (略)</p> <p><u>警防救急係</u> (1) (略) (12) (略) (13) <u>少年少女消防クラブに関する</u>こと。 (14) その他消防及び警防業務に関すること。</p> <p>附 則 (施行期日)</p> <p>1 この規則は、令和6年4月1日から施行する。 (経過措置)</p> | |

【参考資料】

| 現 行 | 改 正 後 | 備 考 |
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| | 2 (略) 3 (略) 4 (略) | |

○湯河原町予算決算会計規則の一部改正（第5条関係）

| 現 行 | 改 正 後 | 備 考 |
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| <p>(用語の意義)</p> <p>第2条 この規則において、次の各号に掲げる用語の意義は、当該各号に定めるところによる。</p> <p>(1) (略)</p> <p> </p> <p>(3) (略)</p> <p>(4) 課等長 湯河原町職員の職の設置等に関する規則(昭和41年湯河原町規則第12号)第2条に規定する課又は課に準ずる所等の長、議会事務局長、教育委員会事務局の課長、消防本部の消防長、<u>総務課長</u>、警防課長及び消防署長をいう。</p> <p>(5) (略)</p> <p> </p> <p>(8) (略)</p> <p>(職員の指定)</p> <p>第127条 <u>法第243条の2の2第1項</u>後段の規定により賠償の責めを負う職員の範囲は、次に掲げるとおりとする。</p> <p>(1) (略)</p> <p> </p> <p>(5) (略)</p> <p>(事故報告及び処分の手続)</p> <p>第128条 課等長は、出納員その他の会計職員、資金前渡を受けた職員、占有動産を保管している職員又は物品を使用している職員が、その保管に係る現金、有価証券、物品若しくは占有動産又はその使用に係る物品を亡失し、若しくは損傷したとき又は前条第3号及び第4号に掲げる職員が法令の規定に違反して<u>法第243条の2</u></p> | <p>(用語の意義)</p> <p>第2条 この規則において、次の各号に掲げる用語の意義は、当該各号に定めるところによる。</p> <p>(1) (略)</p> <p> </p> <p>(3) (略)</p> <p>(4) 課等長 湯河原町職員の職の設置等に関する規則(昭和41年湯河原町規則第12号)第2条に規定する課又は課に準ずる所等の長、議会事務局長、教育委員会事務局の課長、消防本部の消防長、<u>消防総務課長</u>、警防課長及び消防署長をいう。</p> <p>(5) (略)</p> <p> </p> <p>(8) (略)</p> <p>(職員の指定)</p> <p>第127条 <u>法第243条の2の8第1項</u>後段の規定により賠償の責めを負う職員の範囲は、次に掲げるとおりとする。</p> <p>(1) (略)</p> <p> </p> <p>(5) (略)</p> <p>(事故報告及び処分の手続)</p> <p>第128条 課等長は、出納員その他の会計職員、資金前渡を受けた職員、占有動産を保管している職員又は物品を使用している職員が、その保管に係る現金、有価証券、物品若しくは占有動産又はその使用に係る物品を亡失し、若しくは損傷したとき又は前条第3号及び第4号に掲げる職員が法令の規定に違反して<u>法第243条の2</u></p> | |

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| <p>の2第1項第2号及び第3号に掲げる行為をしたこと若しくは怠ったことにより町に損害を与えたときは、直ちにその事実を詳細に記載した書類を作成し、参考資料を添えて会計管理者にその旨を報告しなければならない。</p> <p>2 課等長は、前条第1号、第2号及び第5号に掲げる職員が法令の規定に違反して<u>法第243条の2の2第1項第1号、第2号及び第4号</u>に掲げる行為をしたとき又は怠ったことにより町に損害を与えたときは、直ちにその事実を詳細に記載した書類を作成し、参考書類を添えて財政主管課長にその旨を報告しなければならない。</p> <p>3 (略)</p> <p>4 町長は、前項の報告に基づき、その責任が職員にあると確認したときは、<u>法第243条の2の2第3項</u>に規定する手続をとらなければならない。</p> <p>(収支計算書)</p> <p>第135条 会計管理者は、毎月10日までに前月分の<u>収支計算書</u>(様式第75号)を作成し、町長に報告しなければならない。</p> <p>様式第24号</p> <table border="1" data-bbox="197 1626 708 2022"> <tr> <td colspan="4">様式第24号 (第25条関係)</td> </tr> <tr> <td colspan="4">支出負担行為書 (略)</td> </tr> <tr> <td colspan="4">(略)</td> </tr> <tr> <td>(略)</td> <td>参 事</td> <td>庶務課長</td> <td>(略)</td> </tr> <tr> <td colspan="4">(略)</td> </tr> </table> | 様式第24号 (第25条関係) | | | | 支出負担行為書 (略) | | | | (略) | | | | (略) | 参 事 | 庶務課長 | (略) | (略) | | | | <p>の8第1項第2号及び第3号に掲げる行為をしたこと若しくは怠ったことにより町に損害を与えたときは、直ちにその事実を詳細に記載した書類を作成し、参考資料を添えて会計管理者にその旨を報告しなければならない。</p> <p>2 課等長は、前条第1号、第2号及び第5号に掲げる職員が法令の規定に違反して<u>法第243条の2の8第1項第1号、第2号及び第4号</u>に掲げる行為をしたとき又は怠ったことにより町に損害を与えたときは、直ちにその事実を詳細に記載した書類を作成し、参考書類を添えて財政主管課長にその旨を報告しなければならない。</p> <p>3 (略)</p> <p>4 町長は、前項の報告に基づき、その責任が職員にあると確認したときは、<u>法第243条の2の8第3項</u>に規定する手続をとらなければならない。</p> <p>(収支月計表)</p> <p>第135条 会計管理者は、毎月10日までに前月分の<u>収支月計表</u>(明細表)(様式第75号)を作成し、町長に報告しなければならない。</p> <p>様式第24号</p> <table border="1" data-bbox="767 1626 1278 2022"> <tr> <td colspan="4">様式第24号 (第25条関係)</td> </tr> <tr> <td colspan="4">支出負担行為書 (略)</td> </tr> <tr> <td colspan="4">(略)</td> </tr> <tr> <td>(略)</td> <td>参 事</td> <td>総務課長</td> <td>(略)</td> </tr> <tr> <td colspan="4">(略)</td> </tr> </table> | 様式第24号 (第25条関係) | | | | 支出負担行為書 (略) | | | | (略) | | | | (略) | 参 事 | 総務課長 | (略) | (略) | | | | |
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| 現 行 | 改 正 後 | 備 考 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| 様式第25号 (第25条関係) | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| <p>様式第32号</p> <p>様式第32号 (第25条関係)</p> <p>歳出更正書 (略)</p> <table border="1" data-bbox="229 1783 705 1917"> <tr> <td colspan="4">(略)</td> </tr> <tr> <td>(略)</td> <td>参 事</td> <td>庶務課長</td> <td>(略)</td> </tr> <tr> <td colspan="4">(略)</td> </tr> </table> | (略) | | | | (略) | 参 事 | 庶務課長 | (略) | (略) | | | | <p>様式第32号</p> <p>様式第32号 (第25条関係)</p> <p>歳出更正書 (略)</p> <table border="1" data-bbox="801 1783 1276 1917"> <tr> <td colspan="4">(略)</td> </tr> <tr> <td>(略)</td> <td>参 事</td> <td>総務課長</td> <td>(略)</td> </tr> <tr> <td colspan="4">(略)</td> </tr> </table> | (略) | | | | (略) | 参 事 | 総務課長 | (略) | (略) | | | | |
| (略) | | | | | | | | | | | | | | | | | | | | | | | | | | |
| (略) | 参 事 | 庶務課長 | (略) | | | | | | | | | | | | | | | | | | | | | | | |
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| (略) | 参 事 | 総務課長 | (略) | | | | | | | | | | | | | | | | | | | | | | | |
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| 現 行 | 改 正 後 | 備 考 | | | | | | | | | | | | | | | | |
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| <p>様式第39号</p> <p>様式第39号 (第37条関係)</p> <p>調定書</p> <p>(略)</p> <table border="1" data-bbox="229 465 703 600"> <tr> <td colspan="4">(略)</td> </tr> <tr> <td>(略)</td> <td>参 事</td> <td>庶務課長</td> <td>(略)</td> </tr> </table> <p>(略)</p> | (略) | | | | (略) | 参 事 | 庶務課長 | (略) | <p>様式第39号</p> <p>様式第39号 (第37条関係)</p> <p>調定書</p> <p>(略)</p> <table border="1" data-bbox="804 465 1278 600"> <tr> <td colspan="4">(略)</td> </tr> <tr> <td>(略)</td> <td>参 事</td> <td>総務課長</td> <td>(略)</td> </tr> </table> <p>(略)</p> | (略) | | | | (略) | 参 事 | 総務課長 | (略) | |
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| (略) | 参 事 | 庶務課長 | (略) | | | | | | | | | | | | | | | |
| (略) | | | | | | | | | | | | | | | | | | |
| (略) | 参 事 | 総務課長 | (略) | | | | | | | | | | | | | | | |
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| (略) | 参 事 | 庶務課長 | (略) | | | | | | | | | | | | | | | |
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| (略) | 参 事 | 総務課長 | (略) | | | | | | | | | | | | | | | |
| <p>様式第52号</p> <p>様式第52号 (第55条関係)</p> <p>不納欠損処分決定書</p> <p>(略)</p> <table border="1" data-bbox="229 1348 703 1482"> <tr> <td colspan="4">(略)</td> </tr> <tr> <td>(略)</td> <td>参 事</td> <td>庶務課長</td> <td>(略)</td> </tr> </table> <p>(略)</p> | (略) | | | | (略) | 参 事 | 庶務課長 | (略) | <p>様式第52号</p> <p>様式第52号 (第55条関係)</p> <p>不納欠損処分決定書</p> <p>(略)</p> <table border="1" data-bbox="804 1348 1278 1482"> <tr> <td colspan="4">(略)</td> </tr> <tr> <td>(略)</td> <td>参 事</td> <td>総務課長</td> <td>(略)</td> </tr> </table> <p>(略)</p> | (略) | | | | (略) | 参 事 | 総務課長 | (略) | |
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| (略) | 参 事 | 庶務課長 | (略) | | | | | | | | | | | | | | | |
| (略) | | | | | | | | | | | | | | | | | | |
| (略) | 参 事 | 総務課長 | (略) | | | | | | | | | | | | | | | |
| <p>様式第53号</p> <p>様式第53号 (第57条関係)</p> <p>過誤納金還付決議書</p> <p>(略)</p> <table border="1" data-bbox="229 1789 703 1924"> <tr> <td colspan="4">(略)</td> </tr> <tr> <td>(略)</td> <td>参 事</td> <td>庶務課長</td> <td>(略)</td> </tr> </table> <p>(略)</p> | (略) | | | | (略) | 参 事 | 庶務課長 | (略) | <p>様式第53号</p> <p>様式第53号 (第57条関係)</p> <p>過誤納金還付決議書</p> <p>(略)</p> <table border="1" data-bbox="804 1789 1278 1924"> <tr> <td colspan="4">(略)</td> </tr> <tr> <td>(略)</td> <td>参 事</td> <td>総務課長</td> <td>(略)</td> </tr> </table> <p>(略)</p> | (略) | | | | (略) | 参 事 | 総務課長 | (略) | |
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| (略) | 参 事 | 庶務課長 | (略) | | | | | | | | | | | | | | | |
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| (略) | 参 事 | 総務課長 | (略) | | | | | | | | | | | | | | | |

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| <p>様式第70号</p> <div style="border: 1px solid black; padding: 5px; margin-bottom: 10px;"> <p>様式第70号 (第90条関係)</p> <p style="text-align:center;">返納金決議書</p> <p style="text-align:center;">(略)</p> <table border="1" style="width:100%; margin: 5px auto;"> <tr><td colspan="3" style="text-align:center;">(略)</td></tr> <tr> <td style="width:30%; text-align:center;">(略)</td> <td style="width:40%; text-align:center;">参 事 庶務課長</td> <td style="width:30%; text-align:center;">(略)</td> </tr> <tr><td colspan="3" style="text-align:center;">(略)</td></tr> </table> </div> <p>様式第75号</p> <table border="1" style="width:100%; border-collapse: collapse;"> <tr><th colspan="6">様式第75号 (第135条関係)</th></tr> <tr> <td style="width:15%;">町長</td> <td style="width:15%;">副町長</td> <td style="width:15%;">会 計 管 理 者</td> <td style="width:15%;">財 政 課 長</td> <td style="width:15%;">会 計 課 長</td> <td style="width:15%;">合 議</td> </tr> <tr><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td></tr> </table> <p>収支計算書</p> <p>年度 年 月 日分 作成日 年 月 日</p> <table border="1" style="width:100%; border-collapse: collapse;"> <thead> <tr> <th rowspan="2">会計名</th> <th colspan="3">取 入</th> <th colspan="3">支 出</th> <th rowspan="2">残高</th> </tr> <tr> <th>前月までの累計</th> <th>本月分</th> <th>累計</th> <th>前月までの累計</th> <th>本月分</th> <th>累計</th> </tr> </thead> <tbody> <tr><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td></tr> <tr> <td>小計</td> <td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td> </tr> </tbody> </table> | (略) | | | (略) | 参 事 庶務課長 | (略) | (略) | | | 様式第75号 (第135条関係) | | | | | | 町長 | 副町長 | 会 計 管 理 者 | 財 政 課 長 | 会 計 課 長 | 合 議 | | | | | | | 会計名 | 取 入 | | | 支 出 | | | 残高 | 前月までの累計 | 本月分 | 累計 | 前月までの累計 | 本月分 | 累計 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | 小計 | | | | | | | | <p>様式第70号</p> <div style="border: 1px solid black; 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| (略) | 参 事 庶務課長 | (略) | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| 町長 | 副町長 | 会 計 管 理 者 | 財 政 課 長 | 会 計 課 長 | 合 議 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| 合計 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

| 現 行 | 改 正 後 | 備 考 |
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| | <ol style="list-style-type: none">1 この規則は、令和6年4月1日から施行する。 (経過措置)2 改正後の湯河原町予算決算会計規則第2条、第135条、様式第24号から様式第32号まで、様式第39号、様式第48号、様式第52号、様式第53号、様式第70号及び様式第75号の規定にかかわらず、令和5年度の出納整理期間中における当該年度の収入及び支出については、なお従前の例による。3 (略)4 (略) | |

○湯河原町の職員の初任給、昇格、昇給等に関する規則の一部改正（第6条関係）

| 現 行 | | | 改 正 後 | | | 備 考 |
|-----------------------------|----------|--|------------------------|----------|---|-----|
| 別表第1（第3条関係） 級別標準職務表 | | | 別表第1（第3条関係） 級別標準職務表 | | | |
| 給料表 の区分 | 職務 の級 | 標準的な職務 | 給料表 の区分 | 職務 の級 | 標準的な職務 | |
| 行政職 給料表 (一) | (略) | (略) | 行政職 給料表 (一) | (略) | (略) | |
| | 4級 | 1 (略) 2 (略) 3 消防本部係長又は主査 及び消防署の <small>小隊長</small> 又は 主査の職務 4 (略) | | 4級 | 1 (略) 2 (略) 3 消防本部の係長又は主 査及び消防署の <small>係長</small> 又は 主査の職務 4 (略) | |
| | 5級 | 1 (略) 3 (略) 4 消防本部の副課長又は 主幹並びに消防署の副署 長、隊長及び <small>中隊長</small> の職務 5 (略) | | 5級 | 1 (略) 3 (略) 4 消防本部の副課長又は 主幹並びに消防署の副署 長、隊長、 <small>副隊長</small> 及び主 幹の職務 5 (略) | |
| | (略) | (略) | | (略) | (略) | |
| (略) | | | (略) | | | |
| 附 則 | | | | | | |
| （施行期日） | | | | | | |
| 1 この規則は、令和6年4月1日 から施行する。 | | | | | | |
| （経過措置） | | | | | | |
| 2 (略) | | | | | | |
| 3 (略) | | | | | | |
| 4 (略) | | | | | | |

○湯河原町職員の扶養手当の支給に関する規則の一部改正（第7条関係）

| 現 行 | 改 正 後 | 備 考 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|---|-------------|------|-----|----|----|-------|--|-------------|--|--|--|--|--|--|-----|--|--|--|--|--|--|-----|----|------|-----|----|----|-------|-----|--|--|--|--|--|--|---|-------------|--|--|--|--|--|--|-------------|--|--|--|--|--|--|-----|--|--|--|--|--|--|-----|----|------|-----|----|----|-------|-----|--|--|--|--|--|--|--|
| <p>別記様式</p> <table border="1" data-bbox="204 376 715 734"> <tr> <td colspan="7">別記様式（第2条関係）</td> </tr> <tr> <td colspan="7">扶養親族届 年月日提出</td> </tr> <tr> <td colspan="7">(略)</td> </tr> <tr> <td>(略)</td> <td>決裁</td> <td>庶務課長</td> <td>副課長</td> <td>係長</td> <td>担当</td> <td>所属課等長</td> </tr> <tr> <td colspan="7">(略)</td> </tr> </table> | 別記様式（第2条関係） | | | | | | | 扶養親族届 年月日提出 | | | | | | | (略) | | | | | | | (略) | 決裁 | 庶務課長 | 副課長 | 係長 | 担当 | 所属課等長 | (略) | | | | | | | <p>別記様式</p> <table border="1" data-bbox="772 376 1283 734"> <tr> <td colspan="7">別記様式（第2条関係）</td> </tr> <tr> <td colspan="7">扶養親族届 年月日提出</td> </tr> <tr> <td colspan="7">(略)</td> </tr> <tr> <td>(略)</td> <td>決裁</td> <td>総務課長</td> <td>副課長</td> <td>係長</td> <td>担当</td> <td>所属課等長</td> </tr> <tr> <td colspan="7">(略)</td> </tr> </table> <p>附 則</p> <p>(施行期日)</p> <p>1 この規則は、令和6年4月1日から施行する。</p> <p>(経過措置)</p> <p>2 (略)</p> <p>3 この規則の施行の際現に提出されているこの規則による改正前の様式(次項において「旧様式」という。)により使用されている書類は、この規則による改正後の様式によるものとみなす。</p> <p>4 この規則の施行の際現にある旧様式による用紙については、当分の間、これを取り繕って使用することができる。</p> | 別記様式（第2条関係） | | | | | | | 扶養親族届 年月日提出 | | | | | | | (略) | | | | | | | (略) | 決裁 | 総務課長 | 副課長 | 係長 | 担当 | 所属課等長 | (略) | | | | | | | |
| 別記様式（第2条関係） | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 扶養親族届 年月日提出 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| (略) | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| (略) | 決裁 | 庶務課長 | 副課長 | 係長 | 担当 | 所属課等長 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| (略) | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 別記様式（第2条関係） | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 扶養親族届 年月日提出 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| (略) | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| (略) | 決裁 | 総務課長 | 副課長 | 係長 | 担当 | 所属課等長 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| (略) | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

○湯河原町消防賞じゅつ金及び殉職者特別賞じゅつ金に関する条例施行規則の一部改正（第8条関係）

| 現 行 | 改 正 後 | 備 考 | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|--|--------|-----|-------|-------|---------|--|---------|---|---------|--|-----|--|-----|--|---|--------|-----|-------|-------|---------|--|---------|---|---------|--|-----|--|-----|--|--|
| <p>(庶務)</p> <p>第5条 審査委員会の事務は、<u>消防本部総務課</u>で処理する。</p> <p>第1号様式</p> <div data-bbox="197 600 692 936" style="border: 1px solid black; padding: 5px;"> <p>第1号様式（第2条関係）</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="text-align: right;">湯消本第 号</td> <td style="text-align: right;">第 号</td> </tr> <tr> <td style="text-align: center;">年 月 日</td> <td style="text-align: center;">年 月 日</td> </tr> <tr> <td colspan="2">湯河原町長 様</td> </tr> <tr> <td style="text-align: center;">湯河原町消防長</td> <td style="text-align: right;">印</td> </tr> <tr> <td colspan="2" style="text-align: center;">賞じゅつ上申書</td> </tr> <tr> <td colspan="2" style="text-align: center;">(略)</td> </tr> <tr> <td colspan="2" style="text-align: center;">(略)</td> </tr> </table> </div> <p>第2号様式</p> <div data-bbox="197 987 692 1256" style="border: 1px solid black; padding: 5px;"> <p>第2号様式（第2条関係）</p> <p style="text-align: center;">事 実 調 書</p> <p style="text-align: center;">(略)</p> <p style="text-align: center;">(略)</p> </div> <p>第3号様式</p> <div data-bbox="197 1308 692 1599" style="border: 1px solid black; padding: 5px;"> <p>第3号様式（第9条関係）</p> <p style="text-align: center;">賞じゅつ審査結果答申書</p> <p style="text-align: center;">(略)</p> <p style="text-align: center;">(略)</p> </div> <p>第4号様式</p> <div data-bbox="197 1650 692 2047" style="border: 1px solid black; padding: 5px;"> <p>第4号様式（第10条殉職者賞じゅつ及び殉職者特別賞じゅつ関係）</p> <p style="text-align: center;">賞じゅつ贈呈通知書</p> <p style="text-align: center;">(略)</p> <p style="text-align: center;">(略)</p> </div> | 湯消本第 号 | 第 号 | 年 月 日 | 年 月 日 | 湯河原町長 様 | | 湯河原町消防長 | 印 | 賞じゅつ上申書 | | (略) | | (略) | | <p>(庶務)</p> <p>第5条 審査委員会の事務は、<u>消防本部の賞じゅつ事務所管課</u>で処理する。</p> <p>様式第1号</p> <div data-bbox="767 600 1262 936" style="border: 1px solid black; padding: 5px;"> <p>様式第1号（第2条関係）</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="text-align: right;">湯消本第 号</td> <td style="text-align: right;">第 号</td> </tr> <tr> <td style="text-align: center;">年 月 日</td> <td style="text-align: center;">年 月 日</td> </tr> <tr> <td colspan="2">湯河原町長 様</td> </tr> <tr> <td style="text-align: center;">湯河原町消防長</td> <td style="text-align: right;">印</td> </tr> <tr> <td colspan="2" style="text-align: center;">賞じゅつ上申書</td> </tr> <tr> <td colspan="2" style="text-align: center;">(略)</td> </tr> <tr> <td colspan="2" style="text-align: center;">(略)</td> </tr> </table> </div> <p>様式第2号</p> <div data-bbox="767 987 1262 1256" style="border: 1px solid black; padding: 5px;"> <p>様式第2号（第2条関係）</p> <p style="text-align: center;">事 実 調 書</p> <p style="text-align: center;">(略)</p> <p style="text-align: center;">(略)</p> </div> <p>様式第3号</p> <div data-bbox="767 1308 1262 1599" style="border: 1px solid black; padding: 5px;"> <p>様式第3号（第9条関係）</p> <p style="text-align: center;">賞じゅつ審査結果答申書</p> <p style="text-align: center;">(略)</p> <p style="text-align: center;">(略)</p> </div> <p>様式第4号</p> <div data-bbox="767 1650 1262 2047" style="border: 1px solid black; padding: 5px;"> <p>様式第4号（第10条殉職者賞じゅつ及び殉職者特別賞じゅつ関係）</p> <p style="text-align: center;">賞じゅつ贈呈通知書</p> <p style="text-align: center;">(略)</p> <p style="text-align: center;">(略)</p> </div> | 湯消本第 号 | 第 号 | 年 月 日 | 年 月 日 | 湯河原町長 様 | | 湯河原町消防長 | 印 | 賞じゅつ上申書 | | (略) | | (略) | | |
| 湯消本第 号 | 第 号 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 年 月 日 | 年 月 日 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 湯河原町長 様 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 湯河原町消防長 | 印 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 賞じゅつ上申書 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| (略) | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| 湯消本第 号 | 第 号 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 年 月 日 | 年 月 日 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 湯河原町長 様 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 湯河原町消防長 | 印 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 賞じゅつ上申書 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| (略) | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| (略) | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

| 現 行 | 改 正 後 | 備 考 |
|---|---|-----|
| <p>第 5 号様式</p> <div data-bbox="197 327 707 640" style="border: 1px solid black; padding: 5px;"> <p>第 5 号様式 (第10条障害者賞じゅつ関係) 賞じゅつ贈呈通知書</p> <p style="text-align: center;">(略)</p> <hr/> <p style="text-align: center;">(略)</p> </div> <p>第 6 号様式</p> <div data-bbox="197 685 707 1025" style="border: 1px solid black; padding: 5px;"> <p>第 6 号様式 (第11条関係) 賞じゅつ原簿</p> <p style="text-align: center;">(略)</p> </div> | <p>様式第 5 号</p> <div data-bbox="767 327 1276 640" style="border: 1px solid black; padding: 5px;"> <p>様式第 5 号 (第10条障害者賞じゅつ関係) 賞じゅつ贈呈通知書</p> <p style="text-align: center;">(略)</p> <hr/> <p style="text-align: center;">(略)</p> </div> <p>様式第 6 号</p> <div data-bbox="767 685 1276 1025" style="border: 1px solid black; padding: 5px;"> <p>様式第 6 号 (第11条関係) 賞じゅつ原簿</p> <p style="text-align: center;">(略)</p> </div> <p style="text-align: center;">附 則</p> <p style="text-align: center;">(施行期日)</p> <p>1 この規則は、令和 6 年 4 月 1 日 から施行する。</p> <p style="text-align: center;">(経過措置)</p> <p>2 (略)</p> <p>3 この規則の施行の際現に提出 されているこの規則による改正 前の様式(次項において「旧様式」 という。)により使用されている 書類は、この規則による改正後の 様式によるものとみなす。</p> <p>4 この規則の施行の際現にある 旧様式による用紙については、当 分の間、これを取り繕って使用す ることができる。</p> | |

○湯河原町消防本部消防職員委員会に関する規則の一部改正（第9条関係）

| 現 行 | 改 正 後 | 備 考 |
|---|--|-----|
| <p>(消防長に準ずる職)</p> <p>第2条 法第17条第3項の規定に基づき規則で定める消防長に準ずる職は、湯河原町消防職員の職の設置等に関する規則（平成18年湯河原町規則第22号）第3条に規定する消防本部の課長以上の職にあるものとし、その順序は次のとおりとする。</p> <p>(1) 総務課長</p> <p>(2) 警防課長 (庶務)</p> <p>第13条 委員会の庶務は、<u>総務課</u>において処理する。</p> | <p>(消防長に準ずる職)</p> <p>第2条 法第17条第3項の規定に基づき規則で定める消防長に準ずる職は、湯河原町消防職員の職の設置等に関する規則（平成18年湯河原町規則第22号）第3条に規定する消防本部の課長以上の職にあるものとし、その順序は次のとおりとする。</p> <p>(1) <u>消防総務課長</u></p> <p>(2) 警防課長 (庶務)</p> <p>第13条 委員会の庶務は、<u>消防総務課</u>において処理する。</p> <p>附 則 (施行期日)</p> <p>1 この規則は、令和6年4月1日から施行する。</p> <p>(経過措置)</p> <p>2 (略)</p> <p>3 (略)</p> <p>4 (略)</p> | |

○湯河原町庁舎管理規則の一部改正（第10条関係）

| 現 行 | 改 正 後 | 備 考 |
|--|--|-----|
| <p>(管理責任者)</p> <p>第4条 庁舎に管理責任者を置き、<u>庶務課長</u>をもって充てる。ただし、出先機関等の庁舎については、当該庁舎を所管する各課等長とする。</p> <p>2 (略)</p> <p>3 (略)</p> <p>(会議室等の使用)</p> <p>第13条 (略)</p> <p>2 第3庁舎3階会議室を使用しようとする者は、あらかじめ<u>庶務課長</u>の承認を受けなければならない。</p> <p>3 (略)</p> | <p>(管理責任者)</p> <p>第4条 庁舎に管理責任者を置き、<u>庁舎管理所管課長</u>をもって充てる。ただし、出先機関等の庁舎については、当該庁舎を所管する各課等長とする。</p> <p>2 (略)</p> <p>3 (略)</p> <p>(会議室等の使用)</p> <p>第13条 (略)</p> <p>2 第3庁舎3階会議室を使用しようとする者は、あらかじめ<u>庁舎管理所管課長</u>の承認を受けなければならない。</p> <p>3 (略)</p> <p>附 則 (施行期日)</p> <p>1 この規則は、令和6年4月1日から施行する。</p> <p>(経過措置)</p> <p>2 (略)</p> <p>3 (略)</p> <p>4 (略)</p> | |

○湯河原町職員の通勤手当に関する規則の一部改正（第11条関係）

| 現 行 | 改 正 後 | 備 考 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|---|-------------|-----|----|----|-------|--|-------|--|--|--|--|--|-----|--|--|--|--|--|-----|--|--|--|--|--|--|------|-----|----|----|-------|----|--|--|--|--|--|---|-------------|--|--|--|--|--|-------|--|--|--|--|--|-----|--|--|--|--|--|-----|--|--|--|--|--|--|------|-----|----|----|-------|----|--|--|--|--|--|--|
| <p>別記様式</p> <table border="1" data-bbox="201 376 711 752"> <tr> <td colspan="6">別記様式（第2条関係）</td> </tr> <tr> <td colspan="6">通 勤 届</td> </tr> <tr> <td colspan="6">(略)</td> </tr> <tr> <td colspan="6">(略)</td> </tr> <tr> <td></td> <td>庶務課長</td> <td>副課長</td> <td>係長</td> <td>係員</td> <td>所属課等長</td> </tr> <tr> <td>決裁</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </table> | 別記様式（第2条関係） | | | | | | 通 勤 届 | | | | | | (略) | | | | | | (略) | | | | | | | 庶務課長 | 副課長 | 係長 | 係員 | 所属課等長 | 決裁 | | | | | | <p>別記様式</p> <table border="1" data-bbox="770 376 1281 752"> <tr> <td colspan="6">別記様式（第2条関係）</td> </tr> <tr> <td colspan="6">通 勤 届</td> </tr> <tr> <td colspan="6">(略)</td> </tr> <tr> <td colspan="6">(略)</td> </tr> <tr> <td></td> <td>総務課長</td> <td>副課長</td> <td>係長</td> <td>係員</td> <td>所属課等長</td> </tr> <tr> <td>決裁</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </table> <p>附 則</p> <p>(施行期日)</p> <p>1 この規則は、令和6年4月1日から施行する。</p> <p>(経過措置)</p> <p>2 (略)</p> <p>3 この規則の施行の際現に提出されているこの規則による改正前の様式(次項において「旧様式」という。)により使用されている書類は、この規則による改正後の様式によるものとみなす。</p> <p>4 この規則の施行の際現にある旧様式による用紙については、当分の間、これを取り繕って使用することができる。</p> | 別記様式（第2条関係） | | | | | | 通 勤 届 | | | | | | (略) | | | | | | (略) | | | | | | | 総務課長 | 副課長 | 係長 | 係員 | 所属課等長 | 決裁 | | | | | | |
| 別記様式（第2条関係） | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 通 勤 届 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| (略) | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| (略) | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | 庶務課長 | 副課長 | 係長 | 係員 | 所属課等長 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 決裁 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 別記様式（第2条関係） | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 通 勤 届 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| (略) | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| (略) | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | 総務課長 | 副課長 | 係長 | 係員 | 所属課等長 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 決裁 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

○湯河原町消防職員の職の設置等に関する規則の一部改正（第12条関係）

| 現 行 | | | 改 正 後 | | | 備 考 |
|-------------|---------------------|---------|--|---------------------|---------|-----|
| 別表第2（第4条関係） | | | 別表第2（第4条関係） | | | |
| 職 | 階級 | 職に充てる職員 | 職 | 階級 | 職に充てる職員 | |
| (略) | (略) | (略) | (略) | (略) | (略) | |
| 中隊長 | | | 副隊長 | | | |
| (略) | (略) | | 係長 | (略) | | |
| 小隊長 | (略) | | | | | |
| (略) | (略) | | (略) | (略) | | |
| (略) | (略) | | (略) | (略) | | |
| 別表第3（第5条関係） | | | 別表第3（第5条関係） | | | |
| 職 | 職務 | | 職 | 職務 | | |
| (略) | (略) | | (略) | (略) | | |
| 中隊長 | (略) | | 副隊長 | (略) | | |
| (略) | (略) | | (略) | (略) | | |
| 小隊長 | 上司の命を受け、所管の事務を掌理する。 | | 係長 | 上司の命を受け、所管の事務を掌理する。 | | |
| 係長 | | | 主査 | | | |
| 主査 | | | 主任 | | | |
| 主任 | | | | | | |
| | | | <p>附 則</p> <p>(施行期日)</p> <p>1 この規則は、令和6年4月1日から施行する。</p> <p>(経過措置)</p> <p>2 (略)</p> <p>3 (略)</p> <p>4 (略)</p> | | | |

○湯河原町特定滞納者に対する特別措置に関する条例施行規則の一部改正（第13条関係）

| 現 行 | 改 正 後 | 備 考 |
|--|--|-----------|
| <p>(委員会の組織等)</p> <p>第6条 (略)</p> <p>2 (略)</p> <p>3 委員は、次に掲げる職にある者を充てる。</p> <p>(1) 参事</p> <p>(2) 消防長</p> <p>(3) <u>税務課長</u></p> <p>4 (略)</p> <p> </p> <p>9 (略)</p> | <p>(委員会の組織等)</p> <p>第6条 (略)</p> <p>2 (略)</p> <p>3 委員は、次に掲げる職にある者を充てる。</p> <p>(1) 参事</p> <p>(2) 消防長</p> <p>4 (略)</p> <p> </p> <p>9 (略)</p> <p>附 則</p> <p>(施行期日)</p> <p>1 この規則は、令和6年4月1日から施行する。</p> <p>(経過措置)</p> <p>2 (略)</p> <p>3 (略)</p> <p>4 (略)</p> | <p>削る</p> |

○湯河原町長の職務代理に関する規則の一部改正（第14条関係）

| 現 行 | 改 正 後 | 備 考 |
|---|---|-----|
| <p>第3条 法第152条第3項に規定する場合において町長の職務を代理する上席の職員は、<u>庶務課長</u>とする。</p> | <p>第3条 法第152条第3項に規定する場合において町長の職務を代理する上席の職員は、<u>総務課長</u>とする。</p> <p>附 則 (施行期日)</p> <p>1 この規則は、令和6年4月1日から施行する。</p> <p>(経過措置)</p> <p>2 (略)</p> <p>3 (略)</p> <p>4 (略)</p> | |

○湯河原町事務分掌に関する規則の一部改正（第15条関係）

| 現 行 | 改 正 後 | 備 考 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|--|--|-----|-----|-----|-----|-----|-----|-----|-----|----------|-------|---------------|-----|-----|-----|---------|--------|---------------|---|-----|-----|-----|-----|-----|-----------------|-----|-----|-------|---------------------------------------|-----|-----|-----|-----------------------|--------|---------|--|
| <p>(課等の設置) 第2条 湯河原町課等設置条例(平成27年湯河原町条例第32号)第1条に規定する課等に次の担当、係及び園(以下「係等」という。)を置く。</p> | <p>(課等の設置) 第2条 湯河原町課等設置条例(平成27年湯河原町条例第32号)第1条に規定する課等に次の担当、係及び園(以下「係等」という。)を置く。</p> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| <table border="1"> <thead> <tr> <th>課等名</th> <th>係等名</th> </tr> </thead> <tbody> <tr> <td>(略)</td> <td>(略)</td> </tr> <tr> <td>財政課</td> <td>財政係</td> </tr> <tr> <td>庶務課</td> <td>(略)</td> </tr> <tr> <td>税務課</td> <td>課税係、資産税係</td> </tr> <tr> <td>徴収対策室</td> <td>管理係、収納係、滞納整理係</td> </tr> <tr> <td>(略)</td> <td>(略)</td> </tr> <tr> <td>土木課</td> <td>土木係、用地係</td> </tr> <tr> <td>まちづくり課</td> <td>計画係、施設係、交通安全係</td> </tr> </tbody> </table> | 課等名 | 係等名 | (略) | (略) | 財政課 | 財政係 | 庶務課 | (略) | 税務課 | 課税係、資産税係 | 徴収対策室 | 管理係、収納係、滞納整理係 | (略) | (略) | 土木課 | 土木係、用地係 | まちづくり課 | 計画係、施設係、交通安全係 | <table border="1"> <thead> <tr> <th>課等名</th> <th>係等名</th> </tr> </thead> <tbody> <tr> <td>(略)</td> <td>(略)</td> </tr> <tr> <td>財政課</td> <td>財政係、<u>管財係</u></td> </tr> <tr> <td>総務課</td> <td>(略)</td> </tr> <tr> <td>税務収納課</td> <td>課税係、資産税係、<u>滞納整理係</u>、<u>収納管理係</u></td> </tr> <tr> <td>(略)</td> <td>(略)</td> </tr> <tr> <td>土木課</td> <td>土木係、用地係、<u>交通安全係</u></td> </tr> <tr> <td>まちづくり課</td> <td>計画係、施設係</td> </tr> </tbody> </table> | 課等名 | 係等名 | (略) | (略) | 財政課 | 財政係、 <u>管財係</u> | 総務課 | (略) | 税務収納課 | 課税係、資産税係、 <u>滞納整理係</u> 、 <u>収納管理係</u> | (略) | (略) | 土木課 | 土木係、用地係、 <u>交通安全係</u> | まちづくり課 | 計画係、施設係 | |
| 課等名 | 係等名 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| (略) | (略) | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 財政課 | 財政係 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 庶務課 | (略) | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 税務課 | 課税係、資産税係 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 徴収対策室 | 管理係、収納係、滞納整理係 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| (略) | (略) | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 土木課 | 土木係、用地係 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| まちづくり課 | 計画係、施設係、交通安全係 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 課等名 | 係等名 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| (略) | (略) | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 財政課 | 財政係、 <u>管財係</u> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 総務課 | (略) | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 税務収納課 | 課税係、資産税係、 <u>滞納整理係</u> 、 <u>収納管理係</u> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| (略) | (略) | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 土木課 | 土木係、用地係、 <u>交通安全係</u> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| まちづくり課 | 計画係、施設係 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| <p>第5条 財政課の分掌事務は、次のとおりとする。 財政係 (1) (略) (9) (略) (10) <u>基金その他出資財産の管理の総括に関する</u>こと。 (11) <u>指定管理者制度に関する</u>こと。 (12) (略) (13) (略)</p> | <p>第5条 財政課の分掌事務は、次のとおりとする。 財政係 (1) (略) (9) (略) (10) <u>基金の管理の総括に関する</u>こと。 (11) (略) (12) (略) <u>管財係</u></p> | 削る | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

| 現 行 | 改 正 後 | 備 考 |
|--|---|-----------|
| <p>第6条 <u>庶務課</u>の分掌事務は、次のとおりとする。 <u>庶務係</u> (1) (略) (15) (略) 行政・文書係 (1) (略) (6) (略) (7) <u>議案等</u>の審査に関する こと。 (8) <u>例規集の編さん及び法令 集の加除</u>に関する こと。 (9) (略) (10) (略) (11) <u>行政文書の公開</u>に 関 する こと。 (12) (略) (15) (略) (16) <u>土木工事、建築工事等の 検査調整</u>に関する こと。 (17) <u>物品等の検収</u>に 関 する こと。 (18) <u>入札参加者の登録</u>に 関</p> | <p>(1) <u>町有財産管理の総括に 関 すること。</u> (2) <u>町有財産の取得管理及 び処分</u>に関する こと。 (3) <u>出資財産の管理の総括 に 関 すること。</u> (4) <u>財産台帳の整備及び保 存</u>に関する こと。 (5) <u>湯河原町土地開発公社 との連絡調整</u>に 関 する こと。 (6) <u>指定管理者制度</u>に 関 する こと。 第6条 <u>総務課</u>の分掌事務は、次の と お り と す る。 <u>庶務係</u> (1) (略) (15) (略) 行政・文書係 (1) (略) (6) (略) (7) <u>議案</u>の審査に関する こ と。 (8) <u>例規集の編さん</u>に 関 す る こ と。 (9) (略) (10) (略) (11) <u>情報公開</u>に 関 する こ と。 (12) (略) (15) (略) (16) <u>工事、委託等の検査及び 物件の検収</u>に 関 する こ と。 (17) <u>入札及び契約</u>に 関 する こ と。</p> | <p>削る</p> |

| 現 行 | 改 正 後 | 備 考 |
|---|---|-----------|
| <p>第8条 徴収対策室の分掌事務は、 次のおりとする。</p> <p><u>管理係</u></p> <p>(1) <u>町税等の徴収対策に関すること。</u></p> <p>(2) <u>納付環境の整備に関すること。</u></p> <p>(3) <u>諸証明の交付に関すること。</u></p> <p>(4) <u>徴収金に関する不服申立ての処理に関すること。</u></p> <p>(5) <u>室内の物品の出納及び保管に関すること。</u></p> <p>(6) <u>室内の庶務に関すること。</u></p> <p><u>収納係</u></p> <p>(1) <u>町税等の徴収対策に関すること。</u></p> <p>(2) <u>町税等の徴収方法の調査に関すること。</u></p> <p>(3) <u>納税及び納付意識の啓発に関すること。</u></p> <p>(4) <u>町税等の徴収及び滞納処分に関すること。</u></p> <p><u>滞納整理係</u></p> <p>(1) <u>町税等の徴収対策に関すること。</u></p> | <p>(1) <u>納税及び納付意識の啓発に関すること。</u></p> <p>(2) <u>納付環境の整備に関すること。</u></p> <p>(3) <u>諸証明の交付に関すること。</u></p> <p>(4) <u>徴収金に関する不服申立ての処理に関すること。</u></p> <p>(5) <u>課内の物品の出納及び保管に関すること。</u></p> <p>(6) <u>課内の庶務に関すること。</u></p> | <p>削る</p> |

| 現 行 | 改 正 後 | 備 考 |
|--|--|-----|
| <p>(2) <u>町税等の徴収方法の調査に関すること。</u></p> <p>(3) <u>納税及び納付意識の啓発に関すること。</u></p> <p>(4) <u>町税等の高額滞納に係る徴収及び滞納処分に関すること。</u></p> <p>(5) <u>特定滞納者に関すること。</u></p> <p>(6) <u>徴収金に関する不服申立ての処理に関すること。</u></p> <p>第9条 <u>こども支援課の分掌事務</u>は、次のとおりとする。 児童福祉係 (1) (略) (15) (略)</p> <p>第10条 <u>社会福祉課の分掌事務</u>は、次のとおりとする。 社会福祉係 (1) (略) (16) (略) 障がい福祉係 (1) (略) (8) (略)</p> <p>第11条 <u>介護課の分掌事務</u>は、次のとおりとする。 介護保険係 (1) (略) (5) (略) 介護予防係 (1) (略) (3) (略) 地域包括支援係 (1) (略)</p> | <p>第8条 <u>こども支援課の分掌事務</u>は、次のとおりとする。 児童福祉係 (1) (略) (15) (略)</p> <p>第9条 <u>社会福祉課の分掌事務</u>は、次のとおりとする。 社会福祉係 (1) (略) (16) (略) 障がい福祉係 (1) (略) (8) (略)</p> <p>第10条 <u>介護課の分掌事務</u>は、次のとおりとする。 介護保険係 (1) (略) (5) (略) 介護予防係 (1) (略) (3) (略) 地域包括支援係 (1) (略)</p> | |

| 現 行 | 改 正 後 | 備 考 |
|--|--|-----|
| <p>(2) (略)</p> <p><u>第12条</u> 保健センターの分掌事務は、次のとおりとする。</p> <p>保健予防係</p> <p>(1) (略)</p> <p> </p> <p>(10) (略)</p> <p>健康指導係</p> <p>(1) (略)</p> <p> </p> <p>(9) (略)</p> <p><u>第13条</u> 住民課の分掌事務は、次のとおりとする。</p> <p>戸籍住民係</p> <p>(1) (略)</p> <p> </p> <p>(10) (略)</p> <p>保険年金係</p> <p>(1) (略)</p> <p> </p> <p>(3) (略)</p> <p><u>第14条</u> 観光課の分掌事務は、次のとおりとする。</p> <p>振興係</p> <p>(1) (略)</p> <p> </p> <p>(9) (略)</p> <p>施設係</p> <p>(1) (略)</p> <p> </p> <p>(5) (略)</p> <p>商工係</p> <p>(1) (略)</p> <p> </p> <p>(11) (略)</p> <p><u>第15条</u> 農林水産課の分掌事務は、次のとおりとする。</p> <p>振興係</p> <p>(1) (略)</p> | <p>(2) (略)</p> <p><u>第11条</u> 保健センターの分掌事務は、次のとおりとする。</p> <p>保健予防係</p> <p>(1) (略)</p> <p> </p> <p>(10) (略)</p> <p>健康指導係</p> <p>(1) (略)</p> <p> </p> <p>(9) (略)</p> <p><u>第12条</u> 住民課の分掌事務は、次のとおりとする。</p> <p>戸籍住民係</p> <p>(1) (略)</p> <p> </p> <p>(10) (略)</p> <p>保険年金係</p> <p>(1) (略)</p> <p> </p> <p>(3) (略)</p> <p><u>第13条</u> 観光課の分掌事務は、次のとおりとする。</p> <p>振興係</p> <p>(1) (略)</p> <p> </p> <p>(9) (略)</p> <p>施設係</p> <p>(1) (略)</p> <p> </p> <p>(5) (略)</p> <p>商工係</p> <p>(1) (略)</p> <p> </p> <p>(11) (略)</p> <p><u>第14条</u> 農林水産課の分掌事務は、次のとおりとする。</p> <p>振興係</p> <p>(1) (略)</p> | |

| 現 行 | 改 正 後 | 備 考 |
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| <p> (9) (略) 施設係 (1) (略) (8) (略) <u>第16条</u> 環境課の分掌事務は、次の とおりとする。 保全係 (1) (略) (24) (略) 業務係 (1) (略) (2) (略) </p> | <p> (9) (略) 施設係 (1) (略) (8) (略) <u>第15条</u> 環境課の分掌事務は、次の とおりとする。 保全係 (1) (略) (24) (略) 業務係 (1) (略) (2) (略) </p> | |
| <p> <u>第17条</u> 土木課の分掌事務は、次の とおりとする。 土木係 (1) (略) (13) (略) 用地係 (1) (略) (7) (略) (8) <u>道路、水路及び他の課等</u> <u>に属さない町有地の境界</u> <u>確認に関する事。</u> (9) (略) (10) (略) (11) <u>町有財産管理の総括に</u> <u>関すること。</u> (12) <u>町有財産の取得管理及</u> <u>び処分に関する事。</u> (13) <u>財産台帳の整備及び保</u> <u>存に関する事。</u> (14) <u>湯河原町土地開発公社</u> <u>との連絡調整に関する事</u> <u>。</u> </p> | <p> <u>第16条</u> 土木課の分掌事務は、次の とおりとする。 土木係 (1) (略) (13) (略) 用地係 (1) (略) (7) (略) (8) <u>道路及び水路の境界確</u> <u>認に関する事。</u> (9) (略) (10) (略) </p> | <p> 削る 削る 削る 削る </p> |

| 現 行 | 改 正 後 | 備 考 |
|---|---|-----------|
| <p>第18条 まちづくり課の分掌事務は、次のとおりとする。</p> <p>計画係</p> <p>(1) (略)</p> <p> </p> <p>(17) (略)</p> <p>(18) <u>駅前広場の管理に関すること。</u></p> <p>(19) (略)</p> <p>(20) (略)</p> <p>(21) (略)</p> <p>(22) (略)</p> <p>施設係</p> <p>(1) (略)</p> <p> </p> <p>(6) (略)</p> <p>(7) (略)</p> <p><u>交通安全係</u></p> <p>(1) <u>交通安全に関すること。</u> (会計管理者の補助組織)</p> <p>第19条 (略)</p> <p>2 (略) (福祉会館)</p> <p>第20条 (略) (保育園)</p> <p>第21条 (略)</p> <p>2 (略) (湯河原町駅前観光案内所)</p> <p>第22条 (略)</p> <p>2 (略)</p> <p>3 (略) (臨時又は特別の事務の処理)</p> <p>第23条 (略)</p> <p>2 (略)</p> <p>3 (略)</p> | <p><u>交通安全係</u></p> <p><u>交通安全に関すること。</u></p> <p>第17条 まちづくり課の分掌事務は、次のとおりとする。</p> <p>計画係</p> <p>(1) (略)</p> <p> </p> <p>(17) (略)</p> <p>(18) (略)</p> <p>(19) (略)</p> <p>(20) (略)</p> <p>(21) (略)</p> <p>施設係</p> <p>(1) (略)</p> <p> </p> <p>(6) (略)</p> <p>(7) <u>駅前広場の管理に関すること。</u></p> <p>(8) (略)</p> <p>(会計管理者の補助組織)</p> <p>第18条 (略)</p> <p>2 (略) (福祉会館)</p> <p>第19条 (略) (保育園)</p> <p>第20条 (略)</p> <p>2 (略) (湯河原町駅前観光案内所)</p> <p>第21条 (略)</p> <p>2 (略)</p> <p>3 (略) (臨時又は特別の事務の処理)</p> <p>第22条 (略)</p> <p>2 (略)</p> <p>3 (略)</p> | <p>削る</p> |

| 現 行 | 改 正 後 | 備 考 |
|---|--|-----|
| <p>(主管課等の決定) 第24条 (略) (相互援助) 第25条 (略) (事務分担) 第26条 (略)</p> | <p>(主管課等の決定) 第23条 (略) (相互援助) 第24条 (略) (事務分担) 第25条 (略) 附 則 (施行期日) 1 この規則は、令和6年4月1日 から施行する。 (経過措置) 2 (略) 3 (略) 4 (略)</p> | |