



Republic of the Philippines  
Province of Laguna  
**MUNICIPALITY OF LOS BAÑOS**  
*Special Science and Nature City*  
**OFFICE OF THE SANGGUNIANG BAYAN**  
Municipal Hall, National Highway, Brgy. Timugan,  
Los Baños, Laguna 4030 Philippines  
Email: losbaños@laguna.net

**EXCERPTS FROM THE MINUTES OF THE THIRTY - FIFTH (35TH) REGULAR SESSION OF THE SANGGUNIANG BAYAN HELD ON SEPTEMBER 20, 2021 AT THE SANGGUNIANG BAYAN SESSION HALL, NATIONAL HIGHWAY, BRGY. TIMUGAN, LOS BAÑOS, LAGUNA.**

Present : Vice Mayor Josephine H. Sumangil - Evangelista, Presiding Officer  
S.B. Member Miko C. Pelegrina  
S.B. Member Janos S. Lapiz  
S.B. Member Geronimo A. Ciceron  
S.B. Member Marlo PJ A. Alipon  
S.B. Member Mike Dexter A. Concio  
S.B. Member Mark Lester B. Dizon  
S.B. Member Cris Dayril B. Bagnes  
S.B. Member Arlene P. delos Santos, Liga President  
S.B. Member Jozylyn N. Manansala, SK Fed. President  
Secretary Dona T. Alborida  
Ms. Felomina I. Lincallo, LLSO I

Absent : S.B. Member Rodora P. Loares, (O.B.)

Visitor : None

**RESOLUTION NO. 2021-199**

**RESOLUTION RESPECTFULLY REQUESTING TO THE LOCAL CHIEF EXECUTIVE HONORABLE MAYOR ANTONIO L. KALAW TO DESIGNATE SKELETON WORKFORCE IN THE MUNICIPAL SOCIAL WELFARE AND DEVELOPMENT OFFICE (MSWDO) FOR THE CONTINUANCE OF THE DELIVERY OF BASIC SERVICES IN THE MUNICIPALITY ESPECIALLY THE DAMAYAN SA KAPWA PROGRAM.**

Author (s) : Councilor (s) Miko C. Pelegrina, Janos S. Lapiz, Geronimo A. Ciceron  
Marlo PJ A. Alipon, Mike Dexter A. Concio, Mark Lester B. Dizon,  
Cris Dayril B. Bagnes, Arlene P. Delos Santos, Jozylyn N. Manansala

**WHEREAS**, every local government unit (LGU) shall exercise its powers which are essential for the promotion of the general welfare. Within their respective territorial jurisdiction, every LGU shall ensure, support and promote the health and safety of its inhabitants;

**WHEREAS**, on March 11, 2020, the World Health Organization (WHO) described the COVID-19 outbreak as a global pandemic;



**WHEREAS**, the COVID-19 pandemic threatens the continuity of public service delivery. On September 16, 2021, the Municipal Social Welfare and Development Office (MSWDO) of Los Baños has announced on its Official Facebook Page the temporary closing of its office for disinfection purposes. A number of employees has contracted COVID-19 and shall undergo home quarantine along with their close contacts. On September 20, 2021, the MSWDO has further announced that transactions for new clients who will be requesting Social Case Study Reports are not available until September 27, 2021;

**WHEREAS**, on March 31, 2021, the Sangguniang Bayan enacted Municipal Ordinance No. 2021-2132 entitled: "An Ordinance Institutionalizing the Damayan sa Kapwa Program of the Municipality of Los Baños, Laguna". It aims to provide assistance and support for the marginalized sector of the municipality. Section 3 of the Ordinance states that the Damayan Program shall include but is not limited to: food and non-food assistance during calamities, epidemic or other extraordinary circumstances; financial assistance; rice subsidy; medical supply; hospitalization; and coffin/casket;

**WHEREAS**, the Office on Social Welfare and Development is the social welfare arm of the Municipal Government mandated by Local Government Code of 1991 to address poverty-related concerns and committed to the care, protection and rehabilitation of individuals, families, groups and communities. The MSWDO is one of the focal offices in charge of implementing the Damayan sa Kapwa Program of the Municipality of Los Baños. Issuance of Social Case Study Report is necessary to avail the program;

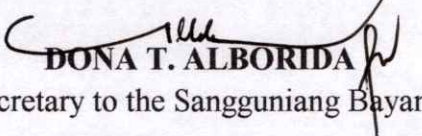
**WHEREAS**, the Sangguniang Bayan Members agreed that designation of a skeleton workforce in the MSWDO is necessary for the continuance of the delivery of basic services, especially the provision of social services under the Damayan sa Kapwa Program of the municipality;

**NOW THEREFORE**, on motion of Councilor Marlo PJ A. Alipon duly seconded by Councilor Mike Dexter A. Concio and concurred by all members present;

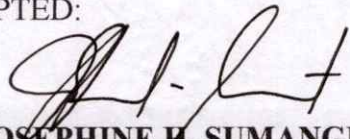
**RESOLVED, AS IT IS HEREBY RESOLVED** by the Sangguniang Bayan of Los Baños, to respectfully request to the Local Chief Executive Honorable Mayor Antonio L. Kalaw for the designation of a skeleton workforce in the MSWDO for the continuance of the delivery of basic services in the municipality especially the Damayan sa Kapwa Program.

**UNANIMOUSLY APPROVED** : September 20, 2021

I HEREBY CERTIFY to the correctness of the above-quoted Resolution.

  
**DONA T. ALBORIDA**  
Secretary to the Sangguniang Bayan

CERTIFIED ADOPTED:

  
**HON. JOSEPHINE H. SUMANGIL - EVANGELISTA**  
Vice Mayor / Presiding Officer