



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 TWENTIETH (20TH) REGULAR  
SESSION OF THE SANGGUNIANG BAYAN HELD ON JULY 06, 2020 AT THE  
SANGGUNIANG BAYAN SESSION HALL, NATIONAL HIGHWAY, BRGY.  
TIMUGAN, LOS BAÑOS, LAGUNA.**

**Present :** Vice Mayor Antonio L. Kalaw, Presiding Officer  
S.B. Member Josephine S. Evangelista  
S.B. Member Miko C. Pelegrina  
S.B. Member Janos S. Lapid  
S.B. Member Geronimo A. Ciceron  
S.B. Member Marlo PJ A. Alipon  
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 Mike Dexter A. Concio, (O.B.)

**Visitors :** Ms. Lenie M. Bonapos, PWD Representative – Brgy. Bambang  
Ms. Lorelie M. Liwanag, PWD Representative – Brgy. Anos  
Ms. Leoniza G. Macaldo, PWD Representative – Brgy. Anos  
Mr. Roderick B. Abad, PWD Representative – Brgy. Batong Malake  
Ms. Jeanette Talag, PWD Representative – Brgy. San Antonio  
Mr. Aldrich Maravilla, PWD Representative – Brgy. Timugan  
Ms. Mercy Eusebio

**ORDINANCE NO. 2020-2053**

**ORDINANCE ESTABLISHING THE PERSONS WITH DISABILITIES AFFAIRS  
OFFICE (PDAO) IN THE MUNICIPALITY OF LOS BAÑOS DEFINING ITS ROLES  
AND FUNCTIONS AND APPROPRIATING FUNDS THEREOF.**

Author: Councilor Miko C. Pelegrina

**WHEREAS**, Article 4.3 of the United Nations Convention on the Rights of Persons with Disabilities (UNCRPD) mandates the Philippine Government to closely consult with and actively involve persons with disabilities through their respective organizations in the development and implementation of legislation and policies to implement this international commitment;

**WHEREAS**, it is a declared policy of Republic Act No. 7277, An Act Providing for the Rehabilitation, Self-Development and Self-Reliance of Disabled Person and their Integration into the Mainstream of Society and for other purposes otherwise known as The Magna Carta for Disabled Persons, that Persons with Disabilities (PWDs) are part of the Philippine society, and thus the State shall give full support to the improvement of their total well-being and their integration into the mainstream of society where they have the same rights to other people to take their proper place in society;

INACTIBAY  
SANGGUNIANG PANLALAWIGAN  
KABANGKALAN  
2020  
August 14, 2020  
OFFICE OF THE SANGGUNIANG BAYAN



**WHEREAS**, pursuant to Section 1 of Republic Act No. 10070 otherwise known as An Act Establishing Mechanism to Ensure the Implementation of Programs and Services for Persons with Disabilities in every Province, City and Municipality, amending Section 40 of RA No. 7277, Local Government Units shall organize and establish the Persons with Disability Affairs Office (PDAO);

**WHEREAS**, pursuant to Section 447 (5) (xiv) of Republic Act No. 7160 otherwise known as the Local Government Code of 1991, Local Government Units are mandated to pass resolutions and ordinances necessary for an efficient and effective delivery of basic services and facilities including to provide care for disabled persons therefore to establish and provide for the operation of centers and facilities for said needy and disadvantaged persons;

**WHEREAS**, Memorandum Circular No. 2010-103 issued by the DILG Secretary Jesse M. Robredo dated September 2010 issued to Provincial Governors, City and Municipal Mayors, DILG Regional Directors and other concerned agencies provides guidelines on the establishment of Persons with Disabilities Affairs Office (PDAO) in every province, city and municipality pursuant to Republic Act 10070;

**WHEREAS**, Memorandum Circular No. 2017-119 issued by DILG dated September 13, 2017 provides new guidelines for the establishment of Persons with Disabilities Affairs Office (PDAO) and the conduct of the PWD General Assembly;

**WHEREAS**, the Municipality of Los Baños is no longer a 4<sup>th</sup>, 5<sup>th</sup> or 6<sup>th</sup> class municipality but a 1<sup>st</sup> class municipality to date and Republic Act No. 10070 mandates the creation of Persons with Disabilities Affairs Office in such class of municipality wherein Los Baños is classified;

**WHEREAS**, the establishment of Persons with Disabilities Affairs Office (PDAO) in the municipality of Los Baños shall strengthen the programs, projects and support services for resident persons with disabilities;

**NOW, THEREFORE**, on motion of Councilor Miko C. Pelegrina duly seconded by Councilor Marlo PJ A. Alipon and Councilwoman Josephine S. Evangelista and concurred by all the members present;


**BE IT ORDAINED BY THE SANGGUNIANG BAYAN OF LOS BAÑOS, LAGUNA** in its session assembled, **THAT:**

**SECTION 1. TITLE.** This ordinance shall be known as An Ordinance Establishing the Persons with Disability Affairs Office (PDAO) in the Municipality of Los Baños, defining its roles and functions and appropriating funds thereof;

**SECTION 2. FUNCTIONS.** The Persons with Disability Affairs Office shall perform the following functions:

- a. Formulate and implement policies, plans and programs for the promotion of the welfare of the PWDs in coordination with concerned national and local government agencies;

PINALIYAN  
SANGGUNIANG PANLALAWIGAN  
KAPASIYAHAN R.L. 2020, S. 2020  
PETA August 14, 2020





- b. Coordinate the implementation of the provisions of RA 10070, Batas Pambansa Blg.344, otherwise known as the Accessibility Law, and other relevant laws at the local level;
- c. Recommend and enjoin the participation of Non-Government Organizations (NGOs) and People's Organizations (Pos) in the implementation of all disability related laws and policies;
- d. Gather and compile relevant data of PWDs in their localities;
- e. Disseminate information including, but not limited to programs and activities for PWDs, statistics of PWDs, including children with disability, and training and employment opportunities for PWDs;
- f. Submit reports to the office of the Local Chief Executive on the implementation of programs and services for the promotion of the welfare of PWDs in their respective area of jurisdiction;
- g. Ensure the policies, plans and programs for the promotion of the welfare of PWDs are funded by both the national and local government;
- h. Monitor fundraising activities being conducted for the benefits of PWDs;
- i. Seek donations in cash or in kind from local or foreign donors to implement an approved work plan for PWDs, in accordance with existing laws and regulations; and
- j. Perform such other functions as may be necessary for the promotion and protection of the welfare of the PWDs.

**SECTION 3. COMPOSITION AND ORGANIZATION.** The Persons with Disability Affairs Office shall have at least four (4) personnel on a permanent status. The PWD Affairs Office Head shall head the office and three (3) or more other personnel pool of qualified PWD employees of the municipality or any able qualified personnel shall staff the PDAO.

- a. Qualifications of PWD Affairs Office Head
  - i. A Filipino citizen and a resident of the municipality for at least one (1) year
  - ii. A registered voter of Los Baños
  - iii. Able to read and write; and
  - iv. Must be a bonafide member of a duly accredited PWD organization with a track record of at least two (2) years.
- b. The three (3) technical/administrative staff shall perform tasks to ensure that the functions and goals of PDAO is implemented and achieved.

- c. Transitory Provisions. Pending the establishment of office and its attendant staffing as subject to the budget ceiling limitations by the Civil Service Commissions and Department of Budget and Management, the Local Chief Executive is hereby authorized to transfer and or detail any personnel with the relevant work experience to temporarily staff the office in transition.
- d. The PDAO shall be lodged under the Office of the Local Chief Executive. As such the LCE shall exercise supervision over the PDAO operations and activities.

#### SECTION 4. SELECTION.

- a. Upon publication of the position, the Local Chief Executive shall instruct the Convenors namely, the Municipal Local Government Operations Officer or Administrator, the Municipal Social Welfare and Development Officer and the President of the local federation/association of Persons with Disabilities to prepare for a general assembly for Persons with Disabilities, which shall be conducted on the last day of the posting period. They shall also be responsible in inviting the participants.
- b. Qualified women with disabilities shall also be encouraged to apply.
- c. The general assembly shall nominate at least three (3) qualified applicants for consideration of the Local Personnel Selection Board and the Local Chief Executive.
- d. The Human Resource Management Officer (HRMO) shall document the proceedings of the general assembly.
- e. The general assembly shall be open to all persons with disabilities, with or without organizational membership, representatives of civil society organizations working on disability within the LGU, and parents or representative of children with disabilities.
- f. The General Assembly shall be guided by pro-forma program as follows:
  - i. Registration and Final Acceptance of Applicants – HRMO
  - ii. Invocation/National Anthem
  - iii. Roll Call
  - iv. Opening the Assembly
  - v. Orientation about RA10070 and the Appointment of the Head of Office
  - vi. Presentation of Qualified Applicants
  - vii. Open Forum
  - viii. Nomination Process-thru secret ballots
  - ix. Announcement of Nominees
  - x. Closing of the Assembly

INAC TIBAY  
PANGUNIHANG PANLALAWIGAN  
KAPASITAHAN BL. 705.5.2020  
NETSA August 14, 2020

INAC TIBAY  
PANGUNIHANG PANLALAWIGAN  
KAPASITAHAN BL. 705.5.2020  
NETSA August 14, 2020



6.00

Ordinance No. 2020-2053

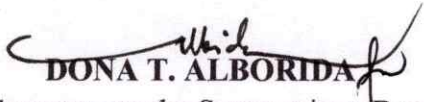
07/06/2020

**SECTION 8. REPEALING CLAUSE.** Any existing resolution, ordinance or portion or provision thereof that is inconsistent with this Ordinance shall be repealed or modified accordingly.

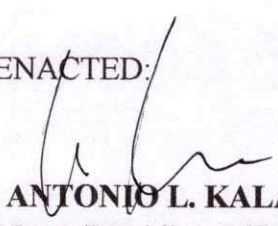
**SECTION 9. EFFECTIVITY.** This ordinance shall take effect immediately upon approval thereof in accordance with law.

**ENACTED :** July 06, 2020

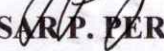
I HEREBY CERTIFY to the correctness of the above-quoted Ordinance.

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

CERTIFIED ENACTED:

  
**HON. ANTONIO L. KALAW**  
Vice Mayor/Presiding Officer

APPROVED:

  
**HON. CAESAR P. PEREZ**  
Municipal Mayor

PINACITIBAY  
SANGGUNIANG PANGALAWIGAN  
KAPASIGAHAN R.L.O. 70, 5. 2020  
PETA August 14, 2020