



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 SIXTH (6TH) REGULAR SESSION OF
THE SANGGUNIANG BAYAN HELD ON FEBRUARY 7, 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. Lapiz
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
Secretary Dona T. Alborda
Ms. Felomina I. Lincallo, LLSO I

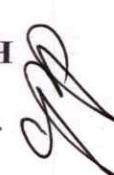
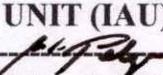
Absent : S.B. Member Mike Dexter A. Concio (O.B)
S.B. Member Arlene P. delos Santos, Liga President (O.B)
S.B. Member Jozlyn N. Manansala, SK Fed. President (O.B)

Visitors : Ms. Mary Ann Delantar, Barangay San Antonio
Mr. Levy Tatad, Media

ORDINANCE NO. 2020-1959

AN ORDINANCE CREATING THE POSITION OF INTERNAL AUDITOR II WITH SALARY GRADE 15 AT THE INTERNAL AUDIT UNIT (IAU).

Author : Councilor Miko C. Pelegrina

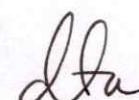
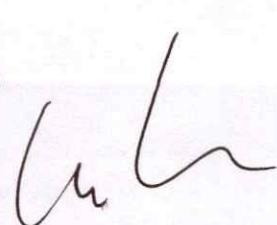


BE IT ORDAINED BY THE SANGGUNIANG BAYAN OF LOS BAÑOS, LAGUNA, in session assembled, THAT:

SECTION 1. Civil Service Commission (CSC) basic qualification standards are as follows:

EDUCATION	:	Bachelor's degree relevant to the job
EXPERIENCE	:	1 year of relevant experience
TRAINING	:	4 hours of relevant training
ELIGIBILITY	:	Career Service (Professional) / Second Level Eligibility

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PETA May 27, 2020



SECTION 2. The duties and responsibilities shall be as follows:

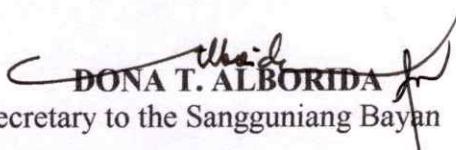
- a. Under general supervision, drafts audit plans for review of immediate supervisor;
- b. Discusses internal audit scope and objectives with affected agency personnel prior to conduct of audit;
- c. Performs difficult financial and/or operations auditing work;
- d. Drafts report on the results of audit completed;
- e. Discusses audit results with auditee/s before the draft of the report is finalized;
- f. Makes appropriate recommendations based on the results of the audit;
- g. Follow-ups actions to determine if audit recommendations have been carried out or not and to inquire for the reasons for non-implementation; and,
- h. Does related work.

SECTION 3. The source of funds shall be taken from the Annual Budget of CY 2020.

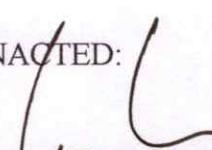
SECTION 4. This ordinance shall take force and effect upon approval subject to all existing auditing rules and regulations.

ENACTED : February 7, 2020

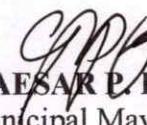
I HEREBY CERTIFY to the correctness of the above -quoted Ordinance.


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
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KAPASIVAHAN BL. 389-A, S. 2020
PFTSA May 17, 2020