



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,
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**EXCERPTS FROM THE MINUTES OF THE FIFTH (5TH) REGULAR SESSION OF
THE SANGGUNIANG BAYAN HELD ON FEBRUARY 08, 2022 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 Rodora P. Loares
S.B. Member Arlene P. delos Santos, Liga President
S.B. Member Jozylyn N. Manansala, SK Federation President
Secretary Dona T. Alborida
Ms. Felomina I. Lincallo, LLSO I

Absent : None

Visitor : None

RESOLUTION NO. 2022- 21

**RESOLUTION ADOPTING THE MUNICIPAL GOVERNMENT OF LOS BAÑOS
(MGLB) AND ASSOCIATION OF MUNICIPAL EMPLOYEES OF LOS BAÑOS -
LAGUNA (AMELBA - UNA) JOINT RESOLUTION NO. 2022 - 01 DATED
FEBRUARY 2, 2022 ENTITLED: RESOLUTION PRESCRIBING THE NEW
GUIDELINES ON THE GRANT OF COLLECTIVE NEGOTIATION AGREEMENT
(CNA) INCENTIVE EFFECTIVE CY 2022 AND EVERY YEAR THEREAFTER.**

Author :  Councilor Geronimo A. Ciceron

WHEREAS, the Collective Negotiation Agreement (CNA), between the Municipal Government of Los Baños and AMELBA-UNA, INC. was ratified by the Sangguniang Bayan on December 21, 2020;

WHEREAS, as stated in Department of Budget and Management Local Budget Circular (DBM-BC) No. 2021-3 dated November 17, 2021, one-time annual payment of CNA Incentive shall be made through a written resolution signed by agency representatives from both labor and management, and approved by the agency head;



WHEREAS, ARTICLE XXII, Section 1 of the approved CNA provides that the Agency agrees to grant a CNA Incentive once every year pursuant to applicable guidelines issued by the DBM and as may be allowed by the financial position of the Agency;

WHEREAS, both parties from labor and management agreed on the following **guidelines on the grant of CNA Incentive** in accordance with DBM-BC No. 2021-3 existing CNA, and By-Laws;

Fund Sources of the CNA Incentive. Subject to the cash availability, the CNA Incentive shall be sourced solely from allowable MOOE allotments, such as: a) communication expenses, b) repair and maintenance, c) supplies and materials expenses, d) transportation and delivery expenses, e) traveling expenses, and f) utility expenses (as enumerated in DBM-BC No. 2021-3, Item 4.3.1);

Coverage. Section 4.2.2 of the aforementioned circular states that the CNA Incentive may be given equally to all qualified employees under Item 3.0 of the circular at varying rates in consideration of the employee’s or his/her office’s contribution to the accomplishment of performance targets, efficiency, productivity, or profitability, as determined by the agency head upon recommendation of the Employee’s Organization-Management Consultative Committee;

Rate of CNA Incentive. The CNA Incentive shall not exceed TWENTY FIVE THOUSAND PESOS (P 25,000.00) per qualified employee (DBM-BC No. 2021-3, Item 4.2.3);

New Computation of CNA Incentive. In consideration to the employee’s contribution or his/her office’s contribution to the accomplishment of performance targets, efficiency, productivity, or profitability based on his/her actual length of service rendered AMELBA-UNA, Inc. through Resolution No. 2021-017 dated November 19, 2021 has endorsed and suggested to the Management the new computation in determining the rate of CNA Incentive, as computed below:

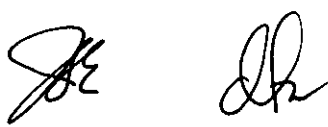
Rate of CNA Incentive =
$$\frac{\text{Allowable CNA Incentive} \quad \text{No. of actual months}}{\text{(Not to exceed P 25,000.00)} \quad \text{of service for the FY}} \times \frac{\quad}{12 \text{ months}}$$

WHEREAS, in the meeting held last 2 February 2022, both the Management and Union agreed to adapt the new computation of CNA Incentive as abovementioned;

WHEREAS, both parties also agreed to apply 22 working days in computing the actual number of days in a month;

Payment of Membership Dues/Agency Fees. To be eligible to receive the CNA Incentive, payment of membership dues/agency fees must be updated:

- a) Active members of AMELBA-UNA, INC. who are in good standing;



- b) Those who retired, resigned, separated or terminated from government service shall pay the corresponding membership dues of FIFTY PESOS (P 50.00) per month up to the period of retirement, resignation, separation or termination from government service;
- c) Non-members of the union shall also pay agency fee of ONE HUNDRED PESOS (P 100.00) per month; and
- d) Payment of monthly dues/agency fees shall be made to the Treasurer of AMELBA-UNA, INC.

Disqualification. The following are disqualified from receiving the CNA Incentive:

- a) Those who are convicted with finality of any criminal, civil or administrative offense;
- b) Those members and non-members of the union who are delinquent;
- c) Job Orders and those hired through contract of service; and
- d) Those who are absent without official leave.

WHEREAS, cost saving and other austerity measures being implemented by the LGU must be adopted and abided to by all union and non-union member.

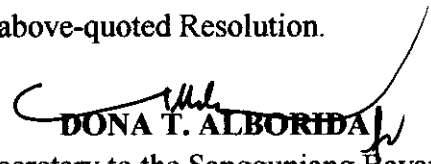
WHEREAS, after careful review and deliberation of the Sangguniang Bayan Members, they agreed to approve and adopt the said Joint Resolution of MGLB and AMELBA-UNA;

NOW THEREFORE, on the motion of Councilor Geronimo A. Ciceron which was duly seconded by Councilwoman Rodora P. Loares and concurred by all councilors present;

BE IT RESOLVED AS IT IS HEREBY RESOLVED, a Resolution adopting the Municipal Government of Los Baños (MGLB) and Association Of Municipal Employees of Los Baños - Laguna (AMELBA - UNA) Joint Resolution No. 2022 - 01 dated February 2, 2022 entitled: Resolution prescribing the New Guidelines on the grant of Collective Negotiation Agreement (CNA) incentive effective CY 2022 and every year thereafter.

UNANIMOUSLY APPROVED : February 08, 2022

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