



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
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**EXCERPTS FROM THE MINUTES OF THE TENTH (10TH) REGULAR SESSION OF
THE SANGGUNIANG BAYAN HELD ON SEPTEMBER 13, 2019 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 Janos S. Lapiz
S.B. Member Geronimo A. Ciceron
S.B. Member Marlo PJ A. Alipon
S.B. Member 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 Jozlyn N. Manansala, SK Fed. President
Ms. Dona T. Alborida, Secretary to the Sangguniang Bayan
Ms. Jellyn S. De Una, LLSA II

Absent : S.B. Member Miko C. Pelegrina (O.B.)

Visitor(s) : None

ORDINANCE NO. 2019-1872

**AN ORDINANCE AMENDING ORDINANCE NO. 2013-1248, PRESCRIBING THE
NEW IMPLEMENTING GUIDELINES OF THE LOS BAÑOS SCHOLARSHIP
PROGRAM**

Author: Councilwoman Josephine Sumangil-Evangelista

WHEREAS, the Local Government Unit of Los Baños support the needs of the students within the community of Los Baños in providing better scholarship programs;

WHEREAS, in compliance with R.A. 7160, the Municipal Government of Los Baños strengthens its duties and responsibilities in providing funds to sustain the implementation of scholarship programs;

WHEREAS, with the changing economic status of the community and the evolving generation of the society specifically the youth, the Local Government of Los Baños makes amendments with the ordinance in accordance with the law and the need of the community;

NOW THEREFORE, on motion of Councilwoman Josephine S. Evangelista duly seconded by Councilor Marlo PJ A. Alipon and approved by the Councilors present;

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

SECTION 1. **TITLE** - This ordinance shall be known as the "AN ORDINANCE AMENDING ORDINANCE NO. 2013-1248 PRESCRIBING THE NEW IMPLEMENTING GUIDELINES OF THE LOS BAÑOS MUNICIPAL SCHOLARSHIP PROGRAM".

SECTION 2. SCOPE AND COVERAGE

Utmost priority shall be granted to the poorest of the poor, most talented and deserving graduates and students of the Municipality in public elementary, secondary and tertiary schools.

The entire college scholarship grants would be proportionally shared among the town's fourteen (14) barangays based on their total population and will be distributed as follows:

BARANGAY (with percentage allocation based on total population)	Numbers of Scholarship Grant		
	High School	College	Total
1. Barangay Anos (8%)	12	8	20
2. Barangay Bagong Silang (1%)	1	2	3
3. Barangay Bambang (8%)	12	8	20
4. Barangay Batong Malake (13%)	19	14	33
5. Barangay Baybayin (2%)	3	2	5
6. Barangay Bayog (8%)	12	8	20
7. Barangay Lalakay (5%)	7	5	12
8. Barangay Maahas (6%)	9	6	15
9. Barangay Malinta (7%)	10	7	17
10. Barangay Mayondon (16%)	23	17	40
11. Barangay San Antonio (11%)	16	11	27
12. Barangay Tadlac (3%)	4	3	7
13. Barangay Timugan (4%)	6	4	10
14. Barangay Tuntungin-Putho (8%)	12	8	20
TOTAL (100%)	146	103	249

SECTION 3. SCHOLARSHIP PRIVILEGES

A. For College Level Scholars

1. Grant of Five Thousand Pesos (P 5,000.00) per semester. At the start of the first (1st) semester, half or fifty per cent (50%) of the grant shall be paid directly by the Municipal Government of Los Baños to the school/institution where the grantee shall be enrolled while the other half shall be released to the grantee. (**Deleted**)
2. The grant of Five Thousand Pesos (P 5,000.00) for every renewed semester of the entire school year and thereafter, shall be released/paid directly by the Municipal Government of Los Baños to school were the scholar is enrolled. (**Deleted**)

Shall now read as:

1. **Grant of Five Thousand Pesos (P5,000.00) at the start of the semester from the time of approval of his application and the following semester of the entire school year thereafter, half or fifty percent (50%) of the grant shall be paid directly to the scholars by the Municipal Government of Los Baños while the other half shall be released to the school/institution for the tuition fee if required by the said school/institution of the grantee where they are enrolled or otherwise the 100% of cash grant shall be released directly to the grantee.**
2. Cash incentives for high scholastic record every end of the semester.

	<u>Gift</u>
1.24 – 1.0 (97 – 100%)	P 1,000.00
1.49 – 1.25 (94 – 96%)	P 700.00

B. For High School Level Scholars

1. Grant of One Thousand Five Hundred Pesos (P 1,500.00) annually to be given during class opening.
2. Cash Award for high scholastic record every end of the school year.

	<u>Gift</u>
95 – 100%	P 1,000.00
87 – 89%	P 700.00

SECTION 4. GENERAL QUALIFICATIONS FOR ADMISSION AS HIGH SCHOOL AND COLLEGE SCHOLARS -

1. Residency of parents (mother or father) in Los Baños shall require five (5) years above.
2. Must be a graduate of public elementary and secondary schools in Los Baños and other nearby municipalities or cities within the province of Laguna, with a general weighted average of not lower than 85% or 2.00 and no failing grade in any subject.
3. Must be of good moral character without any civil or criminal record.
4. Must be physically and psychologically fit except for Person with Disabilities (PWD's) that are still qualified for schooling.
5. Priority for inclusion in the program are: (a) orphans, (b) dependent of solo parent, (c) applicants with more number of siblings in a family, (d) children of low-paid employees, drivers, traffic and eco-aides of the municipality and (e) high school graduates of the municipal scholarship program.



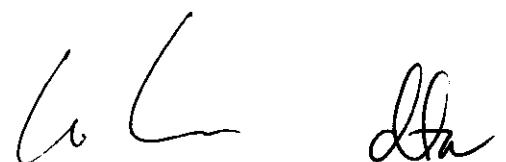
6. The age of applicant must be from 12 to 16 years old for High School and from 16 to 25 years old for College and must be in single status. (**Deleted**)

Shall now read as:

6. **The age of applicant must be from 12 to 18 years old for Junior High School to Senior High School and from 18 to 25 years old for College and must be in single status.**
7. Applicant shall automatically be excluded from the scholarship program if she/he is related to: (a) up to fourth (4th) degree by consanguinity or affinity to any member of the Municipal Scholarship Program Committee; (b) any member of the Secretariat of the Program and (c) any elective or appointive municipal officials. Provided, that an applicant is exempted for justifiable and reasonable grounds such as when he / she is an orphan or completely abandoned by both parents, when any of his/her parent is under severe medication, has no legal guardian to finance or support his/her studies. The applicant's personal circumstances or financial capability shall be strictly investigated or required to present certification to this effect.
8. Graduates from private elementary and secondary schools shall be disqualified outright from scholarship grant except those who has been a grantee of scholarship program in a private school. (**Deleted**)

Shall now read as:

8. **Except those who have been a grantee of municipal scholarship program in Senior High School.**
9. Only one scholarship grant shall be awarded to a family irrespective of extreme necessities, justifiable or reasonable grounds.
10. Recipients of other scholarship grants whether private, national government or provincial are automatically disqualified from LBMS.
11. A contract shall be signed by the LBMS recipients requiring them to render a 10-hour and 20-hour community service for secondary and college scholars, respectively. The community service shall be complied with during semestral break or summer vacation through health, clean and green program, day care projects and other related community-oriented undertakings.



12. The coverage of the Summer Special Program for Employment of Students (SPES) shall exclude beneficiaries of the LBMSP and other government scholarship programs.
13. Must be enrolled in a Public Secondary School within Los Baños except those residing in Barangay Bagong Silang and Barangay Tadlac who may be enrolled in the nearest Barangay Public Secondary School in the Municipality of Bay and City of Calamba, respectively.

SECTION 5. **REQUIREMENTS FOR SCHOLARSHIP APPLICATION**

5.1. The following shall be submitted to the LBMSP Secretariat in two (2) copies, including the original copies, as initial requirement prior to the final approval of the application:

- a. A fully-accomplished scholarship form;
- b. Birth or Baptismal Certificate; (*Deleted*)

Shall now read as:

- b. Birth Certificate;
- c. Two (2) 1" x 1" colored photos;
- d. Certification from Punong Barangay duly verified or authenticated by background of his/her economic status in life; that he/she is a bonafide resident of the barangay concerned for the last (5) years and that he/she belongs to a family of good moral character;
- e. Certified true copies of High School or Elementary Cards; and (*Deleted*)

Shall now read as:

- e. Two (2) Certified true copies of High School or Elementary Cards; and
- f. Latest Income Tax Return (inclusive of the BIR W-2 Form) of parents or legal guardians and or the applicants as the case may be.

The parents/legal guardians and or the applicants shall have a gross income (not exceeding Ninety Thousand Pesos (P 90,000.00)/annum.) (*Deleted*) *Shall now be read as:* Not exceeding Two Hundred Fifty Thousand Pesos (P250, 000.00)/annum. Pensioners shall declare their gross income. The aforementioned document shall be verified by background investigation and tight checking.



g. Certification from the Municipal Assessor of the property or properties (real estate) owned by the parents or legal guardians or applicants. Verification of the document shall be checked by background investigation;

5.2 The following requirements, cover applicants for **College Scholarship**, shall be complied with and submitted accordingly upon approval of the grant:

- a. Certification from the Municipal Assessor of the property or properties (real estate) owned by the parents or legal guardians or applicants. Verification of the document shall be checked by background investigation; (**Deleted, Moved to Section 5.1.g**)
- b. Police Clearance; and
- c. Medical Certificate attesting to the physical, psychological and emotional fitness of the applicant.

SECTION 6. REQUIREMENTS FOR RENEWAL OF SCHOLARSHIP

1. The scholarship grantee for college level must maintain a general weighted average of 85% or 2.0 without a grade of 75% or 3.0 in any subjects every completed semester and 85% for high school level every end of the school year.
2. Scholars must submit the yearly Income Tax Return (inclusive of the BIR W-2 Form) of his/her parents or legal guardians and or the applicant as the case may be. Attached with BIR W-2 Form, the scholar must submit a Certificate of Indigence from the Barangay.
3. Scholars shall submit a copy of official scholastic records duly signed and authenticated by the School Principal every end of the school year for high school and the Dean or the College Registrar every end of the semester for college to the Mayor of Los Baños through the LBMSP secretariat.
4. Grades in Physical Education (P.E.) and National Service Training Program (NSTP) shall not be included in the computation of the general weighted average for college level or general weighted average for secondary or high school level. However, failure in P.E. and NSTP shall disqualify the scholar from the coverage of the program.
5. Scholars must not drop any subject and shift course without justifiable cause prior clearance from the LBMSP and with attached official endorsement from the Dean or Registrar, otherwise the grant shall be *ipso facto* cancelled.



6. Scholars must maintain good moral character and must not be convicted by final judgment of any civil, administrative or criminal offenses for the duration of the grant; otherwise the scholarship grant shall be cancelled.

SECTION 7. AUTOMATIC GRANTS TO TOP THREE GRADUATES OF PUBLIC ELEMENTARY AND SECONDARY SCHOOLS

Graduates of public elementary and secondary schools awarded the highest degree of honors from valedictorian, salutatorian to first (1st) honorable mention are automatically covered by the scholarship program and are allowed to enroll in any public or private secondary and tertiary schools within Los Baños. The top elementary and high school graduates are required to submit original copies of report card (*Deleted*) ***Shall now be read as:*** Senior high school graduates are required to submit 2 certified true copy of report card, Certificate of Residency, Birth Certificate and certification that they are honor students.

SECTION 8. SPECIAL COLLEGE EDUCATION GRANT FOR INDIGENT STUDENTS WITH AVERAGE INTELIGENCE

The distinct program is consistent with the commitment of the administration to spread and share the benefits of education with the less fortunate families in their pursuit of giving their children the opportunity to finish secondary level and/or a four (4) year college degree and thus improve their lot.

The same undertaking will encourage the enrolment in any Post-Secondary Course being offered by government-recognized schools teaching special skills or trade within the territorial jurisdiction of Los Baños.

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- A. **Scope** - The grant will allow program-beneficiary to enroll either in a secondary curriculum or a four-year degree course in any Los Baños-based government-recognized formal, technical or vocational schools. The special program for Post-Secondary Course will aid recipients in their quest for employment at the earliest possible time and/or encourage them to be an entrepreneur in the field of their respective acquired skills or trades.
 - B. **Coverage** - It is hereby declared that the following shall be allocated for enrolment in either secondary level, college or post-secondary courses every school opening:
 1. Twenty four (24) graduates of Public Secondary Schools with a general average of 75% and with no failing grades.
 2. Three (3) each for sons/daughters of Barangay Tanods in fourteen (14) Barangays. However, if the allocated number of scholarship grants were not fully consumed by any of the



barangays, the remaining available allocation can be transferred to another barangay upon the recommendation of the Municipal Scholarship Program Committee.

3. Five (5) for Sports Awards recipients of International, National, Regional, Provincial and Municipal Competitions.

It is further declared that the applicant shall be required to submit a certified true copy of his/her scholastic record indicating no failing grades in all the subjects taken/enrolled.

C. Requirements - The same provisions stipulated in Sections 5 and 6, except Section 6.1 of this ordinance shall apply to applicants of the special college education grant.

SECTION 9. THE MUNICIPAL SCHOLARSHIP PROGRAM COMMITTEE

A. Composition - The Municipal Scholarship Program Committee (MSPC) shall consist of the following:

Chairman	:	Mayor
Vice Chairman	:	Vice Mayor
Members	:	All Sangguniang Bayan Members

B. Functions - The following functions shall be carried out by the MSPC:

1. Review, amend, revise, or modify accordingly, in response to changing times and needs of the constituents, the guidelines of accepting scholars.
2. Approve the final list of scholarship grants for implementation.
3. Constitute the **Selection Committee** to be composed of the following:

Chairman	:	Municipal Administrator
Vice Chairman	:	SB Chairman, Education Committee
Members	:	LBMSecretariat
	:	SK Federation President
Secretariat	:	LBMSP

Shall now be read as:

Members	:	LBMSP Secretariat
	:	SK Federation President
	:	Local Youth and Development Officer (LYDO)



4. The functions of the Selection Committee shall be as follows:

- a. Formulate and adopt an evaluation/rating system to select the deserving and qualified applicants, as follows:
 - a.1. Evaluation Form
 - a.2. Income Table Rating Scale
- b. Conduct aptitude test/examination for all applicants.
- c. Conduct final screening of applicants based on the provision of Section 4 of this Ordinance.
- d. Ranking of applicants shall be based on the examination (50%) and documents submitted (50%).
- e. Prepare short list of the applicants for submission to the Municipal Scholarship Program Committee.

5. Constitute the **Investigation Committee** to be composed of the following:

Chairman : Chairperson, Committee on Education

Vice Chairman : Head, LBMSP Secretariat
(Deleted)

Shall now read as:

Vice Chairman : Local Youth Development Officer (LYDO)

Members : Barangay Nutrition Scholars (BNS)

Barangay Health Workers (BHW)

Secretariat : LBMSP

6. The functions of the Investigation Committee shall be as follows:

- a. Inspect and validate/verify all submitted information by the applicants.
- b. The head of the LBMSP Secretariat shall keep the validation results and all other pertinent documents/records of applicants and approved LBMSP applications.

7. The LBMSP Committee, the Investigation Committee and Secretariat shall serve for a period of three (3) years until their successors are elected and declared qualified to assume their added positions.

SECTION 10. THE MUNICIPAL SCHOLARSHIP PROGRAM SECRETARIAT

The Municipal Scholarship Program Secretariat shall be headed by a regular staff under the Office of the Mayor with a corresponding designation of: Head, LBMSP Secretariat and to be assisted by other personnel from the same office to carry out with the following tasks:

1. Supervise the dissemination of information campaign of the scholarship program to primary, secondary schools and different barangays in the municipality;
2. Accept and consolidate requirements of applicants;
3. Conduct initial screening of applicants based on Section 4 of the Ordinance;
4. Maintain and keep records of scholarship grantees including accounting and financial records; and
5. Monitor, assess and submit scholastic performance records of scholars to the LBMSP as basis for renewing the grants.

SECTION 11. SEPARABILITY CLAUSE - If any position or provisions of this ordinance is declared unconstitutional or illegal, the same shall not affect the validity and effectivity of the other provisions not affected thereby.

SECTION 12. REPEALABILITY CLAUSE - Any issuances, rules and regulations and implementing guidelines and other ordinances which are consistent or contrary to this ordinance shall be deemed repealed, amended or modified, accordingly.

SECTION 13. RETROACTIVE EFFECT – This ordinance shall have retroactive effect since August 1, 2019.

SECTION 14. EFFECTIVITY -This ordinance shall take effect upon compliance with the posting/publication requirements of the Local Government Code.

ENACTED : SEPTEMBER 13, 2019

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

DONA T. ALBORIDA
Secretary to the Sangguniang Bayan

11.00 Ordinance No. 2019-1872 09/13/19

CERTIFIED ENACTED:

HON. ANTONIO L. KALAW
Vice Mayor/Presiding Officer

APPROVED:

HON. CAESAR P. PEREZ
Municipal Mayor