



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 ELEVENTH (11TH) REGULAR SESSION OF THE SANGGUNIANG BAYAN HELD ON MARCH 15, 2021 AT THE SANGGUNIANG BAYAN SESSION HALL, NATIONAL HIGHWAY, BRGY. TIMUGAN, LOS BAÑOS, LAGUNA.

Present : Vice Mayor Josephine Sumangil - Evangelista, Presiding Officer
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 Rodora P. Loares
S.B. Member Arlene P. delos Santos, Liga President
S.B. Member Jozlyn N. Manansala, SK Fed. President
Secretary Dona T. Alborida
Ms. Felomina I. Lincallo, LLSO I

Absent : S.B. Member Miko C. Pelegrina, (O.B.)
S.B. Member Mike Dexter A. Concio, (O.B.)
S.B. Member Cris Dayril B. Bagnes, (On-Leave)

Visitors : PLTCOL. Jaycon A. Ramos, LBMPS
PMAJ. Marlon A. Calonge, LBMPS
Ms. Lenie M. Bonapos, PWD
Ms. Precy Junsay, PWD
Ms. Mari Ann Montano, PWD

ORDINANCE NO. 2021- 2126

AN ORDINANCE AUTHORIZING THE LOS BAÑOS MUNICIPAL HEALTH OFFICE AND INFORMATION AND COMMUNICATION SYSTEMS OFFICE (ICSO) OF LOS BAÑOS TO UTILIZE GOOGLE FORMS AS ONE OF THE METHODS IN THE PRE-REGISTRATION AND MASTERLISTING OF ELIGIBLE POPULATION FOR COVID-19 VACCINATION IN THE MUNICIPALITY OF LOS BAÑOS.

Author : **Councilor Mark Lester B. Dizon**

WHEREAS, as part of preparation for the eventual implementation of Covid-19 vaccination, the Municipal Government of Los Baños is preparing a masterlist of eligible population who may receive Covid-19 vaccine;

WHEREAS, the masterlist of eligible population will be used by the national and local government unit in computing the amount of vaccine to be requested or procured and to be distributed in every LGU;

PINALTIBAY:

SANGGUNIANG PANLALAWIGAN
KAPASITAHAN BL. 582, C. 2021
PETSA June 10, 2021

WHEREAS, the process of manual or onsite registration of eligible population for Covid-19 vaccination will take so much time, manpower and logistics, aside from the risk of contracting Covid-19 during the manual or onsite registration process;

WHEREAS, the Los Baños Municipal Health Office and ICSO have developed a registration questionnaire using the Google form, which can be accessed and answered or filled up by an eligible individual through online;

WHEREAS, the questions to be answered in the google form are the same questions that should be answered in the onsite registration process as required by the Department of Health (DOH) and Department of Information, Communications and Transportation (DITC);

WHEREAS, during the meeting of the Los Baños Local Health Board conducted last February 24, 2021, the body unanimously recommended the use of the Google form as one of the methods, to enhance or facilitate the pre-registration and masterlisting of eligible population of Los Baños for Covid-19 vaccination;

NOW THEREFORE, on motion of Councilor Mark Lester B. Dizon duly seconded by Councilor Janos S. Lapiz and concurred by all Councilors present;

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

SECTION 1. **Short Title.** This ordinance shall be known as the “**Ordinance on pre-registration and masterlisting of eligible population for Covid-19 vaccination in the Municipality of Los Baños, Laguna.**”

SECTION 2. **Definition of Terms.** As used in this Ordinance:

- a. Google form - a web-based app used to create forms for data collection purposes. It is used to make surveys, quizzes, or event registration sheets. Data gathered using the form is typically stored in a spreadsheet.
- b. VIMS-IR - Vaccination Information Management System- Immunization Registry created and maintained by DICT.

SECTION 3. **Methods of Pre-registration.** In order to register an eligible individual to the VIMS - IR, the Municipal Government of Los Baños shall utilize the following methods:

- a. Onsite pre-registration at barangays, health centers and other authorized or designated registration areas;
- b. Pre-registration through the Human Resources Management Office (HRMO) or similar office of every offices or business establishments or institutions either through manual filling up in paper forms or encoding the required data in the excel format that will be provided;
- c. Online pre-registration through the Google form.

SECTION 4.

Requirement for Pre-registration. Eligible individual who will pre-register for the masterlist for Covid-19 vaccination, shall be required to present a valid ID with picture, date of birth and address. For online pre-registration using Google form, registrants will not be required to capture or present a valid ID card but it will be required during the actual vaccination process.

SECTION 5.

Onsite Pre-registration. Personal appearance in onsite pre-registration is required. Registration questionnaires must be answered by the registrants or the registrant must at least have knowledge on the information being provided by the guardian or caretaker.

SECTION 6.

Online Pre-registration through Google Form. Online pre-registration shall be done individually or personally, however, individuals with no device or internet access can be pre-registered online by his or her relatives who has device or internet access for online pre-registration.

SECTION 7.

Who may pre-register. Residents of Los Baños aged 18 years old and above may pre-register for Covid-19 vaccination.

SECTION 8.

Storage of Data. Data or information gathered in the pre-registration either onsite, through offices or through online using Google form will be migrated to the VIMS IR which is the official registration system to generate a masterlist of eligible population for Covid-19 vaccination.

SECTION 9.

Data and Information Safety. Protection and safety of data or information collected in the registration shall be the responsibility of the Information and Communications Systems Office of Los Baños.

SECTION 10.

Prohibited Acts. The following shall be prohibited under this ordinance:

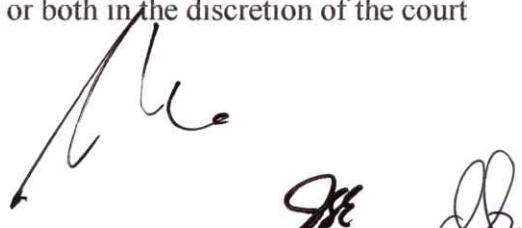
- a. Providing false information in the registration process
- b. Providing fake or tampered ID
- c. Registering individuals who are not resident of the municipality
- d. Use or processing of the information or data gathered other than its intended use

SECTION 11.

Penalty. Violation of Section 9 of this Ordinance shall be meted with the following fines or penalties:

First Offense	A Fine of One Thousand Pesos (P 1,000.00)
Second Offense	A Fine of One Thousand Five Hundred Pesos (P1,500.00)
Third Offense	A Fine of Two Thousand Five Hundred Pesos (P2,500.00) or imprisonment of not more than six (6) months or both in the discretion of the court

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SECTION 12.

Repealing Clause. All ordinances, rules and regulations or parts not consistent with any provision of this Ordinance are hereby repealed, amended or modified accordingly.

SECTION 13.

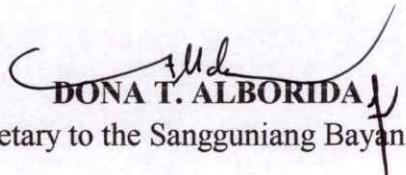
Separability Clause. If, for any reasons, any part or provision of this Ordinance shall be declared unconstitutional or invalid by the court, or suspended or revoked by competent authorities, other parts or the provisions thereof which are not affected thereby shall continue to be full force and effect.

SECTION 14.

Effectivity. This ordinance shall take effect immediately after its approval.

ENACTED : **March 15, 2021**

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

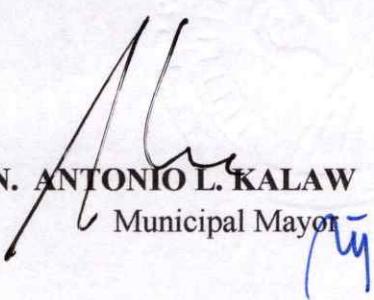

DONA T. ALBORIDA
Secretary to the Sangguniang Bayan

CERTIFIED ENACTED:


HON. JOSEPHINE SUMANGIL - EVANGELISTA

Vice Mayor / Presiding Officer

APPROVED:


HON. ANTONIO L. KALAW
Municipal Mayor
[Signature]

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PETS A June 10, 2021