



**EXCERPTS FROM THE MINUTES OF THE THIRD (3<sup>RD</sup>) SPECIAL SESSION OF THE 12TH SANGGUNIANG BAYAN HELD ON NOVEMBER 27, 2025 AT THE SANGGUNIANG BAYAN SESSION HALL, NATIONAL HIGHWAY, BRGY. TIMUGAN, LOS BAÑOS, LAGUNA.**

**PRESENT:**

Hon. Marlo PJ A. Alipon	Municipal Vice Mayor/Presiding Officer
Hon. Miko C. Pelegrina	S.B. Member
Hon. Muriel Laisa B. Dizon	S.B. Member
Hon. Leren Mae M. Bautista	S.B. Member
Hon. Benedicto S. Alborida	S.B. Member
Hon. Rand Edouard R. De Jesus	S.B. Member
Hon. Myla E. Alinsunurin	S.B. Member
Hon. Jay G. Rolusta	S.B. Member
Hon. Gaudencio P. Macatangay	Ex-Officio Member/Liga President
Hon. Samantha Nicole A. Banasihan-Ortega	Ex-Officio Member/SK Federation President

**ABSENT:**

Hon. Aldous Amiel B. Perez	S.B. Member, O.B.
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**ORDINANCE NO. 2025-2453**

**AN ORDINANCE ENACTING THE SUPPLEMENTAL BUDGET AMOUNTING TO THIRTY MILLION SEVENTY-ONE THOUSAND FIFTY-ONE PESOS AND 00/100 (PHP 30,071,051.00) CHARGEABLE AGAINST THE PERSONAL SERVICES SAVINGS, MAINTENANCE AND OTHER OPERATING EXPENSE (MOOE) SAVINGS, GRANT FROM THE PROVINCIAL GOVERNMENT AND THE 5% MUNICIPAL DISASTER RISK REDUCTION AND MANAGEMENT FUND (MDRRMF).**

Author : *[Signature]* **Councilor Miko C. Pelegrina**

**WHEREAS**, in a letter dated November 26, 2025, Honorable Mayor Neil Andrew N. Nocon urgently requested the Sangguniang Bayan to enact the appropriate legislative measure for the Supplemental Budget covering priority expenditures of various offices, including the provision of Financial Assistance to all qualified municipal employees;

**WHEREAS**, Proclamation No. 1077, s. 2025 was issued declaring a State of National Calamity due to Typhoon "Tino" resulting in widespread disruptions, economic hardship and increased financial strain on municipal officials and employees;

**WHEREAS**, the employees, both regular and job order workers of the Municipality of Los Baños continue to experience substantial and sustained increases in electricity rates, further burdening household expenses and adversely affecting the welfare of government workers;

*[Handwritten signatures]*

**WHEREAS**, the grant of Financial Assistance is a valid and reasonable measure consistent with the fiscal authority granted to local governments under the Local Government Code, and may be implemented subject to availability of funds and compliance with existing rules and regulations;

**WHEREAS**, despite the challenges brought about by persistent inflation, the sharp increase in electricity rates, and the nationwide impacts of Typhoon "Tino" under Proclamation No. 1077, s. 2025, the officials and employees of the Municipal Government of Los Baños continued to deliver exceptional public service, as evidenced by the numerous national and regional awards received in 2025 – all of which affirm that municipal personnel continued to perform with excellence, dedication and professionalism even amid economic hardship and calamity conditions, thereby making the grant of Financial Assistance a fair, equitable and well deserved measure of recognition and support;

**WHEREAS**, the Office of the Municipal Mayor likewise requested an additional appropriation to augment its existing budget for Financial Assistance, specifically for Contract of Service and Job-Order workers who were adversely affected by recent calamities and by rising prices of basic commodities, as a measure to alleviate their quality of life;

**WHEREAS**, the Office of the Municipal Mayor likewise requires funding for the fabrication of additional tents to support municipal programs, events, and activities;

**WHEREAS**, the Office of the Vice Mayor requested a supplemental appropriation to augment its Representation Expenses in order to support official functions and activities aligned with its mandate;

**WHEREAS**, the Office of the Sangguniang Bayan likewise requested additional funding to augment its Representation Expenses, necessary for the effective discharge of legislative functions;

**WHEREAS**, the Sangguniang Bayan Secretariat requested funding for the procurement of the E-Legis System, a digital platform intended to streamline the creation, management, tracking, and archiving of legislative documents, thereby enhancing transparency, efficiency, and institutional productivity;

**WHEREAS**, the Office of the Human Resource Management Officer requested supplemental appropriations for the conduct of the Family Day of Municipal Employees in celebration of Family Week to foster togetherness and highlight the importance of families;

**WHEREAS**, the Office of the Senior Citizens Affairs requested an additional appropriation to augment the budget for Local Social Pension, ensuring continued assistance for qualified senior citizens in the municipality;

*[Handwritten signature]*

**WHEREAS**, under the 5% Municipal Disaster Risk Reduction and Management Fund (MDRRMF) – Continuing Appropriations, a reversion of funds from Capital Outlay to Maintenance and Other Operating Expenses is necessary to provide Welfare Goods for Families of Disaster Victims;

**WHEREAS**, the 5% MDRRMF also requires reprogramming of the 30% Quick Response Fund to allow the procurement of a Movable Steel Walkway Bridge for areas that remain submerged, as well as the acquisition of Misting Machines for disaster response and public health protection;

**WHEREAS**, the Sangguniang Bayan finds it necessary and appropriate to make these supplemental appropriations to address urgent municipal needs and ensure the uninterrupted, efficient, and responsive operations of the local government;

**WHEREAS**, listed on below is the Summary of Expenditures for the Supplemental Budget No. 7 for CY 2025:

Office	Particulars/Purpose		Object of Expenditures	Total
Office of the Mayor	Donations	Financial Assistance for Qualified Municipal Officials and Employees	MOOE	10,561,331.00
		Financial Assistance for Qualified Contract of Service and Job Order Workers		9,580,000.00
	Tents		MOOE	500,000.00
Office of the Vice Mayor	Representation Expense		MOOE	50,000.00
Office of the Sangguniang Bayan	Representation Expense		MOOE	100,000.00
Office of the Sang. Bayan Secretariat	E-Legis System		CO	4,500,000.00
Office of the Human Resource Management Officer	Family Day - Grocery Pack - Ham		MOOE	400,000.00 496,000.00
MSWDO – Office of the Senior Citizens Affairs	Local Social Pension		MOOE	800,000.00
		<b>TOTAL</b>		<b>26,987,331.00</b>

#### **REVERSION OF FUND FROM CAPITAL EXPENSE to MAINTENANCE AND OTHER OPERATING EXPENSE**

#### **5% Municipal Disaster Risk Reduction and Management Fund - Continuing Appropriation**

Particulars	MOOE	CO	Total
Procurement of Motor Vehicle for Emergency Response	-	(33,720.00)	(33,720.00)
Procurement of Portable/Movable batch type Dryer Floating Tiller	-	(500,000.00)	(500,000.00)
Welfare Goods Expenses for Families of Disaster Victims	533,720.00	-	533,720.00
<b>TOTAL FOR REVERSION OF FUND</b>	<b>533,720.00</b>	<b>(533,720.00)</b>	<b>0.00</b>

<b>REPROGRAMMING OF FUNDS</b>			
<b>5% Municipal Disaster Risk Reduction and Management Fund - Current Appropriation - Quick Response Fund</b>			
Particulars	MOOE	CO	Total
Financial Assistance to Calamity Affected Families	(2,550,000.00)	-	(2,550,000.00)
Movable Steel Walkway Bridge	2,000,000.00	-	2,000,000.00
Misting Machine	-	550,000.00	550,000.00
<b>TOTAL FOR REPROGRAMMING OF FUND</b>	<b>(550,000.00)</b>	<b>550,000.00</b>	<b>-</b>

**NOW THEREFORE**, on motion of Councilor Miko C. Pelegrina duly seconded by Councilors Leren Mae M. Bautista and Samantha Nicole A. Banasihan-Ortega and approved by the Councilors present;

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

- SECTION 1.** **APPROPRIATION.** There is hereby appropriated from Municipal Funds the amount of Thirty Million Seventy-One Thousand Fifty-One Pesos and 00/100 (Php 30,071,051.00) chargeable against the Personal Savings, MOOE Savings, Grant from the Provincial Government and the 5% MDRRMF.
- SECTION 2.** **PURPOSE.** This Supplemental Budget is enacted to provide additional funding for priority programs, projects, and activities of the Municipal Government of Los Baños for Fiscal Year 2025, thereby ensuring the continuous and efficient delivery of basic services and support for urgent operational requirements.
- SECTION 3.** **SOURCE OF FUNDS.** The supplemental appropriation of Thirty Million Seventy-One Thousand Fifty-One Pesos and 00/100 (Php 30,071,051.00) is chargeable against the following sources:
- From the Personal Services Savings in the amount Nineteen Million Ninety-One Thousand Three Hundred Thirty-One Pesos and 00/100 (Php 19,091,331.00);
- From the MOOE Savings – General Fund Proper in the amount of Three Million Eight Hundred Ninety-Six Thousand Pesos and 00/100 (Php 3,896,000.00);
- From the Provincial Government of Laguna in the amount of Four Million Pesos and 00/100 (Php 4,000,000.00);
- From the Reversion of Funds under the 5% MDRRMF – Continuing Appropriations from Capital Outlay to MOOE in the amount of Five Hundred Thirty-Three Thousand Seven Hundred Twenty Pesos and 00/100 (Php 533,720.00)

From the Reprogramming of Funds under the 5% MDRRMF – Current Appropriations (30% Quick Response Fund) in the amount of Two Million Five Hundred Fifty-Thousand Pesos and 00/100 (Php 2,550,000.00)

**SECTION 4.** **EFFECTIVITY CLAUSE.** This Ordinance shall take force and effect upon approval, subject to all and existing accounting and auditing rules and regulations.

**ENACTED :** November 27, 2025.

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

  
DONA T. ALBORIDA-DIZON  
Secretary to the Sangguniang Bayan

CERTIFIED ENACTED:

  
HON. MARLO P.J.A. ALIPON, MPA, REE, RMP

Municipal Vice Mayor/Presiding Officer

APPROVED:

  
HON. NEIL ANDREW N. NOCON  
Municipal Mayor