



Republic of the Philippines  
Province of Laguna  
Municipality of Los Baños  
*Special Science and Nature City*

**OFFICE OF THE SANGGUNIANG BAYAN**

2/F, Municipal Building, National Highway, Brgy. Timugan, Los Baños, Laguna, 4030  
Tel. Nos. : (049) 530 2981; 530 2952; 530 2953; 530 2818 Local: 2001



**EXCERPTS FROM THE MINUTES OF THE FIFTH (5<sup>TH</sup>) SPECIAL SESSION OF THE 12<sup>TH</sup> SANGGUNIANG BAYAN HELD ON DECEMBER 19, 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. Aldous Amiel B. Perez	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. Miko C. Pelegrina	S.B. Member, O.B.
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**ORDINANCE NO. 2025-2460**

**AN ORDINANCE ENACTING THE SUPPLEMENTAL BUDGET AMOUNTING TO FIVE MILLION SEVEN HUNDRED FIFTY THOUSAND PESOS AND 00/100 (PHP 5,750,000.00) CHARGEABLE AGAINST PERSONAL SERVICES (PS) SAVINGS AND GOVERNMENT EQUITY SURPLUS TO BE UTILIZED FOR THE GRANT OF SERVICE RECOGNITION INCENTIVE TO ALL OFFICIALS, REGULAR AND CASUAL EMPLOYEES OF THE MUNICIPAL GOVERNMENT FOR FY 2025 PURSUANT TO MALACAÑANG ADMINISTRATIVE ORDER NO. 40 DATED DECEMBER 11, 2025.**

Author : Councilor  Jay G. Rolusta

**WHEREAS**, Malacañang Administrative Order No. 40 dated December 11, 2025 authorizes the grant of Service Recognition Incentive (SRI) to qualified government officials and employees for Fiscal Year 2025, subject to the availability of funds and in accordance with existing budgeting, accounting, and auditing rules and regulations;

**WHEREAS**, the Sangguniang Bayan has previously adopted **Resolution No. 2025-254**, entitled **"A RESOLUTION GRANTING SERVICE RECOGNITION INCENTIVE (SRI) TO THE MUNICIPAL OFFICIALS AND EMPLOYEES OF THE MUNICIPAL GOVERNMENT OF LOS BAÑOS FOR FISCAL YEAR 2025,"** thereby affirming the policy intent to provide the said incentive to municipal officials and employees;



**WHEREAS,** the Municipal Government has realized sufficient savings from Personal Services (PS) and has available Government Equity Surplus which may be lawfully utilized to fund the grant of the Service Recognition Incentive to all officials, regular and casual employees of the municipality;

**WHEREAS,** the grant of the SRI serves as recognition of the dedication, commitment, and invaluable services rendered by municipal officials and employees in the effective delivery of public service and in the attainment of the municipality’s development goals;

**WHEREAS,** in his letter dated December 15, 2025, Honorable Mayor Neil Andrew N. Nocon urgently requested the Sangguniang Bayan for the passage of the appropriate legislative measure approving a Supplemental Budget to fund the grant of Service Recognition Incentive to all officials, regular and casual employees of the Municipal Government for Fiscal Year 2025;

**NOW THEREFORE,** on motion of Councilor Jay G. Rolusta duly seconded by Councilor Muriel Laisa B. Dizon 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 in the amount of Five Million Seven Hundred Fifty Thousand Pesos and 00/100 (Php 5,750,000.00) chargeable against Personal Services (PS) and Government Equity Surplus to be utilized for the grant of Service Recognition Incentive to all officials, regular and casual employees of the Municipal Government for FY 2025 pursuant to Malacañang Administrative Order No. 40 dated December 11, 2025."

SECTION

2.

**PURPOSE.** This Supplemental Budget is enacted to provide the grant of Service Recognition Incentive to all officials, regular and casual employees of the Municipal Government for FY 2025 Pursuant to Malacañang Administrative Order No. 40 dated December 11, 2025.

SECTION

3.

**SOURCE OF FUNDS.** The amount of FIVE MILLION SEVEN HUNDRED FIFTY THOUSAND PESOS AND 00/100 (Php 5,750,000.00) is hereby made available and appropriated, chargeable against PS Savings and Government Equity Surplus:

Sources of Fund	PS Savings	3,750,000.00
	Government Equity Surplus	2,000,000.00
TOTAL		5,750,000.00



**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:** December 19, 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 PJ A. ALIPON, MPA, REE, RMP**  
Municipal Vice Mayor/Presiding Officer

APPROVED:

  
**HON. NEIL ANDREW N. NOCON**  
Municipal Mayor