



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 FOURTEENTH (14TH) REGULAR SESSION OF THE
12TH SANGGUNIANG BAYAN HELD ON OCTOBER 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. 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:

None

ORDINANCE NO. 2025-2446

AN ORDINANCE ENACTING THE SUPPLEMENTAL BUDGET FROM GENERAL FUND AMOUNTING TO FOUR MILLION FIFTY THOUSAND SEVEN HUNDRED THIRTY-EIGHT PESOS AND 44/100 (PHP 4,050,738.44) CHARGEABLE AGAINST PS SAVINGS FROM ABOLISHED PLANTILLA POSITIONS IN THE AMOUNT OF SIX HUNDRED THOUSAND SEVEN HUNDRED THIRTY EIGHT AND 44/100 (PHP 600,738.44); FROM SAVINGS FROM MOOE (BAÑAMOS FESTIVAL) UNDER MO – TOURISM OFFICE IN THE AMOUNT OF FIVE HUNDRED FIFTY THOUSAND PESOS (PHP 550,000.00) AND FROM REPROGRAMMING OF APPROPRIATIONS OF VARIOUS GAD – RELATED MOOES IN THE AMOUNT OF TWO MILLION NINE HUNDRED THOUSAND PESOS (PHP 2,900,000.00) AND REVERTING THE AMOUNT OF THREE MILLION PESOS (PHP 3,000,000.00) FOR MUNICIPAL DEVELOPMENT FUND – CURRENT APPROPRIATION FROM MAINTENANCE AND OTHER OPERATING EXPENSE TO CAPITAL OUTLAY.

Author

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Councilor Miko C. Pelegrina

WHEREAS, in his letter dated October 15, 2025, the Local Chief Executive, Honorable Mayor Neil Andrew N. Nocon, has urgently requested the august body to enact the appropriate legislative measures for the Supplemental Budget allocated for various purposes amounting to Four Million Fifty Thousand Seven Hundred Thirty-Eight Pesos and 44/100 Only (Php 4,050,738.44) and for the reversion of the Municipal Development Fund – Current Appropriation amounting to Three Million Pesos (Php 3,000,000.00);

WHEREAS, the amount requested is allocated for various purposes:

Office	Particulars/Purpose	Object of Expenditures	Amount (PhP)
Office of the Municipal Mayor		Personal Services	
	Creation of one (1) Executive Assistant I Coterminous, SG 14	Salaries and Wages-Regular	106,302.00
		Personnel Economic Relief Allowance	6,000.00
		Productivity Incentive Allowance	5,000.00
		Year End Bonus	35,434.00
		Cash Gift	5,000.00
		Retirement and Life Insurance Contributions	12,756.24
		Pag-ibig Contributions	600.00
		PhilHealth Contributions	2,657.55
		Employees Compensation Insurance Premiums	300.00
		Maintenance and Other Operating Expenses	
	Land Survey at Rest Area Barangay Bambang, Los Baños, Laguna	Survey Expenses	50,000.00
	Printing of Educational Flag Posters	Printing and Publication Expenses	500,000.00
	Promoting an Inclusive Learning Place thru the Establishment of Rizal Classrooms of the future	Training Expenses	60,000.00
		Other Supplies and Materials Expenses (Semi-Expendable Machinery and Equipment)	1,207,000.00
		Internet Subscription Expenses	22,491.00
		Subscription Expenses	5,750.00
		Capital Outlay	
		Office Equipment	165,000.00
Office of the Municipal Budget Officer		Personal Services	
	Creation of one (1) Administrative Assistant II (Budgeting Assistant) SG 8	Salaries and Wages-Regular	61,602.00
		Personnel Economic Relief Allowance	6,000.00
		Productivity Incentive Allowance	5,000.00
		Year End Bonus	20,534.00
		Cash Gift	5,000.00
		Retirement and Life Insurance Contributions	7,392.24
		Pag-ibig Contributions	600.00
		PhilHealth Contributions	1,540.05
		Employees Compensation Insurance Premiums	300.00
	Creation of one (1) Administrative Assistant I (Bookbinder III) SG 7	Salaries and Wages-Regular	58,095.00
		Personnel Economic Relief Allowance	6,000.00
		Productivity Incentive Allowance	5,000.00
		Year End Bonus	19,365.00
		Cash Gift	5,000.00



Office	Particulars/Purpose	Object of Expenditures	Amount (Php)
Office of the Municipal Budget Officer	Creation of one (1) Administrative Assistant I (Bookbinder III) SG 7	Retirement and Life Insurance Contributions	6,971.40
		Pag-ibig Contributions	600.00
		PhilHealth Contributions	1,452.38
		Employees Compensation Insurance Premiums	300.00
Office of the Municipal Accountant	Creation of two (2) Administrative Assistant II (Accounting Clerk III) SG 8	Personal Services	
		Salaries and Wages-Regular	123,204.00
		Personnel Economic Relief Allowance	12,000.00
		Productivity Incentive Allowance	10,000.00
		Year End Bonus	41,068.00
		Cash Gift	10,000.00
		Retirement and Life Insurance Contributions	14,784.48
		Pag-ibig Contributions	1,200.00
		PhilHealth Contributions	3,080.10
		Employees Compensation Insurance Premiums	600.00
Office of the Municipal Social Welfare and Development Officer	Damayan sa Kalusugan Program	Maintenance and Other Operating Expenses	
		Donation	1,439,759.00
TOTAL			4,050,738.44
Sources of Fund	PS Savings from abolished plantilla positions		600,738.44
	Savings from MOOE (Baños Festival) under MO - Tourism Office		550,000.00
	Reprogramming of Appropriation of various GAD - related MOOEs		2,900,000.00
TOTAL			4,050,738.44

WHEREAS, an additional Php 3,000,000.00 shall be reverted from the Municipal Development Fund – Current Appropriation, from Maintenance and Other Operating Expenses (MOOE) to Capital Outlay, to support development projects identified in the Supplemental Investment Program, to wit:

REVERSION OF FUND FROM MAINTENANCE AND OTHER OPERATING EXPENSE TO CAPITAL EXPENSE			
20% Municipal Development Fund			
	MOOE	CO	
Development of Rest Area	(3,000,000.00)		(3,000,000.00)
		3,000,000.00	3,000,000.00
TOTAL FOR REVERSION OF FUND	(3,000,000.00)	3,000,000.00	-

WHEREAS, after careful review and deliberation, the Members of the Sangguniang Bayan agreed to approve the Supplemental Budget;

NOW, THEREFORE, on motion of Councilor Miko C. Pelegrina duly seconded by Councilor Benedicto S. Alborida 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 the Municipal Funds, General Fund Proper, the total amount of Four Million Fifty Thousand Seven Hundred Thirty-Eight Pesos and 44/100 (Php 4,050,738.44) to be sourced from: Savings under Personal Services (PS) resulting from abolished plantilla positions in the amount of Six Hundred Thousand Seven Hundred Thirty-Eight Pesos and 44/100 (Php 600,738.44); Savings under Maintenance and Other Operating Expenses (MOOE) from the Bañamos Festival allocation of the Municipal Tourism Office in the amount of Five Hundred Fifty Thousand Pesos (Php 550,000.00); and Reprogramming of appropriations under various Gender and Development (GAD)-related MOOE items in the amount of Two Million Nine Hundred Thousand Pesos (Php 2,900,000.00).

SECTION 2. REVERSION OF FUNDS. The amount of Three Million Pesos (Php 3,000,000.00) under the 20% Municipal Development Fund – Current Appropriation is hereby reverted from Maintenance and Other Operating Expenses (MOOE) to Capital Outlay to fund the project entitled "Development of Rest Area Phase I."

SECTION 3. SOURCE OF FUND. The amount herein appropriated shall be sourced from: Personal Services savings due to abolished plantilla positions in the amount of Php 600,738.44; Maintenance and Other Operating Expenses savings from the Bañamos Festival allocation under the Municipal Tourism Office in the amount of Php 550,000.00; Reprogramming of various Gender and Development (GAD)-related MOOEs in the amount of Php 2,900,000.00; and from the Reversion of funds under the Municipal Development Fund – Current Appropriation, transferring from MOOE to Capital Outlay, in the amount of Php 3,000,000.00.

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

ENACTED : October 27, 2025

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. ALIPON, MPA, REE, RMP
Municipal Vice Mayor/Presiding Officer

APPROVED:


HON. NEIL ANDREW N. NOCON
Municipal Mayor