



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

**OFFICE OF THE SANGGUNIANG BAYAN**

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**EXCERPTS FROM THE MINUTES OF THE TWENTIETH (20<sup>TH</sup>) REGULAR SESSION OF THE  
12TH SANGGUNIANG BAYAN HELD ON DECEMBER 22, 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. Leren Mae M. Bautista	S.B. Member
Hon. Benedicto S. Alborida	S.B. Member
Hon. Rand Edouard R. De Jesus	S.B. Member
Hon. Jay G. Rolusta	S.B. Member

**ABSENT:**

Hon. Muriel Laisa B. Dizon	S.B. Member (O.B)
Hon. Myla E. Alinsunurin	S.B. Member (O.B.)
Hon. Gaudencio P. Macatangay	Ex-Officio Member/Liga President (O.B.)
Hon. Samantha Nicole A. Banasihan-Ortega	Ex-Officio Member/SK Federation President (O.B.)

**RESOLUTION NO. 2025-270**

**A RESOLUTION AUTHORIZING THE GRANT OF PRODUCTIVITY ENHANCEMENT  
INCENTIVE (PEI) TO QUALIFIED OFFICIALS AND EMPLOYEES OF THE MUNICIPAL  
GOVERNMENT OF LOS BAÑOS FOR FISCAL YEAR 2025.**

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**Author : Councilor Miko C. Pelegrina**  
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**WHEREAS**, the grant of the Productivity Enhancement Incentive (PEI) is authorized under existing national government policies to recognize and reward the collective efforts and performance of government personnel in the delivery of efficient and responsive public service;

**WHEREAS**, the Department of Budget and Management (DBM), through Circular Letter No. 2025-13 issued on December 17, 2025, authorized and informed all heads of departments, bureaus, agencies, local water districts, local government units, state universities and colleges (SUCs), and government-owned or -controlled corporations (GOCCs) of the grant of the Productivity Enhancement Incentive (PEI) for Fiscal Year 2025, subject to the availability of funds and compliance with existing budgeting, accounting, and auditing rules and regulations;

*AP* *d*

**WHEREAS**, the Municipal Government of Los Baños recognizes the dedication, efficiency, and commitment of its officials and employees who have contributed to the attainment of the Municipality's programs, projects, and services during Fiscal Year 2025;

**WHEREAS**, funds for the grant of the Productivity Enhancement Incentive for FY 2025 are available and chargeable against the appropriate and allowable budgetary allocations of the Municipality, subject to the usual accounting and auditing requirements;

**WHEREAS**, the Sangguniang Bayan finds it necessary and proper to authorize the grant of the Productivity Enhancement Incentive to qualified municipal officials and employees as a measure of motivation, support, and recognition of their productivity and faithful service;

**NOW, THEREFORE**, on motion of Councilor Miko C. Pelegrina, duly seconded by Councilor Jay G. Rolusta and Councilor Aldous Amiel B. Perez and concurred by all other members present **BE IT RESOLVED**, as it is hereby **RESOLVED**, to authorize the grant of Productivity Enhancement Incentive (PEI) to qualified officials and employees of the Municipal Government of Los Baños for Fiscal Year 2025, subject to existing laws, rules, and regulations;

**RESOLVED FURTHER**, that the amount of the Productivity Enhancement Incentive and the determination of qualified recipients shall be in accordance with DBM Circular Letter No. 2025-13 and other applicable issuances, and shall be chargeable against available and allowable municipal funds for FY 2025;

**RESOLVED FINALLY**, that copies of this Resolution be furnished to the Office of the Municipal Mayor, Municipal Budget Office, Municipal Accounting Office, Municipal Treasurer's Office, Human Resource Management Office, and all other offices concerned for their information and appropriate action.

**UNANIMOUSLY APPROVED** : December 22, 2025

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

  
**DONA T. ALBORIDA-DIZON**  
Secretary to the Sangguniang Bayan

CERTIFIED ADOPTED:

  
**HON. MARLO P. J. ALIPON, MPA, REE, RMP**  
Vice Mayor/Presiding Officer