



**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. 2025-2454**

**AN ORDINANCE AUTHORIZING THE GRANT OF FINANCIAL ASSISTANCE TO ALL QUALIFIED MUNICIPAL OFFICIALS AND EMPLOYEES OF THE MUNICIPAL GOVERNMENT OF LOS BAÑOS, LAGUNA, FOR CY 2025, TO MITIGATE THE EFFECTS OF INFLATION, STATE OF CALAMITY, AND RISING ELECTRICITY COSTS.**

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Authors : Councilors

Leren Mae M. Bautista, Mikø C. Pelegrina,   
Myla E. Alinsunurin, Muriel Laisa B. Dizon,   
Samantha Nicole A. Banasihan - Ortega,   
Benedicto S. Alborida, Rand Edouard R. De Jesus,   
Jay G. Rolusta, Gaudencio P. Macatangay,

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**WHEREAS**, the Philippine economy continues to experience elevated inflation rates, resulting in rising prices of basic commodities, fuel, utilities, and essential household goods, thereby increasing the financial burden on government personnel;

**WHEREAS**, Proclamation No. 1077, s. 2025 has declared 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 Municipality of Los Baños continues to experience substantial and sustained increases in electricity rates, further burdening household expenses and adversely affecting the welfare of government workers;

**WHEREAS**, municipal officials and employees remain at the frontline of public service delivery, and it is essential for the Municipal Government to provide adequate and timely financial support to sustain their well-being, morale, and productivity during periods of economic and calamity-related hardship;

**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 the 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, as reflected in Annex "A" – *Table of Awards and Recognitions*, — 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;

**NOW THEREFORE**, on motion of Councilor Miko C. Pelegrina 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.** **TITLE.** This Ordinance shall be known as the: "**Financial Assistance for Municipal Officials and Employees of the Municipal Government of Los Baños, CY 2025.**"

**SECTION 2.** **COVERAGE.** The Financial Assistance shall cover all qualified municipal officials and employees, whether elective, appointive, regular or casual who are officially employed as of November 30, 2025.

**SECTION 3.** **ENTITLEMENT.** All qualified municipal officials and employees shall receive a Financial Assistance equivalent to one (1) month basic salary or Twenty-Five Thousand Pesos (Php 25,000.00), whichever is higher, based on their basic monthly salary as of November 30, 2025.

*[Handwritten signatures/initials over the bottom right corner]*

**SECTION 4. SOURCE OF FUNDS.** The total amount necessary for the grant of the Financial Assistance shall be sourced from General Fund, as certified available.

**SECTION 5. SCOPE AND DETAILED ENTITLEMENT RULES**

5.1 General Eligibility Requirements. To qualify, personnel must:

- a.) Have rendered an aggregate of at least four (4) months of service from January 1 to November 30, 2025; and
- b.) Be in the service as of November 30, 2025.

The Financial Assistance shall be released not earlier than December 15, 2025.

5.2 Pro-Rated Assistance for Personnel with Less Than Four Months of Service

Length of Service	Percentage of Assistance
3 months but less than 4 months	40%
2 months but less than 3 months	30%
1 month but less than 2 months	20%
Less than 1 month	10%

5.3 Employees with Pending Administrative or Criminal Cases

- a) Personnel **formally charged**, whose cases are **pending**, shall continue to be entitled until found guilty by **final and executory judgment**.
- b) Personnel **found guilty** by final and executory judgment shall **not be entitled** to the assistance.
- c) If the penalty imposed is **only a reprimand**, the personnel concerned shall **remain entitled** to the assistance.

**SECTION 6. IMPLEMENTATION AUTHORITY.** The Municipal Mayor is hereby authorized to implement and release the Financial Assistance to all qualified municipal officials and employees in accordance with this Ordinance.

**SECTION 7. DISBURSEMENT.** All disbursements shall be made subject to the usual budgeting, accounting, and auditing rules and regulations.

A handwritten signature consisting of stylized letters 'M' and 'D' with a date '10/9' written below it.

**SECTION 8.** **SEPARABILITY CLAUSE.** If any portion of this Ordinance is declared invalid or unconstitutional, the remaining provisions shall remain in full force and effect.

**SECTION 9.** **EFFECTIVITY.** This Ordinance shall take effect immediately upon its approval.

**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