



Republic of the Philippines
Province of Laguna
MUNICIPALITY OF LOS BAÑOS
Special Science and Nature City
OFFICE OF THE SANGGUNIANG BAYAN
Municipal Hall, National Highway, Brgy. Timugan,
Los Baños, Laguna 4030 Philippines
Email: losbaños@laguna.net

EXCERPTS FROM THE MINUTES OF THE ELEVENTH (11TH) REGULAR SESSION OF THE SANGGUNIANG BAYAN HELD ON MARCH 16, 2020 AT THE SANGGUNIANG BAYAN SESSION HALL, NATIONAL HIGHWAY, BRGY. TIMUGAN, LOS BAÑOS, LAGUNA.

Present : Vice Mayor Antonio L. Kalaw, Presiding Officer
S.B. Member Miko C. Pelegrina
S.B. Member Janos S. Lapiz
S.B. Member Geronimo A. Ciceron
S.B. Member Marlo PJ A. Alipon
S.B. Member Mark Lester B. Dizon
S.B. Member Cris Dayril B. Bagnes
S.B. Member Arlene P. delos Santos, Liga President
S.B. Member Jozlyn N. Manansala, SK Fed. President
Secretary Dona T. Alborda
Ms. Felomina I. Lincallo, LLSO I

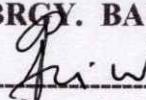
Absent : S.B. Member Josephine S. Evangelista (O.B)
S.B. Member Mike Dexter A. Concio (O.B)

Visitors : None

ORDINANCE NO. 2020-1992

AN ORDINANCE PRESCRIBING THE RENTAL FEE FOR THE USE OF EVACUATION/MULTI-PURPOSE CENTER AT BRGY. BAYBAYIN, LOS BANOS, LAGUNA.

Author : Councilor Geronimo A. Ciceron

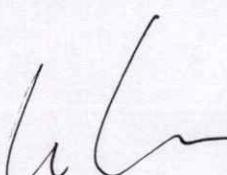


BE IT ORDAINED BY THE SANGGUNIANG BAYAN OF LOS BAÑOS, LAGUNA, in session assembled, THAT:

- SECTION 1.** **TITLE.** An ordinance prescribing the rental fee for the use of Evacuation/Multi-Purpose Center at Brgy. Baybayin, Los Banos, Laguna.
- SECTION 2.** **IMPOSITION OF FEES.** The following rental fees for the use of the Evacuation/Multi-Purpose Center (EMPC) of Los Banos shall be collected as follows:

Number of persons	Maximum of 200	201-500	501 up
Week Day Rates, Minimum of 3 hours	P 3,000.00	P 5,000.00	P 7,000.00
Additional cost per hour or a fraction thereof	1,500.00	2,500.00	3,500.00

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Number of persons	Maximum of 200	201-500	501 up
Inclusions: Lights only Janitorial Services Electrician Services Maintenance			
Week End Rates (<i>Friday, Saturday and Sunday and Holidays</i>) Minimum of 3 hours Additional cost per hour or a fraction thereof	P 5,000.00 2,500.00	P 8,000.00 4,000.00	P 10,000.00 5,000.00
Inclusions: Lights only Janitorial Services Electrician Services Maintenance			

SECTION 3. POLICIES

- 3.1 The Evacuation/Multi-Purpose Center (EMPC) may be available for lease during weekdays, weekends and holidays
- 3.2 A letter request to lease the EMPC must be submitted to the Office of the Local Chief Executive (LCE) for approval.
- 3.3 The General Services Office (GSO) shall be in-charge of the preparation of the facilities.
- 3.4 In case of power interruption, a generator shall be provided.
- 3.5 Chairs/tables will not be available if a private caterer is contracted by the user. This is to prevent the mixing of LGU properties with that of the caterer's that may result to the loss of LGU properties.
- 3.6 It is strictly prohibited to do painting/nailing/pasting job in any area of the EMPC.
- 3.7 Full payment is required before the activity. A deposit in the amount equivalent to the rental fee is to be paid which will answer for the damages that may be caused by the user to the EMPC facilities, refundable upon issuance of clearance by the GSO.
- 3.8 The use of the EMPC for activities of all public schools shall be free of charge.

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3.9 The LCE has the sole discretion to declare the use of the EMPC free of charge.

3.10 All reservations shall be deemed cancelled in times of calamities.

SECTION 4. GUIDELINES.

4.1 Management of Facilities

- a) The Office of the LCE through the GSO shall have direct supervision over the use of all the LGU facilities.
- b) Conduct of activity, program or event to be held in the EMPC shall be the sole responsibility of the requesting party.

4.2 Request for the Use of the Facilities

- a) Request for the use of the EMPC shall be forwarded only to the Office of the LCE.
- b) Letter request/reservation for the use of the EMPC must be submitted/filed at least one (1) week before the activity.
- c) Approval of the request shall be on a "first come-first serve" basis.
- d) LGU activities shall be given priority on the use of the EMPC.

For the LGU: Department/Unit/Program Heads shall fill-up the appropriate reservation forms from the GSO and submit the same to the Office of the LCE for approval.

4.3 Lost/Damaged LGU Properties. After the activity, the GSO will inspect the facilities for any damaged or lost LGU properties.

- a) For damaged LGU properties due to negligence, the users shall be charged for its repair or replacement as assessed by the Municipal Engineering Office.
- b) The LGU is not liable for lost of properties or valuables of the user.

4.4 Discounts.

- a) Outside clients may be given discounts at a maximum of 10% for the use of the EMPC upon the discretion of the LCE
- b) A maximum discount of 10% may be granted to municipal officials and employees who would request the use of the EMPC for personal gatherings.

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4.5 Maintenance of the facilities. The GSO shall be the overall responsible for the upkeep and maintenance of the facilities. Request for repairs shall be forwarded to the Engineering Department.

SECTION 5. **USE OF FUNDS.** All collections shall accrue to the Local Treasury that will form part of the General Fund.

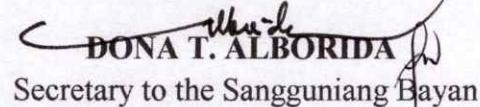
SECTION 6. **REPEALING CLAUSE.** All previous ordinance which are inconsistent with this Ordinance are hereby repealed or modified accordingly.

SECTION 7. **SEPERABILITY CLAUSE.** If any part, section of this Ordinance shall be declared illegal or invalid for being ultra virus or for being violative of law, decree rule or regulations, such as part or section or subsection shall be considered automatically amended or revised to confirm with the law, decree, rule or regulations so violated.

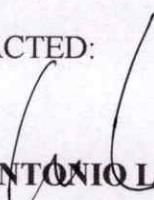
SECTION 7. **EFFECTIVITY.** This ordinance shall take effect upon approval.

ENACTED : March 16, 2020.

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


DONA T. ALBORIDA
Secretary to the Sangguniang Bayan

CERTIFIED ENACTED:


HON. ANTONIO L. KALAW
Vice Mayor / Presiding Officer

APPROVED:


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HON. CAESAR P. PEREZ
Municipal Mayor