



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 TWELFTH (12TH) REGULAR SESSION
OF THE SANGGUNIANG BAYAN HELD ON SEPTEMBER 27, 2019 AT THE
SANGGUNIANG BAYAN SESSION HALL, NATIONAL HIGHWAY, BRGY.
TIMUGAN, LOS BAÑOS, LAGUNA.**

Present : Vice Mayor Antonio L. Kalaw, Presiding Officer
S.B. Member Josephine S. Evangelista
S.B. Member Miko C. Pelegrina
S.B. Member Geronimo A. Ciceron
S.B. Member Marlo PJ A. Alipon
S.B. Member Dexter A. Concio
S.B. Member Mark Lester B. Dizon
S.B. Member Cris Dayril B. Bagnes
S.B. Member Arlene P. delos Santos, Liga President
Secretary Dona T. Alborida
Ms. Jellyn S. De Una, LLSA II

Absent : S.B. Member Janos S. Lapiz (O.B)
S.B. Member Jozlyn N. Manansala, SK Fed. President (O.B)

Visitor(s) : None

ORDINANCE NO. 2019-1884

**AN ORDINANCE CREATING THE POSITION OF REVENUE COLLECTION CLERK
III WITH SALARY GRADE 9 AT THE OFFICE OF THE MUNICIPAL TREASURER**

Author: Councilor Miko C. Pelegrina



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

SECTION 1. Civil Service Commission (CSC) basic qualification standards are as follows:

EDUCATION	:	Completion of two years studies in college
EXPERIENCE	:	1 year of relevant experience
TRAINING	:	4 hours of relevant training
ELIGIBILITY	:	Career Service (Sub-professional)

PINALIBAT
SANGGUNIANG PANLALAWIGAN
KAPASIHAN BL. 16, SS 2020
PF/SA - Jan. 8, 2020



2.00 Ordinance No. 2019-1884 09/27/2019

SECTION 2. The duties and responsibilities shall be as follows:

- a. Collect Mayor's permit fees, business taxes and other fees and charges for the application and renewal of mayor's and business permit fees;
- b. Collect contractor's taxes;
- c. Issues and official receipts for payment received;
- d. Remit daily collections to the Municipal Treasurer or any authorized personnel of the Treasury Office;
- e. Prepare daily abstract of collection;
- f. Perform other functions that may be assigned from time to time.

SECTION 3. The source of funds shall be taken from the Annual Budget of CY 2019;

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

ENACTED: SEPTEMBER 27, 2019

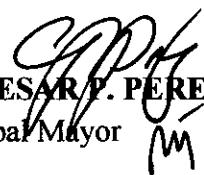
I HEREBY CERTIFY to the correctness of the above-quoted Ordinance.


DONA T. ALBORIDA
Secretary to the Sangguniang Bayan

CERTIFIED ENACTED:


HON. ANTONIO L. KALAW
Vice Mayor/Presiding Officer

APPROVED:


HON. CAESAR P. PEREZ
Municipal Mayor
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*PINAC LIBAY
SANGGUNIANG PANLALAWIGAN
KAPASITAHAN RLC. 16.5.2020
PE' SA Jan. 8.2020*