



**EXCERPTS FROM THE MINUTES OF THE SEVENTH (7<sup>TH</sup>) REGULAR SESSION OF THE 12TH SANGGUNIANG BAYAN HELD ON SEPTEMBER 1, 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

**RESOLUTION NO. 2025-102**

**A RESOLUTION APPROVING AND ADOPTING THE JOINT MUNICIPAL PEACE AND ORDER COUNCIL AND MUNICIPAL ANTI-DRUG ABUSE COUNCIL RESOLUTION NO. 2025-08 DATED AUGUST 14, 2025 ENTITLED "RESOLUTION DESIGNATING MR. ANATOLY M. GUINTO, EXECUTIVE ASSISTANT V / CHIEF OF STAFF, AS THE NEW SPECIAL DISBURSING OFFICER (SDO) OF THE CONFIDENTIAL FUND OF THE MUNICIPALITY OF LOS BAÑOS.**

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Author : **Councilor Benedicto S. Alborida**  
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**WHEREAS**, a Local Government Unit whose peace and order is a priority concern is entitled to Confidential and/or Intelligence Fund pursuant to Section 4.1.3. of COA-DBM-DILG-GCG-DND Joint Circular No. 2015-01 dated January 8, 2015, setting guidelines on the Entitlement, Release, Use, Reporting, and Audit of Confidential and/or Intelligence Funds;

**WHEREAS**, the foregoing circular specifically provides that said amount shall be included in the LGU's Peace and Order and Public Safety (POPS) Plan and the same is funded under the annual budget;

**WHEREAS**, peace and order is the municipality's utmost concern. For the year 2025, Los Baños has a Confidential Fund amounting to PHP 2,394,972.00, which is 30% of the total Peace and Order Fund Appropriation 7,983,240.00;

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**WHEREAS**, one of the legal presets stipulated in the Joint Circular shall be the designation of a Special Disbursing Officer who shall disburse the Confidential Fund (CF) in accordance with the pertinent provisions therein specified;

**WHEREAS**, the change of administration necessitates the replacement of the previous Special Disbursement Officer;

**WHEREAS**, both Council unanimously chose, Mr. Anatoly M. Guinto, Executive Assistant V/Chief of Staff, as the new Special Disbursement Officer for the Confidential Fund, with full authority to manage and disburse the said funds in accordance with established protocols and relevant regulations. The Special Disbursement Officer shall be responsible for maintaining accurate records of all transactions and shall submit regular reporting to the Commission on Audit on the use of the funds;

**WHEREAS**, after careful deliberation, the Sangguniang Bayan deems it proper and appropriate to approve and adopt the Joint Municipal Peace and Order Council and Municipal Anti-Drug Abuse Council Resolution No. 2025-08 dated August 14, 2025, entitled "Resolution Designating Mr. Anatoly M. Guinto, Executive Assistant V / Chief of Staff, as the New Special Disbursing Officer (SDO) of the Confidential Fund of the Municipality of Los Baños";

**NOW THEREFORE**, on motion of Councilor Benedicto S. Alborida duly seconded by Councilor Jay G. Rolusta and approved by the councilors present;

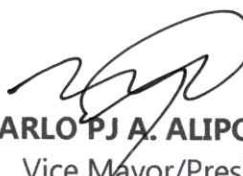
**RESOLVED, AS IT IS HEREBY RESOLVED**, to approve and adopt the Joint Municipal Peace and Order Council and Municipal Anti-Drug Abuse Council Resolution No. 2025-08 dated August 14, 2025 entitled, "Resolution designating Mr. Anatoly M. Guinto, Executive Assistant V/Chief of Staff, as the new Special Disbursing Officer (SDO) of the Confidential Fund of the Municipality of Los Baños.

**UNANIMOUSLY APPROVED** : September 1, 2025

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. A. ALIPON, MPA, REE, RMP**  
Vice Mayor/Presiding Officer