



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

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**EXCERPTS FROM THE MINUTES OF THE EIGHTH (8TH) REGULAR SESSION OF  
THE SANGGUNIANG BAYAN HELD ON FEBRUARY 24, 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 Mike 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  
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 (On Leave)

Visitors : Mr. Rommel Caranto, Brgy. Anos

**ORDINANCE NO. 2020-1981**

**ORDINANCE AMENDING ORDINANCE NO. 2017-1590, AN ORDINANCE  
CREATING THE POSITION OF ADMINISTRATIVE (GENERAL SERVICES)  
OFFICER V WITH SALARY GRADE 24 IN THE MUNICIPAL GENERAL SERVICES  
OFFICE.**

Author : *Councilor Janos S. Lapiz*

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

**SECTION 1.** SHORT TITLE - An ordinance creating the position of Administrative (General Services) Officer V with Salary Grade 24 in the Municipal General Services Office.

**Shall now be read as follows:**

**SHORT TITLE -An ordinance creating the position of General Services Officer with Salary Grade 24 in the Municipal General Services Office.**

**SECTION 2.** Section 1. Civil Service Basic Qualification Standards are as follows:

EDUCATION : Master's Degree preferably in Public Administration, business administration and management.

*PAPAL LIBIDAN  
SANGGUNIANG PANLALAWIGAN  
KAPARIBAHAN BLU. 289-A, S. 2020  
PETSA May 27, 2020*

2.00

Ordinance No. 2020-1981

02/24/2020

**EXPERIENCE:** 4 years in position/s involving management and supervision in general services, including management of supply, property, solid waste disposal, and general sanitation.

**TRAINING:** 24 hours training in management and supervision

**ELIGIBILITY:** Career Service Professional

**Shall now be read as follows:**

**Section 1. Civil Service Basic Qualification Standards and Qualification Requirements as prescribed by Local Government Code of 1991 are as follows:**

**EDUCATION :** Bachelor's Degree preferably in Public Administration, Business Administration and Management

**EXPERIENCE:** 3 years in position/s in general services, including management of supply, property, solid waste disposal, and general sanitation.

**TRAINING :** 24 hours training in management and supervision

**ELIGIBILITY:** Career Service Professional

**SECTION 3.** **SEPARABILITY CLAUSE.** If any provisions of this ordinance is declared unconstitutional or illegal, the same shall not affect the validity and effectivity of other provisions not affected thereby.

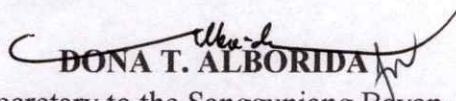
**SECTION 4.** **REPEALABILITY CLAUSE.** Any issuances, rules, and regulations and implementing guidelines and other ordinances which are inconsistent or contrary to this ordinance shall be deemed repealed, amended or modified accordingly.

**SECTION 3.** **EFFECTIVITY.** This ordinance shall be in force and effect upon approval.

**ENACTED :** February 24, 2020

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

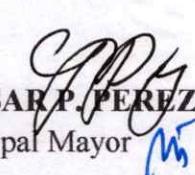
  
DONA T. ALBORIDA  
Secretary to the Sangguniang Bayan

CERTIFIED ENACTED:

HON. ANTONIO L. KALAW  
Vice Mayor / Presiding Officer

PUNAH IBAY  
SANGGUNIANG PANL ALAWIGAN  
KAPASIHAN BLW. 389-A, S. 2020  
BUTSA May 27, 2020

APPROVED:

  
HON. CAESAR P. PEREZ  
Municipal Mayor