



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 TWENTY-SECOND (22<sup>nd</sup>) SPECIAL SESSION OF THE SANGGUNIANG BAYAN HELD ON DECEMBER 29, 2020 AT THE SANGGUNIANG BAYAN SESSION HALL, NATIONAL HIGHWAY, BRGY. TIMUGAN, LOS BAÑOS, LAGUNA.**

Present : Vice Mayor Josephine Sumangil – Evangelista, Presiding Officer  
S.B. Member Geronimo A. Ciceron  
S.B. Member Marlo PJ A. Alipon  
S.B. Member Cris Dayril B. Bagnes  
S.B. Member Arlene P. delos Santos, Liga President  
S.B. Member Jozylyn N. Manansala, SK Fed. President  
Secretary Dona T. Alborida  
Ms. Jellyn S. De Una, LLSA II

Absent : S.B. Member Miko C. Pelegrina  
S.B. Member Janos S. Lapid  
S.B. Member Mike Dexter A. Concio  
S.B. Member Mark Lester B. Dizon

Visitor(s) : None

**RESOLUTION 2020-232**

**RESOLUTION ADOPTING THE ADMINISTRATIVE ORDER NO. 38 SERIES OF 2020 OF THE OFFICE OF THE PRESIDENT ENTITLED “AUTHORIZING THE GRANT OF GRATUITY PAY FOR FISCAL YEAR 2020 TO CONTRACT OF SERVICE AND JOB ORDER WORKERS IN GOVERNMENT”.**

Authors: Councilor(s) Geronimo A. Ciceron; Marlo PJ A. Alipon; Cris Dayril B. Bagnes;

Arlene P. delos Santos; Jozylyn N. Manansala

**WHEREAS**, the Office of the President issued Administrative Order No. 38 dated December 28, 2020 entitled: “Authorizing the Grant of Gratuity Pay for Fiscal Year 2020 to Contract of Service and Job Order Workers in Government”;

**WHEREAS**, granting a year-end Gratuity Pay to COS and JO workers is as well-deserved recognition of their hard work in implementing programs, projects and activities, including those which are part of the emergency COVID-19 response efforts of the government;

**WHEREAS**, Section 5 of the Order provides that the grant of the Gratuity Pay to COS and JO workers, shall be determined by their respective sanggunian depending on the LGU's financial capacity, subject to the MOOE in LGU budgets under RA No. 7160 of the "Local Government Code of 1991";

**WHEREAS**, the Sangguniang Bayan after thorough discussion unanimously assented to adopt in toto the provisions of the Administrative Order No. 38 dated December 28, 2020 entitled: Authorizing the Grant of Gratuity Pay for Fiscal Year 2020 to Contract of Service and Job Order Workers in Government;

**WHEREAS**, the funds needed for the purpose of granting the Gratuity Pay shall be sourced out from existing and available MOOE;

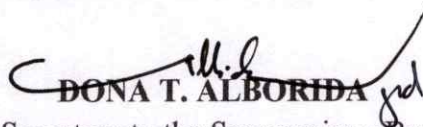
**WHEREAS**, the Sangguniang Bayan further agreed to incorporate the grant of the Gratuity Pay in a Supplemental Investment Program (SIP) for the current year of the Municipality of Los Baños;

**NOW, THEREFORE**, on motion of Councilor Geronimo A. Ciceron duly seconded by Councilwoman Jozylyn N. Manansala and concurred by all other members present;

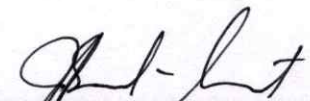
**RESOLVED, AS IT IS HEREBY RESOLVED, RESOLUTION ADOPTING THE ADMINISTRATIVE ORDER NO. 38 SERIES OF 2020 OF THE OFFICE OF THE PRESIDENT ENTITLED "AUTHORIZING THE GRANT OF GRATUITY PAY FOR FISCAL YEAR 2020 TO CONTRACT OF SERVICE AND JOB ORDER WORKERS IN GOVERNMENT".**

UNANIMOUSLY APPROVED : DECEMBER 29, 2020.

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

  
**DONA T. ALBORIDA**  
Secretary to the Sangguniang Bayan

CERTIFIED ADOPTED:

  
**HON. JOSEPHINE SUMANGIL-EVANGELISTA**  
Vice Mayor/Presiding Officer