



Republic of the Philippines  
Province of Laguna  
Municipality of Los Baños  
*Special Science and Nature City*

**OFFICE OF THE SANGGUNIANG BAYAN**

2/F, Municipal Building, National Highway, Brgy. Timugan, Los Baños, Laguna, 4030  
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**EXCERPTS FROM THE MINUTES OF THE TENTH (10<sup>TH</sup>) REGULAR SESSION OF THE 12TH SANGGUNIANG BAYAN HELD ON SEPTEMBER 29, 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. 2025-145**

**A RESOLUTION AMENDING THE INTERNAL RULES OF PROCEDURE OF THE SANGGUNIANG BAYAN OF LOS BAÑOS FOR THE TERM 2025-2028.**

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**Author : Councilor Jay G. Rolusta**  
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**WHEREAS**, Section 50 of Republic Act No. 7160, otherwise known as the Local Government Code of 1991, provides that the Sangguniang Bayan shall adopt or update its Internal Rules of Procedure within ninety (90) days following the commencement of its term;

**WHEREAS**, the Internal Rules of Procedure serve as the guiding framework for the efficient, orderly, and transparent conduct of legislative business, including sessions, meetings, and the passage of ordinances and resolutions;

**WHEREAS**, during its Inaugural Session held on July 7, 2025, the 12<sup>th</sup> Sangguniang Bayan of Los Baños agreed to adopt the existing Internal Rules of Procedure of the previous term through Resolution No. 2025-01;

**WHEREAS**, the Sangguniang Bayan of Los Baños recognizes the need to review and revise its existing rules to ensure responsiveness to current governance practices, evolving legislative priorities, and compliance with relevant laws and regulations;

**WHEREAS**, after due deliberation and consultation among the Members of the Sangguniang Bayan, the proposed amendment to the Internal Rules of Procedure for the 2025-2028 Term has been finalized;

*Handwritten signature/initials.*

**NOW, THEREFORE,** on motion of Councilor Jay G. Rolusta duly seconded by Councilors Miko C. Pelegrina and Samantha Nicole A. Banasihan-Ortega and approved by the councilors present;

**RESOLVED,** as it is hereby **RESOLVED,** to amend **Rule VI – Regular and Special Sessions, Section 1** of the Internal Rules of Procedure of the Sangguniang Bayan of Los Baños, which previously read:

*"The regular session of this Sanggunian shall be once a week, to be held at the Sanggunian Session Hall every Monday at exactly 9:00 in the morning."*

so that **Rule VI, Section 1** shall now read:

*"The regular session of this Sanggunian shall be once a week, to be held at the Sanggunian Bayan Session Hall every Monday at exactly **9:30 in the morning.**"*

**RESOLVED FURTHER,** that copies of this Resolution be furnished to the Office of the Municipal Mayor, the Municipal Administrator, and all concerned offices for their information and guidance.

**UNANIMOUSLY APPROVED** : September 29, 2025

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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