



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 FIRST (1ST) SPECIAL SESSION OF THE SANGGUNIANG BAYAN HELD ON JANUARY 13, 2022 VIA ZOOM.

Present : Vice Mayor Josephine H. Sumangil - Evangelista, 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 Mark Lester B. Dizon
S.B. Member Cris Dayril B. Bagnes
S.B. Member Rodora P. Loares
S.B. Member Arlene P. delos Santos, Liga President
S.B. Member Jozlyn N. Manansala, SK Fed. President
Secretary Dona T. Alborida

Absent : S.B. Member Mike Dexter A. Concio, (O.B.)

Visitors : Hon. Marcelo C. Alvarez, Barangay Chairman of Brgy. Bagong Silang

ORDINANCE NO. 2022-2268

AN ORDINANCE CREATING THE POSITION OF LABORER II WITH SALARY GRADE 3 AT THE OFFICE OF THE MUNICIPAL AGRICULTURIST.

Author : Councilor *[Signature]* **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 : Must be able to read and write

EXPERIENCE : None Required

TRAINING : None Required

ELIGIBILITY : None Required (MC 10 s.2013 Cat III)

m

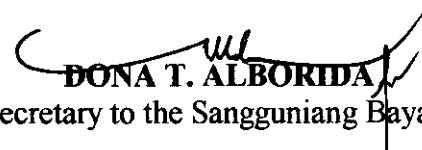
JH *DR*

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

- In-charge of dog catching and assists in the issuance of citation tickets;
- Responsible in dog pound maintenance which includes cleaning, feeding and checking of condition of animals;
- Maintains animal food stock inventory and consumption;
- Maintains animal pound records of transaction and supplies;
- Assists in animal vaccination;
- Assists in cleaning of the Office;
- Assists in greenhouse, nursery and green farmacy if needed;
- Submits monthly accomplishment report;
- Attends meetings, trainings and other functions; and
- Performs other assigned tasks related to work.

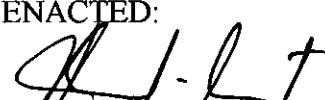
SECTION 3. The source of funds shall be taken from the Annual Budget of CY 2022.**SECTION 4.** This ordinance shall take force and effect upon approval subject to all existing auditing rules and regulations.**ENACTED :** January 13, 2022

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



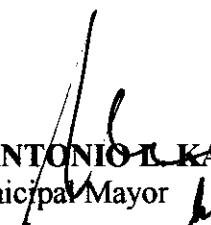
DONA T. ALBORIDA
Secretary to the Sangguniang Bayan

CERTIFIED ENACTED:



HON. JOSEPHINE H. SUMANGIL-EVANGELISTA
Municipal Vice Mayor / Presiding Officer

APPROVED:



HON. ANTONIO T. KALAW
Municipal Mayor