



**EXCERPTS FROM THE MINUTES OF THE FIFTH (5<sup>TH</sup>) SPECIAL SESSION OF THE 12<sup>TH</sup> SANGGUNIANG BAYAN HELD ON DECEMBER 19, 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. 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:**

Hon. Miko C. Pelegrina	S.B. Member, O.B.
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**RESOLUTION NO 2025-262**

**A RESOLUTION APPROVING AND ADOPTING THE MUNICIPAL GOVERNMENT OF LOS BAÑOS (MGLB) AND ASSOCIATION OF MUNICIPAL EMPLOYEES OF LOS BAÑOS, LAGUNA (AMELBA-UNA), INC. JOINT RESOLUTION NO. 2025-04 DATED DECEMBER 15, 2025, ENTITLED: "RESOLUTION PRESCRIBING THE RATE OF COLLECTIVE NEGOTIATION AGREEMENT INCENTIVE FOR FY 2025 IN THE AMOUNT OF THIRTY THOUSAND PESOS (PHP 30,000.00) OR PRO-RATED BASED ON THE PRESCRIBED CNA COMPUTATION.**

Author : Councilor Jay G. Rolusta

**WHEREAS**, in his letter dated December 18, 2025, the Local Chief Executive, Honorable Mayor Neil Andrew N. Nocon, urgently requested the august body for the passage of the appropriate legislative measure for the grant of Collective Negotiation Agreement (CNA) Incentive for Fiscal Year 2025;

**WHEREAS**, the Collective Negotiation Agreement (CNA) between the Municipal Government of Los Baños and the Association of Municipal Employees of Los Baños, Laguna (AMELBA-UNA), Inc. was ratified by the Sangguniang Bayan on June 28, 2024;

**WHEREAS**, as stated in Department of Budget and Management Budget Circular (DBM-BC) No. 2025-2 dated November 19, 2025, one-time annual payment of CNA Incentive shall be made through a written resolution signed by agency representatives from both labor and management and approved by the Agency Head;

*[Handwritten signatures]*

**WHEREAS**, the MGLB-AMELBA-UNA, Inc. Joint Resolution No. 2025-04 sets forth the mutually agreed rate, eligibility, and computation of the CNA Incentive for FY 2025, including the following provisions:

- a. **Rate of CNA Incentive.** In all cases, the CNA Incentive shall not exceed Thirty Thousand Pesos (Php 30,000.00) per qualified employee (DBM-BC No. 2025-2, Item 4.2.3);
- b. **Computation of CNA Incentive.** The CNA Incentive shall be pro-rated based on the employee's actual length of service during the fiscal year, using a monthly rate derived from the maximum allowable amount, computed as follows:

$$\text{Monthly Rate of CNA Incentive} = \frac{\text{Rate of Allowable CNA Incentive}}{12 \text{ months}}$$

*(Not to exceed P 30,000.00)*

$$\text{Rate of CNA Incentive} = \frac{\text{Monthly Rate of CNA Incentive}}{12 \text{ months}} \times \text{No. of Actual Months of Service for the FY}$$

- c. **Working Days Standard.** A standard of twenty-two (22) working days shall be used in determining the actual number of days in a month;

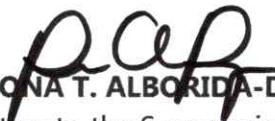
**WHEREAS**, the Sangguniang Bayan, after due consideration, finds the provisions of Joint Resolution No. 2025-04 to be consistent with the CNA, DBM-BC No. 2025-2, and existing fiscal and austerity measures of the Municipality, and deems it proper to approve and adopt the same in its entirety;

**NOW, THEREFORE**, on motion of Councilor Jay G. Rolusta, duly seconded by Councilor Benedicto S. Alborida and concurred by all other members present;

**RESOLVED, AS IT IS RESOLVED**, to approve and adopt the MGLB – AMELBA-UNA, Inc. Joint Resolution No. 2025-04 dated December 15, 2025, entitled: "Resolution Prescribing the Rate of Collective Negotiation Agreement (CNA) Incentive for FY 2025 in the Amount of Thirty Thousand Pesos (Php 30,000.00) or Pro-Rated Based on the Prescribed CNA Computation".

**UNANIMOUSLY APPROVED:** December 19, 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.J.A. ALIPON, REE, RMP, MPA  
Vice Mayor / Presiding Officer