



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 EIGHTEENTH (18TH) REGULAR SESSION OF THE SANGGUNIANG BAYAN HELD ON NOVEMBER 29, 2019 AT THE SANGGUNIANG BAYAN SESSION HALL, NATIONAL HIGHWAY, BRGY. TIMUGAN, LOS BAÑOS, LAGUNA.**

Present : Vice Mayor Antonio L. Kalaw, Presiding Officer  
S.B. Member Josephine S. Evangelista  
S.B. Member Miko C. Pelegrina  
S.B. Member Janos S. Lapid  
S.B. Member Geronimo A. Ciceron  
S.B. Member Marlo PJ A. Alipon  
S.B. Member 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 Jozylyn N. Manansala, SK Fed. President  
Secretary Dona T. Alborida  
Ms. Jellyn S. De Una, LLSA II

Absent : None

Visitor(s) : None

**ORDINANCE NO. 2019-1919**

**AN ORDINANCE ESTABLISHING A PROPER SEWAGE TREATMENT AND SEPTAGE MANAGEMENT SYSTEM IN MUNICIPALITY OF LOS BAÑOS LAGUNA AND PRESCRIBING PENALTIES FOR VIOLATIONS THEREOF.**

Author(s) : Councilor Marlo P. A. Alipon, REE, RMP, MPA and  
  
Councilor Geronimo A. Ciceron  


**WHEREAS**, the Local Governments are mandated by the Clean Water Act of 2004 (RA 9275) and other existing laws to share with Local Water Utilities in the management and improvement of water quality within their territorial jurisdictions. In this regards, the municipality shall implement measures to prevent and control water pollution, and to promote public safety and health;

**WHEREAS**, the present administration shall establish an ordinance through proper Sewage Treatment and Septage Management System in the municipality to ensure that no wastewater shall be discharged to the environment without any proper treatment;

**WHEREAS**, the Local Government of Los Baños is committed to improve or enhance health, environment and economic conditions of the municipality by requiring all buildings and structures whether residential, commercial, industrial establishments and government offices and

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institutions to have proper sewage treatment or appropriately design septic tanks with septage management system;

**WHEREAS**, several Philippine Laws provide the legal basis for the establishment of the Sewage Treatment and Septage Management System, specifically, this ordinance is the enabling act for the implementation of the provisions and specifications of the following laws:

- 1) The Philippine Clean Water Act of 2004 (RA 9275)
- 2) The Sanitation Code of the Philippines (PD 856)
- 3) The Local Government Code of the Philippines of 1991 (RA 7160)
- 4) The Provincial Water Utilities Act of 1973 (PD 1096)
- 5) The National Building Code of the Philippines (PD 1096)
- 6) The Revised National Plumbing Code of the Philippines (RA 1378)

**WHEREAS**, the Department of Interior and Local Government (DILG) issued Memorandum Circular (MC) No. 2019-62 dated April 22, 2019 or the Policy and Guidelines on Sewage Treatment and Sewage Management System mandating all LGUs to implement the provisions thereof including the enactment of Sewage Treatment and Septage Management Ordinance (SSMO);

**WHEREAS**, the Municipality deems it appropriate and proper to adopt the provisions of the sample SSMO attached to the MC to ensure full compliance, subject only to minimal deviation taking into consideration some peculiarities and situation existing in the municipality;

**NOW THEREFORE**, on motion of Councilor Marlo PJ A. Alipon, duly seconded by Councilor Geronimo A. Ciceron and approved by all the Councilors present.

BE IT ORDAINED BY THE SANGGUNIANG BAYAN OF LOS BAÑOS, LAGUNA, IN SESSION ASSEMBLED THAT:

**SECTION 1. TITLE** – This Ordinance shall be called the “Sewage and Septage Management Ordinance (SSMO) of the Municipality of Los Baños Laguna.”

**SECTION 2. DECLARATION OF POLICY** - The Supreme Court (SC), in its decision dated December 18, 2008 and Resolution dated February 15, 2011 states that the DILG was mandated to monitor the local government performance in terms of SC determined local government units (LGUs) Key Performance Indicator (KPIs). One of the LGUs KPI focuses on the compliance of private homes, establishments and factories on having hygienic septic tanks and wastewater treatment facilities.

It shall be the policy of the Municipality of Los Baños Laguna to share in the responsibility on the management and improvement of water quality within its territorial jurisdiction. To meet these objectives, the Municipality of Los Baños Laguna shall implement measures to prevent and control water pollution to promote health and ensure a balanced ecology pursuant to Municipality Los Baños.

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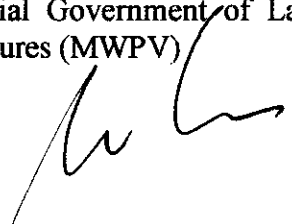


**SECTION 3. SCOPE AND APPLICATION** - The following structures within the Municipality of Los Baños, Laguna are covered by this Ordinance:

- a. All residential structures including, but not limited to, an apartment, house and/or land on which another's dwelling is located and used solely as dwelling places, boarding houses, dormitories, room and bed spaces offered for rent by their owners, and also those used for home industries, therein and use it principally for dwelling purposes;
- b. Commercial establishments, including, but not limited to, restaurants, convenience stores, hard wares, malls, groceries, markets, car wash, condominiums, motels, hotels, hostels, resorts, recreational establishments, auto-repair shops (talyer), poultries, pets and livestock's rearing establishments, etc.;
- c. Industrial establishments, including, but not limited to, factories, manufacturing plants, etc.;
- d. Government structures, including, but not limited to, barangay halls, government offices, etc.; and
- e. Institutional structures, including, but not limited to, schools, colleges and universities, hospitals, churches, etc.

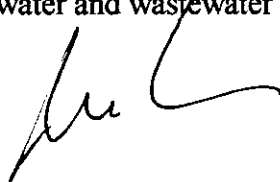
**SECTION 4. DEFINITION OF TERMS** - For the purpose of this Ordinance, the following terms shall be defined as follows:

- a. **Accessible** – capable of being reached, used or seen;
- b. **Combined Drainage System** – this is the conveyance of wastewater from the drainage through the interceptor lines going to the Sewage Treatment Plants;
- c. **DENR** – the Department of Environment and Natural Resources;
- d. **Desludging** – a process of cleaning or removing the accumulated domestic septage from septic tanks;
- e. **DILG** – the Department of the Interior and Local Government;
- f. **DOH** – the Department of Health;
- g. **Drainage** - artificial pipes or conduits provided by the LGU for carrying flood water (no sewage nor wastewater shall pass through drainage systems);
- h. **Effluent** – a general term denoting any wastewater, partially or completely treated or in its natural state, flowing out of a drainage canal, septic tank, building, manufacturing plant, industrial plant, treatment plant, etc.
- i. **Food Establishment** – any structure used to engage in food business
- j. **EMB** – the Environmental Management Bureau of the DENR;
- k. **Hygienic Septic Tank** – a water-tight septic tank with no opening/s at the bottom slab so as not to allow the leaching of liquid or solid wastes to the surrounding soil or ground water;
- l. **Inorganic Waste** – Waste materials such as sand, salt, iron, calcium, and other mineral materials that are only slightly affected by the action of organisms. Inorganic wastes are chemical substances of mineral origin; whereas organic wastes are chemical substances usually of animal or plant origin;
- m. **LLDA** – the Laguna Lake Development Authority;
- n. **LWUA** – Local Water Utilities Administration;
- o. **Laguna Water** – is a piped-water service provide created through a joint venture of the Provincial Government of Laguna (PGL) and Manila Water Philippine Ventures (MWPV)



- p. **Organic Waste** – comes from plants or animals sources. Commonly, they include food waste, fruit and vegetable peels, flower trimmings and even dog poop can be classified as organic waste. They are biodegradable (this means they are easily broken down by other organism over time and turned into manure). Many people turn their organic waste into compost and used them in gardens.
- q. **Pre-treatment Facility** - means as any apparatus or equipment used to modify the characteristics of effluent prior to a wastewater disposal system, and includes grease traps, oil separators, dilution pits and similar devices.
- r. **Septage** – a combination of scum, sludge, and liquid from household septic tanks, thickened and partially treated sewage that is removed from a septic tank;
- s. **Septage Treatment Plant** – a series of structure purely for the process of treating septage in order to comply with DENR effluent standards;
- t. **Septage Management** – this involves the depository of the household's sewage to a properly designed septic tank and collected by a desludging truck going to a Septage Treatment Plant (SpTP);
- u. **Septic Tank** – a water-tight receptacle that receives the discharge of a sanitary plumbing system, or part thereof, and is designed and constructed to accomplish the sedimentation and digestion of the organic matter in the sewage within the period of detention or retention, and to allow the liquid to discharge to a leaching field, sewer lines, a combined sewerage network, or directly to a secondary wastewater treatment facility, in accordance with the standards set forth by the Revised National Plumbing Code of the Philippines;
- v. **Sewage** – any wastewater containing human, animal, or vegetable waste matter in suspension or solution, including human excreta and urine, and may possibly contain liquids consisting of chemicals in solution;
- w. **Sewage treatment Plant** – A facility designed to receive the wastewater from domestic sources and to remove materials that
- x. **Sewer or sewer lines** – artificial pipes or conduits provided by the water utilities for carrying sewage and wastewater;
- y. **Sewerage Disposal System** – is the proper disposal of effluent using either a Sewerage System, Combined Drainage System, or Septage Management whichever is required or accepted by existing environmental laws and policies;
- z. **Sewerage System** – this involves the collection of sewage from households which will be conveyed through the sewer pipelines going to a Sewage Treatment Plant or STP.
- aa. **Sludge** – a solid particle of domestic sewage which settles at the bottom of the sedimentation tank, and is digested by anaerobic bacteria purely from domestic sources;
- bb. **Wastewater** – Spent or used water, discharged from homes, commercial establishments, farms, and industries;
- cc. **Wastewater Treatment Plant** – a series of structure that processes the treatment of sewage, mostly from domestic origin, but may include pre-treated liquid wastes from industries and similar establishments, and may also accept the treatment of septage, provided there are facilities for accepting and pre-treating it; and
- dd. **Water Utilities** – this include water concessionaires, local water utilities, and other accredited water and wastewater services providers.

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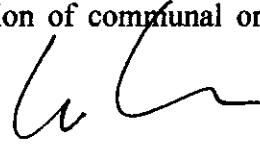
**SECTION 5. PRINCIPLES OF SEWERAGE AND SEPTAGE MANAGEMENT -**  
The Municipality of Los Baños shall abide by the following sewerage and septage management principles:

- a. Untreated excreta from residential areas without septic tanks and untreated wastewater from commercial, industrial, institutional and public establishments shall not be allowed to be discharged to open drainage canals or piped drainage systems;
- b. All buildings and structures, whether residential, commercial, industrial, governmental, and institutional, shall be required to have proper sewage treatment or septage management system.
  - i. All residential structures shall have hygienic septic tanks;
  - ii. All commercial and industrial establishments, and hospitals shall have hygienic septic tanks or wastewater treatment facility based on the determination of the LLDA and/or DOH;
  - iii. All governmental and institutional structures except hospitals shall have hygienic septic tanks or wastewater treatment facilities based on the number of individuals regularly occupying the structure. If there are 212 occupants or less, these structures should have a hygienic septic tank, otherwise, they are required to have a wastewater treatment facility; and
  - iv. Commercial, industrial, governmental, and institutional structures that are required to have wastewater treatment facilities shall have an operational wastewater treatment facility either on-site or by service off-site.
- c. No wastewater shall be discharged to waterways without any proper treatment;
- d. For sewerred areas, or areas with sewer pipelines, no wastewater other than those from residential structures shall be allowed to discharge on the sewers or sewer pipelines unless such wastewater was serviced by a pre-treatment facility to at least be of domestic wastewater quality;
- e. All food establishments (e.g. restaurants, eatery, food chains, etc.) discharging organic and inorganic wastes shall be required to have an oil and grease trap installed in their respective kitchen areas;
- f. All septic tanks must be accessible at all times.
- g. All research and academic institutions with chemical laboratories must have chemical waste storage facilities and have a Memorandum of Agreement with DENR authorized chemical waste hauler and treater.

**SECTION 6. PROPER SEWAGE DISPOSAL SYSTEM REQUIREMENTS -** All residential, commercial, industrial, institutional, and governmental establishments in the Municipality of Los Baños both old and new, are required to have proper sewage disposal system based on Section 5 hereof.

- a. For existing structures:
  - i. Residential, commercial, industrial, institutional, and governmental structures with inaccessible and/or non-compliant septic tank shall opt for any of the following: (a) remodeling or restructuring to make the septic tank accessible and compliant with national standards, within one (1) year upon the effectivity of this Ordinance; or (b) connection to existing sewer lines of the septage service provider, as applicable; or (c) construction of communal or shared septic tank;

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- ii. Commercial, industrial, institutional, governmental establishments that are required to have a wastewater treatment facility should comply within one (1) year within the effectivity of this Ordinance; and
  - iii. No business owner shall be issued a renewed business permit unless he/she has obtained the necessary clearances and permits such as discharge permits and environmental sanitation clearances as may be prescribed by existing laws or as maybe required by the DENR, LLDA, and/or DOH and its instrumentalities.
- b. New structures:
- i. No building permit shall be issued for residential, commercial, industrial, institutional, and governmental structures unless the design of the hygienic septic tank or wastewater treatment facility in the building plan conforms with existing environmental laws and policies; and
  - ii. No business owner shall be issued new business permit unless he/she has obtained the necessary clearances and permits such as discharge permits and environmental sanitation clearances as may be prescribed by existing laws or as maybe required by the DENR, LLDA, and/or DOH and its instrumentalities.

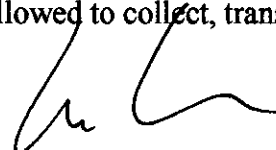
**SECTION 7. DESIGN OF SEPTIC TANKS** - All septic tanks shall be designed to exclude storm water or flow from downspouts, and such other requirements and specifications as provided by national standards. The Building Official, pursuant to Republic Act No. 6541 otherwise known as the National Building Code of the Philippines, is mandated to ensure that appropriate standard designs of septic tanks shall be enforced in the plan approvals and inspection procedures.

**SECTION 8. MANDATORY DESLUDGING OF SEPTIC TANKS**

- a. All owners and users of septic tanks shall be required to desludge once every five (5) years.
- b. The opening of septic tanks, for desludging purposes, shall only be done with the authority of the owner or user.
- c. Actual desludging must be done only by the water utility or a private desludging company duly accredited by the DOH and/or DENR-EMB.
- d. Violation of this provision shall subject the owner and/or user of the septic tank to the penalties as stipulated in Section 14 of this Ordinance.

**SECTION 9. REGULATION ON DESLUDGERS**

- a. Only DENR and/or DOH accredited private entities complete with permits shall be allowed to provide septage collection and transport services. Collected septage shall only be disposed and treated in a DENR and/or DOH accredited disposal/treatment facility with pertinent permits.
- b. Liquid and/or solid materials removed from septic tanks shall be transported only by a DOH/DENR accredited septage hauler/pumper to the approved septage treatment facility pursuant to the regulations prescribed by the DOH. Unless, otherwise provided by law, no septage hauler/pumper shall be allowed to collect, transport and upload or



dispose of septage in other places, including bodies of water, agricultural fields and the drainage system within the Municipality.

- c. All entities engaged in desludging activities are required to secure Permit to Transport from the DENR, Environmental Sanitation Clearance from the DOH, sanitary permit from the Municipal Health Office, and other pertinent permits as may be deemed necessary as part of the requirements for issuance of annual business permit from Municipality.

**SECTION 10. INSTITUTIONAL ARRANGEMENTS** - The Municipal Engineer or the designated Municipal Building Officials shall have the following responsibilities in implementing this Ordinance:

- a. **Inspection** – Designate field inspectors that will check on the general design, construction, and maintenance requirements of septic tanks and/or wastewater treatment facilities in residential, commercial, industrial, governmental, and institutional structures.;
- b. **Maintenance of Database** – Coordinate with the Municipal Health Office in the formation and maintenance of a robust database of the list of all homeowners with hygienic septic tanks and with the Business Permit and Licensing Office for the database of all business establishments with adequate wastewater treatment facilities.;
- c. **Transporting of Septage** – Coordination with the Municipal Health Office for the implementation of an accreditation system (in consonance with the rules and regulations set forth by DENR-EMB and DOH) and follow existing operational guidelines set forth by the DENR/DOH (for the handling, transportation, treatment, and disposal of septage), for private desludging service providers who intend to operate in the Municipality.;
- d. **Issuance of Sanitary Permits** – Coordinate with the Municipal Health Office on the issuance of sanitary permits for all septage treatment and collection facilities, and development of a protocol for periodic inspection of such facilities, including but not limited to equipment, training programs, and safety.;
- e. **Enforcement on Sewer Connection** – Assist the water utilities and other appropriate authorities in the enforcement of sewer connection, and penalties for non- or disconnection and illegal sewer tapping.;
- f. **Information, Education, Communication** – Coordinate with the Municipal Environment and Natural Resources Office or equivalent for the conduct of massive IEC activities in collaboration with appropriate public or private agencies on proper wastewater management to increase level of awareness and commitment of the public to proper sewage treatment or septage management.

**SECTION 11. SERVICE FEES AND OTHER FUNDING OPTIONS**

- a. The authorized service provider shall make the necessary institutional arrangement for the collection of septage fee for desludging and septage treatment of all residential, commercial, industrial, governmental, and institutional structures

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- c. The Municipality of Los Baños may appropriate or raise funds to subsidize necessary expenses for the establishment and/or operation and maintenance of sewerage treatment or septage facility through appropriate local property taxes and enforcement of a service fee system.
- d. Further, the Municipality of Los Baños may pursue funding assistance from both local and foreign sources, either public or private, through mutual agreements subject to existing accounting and auditing rules and regulations.

**SECTION 12. SEWER LINE CONNECTION/ SEWERAGE PROJECTS**

- a. The Municipality of Los Baños shall provide assistance in securing necessary permits, right of way, IEC, land acquisition to the water utilities in laying down sewer lines within the Municipality.

The Municipality of Los Baños shall assist the authorized sewerage service provider in securing necessary permits, right of way, IEC, land acquisition for laying down sewer lines within the Municipality.

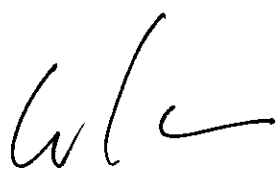
- b. Only domestic wastewater sources shall connect to existing sewer lines.
- c. Commercial buildings and structures are required to pre-treat all wastewater from their structures to “domestic wastewater quality” in accordance with the requirements set forth in the Philippine Clean Water Act of 2004 (RA 9275), before the same is discharged.
- d. Said connection to existing sewer lines shall be subject to sewerage service charges/fees (*if any*) in accordance with existing laws, rules, or regulations as identified by the water utilities.



**SECTION 13. PROHIBITED ACTS - The following acts are prohibited:**

- a. Refusal to desludge as required by this Ordinance;
- b. Refusal of new and existing residential customers to connect to sewer line to be established by the sewerage service provider. Commercial, industrial, governmental, and institutional structures/establishments have the option to construct their own full wastewater treatment facility as required by DENR or LLDA or to connect to the existing available sewer lines subject to the pre-treatment requirement of the sewerage service provider;
- c. Dumping of septage and untreated wastewater to drainages, canals, rivers, and other natural and artificial waterways and other open areas;
- d. Desludging and transporting of septage without the necessary permits and accreditation from the authorized permitting agencies; and
- e. Hiring/availing the services of illegal/non-accredited deslugger, transporter by any person or establishment to desludge septic tanks or dispose of their wastewater;

MUNICIPALITY OF LOS BAÑOS  
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RESOLUTION NO. 1024-S 2020  
DATE: October 14, 2020



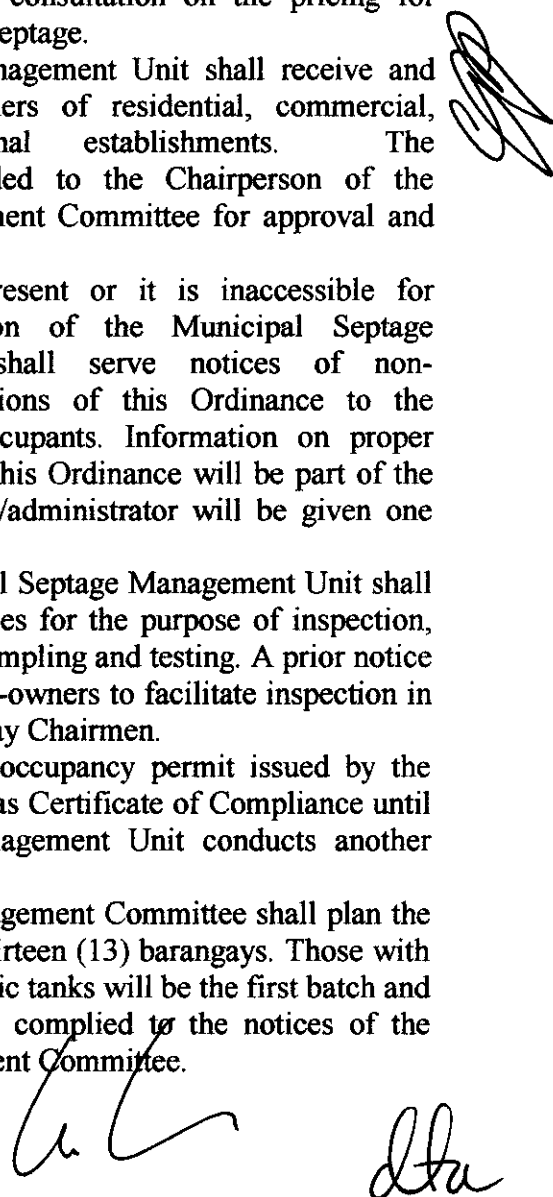


**SECTION 14. CREATION OF MUNICIPAL SEPTAGE MANAGEMENT COMMITTEE**

**A. Function of a Municipal Septage Management Committee** - The Municipal Septage Management Committee shall have the following functions:

- a. The Municipal Septage Management Committee shall oversee the conduct of survey of all septic tanks or sewage treatment facilities both in private and public areas in coordination with Barangay Chairmen and heads or representatives of various private public and international institutions like IRRI, ASEAN Center for Biodiversity. The Municipal Septage Management Committee shall also determine if a septic tank is accessible for desludging and the functionality of waste treatment facility.
- b. The Municipal Septage Management Committee shall review and approve the applications of DENR-DOH accredited service providers with accredited treatment facility and recommend the selected service provider for approval by the Sangguniang Bayan through the Office of the Mayor. The committee shall formulate the guidelines for the selection of service provider. This includes the guaranteed pricing of septage collection, protocol for cleaner desludging and processing from various sources for a given period.
- c. The Municipal Septage Management Committee shall be created and conduct public consultation on the pricing for desludging and treatment of septage.
- d. The Municipal Septage Management Unit shall receive and hear complaints from owners of residential, commercial, business and institutional establishments. The recommendation is forwarded to the Chairperson of the Municipal Septage Management Committee for approval and immediate actions.
- e. If a septic tank is not present or it is inaccessible for desludging, the Chairperson of the Municipal Septage Management Committee shall serve notices of non-conformance to the provisions of this Ordinance to the owners/administrators or occupants. Information on proper methods of complying with this Ordinance will be part of the recommendation. The owner/administrator will be given one year to comply.
- f. The member of the Municipal Septage Management Unit shall be permitted to visit properties for the purpose of inspection, observation, measurement, sampling and testing. A prior notice shall be given to the property-owners to facilitate inspection in coordination with the Barangay Chairmen.
- g. For new developments, the occupancy permit issued by the building officials shall serve as Certificate of Compliance until the Municipal Septage Management Unit conducts another round of inspection.
- h. The Municipal Septage Management Committee shall plan the schedule of desludging for thirteen (13) barangays. Those with functional and accessible septic tanks will be the first batch and then followed by those who complied to the notices of the Municipal Septage Management Committee.

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- i. The members of this committee will serve without additional remuneration for three years and coterminus with term of the Mayor. Their appointment can be renewed by the elected mayor.

**B. Members of the Municipal Septage Management Committee.**  
A Municipal Septage Management Committee shall be composed of the following members:

Chairperson	Municipal Mayor
Vice Chairperson	Municipal Engineer
Secretariat	Municipal Engineering Office
Members	
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	Municipal Health Officer
	SB Chair of the Environment Committee
	Representative from Commercial Group
	Representative of the Subdivision Homeowners Associations

**SECTION 14. MONITORING AND EVALUATION** - The Municipal Engineer or the designated Building Official, in coordination with the Municipal Health Officer, the Municipal Environment and Natural Resources Officer, Municipal Business Permit and Licensing Officer (BPLO) or their equivalent, shall be required to evaluate the compliance of the facilities one (1) year after the effectivity of this Ordinance. All these facilities must conform to the standards of DENR-EMB, LLDA and /or DOH.

The same Officers are to come-up with an annual list of violators to be posted in three conspicuous places and in the local government website, if any. The same list shall be submitted to the Municipal Treasurer and BPLO for the imposition of appropriate penalties, copy furnished the Municipal DILG Office and the Barangay.

**SECTION 15. PENALTIES** - Any owner or user of residential, commercial, industrial, governmental, and institutional structures that fail to comply with the provisions of this Ordinance shall incur the following fines and penalties for every violation:

**a. For Residential Homeowners**

- I. First Offense - Fine of P1, 500.00 and the Issuance of a Notice of Violation
  - II. Second Offense - Fine of P2, 500.00 and Mandatory Environment Related Community Service
  - III. Third Offense - Fine of P2, 500.00 and Non-Issuance of Barangay Clearance
- Succeeding Offenses Fine of P2, 500.00, Environment related Community Service, and continued refusal to issue Barangay Clearance until the owner and/or user complies with the provisions of this Ordinance

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**b. For Business Owners**

- I. First Offense - Fine of P1,500.00 and the Issuance of a Notice of Violation
- II. Second Offense - Fine of P2, 500.00 and the Issuance of a Cease and Desist Order.
- III. Third Offense - Revocations of business permit.

Violators shall be assessed annually to monitor their compliance, likewise, continued violation shall merit the imposition of increasing penalties for each assessed violation.


**SECTION 16. SEPARABILITY CLAUSE** - In the event that any part or provision of this Ordinance is held unconstitutional or invalid, other parts or provisions not otherwise affected shall remain in full force and effect.

**SECTION 17. REPEALING CLAUSE** - All other ordinances, or provisions thereof, inconsistent herewith are hereby repealed.

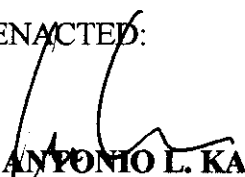
**SECTION 18. EFFECTIVITY** - This Ordinance shall take effect after fifteen (15) days upon approval.

ENACTED : NOVEMBER 29, 2019

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

APPROVED:

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 BAYAN DEKABER 14 2020

  
**HON. CAESAR P. PEREZ**  
 Municipal Mayor 