



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 TWELFTH (12<sup>th</sup>) SPECIAL SESSION OF THE SANGGUNIANG BAYAN HELD ON MAY 27, 2020 AT THE SANGGUNIANG BAYAN SESSION HALL, NATIONAL HIGHWAY, BRGY. TIMUGAN, LOS BAÑOS, LAGUNA.**

Present : S.B. Member Josephine Sumangil – Evangelista, Temporary 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 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 : Vice Mayor Antonio L. Kalaw (O.B.)  
S.B. Member Mike Dexter A. Concio (O.B.)

Visitor(s) : None

INAC TIBAY  
SANGGUNIANG PANGALAWIGAN  
APASIBHAN P. 757, S. 2020  
ETSA August 14, 2020

**ORDINANCE NO. 2020-2031**

**AN ORDINANCE CREATING THE POSITION OF MEDICAL OFFICER IV WITH SALARY GRADE 23 AT THE MUNICIPAL HEALTH OFFICE.**

Author: Councilor 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 : Doctor of Medicine  
EXPERIENCE : 1 year of relevant experience  
TRAINING : 4 hours of relevant training  
ELIGIBILITY : RA 1080

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

- a. Conduct health surveys to determine the sanitary and health conditions of his/her catchment areas and its inhabitants;
- b. Attend to the basic health needs of the constituents through primary health care;
- c. Conduct health education activities and promote health programs of the municipality and the DOH core health programs;
- d. Attend health conferences and meetings;
- e. Supervise health center personnel;
- f. As Program Coordinator, assists the MHO in preparing health plans and in proper implementation of the municipal health programs;
- g. Prepare health report and/or recommendations that may be required by the MHO or higher authorities;
- h. Perform other tasks and functions that may be assigned by the MHO or higher authorities.

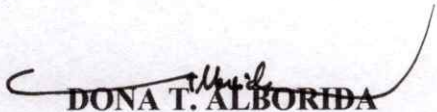
SECTION 3. The source of funds shall be taken from the Supplemental Budget Chargeable Against the Lump Sum Appropriation After Deducting the actual appropriation for SSL 2020. (Ordinance No. 2020-2000);

SECTION 4. This ordinance shall take force and effect upon approval subject to all existing auditing rules and regulations.

ENACTED: MAY 27, 2020.

"INAC TIBAY"  
SANGGUNIANG PANLALAWIGAN  
(APASITAHAN BL. 757, S. 2020)  
"ETSA August 14, 2020"

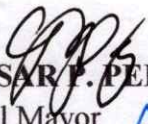
I HEREBY CERTIFY to the correctness of the above-quoted Ordinance.

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

CERTIFIED ENACTED:

  
**HON. JOSEPHINE S. EVANGELISTA**  
S.B. Member/ Temporary Presiding Officer

APPROVED:

  
**HON. CAESAR F. PEREZ**  
Municipal Mayor 