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
Tel. Nos. : (049) 530 2981; 530 2952; 530 2953; 530 2818 Local: 2001

BAGONG PILIPINAS

EXCERPTS FROM THE MINUTES OF THE THIRTY-SEVENTH (37th) REGULAR SESSION OF THE 12TH SANGGUNIANG BAYAN HELD ON APRIL 27, 2026 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

ABSENT:

Hon. Samantha Nicole A. Banasihan-Ortega	Ex-Officio Member/SK Federation President, On Leave

ORDINANCE NO. 2026-2485

AN ORDINANCE ESTABLISHING THE MUNICIPALITY OF LOS BAÑOS HUMAN RIGHTS ACTION TEAM (LBHRACT).

Author : Councilor Miko C. Pelegrina

WHEREAS, human rights are the rights inherent to all human beings regardless of nationality, race, sex, national or ethnic origin, color, or religion;

WHEREAS, all human beings are born free and equal in dignity and rights;

WHEREAS, Section 11, Article II of the Constitution of the Republic of the Philippines provides that the State values the dignity of every human person and guarantees full respect for human rights;

WHEREAS, Under Republic Act No. 7160, or the "Local Government Code of 1991", Local Government Units (LGUs) at the level of provinces, cities, municipalities and barangays are mandated to create a Human Rights Committee (HRC) as one of the standing committees of their respective Sanggunian;

WHEREAS, Joint Memorandum Circular No. 1. S. 2014 of the Department of the Interior and Local Government and the Commission on Human Rights aims to organize Human Rights Action Teams ("HRAcTs") at the provincial, city, municipal, and barangay levels;

WHEREAS, HRAcTs shall ensure that the LGU's offices operate in a human rights-based manner;

WHEREAS, HRAcTs shall likewise undergo capacitation on human rights-based local services delivery and governance;

WHEREAS, the Laguna State Polytechnic University thru its Director for Gender and Development, Dr. Ruby B. Brion, Dr. Mary Ann S. Hernandez and Dr. Chester Alexis C. Buama in collaboration with the LGU of Los Baños and in consultation with agencies and institutions concerned with the development of the youth, shall develop educational materials and modules that will promote Comprehensive Sexuality Education (CSE);

NOW THEREFORE, on motion of Councilor Miko C. Pelegrina duly seconded by Councilor Jay G. Rolusta and approved by all councilors present;

BE IT ORDAINED by the Sangguniang Bayan of Los Baños, Laguna, in session duly assembled, **THAT**:

SECTION 1. **SHORT TITLE.** This Ordinance shall be known as the "Los Baños Human Rights Action Team (LBHRAcT) Ordinance."

SECTION 2. **DECLARATION OF POLICY.** The Municipality of Los Baños hereby adopts the following policies:

a. Uphold and protect the human rights and dignity of all persons;
b. Promote a human rights-based approach in local governance and service delivery;
c. Strengthen coordination among LGUs, law enforcement, and civil society;
d. Ensure accessible systems for reporting, referral, and monitoring of violations;
e. Support human rights education and capacity-building;
f. Encourage stakeholder participation in human rights promotion and protection.

SECTION 3. **CREATION OF THE MUNICIPAL HUMAN RIGHTS ACTION TEAM.** The Los Baños Municipal Human Rights Action Center (the "LBHRAcT") is hereby created which shall serve as the mechanism to ensure that the LGU's offices operate in a human rights-based manner and to spearhead the implementation of human rights programs, projects, and activities in the Municipal Government of Los Baños (MGLB).

SECTION 4. **COMPOSITION.** The Los Baños Municipal Human Rights Action Center (the "LBHRAcT") shall be composed of the following:

Chairperson - Municipal Mayor
Co-Chairperson/s - Municipal Administrator

Members:

Municipal Government Offices:

- 1 Municipal Social Welfare and Development Officer
- 1 Municipal Planning and Development Coordinator
- 1 Municipal Health Officer
- 1 Municipal Public Information Officer
- 1 GAD Officer

Law Enforcement and Justice Sector:

- 1 PNP Los Baños Officer
- 1 People's Law Enforcement Board (PLEB)
- Sangguniang Bayan Committee Chairman on Peace and Order and Human Rights

Representative/Chairman Education Sector:

- School Division Superintendent of the Municipality of Los Baños

Barangay Sector:

- Barangay Human Rights Action Officer Association President of the Municipality of Los Baños

Civil Society and Stakeholders:

- 1 Representative of Non-Government Organizations (NGOs)
- 1 Representative of Religious Organizations
- 1 Representative of Organizations/People's Organizations that advocate Human Rights

The members herein may designate their permanent alternate representative to attend the official functions of the LBHRAcT.

SECTION 5. **DUTIES AND FUNCTIONS.** The Los Baños Municipal Human Rights Action Center (the "LBHRAcT") shall have the following duties and functions:

a. Develop and implement the human rights plan of the Municipal Government of Los Baños ("MGQ");
b. Propose to the Sanggunian the integration of human rights programs, projects, and activities in the annual budget preparation;
c. Recommend appropriate legislation to the Human Rights Committee of the Sangguniang Bayan;
d. Utilize available resources for human rights promotion activities;
e. Spearhead and coordinate the implementation of human rights programs, projects, and activities;
f. Serve as hubs for Access to Justice Network;
g. Posting of Human Rights Programs, Projects, and Activities by the MGQ in their communication tools such as websites, bulletin boards and newsletter;
h. Provide legal and/or paralegal assistance to victims of human rights violations;
i. Encourage participation of local government officials and Civil Society Organizations ("CSOs") in human rights promotion activities;
j. Mobilize sectoral groups and locally based people's organizations and civil society organizations in the community to participate in human rights activities;
k. Public feature articles on various human rights concerns and issues in the MGQ website, newsletter, and bulletin boards;
l. Reproduce and disseminate Human Rights Information, Education and Communication ("IEC") materials within the MGQ;
m. Serve as information center on Human Rights Information and Services, including referral systems;
n. Maintain and update the Directory of Human Rights Programs and Services within the province;
o. Organize the association of Human Rights Action Officers at the provincial level and support their operations;
p. Strengthen linkages with the regional/field offices of the Commission on Human Rights ("CHR") and the Department of the Interior and Local Government ("DILG"), other human rights service providers and Civil Society Organizations ("CSOs") in the implementation of human rights programs, projects and activities;

q. Organize capacity building on human rights of all MGQ officials in close coordination with regional/field offices of CHR and DILG;
r. Establish and maintain a database of human rights situationers including the monitoring of status of complaints of human rights violation referred to CHR Regional Offices and other appropriate agencies;
s. Provide CHR with copies of its plans, accomplishments, reports, situationers, and other pertinent documents on human rights;
t. Provide technical inputs on human rights to the Sangguniang Bayan Human Rights Committee;
u. Consolidate Semestral Human Rights Situationer Reports submitted by the Municipal Human Rights Action Center Teams ("MHRAcTs") and Barangay Human Rights Action Teams ("BHRAcTs"), and submit the same to the CHR and DILG Regional Offices, and have it published in the MGQ website, newsletters, and bulletin boards;
v. Assist the Barangay Human Rights Action Teams ("BHRAcTs") in the referral of complaints of human rights violation to appropriate agencies and monitor their status thereof; and
w. Assist the BHRAcTs in the conduct of human rights advocacy, information, and education activities.

SECTION 6. MEETINGS.

a. The members of the LBHRAcT shall meet at least once every quarter or when the circumstances so warrant.
b. The Chairperson of the LBHRAcT shall preside over all its meetings. In the Absence of the Chairperson, the majority of members present may choose among themselves who shall preside over the meeting.
c. The physical or virtual attendance of at least six (6) members of the LBHRAcT shall constitute a quorum. The LBHRAcT shall decide by a majority vote of the members present.

SECTION 7. SECRETARIAT. The LBHRAcT Secretariat shall be created and it shall be composed of the representatives from the offices of the Municipal Administrator, Office of the Municipal Planning and Development Office, and other offices concerned, as may be deemed necessary.

SECTION 8. DUTIES OF THE SECRETARIAT. This following are the administrative support functions of the Secretariat:

a. Receive and consolidate reports;
b. Prepare minutes of meetings;
c. Assist in coordination with agencies;
d. Maintain databases and directories;

e. Facilitate administrative concerns; and
f. Ensure proper referral of complaints and monitor their status.

SECTION 9. **BARANGAY HUMAN RIGHTS ACTION TEAMS**. With the creation of LBHRAcT, all Barangays in the Municipality of Los Baños are hereby urged to create and localize a human rights action team within their jurisdiction pursuant to relevant governing rules and issuances.

SECTION 10. **DATA PRIVACY COMPLIANCE**. The Municipality of Los Baños Human Rights Action Team shall process all personal data in strict compliance with Republic Act No. 10173, otherwise known as the "Data Privacy Act of 2012," including its Implementing Rules and Regulations and all relevant issuances of the municipality and the National Privacy Commission.

SECTION 11. **FUNDING**. Funding shall be sourced from available municipal funds, including but not limited to intelligence funds, subject to existing rules and regulations.

SECTION 12. **SEPARABILITY CLAUSE.** If any provision of this Ordinance is declared invalid or unconstitutional, the remaining provisions shall not be affected thereby.

SECTION 13. **REPEALING CLAUSE.** All ordinances, rules and regulations inconsistent with this Ordinance are hereby repealed or modified accordingly.

SECTION 12. **EFFECTIVITY.** This Ordinance shall take effect after compliance with publication requirements under Republic Act No. 7160.

ENACTED : April 27, 2026

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

DONA T. ALBORIDA- DIZON
Secretary to the Sangguniang Bayan

CERTIFIED ENACTED:

HON. MARLO PJ A. ALIPON, MPA, REE, RMP
Municipal Vice Mayor/Presiding Officer

APPROVED:

HON. NEIL ANDREW N. NOCON
Municipal Mayor