



Republic of the Philippines  
Province of Laguna  
Municipality of Santa Cruz



**SANGGUNIANG BAYAN OFFICE**

EXCERPTS FROM THE MINUTES OF THE REGULAR SESSION OF THE SANGGUNIANG BAYAN OF SANTA CRUZ, LAGUNA HELD ON JULY 21, 2025, MONDAY, 09:16 IN THE MORNING, AT THE BATASANG BAYAN, ESCOLAPIA BUILDING, SANTA CRUZ, LAGUNA.

**PRESENT:**

Honorable LAARNI A. MALIBIRAN

Honorable Ambiel John C. Panganiban

Honorable Norman T. Tolentino

Honorable Jericho V. Asinas

Honorable Roselon F. Pamatmat

Honorable Esmeraldo C. De Las Armas, Jr.

Honorable Louie C. De Leon

Honorable Mark Anthony M. Juangco

**ABSENT:**

Honorable Lea A. Almarvez

Honorable Rizaldy N. Kalaw

Honorable Laura P. Obligacion

..... VICE MAYOR

..... Presiding Officer

..... Councilor

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**RESOLUTION NO. 143-S2025**

**A RESOLUTION RECOMMENDING THE RECLASSIFICATION OF THE POSITION OF PRIVATE SECRETARY III TO PRIVATE SECRETARY II IN THE OFFICE OF THE MUNICIPAL MAYOR.**

**WHEREAS**, the position of Private Secretary III in the Office of the Municipal Mayor with Item No. MO-2-A-2 and Salary Grade 18, is a vacant position; and

**WHEREAS**, based on the recommendation of the Human Resource Management Officer, the said position is requested to be reclassified to Private Secretary II, with the same Item Number but with a Salary Grade of 15;

**WHEREAS**, the reclassification is in accordance with CSC MC No. 46 and the provisions of Book V of Executive Order No. 292, recognizing that the position of Private Secretary III, Salary Grade 18, is exclusively for the National Government Sector and Finance Institutions;

**WHEREAS**, the said request was discussed and deliberated by the members of the Committee on Good Governance, Public Ethics and Public Accountability of this sanggunian;

**NOW THEREFORE**, on motion of the Hon. Esmeraldo C. De Las Armas, Jr. (Chairman of Committee on Good Governance, Public Ethics and Public Accountability), duly seconded by Hon. Ambiel John C. Panganiban, Hon. Norman T. Tolentino, Hon. Roselon F. Pamatmat and Hon. Mark Anthony M. Juangco and with the approval of all the members present, it was

**RESOLVED**, as it is hereby resolved, by the Sangguniang Bayan of Santa Cruz, Laguna, that the reclassification of the position of Private Secretary III to Private Secretary II in the Office of the Municipal Mayor.

**ORDERED**: Let copies of this resolution be furnished the Hon. Mayor Joseph Kris Benjamin A. Agarao, the Municipal Administrator, the Municipal Accountant, the Municipal Budget Officer, the Municipal Treasurer, the Municipal Planning and Development Coordinator, the Human Resource Management Officer, Civil Service Commission, and all others concerned, for their information and appropriate action.

**APPROVED : July 21, 2025.**

**I HEREBY CERTIFY** to the correctness of the above-quoted resolution

**AMYCAR O. SANTOS**

Records Officer III/

Acting Secretary to the Sangguniang Bayan

**ATTESTED : HON. LAARNI A. MALIBIRAN**

Municipal Vice Mayor  
Presiding Officer

**APPROVED:**

**HON. JOSEPH KRIS BENJAMIN B. AGARAO**  
Municipal Mayor