



Republic of the Philippines
Province of Laguna
Municipality of Santa Cruz



SANGGUNIANG BAYAN OFFICE

EXCERPS FROM THE MINUTES OF THE REGULAR SESSION OF THE SANGGUNIANG BAYAN OF SANTA CRUZ, LAGUNA HELD ON JULY 28, 2025, MONDAY, 9:27 IN THE MORNING AT THE BATASANG BAYAN, ESCOLAPIA BUILDING, SANTA CRUZ, LAGUNA.

PRESENT:

| | | |
|--|-------|--------------------------------------|
| Honorable LAARNI A. MALIBIRAN | | VICE-MAYOR Presiding Officer |
| Honorable Ambiel John C. Panganiban | | Councilor |
| Honorable Norman T. Tolentino | | Councilor |
| Honorable Jericho V. Asinas | | Councilor |
| Honorable Roselon F. Pamatmat | | Councilor |
| Honorable Esmeraldo C. De Las Armas, Jr. | | Councilor |
| Honorable Rizaldy N. Kalaw | | Councilor |
| Honorable Louie C. De Leon | | Councilor |
| Honorable Laura P. Obligacion | | Councilor/ABC Federation President |
| Honorable Mark Anthony M. Juangco | | Councilor/ President – SK Federation |

ABSENT:

| | | |
|---------------------------|-------|-------------------------------|
| Honorable Lea A. Almarvez | | Councilor – on vacation leave |
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MUNICIPAL ORDINANCE NO. 005- S2025

AN ORDINANCE ADOPTING A FREEDOM OF INFORMATION FRAMEWORK IN THE MUNICIPAL GOVERNMENT OF SANTA CRUZ, LAGUNA, ESTABLISHING eFOI PORTAL, TO MAKE THE REQUEST PROCESS EASIER AND MORE TRANSPARENT, AND FOR OTHER PURPOSES.

Sponsor: HON. ESMERALDO C. DE LAS ARMAS, JR.

WHEREAS, Section III, Article III of the 1987 Philippine Constitution provides “the right of the people to information on matters of public concern shall be recognized. Access to official records, and to documents and papers pertaining to official acts, transactions, and decisions, shall as well as government research data used as basis for policy development, shall be afforded the citizen, subject to such limitations as may be provided by law.”

WHEREAS, during the incumbency of President Rodrigo R. Duterte issued Executive Order No. 2, S- 2016, which is applicable only to national government agencies, GOCCs and other offices, which grants authority to citizens to request any information; directing the agencies to publish a People’s FOI Manual and establish official record, or documenting agencies and providing certain exemptions that national government agencies held by any government agency’s FOI Manual system to handle FOI requests, and providing certain secrets and privileged involve national security, privacy of individuals and trade secrets and communications.

WHEREAS, the Municipal Government of Santa Cruz, Laguna, recognizes the legal right of its citizens to request information from offices under its jurisdiction and authority so its citizens can participate more effectively in civic life and decision-making processes.

NOW THEREFORE, on motion of Hon. Esmeraldo C. De Las Armas, Jr. (Chairman of Committee on Laws and Ordinances), duly seconded by all the members of the Sangguniang Bayan, it was

RESOLVED, as it is hereby **RESOLVED**, to enact the following:

SECTION 1. Title. – This shall be known as the Freedom of Information Ordinance of Santa Cruz, Laguna.

SECTION 2. Objective – The aim of this Ordinance is to help ensure that all offices of the local government of Santa Cruz, Laguna, operate openly, reducing corruption and increasing trust by allowing public scrutiny, and to enable its residents to participate more effectively in civic life and decision-making processes

SECTION 3. Applicability – This Ordinance shall apply only to offices under and within the jurisdiction of the Municipal Government of Santa Cruz, Laguna.

SECTION 4. Exemptions – This Ordinance shall not, however, cover matters involving national security, privacy of individuals, and trade secrets and privileged communications.

SECTION 5. Establishment of the eFOI Portal

The Municipal Government of Santa Cruz, Laguna shall establish and maintain an electronic Freedom of Information (eFOI) portal to facilitate the submission, processing, and tracking of FOI requests. This portal shall serve as the central repository for all public records and documents that are subject to disclosure under this Ordinance.

HON. ROSELON F. PAMATMAT
Councilor

HON. JERICHO V. ASINAS
Councilor

HON. NORMAN T. TOLENTINO
Councilor

HON. AMBIEL JOHN C. PANGANIBAN
Councilor

HON. ESMERALDO C. DELASARMAS, JR.
Councilor

HON. RIZALDY N. KALAW
Councilor

HON. LOUIE C. DE LEON
Councilor

HON. LAURA P. OBLIGACION
ABC Federation President

HON. MARK ANTHONY M. JUANGCO
SK Federation President



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Continuation of Municipal Ordinance No. 005-T2025

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SECTION 6 Implementing Rules and Regulations – The Human Resource and Management Office, the Office of the Municipal Administrator, Municipal Public Information Office, and the DILG Local Government Operations Officer are hereby directed to formulate the rules and regulations to effectively implement this Ordinance.

SECTION 7. Right of Access to Information
All residents of Santa Cruz, Laguna, or any person duly authorized by them, shall have the right to request information from the municipal government, subject to the provisions of this Ordinance and any applicable legal exemptions. Requests shall be made through the established eFOI portal or in any other manner prescribed by the Municipal Government.

SECTION 8. Periodic Review and Updates
The Municipal Government shall periodically review and update the eFOI portal and the procedures for handling requests to ensure that they remain efficient, secure, and compliant with the latest laws and technological advancements.


SECTION 9. Severability Clause
If any provision of this Ordinance is found to be unconstitutional or invalid by a competent court, the remaining provisions shall remain in full force and effect.


SECTION. 10. Effectivity. – This Ordinance shall take effect immediately.


ORDERED: Let copies of this ordinance be furnished the Sangguniang Panlalawigan, the Municipal Mayor, the Municipal Administrator, the Municipal Accountant, the Municipal Budget Officer, the Municipal Treasurer, the Municipal Planning and Development Coordinator, the Human Resource Management Officer, Department of Interior and Local Government and all other concerned offices for their information and appropriate action.


APPROVED: July 28, 2025.

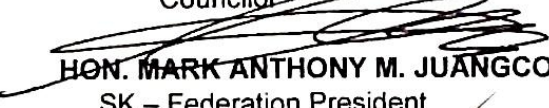
I HEREBY CERTIFY to the correctness of the above – quoted ordinance.



HON. AMBIEL JOHN C. PANGANIBAN
Councilor



HON. JERICHO V. ASINAS
Councilor



HON. ESMERALDO C. DE LAS ARMAS, JR.
Councilor

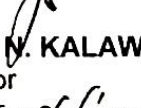

HON. LOUIE C. DE LEON
Councilor

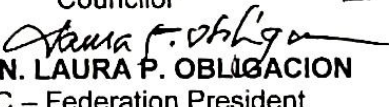

HON. MARK ANTHONY M. JUANGCO
SK – Federation President


AMYCAR O. SANTOS
Acting Secretary to the Sangguniang Bayan


HON. NORMAN T. TOLENTINO
Councilor


HON. ROSELON F. PAMATMAT
Councilor


HON. RIZALDY N. KALAW
Councilor


HON. LAURA P. OBLIGACION
ABC – Federation President

ATTESTED :

HON. LAARNI A. MALIBIRAN
Municipal Vice-Mayor
Presiding Officer

APPROVED:
HON. JOSEPH KRIS BENJAMIN B. AGARAO
Municipal Mayor