



EXCERPT FROM THE MINUTES OF THE CY 2022-48th REGULAR SESSION OF THE HONORABLE SANGGUNIANG BAYAN TIGBAUAN, ILOILO HELD AT THE S.B. SESSION HALL, TIGBAUAN MUNICIPAL BUILDING ON DECEMBER 01, 2022 AT 10:05 O'CLOCK IN THE MORNING

PRESENT:

HON. ADRIAN S. CAMPOSAGRADO	-	SB Member & Temporary Presiding Officer
HON. NERI T. CAMIÑA	-	SB Member
HON. REYNALDO E. TUMABOTABO	-	SB Member
HON. JULIUS T. LEDESMA	-	SB Member
HON. NORBERTO T. TURALBA	-	SB Member
HON. JERRY T. TUARES	-	SB Member
HON. JOEL L. SAYSON	-	SB Member
HON. DYOSA MARIE TERUÑEZ	-	SKMF President

OFFICIAL TRAVEL: (To attend the 2nd Year Anniversary & World Aids Day Celebration, December 1, 2022, at Guimbal Amphitheater, Public Plaza, Guimbal, Iloilo)

HON. ANA ROWENA A. PERERA	-	SB Member
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ABSENT:

HON. LUGEN T. ORTILANO	-	Vice Mayor (Special Privilege Leave)
HON. MARIBETH L. TUPINO	-	Liga President (Special Privilege Leave)

Resolution No. 2022-169

RESOLUTION GRANTING AUTHORITY TO ATTY. VIRGILIO T. TERUEL, MUNICIPAL MAYOR, FOR AND IN BEHALF OF THE MUNICIPALITY OF TIGBAUAN TO SIGN AND ENTER INTO A MEMORANDUM OF AGREEMENT (MOA) WITH THE HOME DEVELOPMENT MUTUAL FUND (PAG-IBIG FUND), REPRESENTED BY ITS AREA HEAD-WESTERN VISAYAS, RONNIE S. ABELO, FOR THE IMPLEMENTATION OF THE ONLINE SHORT-TERM LOAN (STL) APPLICATION THROUGH VIRTUAL PAG-IBIG.”

WHEREAS, the Local Chief Executive in a letter dated November 28, 2022, requested this Sangguniang Bayan for the URGENT passing of a “*Resolution Granting Authority To Atty. Virgilio T. Teruel, Municipal Mayor, For And In Behalf Of The Municipality Of Tigbauan To Sign And Enter Into A Memorandum Of Agreement (MOA) With The Home Development Mutual Fund (Pag-ibig Fund), Represented By Its Area Head-Western Visayas, Ronnie S. Abelo, For The Implementation Of The Online Short-Term Loan (Stl) Application Through Virtual Pag-ibig;*”

WHEREAS, said **Memorandum of Agreement** shall be made and entered into by, and between the following parties:

- **HOME DEVELOPMENT MUTUAL FUND (Pag-IBIG Fund)**, a government financial institution duly organized and existing under and by virtue of **Republic Act. No. 9679**, with principal office and postal address at Petron Mega Plaza, 358 Sen. Gil Puyat Avenue, Makati City, represented herein by its **AREA HEAD – WESTERN VISAYAS, RONNIE S. ABELO**, and hereinafter referred to as the **Pag-IBIG Fund**;
- The **LGU- TIGBAUAN**, a business duly organized and existing under the laws of the Philippines, with principal office and postal address at **MUNICIPAL HALL, TEJERO ST., TIGBAUAN, ILOILO**, represented herein by its **MUNICIPAL MAYOR, ATTY. VIRGILIO T. TERUEL** and hereinafter referred to as **LGU – TIGBAUAN**;

WHEREAS, Pag-IBIG Fund shall extend an additional facility on availing the loan program of the Fund by implementing the Online Short-Term Loan (STL) Application through Virtual Pag-IBIG;

WHEREAS, LGU-TIGBAUAN supports **Pag-IBIG Fund's** program and agrees to certify and confirm the STL application of **its** employees and submits online to **Pag-IBIG Fund**;

WHEREAS, the Pag-IBIG Fund and LGU-TIGBAUAN through their Authorized Approving Officer (AAO) agree to cooperate with and assist one another **in** the implementation of the Online STL application through Virtual Pag-IBIG;

WHEREAS, for and in consideration of the foregoing premises, the employer agrees, stipulates and binds **itself** to the following terms and conditions:

Section 1

GENERAL PROVISIONS

The Pag-IBIG Fund shall require LGU – TIGBAUAN to enroll in the Virtual Pag-IBIG Employer by accomplishing the Employer's Virtual Pag-IBIG Enrollment Form (HQP-PFF-372) to enable it to use the STL online facility to certify and confirm the STL application of its employees.

The Pag-IBIG Fund, prior to the approval of enrollment to Virtual Pag-IBIG, shall ensure that LGU – TIGBAUAN is religiously paying the Membership Savings (MS) and other obligations with the Fund and without pending legal case.

LGU – TIGBAUAN agrees to collect the corresponding monthly amortization on the loan and the MS of herein applicant through salary deduction, together with the employer counterpart, and remit said amounts to Pag-IBIG Fund on or before the 15th day of each month, for the duration that the loan remains outstanding. However, should LGU – TIGBAUAN deduct the monthly amortization due from the applicant's salary, but failed to remit on due date, LGU – TIGBAUAN agrees to pay the corresponding penalty charged to applicant equivalent to 1/20 of 1% of any unpaid amount for every day of delay and penalty for non-remittance equivalent to 1/10 of 1% per day of delay of the amount payable from the date the loan amortization or payments fall due until paid.

Upon approval of the enrollment, the Pag-IBIG Fund shall create and issue the username and password to Employer.

The employer shall only share the username and password with its Authorized Approving Authority Officer (AAO). The employer shall be accountable for the acts of the AAO and shall ensure that proper information on the employee loan applicants is provided by the AAO.

The employer has the responsibility to ensure the safekeeping of the username and password. Therefore, the employer guarantees that any action taken using the username and password is an official act sanctioned and authorized by the employer.

Pag-IBIG Fund and LGU-TIGBAUAN shall ensure the implementation of the procedural guidelines of this MOA.

Section 2

ELIGIBILITY

The LGU – TIGBAUAN shall ensure that the following conditions are satisfied:

- a) That **its** employees have Pag-IBIG MID Number;*
- b) That **its** employees have a Pag-IBIG Loyalty Card Plus;*
- c) That **its** employees are enrolled to Virtual Pag-IBIG; and*
- d) That **its** employees have a sufficient Net Take Home (NTHP) or capacity to pay.*

The LGU – TIGBAUAN, upon receipt of duly accomplished online STL application through Virtual Pag-IBIG, shall key-in the employee's net income and confirm the STL application to indicate approval.

Section 3

INFORMATION AND COMMUNICATION

Pag-IBIG Fund and LGU – TIGBAUAN shall assist each other in disseminating the information and to increase awareness on the Pag-IBIG Fund program particularly the Online STL application through Virtual Pag-IBIG.

Section 4

EFFECTIVE CASCADING AND STANDARD IMPLEMENTATION OF THE PROGRAM

Pag-IBIG Fund undertakes to inform all its employees and departments and its members of the Online STL Application through Virtual Pag-IBIG.

LGU – TIGBAUAN undertakes to inform all its employees regardless of its employment status, of the Pag-IBIG Fund program on the online STL application through Virtual Pag-IBIG.

Section 5

PERSONAL INFORMATION

The Pag-IBIG Fund shall comply with all applicable laws with respect to all Personal Information, as defined in Republic Act No. 10173, otherwise known as the Data Privacy Act of 2012, and its Implementing Rules and Regulations (IRR); not, by any act or omission, put LGU-TIGBAUAN or any of its affiliates in breach of any such laws; and execute, or arrange to be done and executed, each act, document and thing necessary to keep the LGU-TIGBAUAN and any of its affiliates in compliance with any such laws in connection with this Agreement.

NOW, THEREFORE, on motion of HON. JULIUS T. LEDESMA, Member, Committee on Education, Tourism and Civil Services (*under the sponsorship of Hon. Adrian S. Camposagrado, Committee Chairman*) and duly seconded by Hon. Neri T. Camiña, Hon. Reynaldo E. Tumabotabo, Hon. Norberto T. Turalba, Hon. Jerry T. Tuares, Hon. Joel L. Sayson, and Hon. Dyossa Marie Teruñez;

RESOLVED, to grant Authority to Atty. Virgilio T. Teruel, Municipal Mayor, for and in Behalf of the Municipality of Tigbauan to Sign and Enter Into A Memorandum of Agreement (MOA) With the Home Development Mutual Fund (Pag-IBIG Fund), Represented by Its Area Head-Western Visayas, Ronnie S. Abelo, for the Implementation of the Online Short-Term Loan (STL) Application Through Virtual Pag-IBIG;

RESOLVED FURTHER, to furnish copies of this Resolution to the Office of the Municipal Mayor, Atty. Virgilio T. Teruel, to PAG-IBIG Fund, Western Visayas and all concerned for their information and/or appropriate action.

APPROVED.

CERTIFIED CORRECT:



ADRIAN S. CAMPOSAGRADO

ATTESTED:

S.B. Member & Temporary Presiding Officer



MARLENE T. NAVA

SB Secretary

HON. ADRIAN S. CAMPOSAGRADO
HON. NERI T. CAMIÑA
HON. REYNALDO E. TUMABOTABO
HON. JOEL L. SAYSON

HON. JULIUS T. LEDESMA, O.D.
HON. NORBERTO T. TURALBA
HON. JERRY T. TUARES, C.E.

HON. LUGEN T. ORTILANO
Municipal Vice Mayor
Sangguniang Bayan Members:

HON. ANA ROWENA ARIAS-PERERA, R.N. M.A.N.
HON. MARIBETH LEDESMA-TUPINO, *LnB President*
HON. DYOSA MARIE TERUÑEZ, *SKMF President*