

Republika ng Pilipinas  
Lalawigan ng Bulacan  
Bayan ng Marilao

**OFFICE OF THE SECRETARY TO THE SANGGUNIANG BAYAN**

**RESOLUTION NO. 2025-263**

Date of Session : December 15, 2025

A RESOLUTION AUTHORIZING THE MUNICIPAL MAYOR HONORABLE ATTY. JEMINA M. SY, TO GRANT THE GRATUITY PAY TO ALL QUALIFIED CONTRACT OF SERVICE AND JOB ORDER WORKERS OF THE MUNICIPAL GOVERNMENT OF MARILAO FOR FISCAL YEAR 2025, SUBJECT TO APPLICABLE LAWS AND AUDITING RULES AND PROCEDURES.

	Receiving Office	Received By: (Print Name & Signature)	Date Received
1	Mayor's Office	[Redacted]	2/3/26
2	MPDO	[Redacted]	2-3-26 9:30am
3	HRMO	[Redacted] LHON	2/3/2026
4	Budget OFC.	[Redacted]	2/3
5			
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Republic of the Philippines  
Province of Bulacan  
Municipality of Marilao

**Office of the Secretary to the Sangguniang Bayan**

**EXCERPTS FROM THE MINUTES OF THE REGULAR SESSION OF THE  
SANGGUNIANG BAYAN OF MARILAO, PROVINCE OF BULACAN, HELD AT THE  
SESSION HALL OF THE MUNICIPAL BUILDING ON  
DECEMBER 15, 2025**

**PRESENT:**

Hon. Ariel P. Amador

Municipal Vice Mayor  
Presiding Officer

**COUNCILORS:**

Hon. Maria Luisa I. Silvestre

Hon. Juanito H. Santiago

Hon. Vanessa Valdez-Seminiano

Hon. Wilfredo D. Diaz

Hon. Divina E. Reyes

Hon. Harvey C. Mediante

Hon. Jessalyn Mahilac-Dela Cruz

**EX-OFFICIO:**

Hon. Guillermo T. Paraoan Jr. (ABC President)

Hon. Carlo Gabriel G. Solis (SK President)

**ABSENT:**

Hon. Mary Del A. Jasa-Aquino

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Sponsored by:

Hon. Ariel P. Amador

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**WHEREAS**, the Municipal Mayor Honorable Atty. Jemina M. Sy presented to the Sangguniang Bayan, a First Endorsement Letter entitled "A Resolution authorizing the Municipal Mayor Honorable Atty. Jemina M. Sy, to grant the Gratuity Pay to all qualified Contract of Service and Job Order Workers of the Municipal Government of Marilao for Fiscal Year 2025, subject to applicable laws and auditing rules and procedures." for appropriate action;

**WHEREAS**, the President of the Philippines issued an Administrative Order No.39 signed by its Acting Executive Secretary, Ralph G. Recto on December 11, 2025 entitled "Authorizing the grant of gratuity pay to Contract Service and Job Order Workers in Government for Fiscal Year 2025"

**WHEREAS**, the Department of Budget and Management (DBM) issued a Budget Circular No. 2025-4, dated December 16, 2025 with a subject "*Guidelines on the Grant of the Gratuity Pay to Contract of Service (COS) and Job Order (JO) Workers in Government for FY 2025*";



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**WHEREAS**, pursuant to Section 8.0 of the said DBM Circular, Local Government Units (LGUs) are encouraged to adopt in their respective offices the grant of gratuity pay to workers whose services are engaged through COS and JO arrangements, utilizing appropriate and available funding sources from their respective local government funds;

**WHEREAS**, after thorough study and deliberation, the Honorable Body had unanimously considered where they deserve to be rewarded to recognize their collective and unceasing participation in and invaluable contribution to the administration's continuing efforts toward the establishment of streamlined government processes and more responsive delivery of public services.

**NOW THEREFORE**, on motion of Honorable Juanito H. Santiago, duly seconded by Honorable Maria Luisa I. Silvestre and upon unanimous vote;

**BE IT RESOLVED, AS IT IS HEREBY RESOLVED**, to approve the above-mentioned resolution of this Honorable Sangguniang Bayan of Marilao, Bulacan for Calendar Year 2025.

**RESOLVED FURTHER**, that a copy of this resolution be furnished to the Municipal Mayor and all other concerned parties for their information and appropriate action.


**APPROVED** by the 12<sup>th</sup> Sangguniang Bayan of the Municipality of Marilao, Province of Bulacan this 15<sup>th</sup> day of December 2025.

I hereby certify that this Resolution has been duly approved by the Sangguniang Bayan.

  
**EDEN F. SEGUIBIENSE**  
Secretary II

Acting Secretary to the Sangguniang Bayan

**ATTESTED:**

  
**ARIEL H. AMADOR**  
Presiding Officer  
Municipal Vice Mayor