



# Sangguniang Panlalawigan

BATAAN CAPITOL, BALANGA CITY



**EXCERPT FROM THE MINUTES OF THE 127<sup>TH</sup> REGULAR  
SESSION OF THE SANGGUNIANG PANLALAWIGAN OF BATAAN  
ON FEBRUARY 17, 2025 HELD AT SESSION HALL, THE BUNKER,  
CAPITOL COMPOUND, BALANGA CITY, BATAAN**

**PRESENT:**

Hon. Ma. Cristina M. Garcia, Vice Governor and Presiding Officer

**FIRST DISTRICT:**

Hon. Antonino B. Roman III, J.D., LL.M., Board Member  
Hon. Benjamin C. Serrano, Jr., Board Member  
Hon. Jomar L. Gaza J.D., Board Member

**SECOND DISTRICT:**

Hon. Maria Margarita R. Roque, Board Member  
Hon. Manuel N. Beltran, Board Member

**THIRD DISTRICT:**

Hon. Romano L. Del Rosario, Board Member  
Hon. Jorge S. Estanislao, M.D., Board Member  
Hon. Angelito M. Sunga, Board Member  
Hon. Roman Harold R. Espeleta, Board Member

Hon. Jovy Z. Banzon, Board Member (PCL President)  
Hon. Romeo A. Austria, Board Member (FABC President)  
Hon. Feliciano G. Magay, Jr., Board Member (IPMR)  
Hon. Lovely Joy A. Poblete, Board Member (SKF President)

**ABSENT:**

Hon. Noel Joseph L. Valdecañas, Board Member (On Leave)

**PROVINCIAL ORDINANCE NO. 02**

Series of 2025

**AN ORDINANCE REQUIRING ALL PUBLIC AND PRIVATE  
SCHOOLS, COLLEGES, AND UNIVERSITIES IN THE PROVINCE  
OF BATAAN TO STRICTLY COMPLY WITH THE PROVISIONS OF  
REPUBLIC ACT NO. 10742 (SANGGUNIANG KABATAAN  
REFORM ACT OF 2015) ON EXCUSED ABSENCES FOR  
SANGGUNIANG KABATAAN OFFICIALS, PROVIDING  
MECHANISMS FOR IMPLEMENTATION AND PRESCRIBING  
PENALTIES FOR NON-COMPLIANCE.**

**AUTHORED AND SPONSORED BY:**

HON. JOMAR L. GAZA J.D.

**WHEREAS**, Republic Act No. 10742, otherwise known as the "Sangguniang Kabataan Reform Act of 2015," grants certain rights and privileges to Sangguniang Kabataan (SK) officials;

**WHEREAS**, Section 16 (3) thereof provides as follows:

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Provincial Governor

**"EXCELLENT PUBLIC SERVICE TOWARDS A BETTER QUALITY OF LIFE FOR ALL"**

SECTION 16. *Privileges of Sangguniang Kabataan Officials.* – (a) All Sangguniang Kabataan officials in good standing, whether elected or appointed, shall, during their incumbency:

xxx

(3) Be excused from attending their regular classes, if they are currently enrolled in any school, while attending their regular or special Sangguniang Kabataan meetings and the Sangguniang Barangay sessions, in case of the Sangguniang Kabataan chairperson. A certification of attendance shall be issued by the Sangguniang Kabataan secretary, attested by the Sangguniang Kabataan chairperson, and duly noted by the Punong Barangay and shall be submitted to the concerned faculty member and the dean of the educational institution as proof of attendance. In the case of the Sangguniang Kabataan secretary, the Sangguniang Kabataan chairperson shall issue the certification duly noted by the Punong Barangay. In the case of the Sangguniang Kabataan chairperson, the barangay secretary shall issue the certification of attendance duly noted by the Punong Barangay. Any person who shall falsely certify as to the attendance of any Sangguniang Kabataan official shall be criminally and administratively liable;

**WHEREAS**, this provision aims to empower youth leaders to actively participate in local governance and fulfill their duties without compromising their academic standing;

**WHEREAS**, non-compliance by educational institutions and faculty members with this provision hinders the ability of SK officials to perform their mandates effectively;

**WHEREAS**, given the bare wordings of the above-cited provision, there is a need to provide mechanisms for its proper implementation, including the prescription of penalties for non-compliance therewith;

**WHEREAS**, the Sangguniang Panlalawigan of Bataan recognizes the importance of ensuring the proper implementation of this law to protect the rights of SK officials and promote active youth involvement in governance;

**NOW, THEREFORE**, be it ordained by the Sangguniang Panlalawigan of Bataan, in session duly assembled, that:

**SECTION 1. SHORT TITLE.** - This Ordinance shall be known as the "SK Excused Absence Ordinance of Bataan."

**SECTION 2. POLICY STATEMENT.** – The Provincial Government of Bataan (PGB) recognizes the vital role of the youth in nation-building and thus promotes and protects their physical, moral, spiritual, intellectual, and social well-being, inculcates in them patriotism, nationalism, and other desirable values, and encourages their involvement in public and civic affairs.

Towards this end, the PGB shall establish adequate, effective, responsive, and enabling mechanisms and support systems that will ensure the meaningful participation of the youth in local governance and in nation-building.

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**SECTION 3. COVERAGE.** - This Ordinance shall apply to all public and private schools, colleges, and universities operating within the Province of Bataan.

**SECTION 4. DEFINITION OF TERMS.** - As used in this Ordinance, the following terms are defined as:

- a. SK Official - The duly elected chairperson and members of the SK in each barangay and the duly-appointed secretary and treasurer thereof, as provided and defined under RA No. 10742;
- b. Official Functions - The attendance of SK Officials in regular or special SK meetings and, in the case of SK chairpersons, attendance in the Sangguniang Barangay sessions;
- c. Excused Absence - The authorized and justified non-attendance of SK Officials in their classes and other school activities, without academic penalty, as the same is by reason of their Official functions, as provided in Section 16 of RA No. 10742 and as defined herein above.

**SECTION 5. COMPLIANCE.** - All schools, colleges, and universities within the province, including their faculty members, shall allow SK Officials Excused Absence from their classes or other academic activities, subject to the submission of proper documentation or requirements as provided in the law and herein below.

Excused Absence is also encouraged to be extended to SK officials participating in other official activities of the SK. These activities include, but are not limited to, Sanggunian-led community programs, youth development projects, official trainings, and other government-recognized functions directly connected to their roles.

Such absence shall not in any way adversely affect their grades or standing in class, thus, SK officials shall be provided with reasonable opportunities and accommodations to catch up or make up for missed academic requirements, such as, but not limited to quizzes, exams, assignments, presentations, and projects.

**SECTION 6. REQUIREMENT FOR AN EXCUSED ABSENCE.** - For an absence to be considered an "Excused Absence" under this Ordinance, a Certification of Attendance shall be submitted by the SK Official to the concerned faculty member and the dean of the educational institution. The issuance of the said Certification of Attendance shall be as follows:

SK Official	Issuance
Chairperson	Issued by the barangay secretary and duly noted by the Punong Barangay
Members	Issued by the SK secretary, attested by the SK chairperson and duly noted by the Punong Barangay
Secretary	Issued by the SK chairperson and duly noted by the Punong Barangay
Treasurer	Issued by the SK secretary, attested by the SK chairperson and duly noted by the Punong Barangay

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The said Certification of Attendance shall be submitted to the concerned faculty member and the dean of the educational institution as soon as possible. Given this, Barangay Secretaries, Punong Barangay, SK Secretaries, and SK chairpersons shall not unduly withhold or delay the issuance or the signing of the said Certification of Attendance.

While not a requirement, whenever possible, the SK official will endeavor to notify in advance the concerned faculty member of the schedule of such official functions.

By adhering to this requirement, the SK Officials ensure that their absence is properly documented and within the bounds of the law, fostering mutual respect and accountability between students and educational institutions.

**SECTION 7. CATCH-UP OR MAKE-UP INITIATIVE.** - If the Excused Absence involves missed academic requirements, it is the responsibility of the SK official to coordinate, as soon as possible, with the concerned faculty members to discuss a plan for completing missed academic requirements, as mandated in paragraph 3 of Section 5 of this Ordinance. Such a plan that will fully enable the SK official to catch up or make-up shall be carried out within a period of one (1) week from the time of coordination.

**SECTION 8. IMPLEMENTATION MECHANISMS.** - The following mechanisms shall be implemented:

- a. The Bataan Youth Development Office (BYDO) shall conduct information campaigns to inform educational institutions about this Ordinance and the relevant provisions of RA No. 10742. It shall also facilitate the drafting and dissemination of standardized templates for Certification of Attendance as required under this Ordinance;
- b. Educational institutions are encouraged to designate a focal person to coordinate with SK Officials and their barangay councils for validation and compliance with RA No. 10742 and this Ordinance;

**SECTION 9. MONITORING AND REPORTING.** - The BYDO shall establish a monitoring system to ensure compliance and address complaints of non-compliance. SK officials may report violations to the BYDO for appropriate action.

**SECTION 10. PENALTIES FOR NON-COMPLIANCE.** - Faculty members found violating this Ordinance shall be subject to the following penalties:

1 <sup>st</sup> Offense	Fine of PhP1,000
2 <sup>nd</sup> Offense	Fine of PhP3,000
3 <sup>rd</sup> and succeeding Offenses	Fine of PhP5,000

The above penalties shall be without prejudice to administrative sanctions that the Department of Education (DepEd) or Commission on Higher Education (CHED) may impose, as may be applicable.

Any person who shall falsely certify as to the conduct of official functions or attendance therein by an SK official shall be criminally and administratively liable.

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Barangay officials who shall unduly withhold or delay the issuance or the signing of a Certification of Attendance shall likewise be administratively liable.

**SECTION 11. SEPARABILITY CLAUSE.** - If, for any reason, any part or provision of this Ordinance is declared invalid or unconstitutional, the remaining parts or provisions not affected shall remain in full force and effect.

**SECTION 12. REPEALING CLAUSE.** - All ordinances, resolutions, local executive orders, or administrative regulations that are inconsistent with the provisions of this Ordinance are hereby repealed or modified accordingly.

**SECTION 13. EFFECTIVITY.** - This Ordinance shall take effect after compliance with the relevant provisions of the Local Government Code.

UNANIMOUSLY ENACTED this 17<sup>th</sup> day of February 2025.

**I HEREBY CERTIFY** to the enactment of the foregoing ordinance.



ATTY. MARK LORENZ C. QUEZON  
Secretary to the Sangguniang Panlalawigan



ANTONINO B. ROMAN III, J.D., LL.M.  
Board Member



MARIA MARGARITA R. ROQUE  
Board Member



BENJAMIN C. SERRANO, JR.  
Board Member



MANUEL N. BELTRAN  
Board Member



JOMAR L. GAZA J.D.  
Board Member



ANGELITO M. SUNGA  
Board Member



ROMANO L. DEL ROSARIO  
Board Member



ROMAN HAROLD R. ESPELETA  
(Board Member)



JORGE S. ESTANISLAO, M.D.  
Board Member




ROMEO A. AUSTRIA  
Board Member  
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Board Member  
(PCL President)



LOVELY JOY A. POBLETE  
Board Member  
(SKF President)




FELICIANO G. MAGAY, JR.  
Board Member  
(IPMR)

ATTESTED:



MA. CRISTINA M. GARCIA  
Vice Governor & Presiding Officer

APPROVED:



JOSE ENRIQUE S. GARCIA III  
Provincial Governor  
Date: 02-26-2025 *rf*

