



Republic of the Philippines
Province of Zambales
MUNICIPALITY OF BOTOLAN

Office of the Sangguniang Bayan

EXCERPT FROM THE MINUTES OF THE REGULAR SESSION OF THE SANGGUNIANG BAYAN HELD AT THE MUNICIPAL SESSION HALL, BOTOLAN, ZAMBALES ON THE 27th DAY OF APRIL 2026

Present:

Hon. Atty. Edmund Dante D. Perez Presiding Officer

Regular Members

Hon. Doris D. Ladines	SB Member
Hon. Hon. Eddie D. Daos	SB Member
Hon. Lance Alfonso D. Lim	SB Member
Hon. Angel B. Diesta	SB Member
Hon. Jay T. Dilag	SB Member
Hon. Dr. Fernando D. Igrobay	SB Member
Hon. Arthur R. Daria	SB Member
Hon. Gregorio D. Jaring	SB Member

Ex-Officio Members

Hon. Fernando D. Oñate Jr.	ABC President
Hon. Ramon C. Abejon	IPMR

Absent:

Hon. Jessa Nicole B. Jaring	SK Mun. Fed. President
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RESOLUTION NO. 25-2026

RESOLUTION CREATING THE TECHNICAL WORKING GROUP (TWG) FOR THE FORMULATION OF THE POLYTECHNIC COLLEGE OF BOTOLAN (PCB) CHARTER, DEFINING ITS COMPOSITION, AND OUTLINING ITS POWERS AND FUNCTIONS

Whereas, the Municipality of Botolan recognizes that education is a primary vehicle for socio-economic transformation and is committed to providing accessible, high-quality tertiary and technical-vocational education to its constituents;

Whereas, the establishment of the Polytechnic College of Botolan (PCB) requires a comprehensive and legally sound Charter to serve as its fundamental governing document, ensuring its alignment with the standards of the Commission on Higher Education (CHED) and the Association of Local Colleges and Universities (ALCU);

Whereas, there is an urgent need to constitute a dedicated body of experts and stakeholders to draft, review and finalize the said Charter to ensure it reflects the institution's mission, vision, and operational requirements;

Whereas, the TWG shall be composed of individuals with expertise in education, law, finance, and public administration. The Body shall be structured as follows:



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Chairman - Hon. Atty. Edmund Dante D. Perez, Municipal Vice Mayor

Vice Chairman - Mr. Jeffrey Y. Bautista, Municipal Administrator

Members:

1. Hon. Eddie D. Daos, SB Member/Chairperson, Committee on Education
2. Ms. Ma. Nicholette C. Rojo, Municipal HRMO
3. Mr. Don Mark D. Dolojan, Municipal Accountant
4. Ms. Gina D. Achacoso, Municipal Budget Officer
5. Ms. Melanie d. Baysa, Municipal Planning and Development Coordinator
6. Engr. Nim Rod E. Bautista, Municipal General Services Officer
7. Mr. Edwin B. Mertola, Community Affairs Development Officer
8. Dr. Joy P. Cortez, School Administrator
9. Dr. Mary Grace S. Manangan, College President
10. Dr. Myrna S. Pangan, IED Dean
11. Mr. Paul Richie F. Asuncion, ICS Dean
12. Dr. Alvin Ferrer, Faculty Association President
13. Dr. Bernadette J. Atienza, Quality Assurance Coordinator
14. Dr. Irene M. Mora, Research and Development Coordinator
15. Mr. Keith Aie Retance, SSC President

Secretariat:

1. Ms. Ma. Blesilda D. Asis
2. Ms. Mary Rose D. Sonajo

Whereas, the TWG shall perform the following duties:

1. Drafting – formulate the initial draft of the PCB Charter, covering institutional governance, academic freedom, faculty qualifications, student rights, and fiscal management.
2. Compliance – ensure that all provisions of the Charter are compliant with Republic Act No. 10931 (Universal Access to Quality Tertiary Education Act) and other relevant national laws.
3. Consultation- conduct public hearings and stakeholder consultations to gather input from the community, industry partners and academic experts.
4. Review and revision – refine the draft based on feedback and legal reviews to ensure institutional sustainability.
5. Final Recommendation – submit the finalized Charter to the Sangguniang Bayan for formal adoption and enactment via ordinance.

Now therefore, upon motion of Hon. Eddie D. Daos, duly seconded by Dr. Fernando D. Igrobay and approved by all the members in session assembled;

Be it resolved, as it is hereby resolved, to create the Technical Working Group (TWG) for the formulation of the Polytechnic College of Botolan (PCB) Charter, defining its composition, and outlining its powers and functions.



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Resolved further, that copies of this resolution be furnished to all concerned offices and agencies for their information and appropriate action.

APPROVED UNANIMOUSLY.

I hereby certify to the correctness of the foregoing resolution.

ATTESTED:

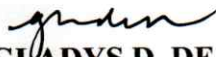

DORIS D. LADINES
SB Member


LANCE ALFONSO D. LIM
SB Member


JAY T. DILAG
SB Member


ARTHUR R. DARIA
SB Member


FERNANDO D. ONATE, JR.
ABC President


GLADYS D. DE VERA
Secretary to the Sanggunian

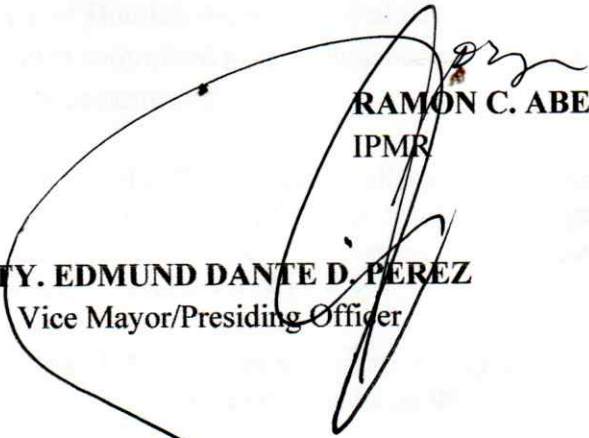

EDDIE D. DAOS
SB Member


ANGEL B. DIESTA
SB Member


DR. FERNANDO D. IGROBAY
SB Member


GREGORIO D. JARING
SB Member


RAMON C. ABEJON
IPMR


ATTY. EDMUND DANTE D. PEREZ
Vice Mayor/Presiding Officer

APPROVED:


JUN OMAR C. EBDANE
Municipal Mayor

06 MAY 2026