

Republic of the Philippines
Province of Tarlac
MUNICIPALITY OF PURA
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OFFICE OF THE SANGGUNIANG BAYAN

**EXCERPT FROM THE MINUTES OF THE REGULAR SESSION OF THE SANGGUNIANG
BAYAN OF PURA, TARLAC HELD AT THE SB SESSION HALL ON THURSDAY,
FEBRUARY 4, 2016**

PRESENT:

Hon. FERDINAND C. VALDEZ -----	Municipal Vice Mayor & Presiding Officer
Hon. TIMOTEO D. BALMORES-----	Municipal Councilor
Hon. JOHN PAUL M. BALMORES-----	Municipal Councilor
Hon. REBHENJER J. CARATIQUIT-----	Municipal Councilor
Hon. NENITA M. CABARIOS-----	Municipal Councilor
Hon. FREDDIE D. DOMINGO-----	Municipal Councilor
Hon. SEGUNDO B. RAMILO-----	Municipal Councilor
Hon. NOEL C. MELEGRITO-----	Ex-Officio Councilor (<i>Liga</i>)

ABSENT:

Hon. MANUEL N. MADDELA JR. -----	Municipal Councilor (<i>Excused Absence</i>)
Hon. TEODORA D. ROBINO -----	Municipal Councilor (<i>Excused Absence</i>)

RESOLUTION NO. 009

Series of 2016

**A RESOLUTION AUTHORIZING MRS. MARILYN P. CORTES AS THE PETTY CASH
CUSTODIAN OF THIS LOCAL GOVERNMENT UNIT**

WHEREAS, a Resolution Establishing the Petty Cash for this Local Government Unit (LGU) was passed by this Sanggunian;

WHEREAS, the Local Chief Executive is requesting for the passage of a resolution authorizing **Mrs. Marilyn P. Cortes**, Local Revenue Collection Officer I and concurrent ICO-Municipal Treasurer, as the Petty Cash Custodian of this LGU;

WHEREAS, the Petty Cash Fund (PCF) to be set up amounting to P 30,000.00 shall be sufficient for the recurring petty operating expenses of the municipality for one month. Payments out of the PCF, which shall be made through a Petty Cash Voucher, shall be allowed only for amounts not exceeding P 5,000.00 for each transaction;

WHEREAS, this body, after a careful evaluation, found the said request to be of merit;

NOW THEREFORE, on unanimous motion presented, be it:

RESOLVED, as it is hereby resolved, to authorize **Mrs. Marilyn P. Cortes**, Local Revenue Collection Officer I and concurrent ICO-Municipal Treasurer, as the Petty Cash Custodian of this LGU effective immediately;

(Page 2 of Resolution No. 009, Series of 2016)

RESOLVED FURTHER, to furnish copies of this resolution to all agencies concerned for their information and guidance.

UNANIMOUSLY ADOPTED.

CERTIFIED CORRECT:



JOVITO P. PUNZALAN
SB Secretary

ATTESTED:



Hon. FERDINAND C. VALDEZ
Municipal Vice Mayor & Presiding Officer