



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 MONDAY, JANUARY 20, 2020

PRESENT:

Hon. CONCEPCION A. ZARATE, M.D. -----	Municipal Vice Mayor & Presiding Officer
Hon. MANUEL N. MADDELA JR. -----	Municipal Councilor
Hon. FERDINAND C. VALDEZ -----	Municipal Councilor
Hon. BERNABE P. IDMILAO -----	Municipal Councilor
Hon. TEODORA D. ROBINO -----	Municipal Councilor
Hon. ALAIN CARLO F. SAWIT -----	Municipal Councilor
Hon. LEO PAULO A. PASCUA -----	Municipal Councilor
Hon. JOHN PAUL M. BALMORES -----	Municipal Councilor
Hon. EDILBERTO D. TABAQUIN JR.-----	Ex-Officio Councilor (<i>Liga</i>)
Hon. JEAN ANTHONY M. CAPINPIN-----	Ex-Officio Councilor (<i>SK</i>)

ABSENT:

Hon. REBHENJER J. CARATIQUIT -----	Municipal Councilor
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RESOLUTION NO. 021

Series of 2020

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**, 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 50,000.00 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 perusal, 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**, concurrent ICO-Municipal Treasurer, as the Petty Cash Custodian of this LGU effective immediately;

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. CONCEPCION A. ZARATE
Municipal Vice Mayor & Presiding Officer