

Republic of the Philippines
Province of Cagayan
TUGUEGARAO CITY

TENTH CITY COUNCIL

COMMITTEE REPORT NO. 16-10-2025

July 31, 2025

Submitted by: COMMITTEE ON RULES, LAWS, AND ETHICS (LEAD)
COMMITTEE ON APPROPRIATIONS, WAYS & MEANS

PRESENT:

HON. MARC ALDOUS C. BACCAY	- Chairman, Rules
HON. JUDE T. BAYONA	- Chairman, Appropriations
	Vice Chair, Rules
HON. MARIA ROSARIO B. SORIANO	- Member, Rules & Appropriations
HON. RONALD S. ORTIZ	- Member, Rules & Appropriations
HON. TIRSO V. MANGADA	- Member, Rules
HON. DENNIS RYAN G. AVILA	- Member, Appropriations

GUEST:

HON. KARINA S. GAUANI	- City Councilor
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RESOURCE PERSON:

Mr. Juanito A. Calubaquib	- City Administrator
Atty. Gerome A. Pagalilauan	- Asst. City Legal Officer

SUBJECT:

Indorsement from the City Mayor, Hon. Maila Rosario S. Ting-Que, requesting legislative action to authorize the City Administrator, Mr. Juanito A. Calubaquib, to sign checks without limit as to amount, debit forms, and related documents as may be necessary, even when the Local Chief Executive is within the territorial boundaries and jurisdiction of Tuguegarao City.

FOR THE PRESIDING OFFICER:

The members of the joint committees convened to discuss the indorsement from the City Mayor, Hon. Maila Rosario S. Ting-Que, which requests legislative action to authorize the City Administrator, Mr. Juanito A. Calubaquib, to sign checks without limit as to amount, debit forms, and related documents even in the presence of the Local Chief Executive within Tuguegarao City's territorial boundaries and jurisdiction.

The Committee respectfully submits this report to the esteemed body in session, outlining the actions taken, findings, and recommendations.

ACTIONS TAKEN:

The committee conducted a thorough evaluation of the City Mayor Hon. Maila Rosario S. Ting-Que's endorsement.

Resource persons were invited to assist the committee during the deliberations.

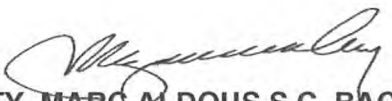
FINDINGS:

1. Section 345 of the Local Government Code stipulates that, "Checks in settlement of obligations shall be drawn by the local treasurer and countersigned by the local administrator. In case of temporary absence or incapacity of the foregoing officials, these duties shall devolve upon their immediate assistants."
2. Banks (DBP and Landbank) require authorization from the Sanggunian a Resolution to authorize the City Administrator to sign checks, debit forms, and other related documents as may be necessary.
3. The Ninth City Council in its 131st regular session held on March 25, 2025 approved City Resolution no. 198-08-2025, a Resolution Granting Authority to the City Administrator, Mr. Juanito A. Calubaquib, to sign checks, payrolls, debit forms and other related documents as maybe necessary as well as other obligations without limit as to threshold whether or not the local chief executive is present within the territorial boundaries and jurisdiction of Tuguegarao City.
4. There is a need to update the authorization granted to the City Administrator by the Tenth City Council through a new resolution.

RECOMMENDATIONS:

Following a comprehensive discussion of the City Mayor's endorsement, the committee recommends the passage of a Resolution granting the City Administrator authority to sign checks, payrolls, debit forms, and other related documents necessary, with a limit of Five Million Pesos (P5,000,000.00).


Respectfully submitted:

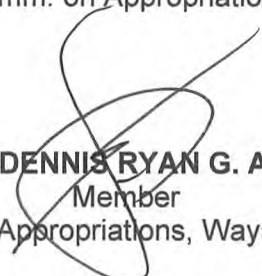

ATTY. MARC ALDOUS S.C. BACCAY
Chairman
Committee on Rules, Laws and Ethics


HON. MARIA ROSARIO B. SORIANO
Member
Comm. on Rules, Laws & Ethics
Comm. on Appropriations


HON. TIRSO V. MANGADA
Member
Comm. on Rules, Laws and Ethics


HON. JUDE T. BAYONA
Chairman, Comm. on Appropriations
Vice Chair, Rules Laws & Ethics


HON. RONALD S. ORTIZ
Member
Comm. on Rules, Laws & Ethics
Comm. on Appropriations


HON. DENNIS RYAN G. AVILA
Member
Comm. on Appropriations, Ways & Means

RESOLUTION GRANTING AUTHORITY TO THE CITY ADMINISTRATOR, MR. JUANITO A. CALUBAQUIB, TO SIGN CHECKS, PAYROLLS, DEBIT FORMS AND OTHER RELATED DOCUMENTS AS MAY BE NECESSARY EVEN WHEN THE LOCAL CHIEF EXECUTIVE IS WITHIN THE TERRITORIAL BOUNDARIES AND JURISDICTION OF TUGUEGARAO CITY

WHEREAS, Section 345 of the Local Government Code stipulates that "Checks in settlement of obligations shall be drawn by the local treasurer and countersigned by the local administrator. In case of temporary absence or incapacity of the foregoing officials, these duties shall devolve upon their immediate assistants;"

WHEREAS, the City Mayor, Hon. Maila Rosario S. Ting-Que, has indorsed to the Tenth City Council requesting legislative action to authorize the City Administrator, Mr. Juanito A. Calubaquib, to sign checks without limit as to amount, debit forms, and related documents as may be necessary, even when the Local Chief Executive is within the territorial boundaries and jurisdiction of Tuguegarao City;

WHEREAS, the Development Bank of the Philippines and Landbank of the Philippines require authorization from the Sanggunian a Resolution to authorize the City Administrator to sign checks, debit forms, and other related documents as may be necessary;

WHEREAS, the Ninth City Council in its 131st Regular Session held on March 25, 2025 approved City Resolution No. 198-09-2025 *Granting Authority to the City Administrator, Mr. Juanito A. Calubaquib, to sign checks, payrolls, debit forms and other related documents as maybe necessary as well as other obligations without limit as to threshold whether or not the local chief executive is present Within the Territorial Boundaries and Jurisdiction of Tuguegarao City*;

WHEREAS, there is a need to update the authorization granted to the City Administrator by the Tenth City Council;

WHEREAS, after a comprehensive discussion, the committee recommended that the City Administrator be granted the authority to sign checks, payrolls, debit forms and other related documents necessary with a limit of Five Million Pesos (P5,000,000.00);

WHEREAS, the said granting of authority to the City Administrator as the alter ego of the City Mayor implies that his signature is binding on the City Mayor.

NOW, THEREFORE, RESOLVE, as it is hereby **RESOLVED**, to grant authority to the City Administrator to sign checks, payrolls, debit forms and other related documents as may be necessary even when the Local Chief Executive is within the territorial boundaries and jurisdiction of Tuguegarao City.