



Republic of the Philippines
PROVINCE OF CAGAYAN
Tuguegarao City
NINTH CITY COUNCIL



EXCERPTS FROM THE MINUTES OF THE 131st REGULAR SESSION OF THE NINTH CITY
COUNCIL OF TUGUEGARAO CITY, CAGAYAN HELD ON MARCH 25, 2025
(TUESDAY), 9:00 A.M., AT THE SANGGUNIAN PANLUNGSOD SESSION HALL

PRESENT:

Hon. Jude T. Bayona	Sangguniang Panlungsod Member, Temporary Presiding Officer
Hon. Bienvenido C. De Guzman II	City Vice Mayor, Presiding Officer
Hon. Mark Angelo B. Dayag	Sangguniang Panlungsod Member
Hon. Maria Rosario B. Soriano	Sangguniang Panlungsod Member (via Teleconferencing)
Hon. Ronaldo S. Ortiz	Sangguniang Panlungsod Member
Hon. Mary Marjorie P. Martin-Chan	-do-
Hon. Imogen Claire M. Callangan	-do-
Hon. Gilbert S. Labang	-do-
Hon. Karina S. Gauani-Viernes	-do-
Hon. Arnel T. Arugay	-do-
Hon. Grace B. Arago	Sangguniang Panlungsod Member (via Teleconferencing)
Hon. Tirso V. Mangada	Sangguniang Panlungsod Member
Hon. Marc Aldous C. Baccay	Sangguniang Panlungsod Member (via Teleconferencing)
Hon. Restituto C. Ramirez	Ex Officio Member

ABSENT:

Hon. Cerene Pearl T. Quilang	Ex Officio Member
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CITY RESOLUTION NO. 198-09-2025

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 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, the Committee on Rules, Laws and Ethics has given its approval to the previous request made by the City Mayor, Hon. Maila Rosario S. Ting-Que, which authorizes the City Administrator to sign checks drawn from the account of the Tuguegarao City Government with amounts not exceeding P50,000.00 to without limits as to threshold. This authorization is in accordance with City Resolution No. 163-09-2025 which was passed during the 128th Regular Session held on March 03, 2025;

WHEREAS, Resolution No. 163-09-2025 includes a specific qualification stating that the authority granted to the City Administrator, Mr. Juanito A. Calubaquib, to sign checks is only applicable in the absence of the Local Chief Executive (LCE). Therefore, the referral pertaining to the "*Request of the City Mayor, Hon. Maila Rosario S. Ting-Que, Authorizing 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 if the Local Chief Executive is within the Territorial Boundaries and Jurisdiction of Tuguegarao City*" has been forwarded to the Ninth City Council for further consideration;

WHEREAS, based on the committee's discussion during the meeting on February 25, 2025, the City Administrator, Mr. Juanito A. Calubaquib, suggested that the authority granted to him by the City Mayor to sign checks without a threshold limit will only apply when the Local Chief Executive is on official business. As a result, the qualification "in the absence of the Local Chief Executive" was included;

WHEREAS, the inclusion of the qualification "in the absence of the Local Chief Executive" eliminates the City Administrator's original authority to sign checks for amounts not exceeding P50,000.00 even if the City Mayor is within the city. This condition restricts the City Administrator's ability to perform this task which was not the initial intent. Therefore, the City Mayor is requesting for the removal of this

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qualification to ensure that the City Administrator retains the authority to sign checks regardless of the mayor's presence within the city's jurisdiction;

WHEREAS, banks require formal authorization from the Sanggunian through a resolution before the City Administrator is permitted to sign checks, debit forms and other related documents as may be necessary;

WHEREAS, the City Mayor also issues an Executive Order (EO) authorizing the City Administrator to sign specific financial documents, such as vouchers and purchase requests. However, the term "other related documents" in her request pertains to those that banks may require as supporting documentation for the drawing of checks and debit forms;

WHEREAS, the suggestions during the committee meeting held on March 20, 2025 were the following:

1. The City Administrator be granted the authority to sign checks, payrolls, debit forms and any other related documents as may be necessary as well as all other obligations without any limit as to threshold whether or not the Local Chief Executive is present within the territorial boundaries and jurisdiction of Tuguegarao City as suggested by Hon. Marc Aldous Baccay and Hon. Mark Angelo Dayag.
2. The City Administrator be granted the authority to sign checks without any limit as to threshold for payroll, debit forms, any other related documents as may be necessary, and for all other obligations, a limit of Five Hundred Thousand Pesos (P500,000.00) whether or not the Local Chief Executive is present within the territorial boundaries and jurisdiction of Tuguegarao City as suggested by Hon. Imogen Claire M. Callangan.

WHEREAS, the committee recommended that the City Administrator be granted the authority to sign checks, payrolls, debit forms and other related documents and obligations as stipulated in the first suggestion above;

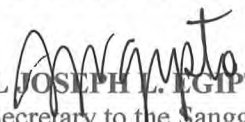

WHEREAS, the said granting of authority to the City Administrator as the alter ego of the City Mayor implies that his signature is binding on the City Mayor.


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 as well as other obligations without any limit as to threshold whether or not the Local Chief Executive is present within the territorial boundaries and jurisdiction of Tuguegarao City.

On motion of Hon. Chan, with the abstention of Hon. Ortiz and Hon. Labang and without any objection, **CITY RESOLUTION NO. 198-09-2025** was **APPROVED**.

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I HEREBY CERTIFY TO THE CORRECTNESS OF THE FOREGOING:


JOEL JOSEPH L. EGIPTO, Ph.D.
Secretary to the Sanggunian 

ATTESTED:

HON. JUDE T. BAYONA
Sangguniang Panlungsod Member
Temporary Presiding Officer
Date: March 25, 2025

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