



Republic of the Philippines  
City of Tagaytay  
City College of Tagaytay  
**OFFICE OF THE COLLEGE PRESIDENT**  
Website: [ccoflagaytay.edu.ph](http://ccoflagaytay.edu.ph)



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## BOARD OF TRUSTEES RESOLUTION NO. 2021-02

**"A RESOLUTION TO REALIGN THE UNEXPENDED AMOUNT OF  
Php. 1,560,000.00 ALLOCATED FOR STENOGRAPHING MACHINE  
FOR BACHELORS OF SCIENCE IN OFFICE ADMINISTRATION OF  
THE CITY COLLEGE OF TAGAYTAY BUDGET FOR FIRST  
SEMESTER 2019-2020 TO OFFICE AND OTHER SUPPLIES"**

**HON. AGNES D. TOLENTINO, DMD**  
City Mayor/Chairman

**MS. PACITA ROSARIO Z. AQUINO**  
College President/Vice - Chairman

**HON. LORNA S. TOLEDO**  
City Councilor/Member

**DR. RAYMUNDO P. ARCEGA**  
ALCU Representative/Member

**MR. ANGELITO M. CARAAN**  
Faculty President/Member

**MR. RONNIE I. MARANAN**  
Alumni Association President/Member

**ATTY. AVELINO M. SUMAGUI**  
NGO Representative/Member

WHEREAS, the City College of Tagaytay, has previous budget allotment for steno graphing machine last 2019-2020 amounting to Php. 1,560,000.00 from the operating expenditures of the above stated budget was not expended and utilized as per confirmation of the City Accountant upon verification.


WHEREAS, the amount of Php. 1,560,000.00 shall be realigned to office and other supplies to be broken down as follows:

PARTICULARS	AMOUNT
OTHER OPERATING EXPENSES	
Office Supplies	Php. 860,000.00
Other Supplies	<u>700,000.00</u>
TOTAL OTHER OPERATING EXPENSES	Php. 1,560,000.00

WHEREAS, the Board of Trustees unanimously approved to realign the amount of **Php. 1,560,000.00** allocated for steno graphing machine for Bachelors of Science in Office Administration of the City College of Tagaytay budget for first semester 2019-2020 to office and other supplies

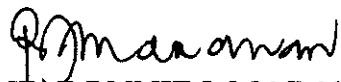
NOW THEREFORE, upon the motion of Hon. Lorna S. Toledo, Chairperson, Committee for Education, Member - Board of Trustees, duly seconded by Ms. Pacita Rosario Z. Aquino, CCT College President / BOT Vice-Chairman, approved to realign the amount of **Php. 1,560,000.00** allocated for steno graphing machine for Bachelors of Science in Office Administration of the City College of Tagaytay budget for first semester 2019-2020 to office and other supplies

Enacted: January 08, 2021

Approved:   
**HON. LORNA S. TOLEDO**  
City Councilor/Member

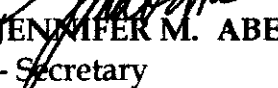
  
**MR. ANGELITO M. CARAAN**  
Faculty/President/Member

**DR. RAYMUNDO P. ARCEGA**  
ALCU Representative/Member

  
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Alumni Ass'n. President/Member

**ATTY. AVELINO M. SUMAGUI**  
NGO Representative/Member


CERTIFIED CORRECT:

  
MS. JENNIFER M. ABELLANA  
BOT - Secretary

ATTESTED:

  
MS. PACHIA ROSARIO Z. AQUINO  
Vice - Chairman, Board of Trustees

APPROVED:

  
HON. AGNES D. TOLENTINO, DMD  
Chairman, Board of Trustees 01/12/2021