

Republika ng Pilipinas
Lalawigan ng Bulacan
Bayan ng Marilao

OFFICE OF THE SECRETARY TO THE SANGGUNIANG BAYAN

RESOLUTION NO. 2025- 228

Date of Session : November 17, 2025,

A RESOLUTION AUTHORIZING MS. ROSCELL C. HO ADMINISTRATIVE AIDE III, OFFICE OF THE MAYOR, TO ACT AS A SPECIAL DISBURSING OFFICER AND TO DISBURSE AMOUNTS NOT EXCEEDING TWO HUNDRED THOUSAND PESOS (P200,000.00) FOR THE MAYOR'S BURIAL ASSISTANCE PROGRAM AND SPECIAL EVENTS OF THE MUNICIPALITY OF MARILAO, BULACAN

	Receiving Office	Received By: (Print Name & Signature)	Date Received
1	Mayor's Office	[REDACTED]	11/25/25
2	MPDO	[REDACTED]	11/25
3	Ms. Rochelle C Ho	[REDACTED] ROSCELL C. HO	11/25/25
4	MMJ. TRAPS. (DRIV)	[REDACTED] JILLIE/A. DOMINIC	11/25/25
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Republic of the Philippines
Province of Bulacan
Municipality of Marilao

Office of the Secretary to the Sangguniang Bayan

**EXCERPTS FROM THE MINUTES OF THE REGULAR SESSION OF THE
SANGGUNIANG BAYAN OF MARILAO, PROVINCE OF BULACAN, HELD AT THE
SESSION HALL OF THE MUNICIPAL BUILDING ON
NOVEMBER 17, 2025**

PRESENT:

Hon. Ariel P. Amador

Municipal Vice Mayor
Presiding Officer

COUNCILORS:

Hon. Maria Luisa I. Silvestre
Hon. Juanito H. Santiago
Hon. Vanessa Valdez-Seminiano
Hon. Harvey C. Mediante

Hon. Mary Del A. Jasa-Aquino
Hon. Wilfredo D. Diaz
Hon. Divina E. Reyes
Hon. Jessalyn Mahilac-Dela Cruz

EX-OFFICIO:

Hon. Guillermo T. Paraoan Jr. (ABC President)
Hon. Carlo Gabriel G. Solis (SK President)

RESOLUTION NO. 2025-228

Sponsored by: Councilor Vanessa Valdez-Seminiano

A RESOLUTION AUTHORIZING MS. ROSCELL C. HO, ADMINISTRATIVE AIDE III, OFFICE OF THE MAYOR, TO ACT AS SPECIAL DISBURSING OFFICER AND TO DISBURSE AMOUNTS NOT EXCEEDING TWO HUNDRED THOUSAND PESOS (P200,000.00) FOR THE MAYOR'S BURIAL ASSISTANCE PROGRAM AND SPECIAL EVENTS OF THE MUNICIPALITY OF MARILAO, BULACAN.

WHEREAS, the Municipal Mayor, Honorable Atty. Jemina M. Sy, presented to this August Body a Letter of Endorsement entitled "*A Resolution authorizing Ms. Roscell C. Ho, Administrative Aide III, Office of the Mayor, to act as Special Disbursing Officer and to disburse amounts not exceeding Two Hundred Thousand Pesos (P200,000.00) for the Mayor's Burial Assistance Program and Special Events of the Municipality of Marilao, Bulacan.*" for appropriate action;

WHEREAS, the Municipal Government of Marilao implements the Mayor's Burial Assistance Program and undertakes various special events intended to provide immediate assistance and essential public services to the constituents;

WHEREAS, for the efficient and timely release of financial assistance and other related expenditures, there is a need to designate a Special Disbursing Officer who will handle and facilitate disbursements in accordance with existing accounting and auditing rules and regulations;

WHEREAS, the Office of the Municipal Mayor recommends the designation of **Ms. Roscell C. Ho, Administrative Aide III**, as Special Disbursing Officer for the said programs and activities;



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WHEREAS, it is necessary to authorize the said employee to disburse an amount not exceeding **Two Hundred Thousand Pesos (₱200,000.00)** to effectively carry out the objectives of the Mayor's Burial Assistance Program and special events;

NOW THEREFORE, on motion of Councilor Vanessa Valdez-Seminiano, duly seconded by Councilor Juanito H. Santiago, and upon unanimous vote;


BE IT RESOLVED, AS IT IS HEREBY RESOLVED, that the Sangguniang Bayan of Marilao, Bulacan hereby authorizes **Ms. Roscell C. Ho, Administrative Aide III, Office of the Mayor**, to act as **Special Disbursing Officer** and to disburse amounts not exceeding **Two Hundred Thousand Pesos (₱200,000.00)** for the implementation of the Mayor's Burial Assistance Program and Special Events of the Municipality;

RESOLVED FURTHER, that all disbursements made by the Special Disbursing Officer shall be subject to the usual accounting and auditing rules and regulations;


RESOLVED FINALLY, that a copy of this Resolution be furnished to the Municipal Mayor and all other concerned parties for their information and appropriate action.

APPROVED by the 12th Sangguniang Bayan of the Municipality of Marilao, Province of Bulacan, this 17th day of November 2025.

I hereby certify that this Resolution has been duly approved by the Sangguniang Bayan.


EDEN F. SEGUBIENSE
Acting Secretary to the Sangguniang Bayan

ATTESTED:


ARIEL P. AMADOR
Presiding Officer
Municipal Vice Mayor

DATE: 11-25-25