

## **BOARD RESOLUTION**

**WHEREAS**, the [Name of School] (the "School") is a participating school in the Voucher Program (VP) under the Government Assistance to Students and Teachers in Private Education (GASTPE) programs of the Department of Education, which is co-implemented with the Private Education Assistance Committee (PEAC);

**WHEREAS**, beginning school year (SY) 2020-2021, PEAC shall fully migrate the processing of the billing statements of participating schools in the GASTPE programs to online processing, which will now require the affixing of electronic signatures (e-signatures) of authorized officers on the billing statements;

**WHEREAS**, PEAC requires, for authentication purposes, the submission of the relevant details of the participating schools' authorized signatories in accordance with PEAC's revised billing processes;

**RESOLVED, AS IT IS HEREBY RESOLVED**, That the Board of [Directors/Trustees] of the School agrees to comply with all directives and protocols issued and to be issued by PEAC as regards the migration of the billing system of the relevant GASTPE programs online starting SY 2020-2021. Accordingly, all concerned school officers are directed to furnish copies of such directives and protocols to the school employees in charge of preparation and submission of the billing statements and other requirements for their immediate compliance;

**RESOLVED, FURTHER**, That the Board of [Directors/Trustees] hereby authorizes the following officers as signatories of the respective documents stated herein:

### **VP Billing Statements and Supporting Documents**

<b>Full Name</b>	<b>Designation</b>	<b>Email Address</b>	<b>Specimen Signature</b>
	School President (or authorized representative)		_____
	School Registrar		_____
	School Signatory		_____

### **Documents to be signed:**

School President or Authorized Representative and School Registrar

1. Attestation of the List of Voucher Program Beneficiaries.

# Sample Board Resolution Authorizing Signatory

**AW Rasmussen**



**Sample Board Resolution Authorizing Signatory:**

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### **Sample Board Resolution Authorizing Signatory Introduction**

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