**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ CORPORATION**

**\_\_\_\_\_\_\_\_\_\_, Philippines**

**SECRETARY’S CERTIFICATE**

I, **JUAN DELA CRUZ**,of legal age, Filipino and with office address at \_\_\_\_\_\_\_ City, after having been sworn to in accordance with law do hereby depose and say, that:

1. I am the Corporate Secretary of **\_\_\_\_\_\_\_\_\_\_\_\_ Corporation,**  a corporation duly organized and existing under Philippine laws, with address at \_\_\_\_\_\_\_\_\_ City, Philippines;

2. In the meeting of the board of directors of the said corporation on February 10, 2020, at \_\_\_\_\_ City, Philippines, the following resolution was adopted and approved:

**BOARD RESOLUTION NO. 01**

Series of 2020

**RESOLVED AS IT IS HEREBY RESOLVED**, to NAME, CONSTITUTE and APPOINT **JANE DELA CRUZ**, of legal age, single, Filipino, and with office address \_\_\_\_\_\_\_\_ City, Philippines, to be the true and lawful attorney-in-fact, for the name of **\_\_\_\_\_\_\_\_\_\_\_\_\_\_ CORPORATION**, its place and stead, to PERFORM, TRANSACT or PROCESSthe following:

1. To facilitate, transact, negotiate, sign, execute, receive, any documents, instruments or writing for the processing and filing of the Complaint against a certain \_\_\_\_\_\_\_\_\_\_\_\_ of \_\_\_\_\_\_\_\_\_\_ City, towards any Government Agency/Office in furtherance of the actions and remedies, to protect and vindicate the rights of \_\_\_\_\_\_\_\_\_\_\_\_\_ Corporation;
2. To sign the Verification and Certification in behalf of \_\_\_\_\_\_\_ Corporation for the above-mentioned actions;
3. To obtain the services of a Counsel to aid and facilitate the cause of \_\_\_\_\_\_\_\_\_\_\_ Corporation;
4. To negotiate, conclude, enter and execute a compromise agreement or amicable settlement of the case or cases under such term and conditions as it may be just and reasonable;
5. To agree on the simplification of the issues;
6. To amend pleadings;
7. To obtain stipulations or admissions of facts and of documents to avoid unnecessary proof;
8. To limit the number of witnesses;
9. To undertake a preliminary conference;
10. To explore and/or consider alternative modes of dispute resolution, such as but not limited to mediation proceedings; and
11. To do and agree on such other matter as may aid in the prompt disposition of the above-entitled case; and
12. To sign, receive and provide any document in my behalf as may aid regarding the above-mentioned case and do whatever is necessary in order to implement this special power of attorney.

I certify that the above-resolution is part of the record of the Corporation and has not been amended or repealed.

**IN WITNESS WHEREOF**, I have hereunto affixed my signature this \_\_\_\_\_\_\_\_\_\_\_\_, 2020, at \_\_\_\_\_\_ City, Philippines.

**JUAN DELA CRUZ**

Corporate Secretary

**JURAT / NOTARIAL CERTIFICATE**

The affiant, whose name and personal circumstances are stated above, personally appeared before me this \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, in the City of \_\_\_\_\_\_\_\_, presented the foregoing Secretary’s Certificate, signed the same in my presence and affirmed under oath to the correctness of the contents or allegations of the same.

The affiant is personally known to me and was properly identified by way of a competent evidence known as \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.