



OFFICE OF THE MUNICIPAL MAYOR

Memorandum No. 014 – 2023

TO: ALL DEPARTMENT HEADS
FROM: THE LOCAL CHIEF EXECUTIVE
SUBJECT: MONTHLY MEETING
DATE: FEBRUARY 3, 2023

Please be informed that we will be having a **DEPARTMENT HEADS MONTHLY MEETING** on **February 06, 2023** at the **Mayor’s Office** at **8:30 o’clock in the morning**. In view hereof, you are hereby directed to attend the said meeting.

Agendas:

1. Reading of Previous Minutes
2. Matnog Transit and Commercial Center
3. SAAD Program of the Department of Agriculture
4. Other Matters

Your attendance is highly required.

By the authority of the Mayor:


DIONEBE A. FIGUEROA
 Municipal Administrator

cc:

- Josephine Bautista, SB Secretary
- Rick Francisco, LCR
- Chady Cerbito, MSWDO
- Engr. Cirdion Manuel, MEO
- Emmanuel De Guzman, MAO
- Arch. Joselito Garrido, MPDO
- Eden Frivaldo, MTO
- Rebecca Delloso, MBO
- Lenie Cabili, MACCO
- Ramon Gacis Jr., MASSO
- Marivic Escanilla, MNAO
- Jayson Calamdag, MCC
- Jay Gallano, MDRRMO
- Dr. Rossana Galeria, MHO
- BOBBY ELAWONE, TOURISM**

Handwritten notes:

Agardique	02-03-23	2:42 pm
pr. E. Francisco	02-03/23	2:45 pm
pr. A.	02-03/23	2:45 pm
pr. Ag.	02/03/23	2:46 pm
pr. S.	02/03/23	2:48 pm
pr. H.	02/03/2023	2:47 PM
pr. M.	2-3-23	
pr. J.	02/03/2023	2:50 P.M
pr. S.	2/3/2023	2:52 pm
pr. S.	3/3/2023	2:56 pm
pr. S.	3/3/23	2:59 pm
pr. S.	3/3/2023	2:57 PM
pr. S.	2/3/2023	9:01 pm



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