



OFFICE OF THE MUNICIPAL MAYOR

Memorandum No. 036 - 2023

TO: ALL REGULAR EMPLOYEES

FROM: THE LOCAL CHIEF EXECUTIVE

SUBJECT: RELEASE OF LGU EMPLOYEES CLOTHING ALLOWANCE

DATE: APRIL 14, 2023

As per agreement in one of Regular Department Heads Meeting, there must be a one set of uniform to be used every Monday specially during Flag raising Ceremony. The cost will be deducted to your clothing allowance and the balance will be given to employees to purchase their separate color uniform in other working days.

Please be guided accordingly.

By the authority of the Mayor:

DIONEBEL A. FIGUEROA
Municipal Administrator