



Republic of the Philippines  
MUNICIPALITY OF MATNOC  
Province of Sorsogon

## OFFICE OF THE MUNICIPAL MAYOR

Memorandum No. 040 - 2023

**TO:** ALL CHAIRMAN, VICE CHAIRMAN, CO-CHAIRMAN & ADHOC  
COMMITTEE OF MATUNOG FESTIVAL 2023  
REV. FR. BURT SARE, Matnog Parish Priest

**FROM:** THE LOCAL CHIEF EXECUTIVE

**SUBJECT:** EMERGENCY MEETING

**DATE:** April 26, 2023

Please be informed that we will be having an **EMERGENCY MEETING tomorrow, April 27, 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.

**Agenda:**

1. Finalization of Matunog Festival

**Your attendance is highly required.**

  
**CATTLEYA M. SO**  
Municipal Mayor