



# OFFICE OF THE MUNICIPAL MAYOR


Memorandum No. 053 – 2023

**TO:** ALL DEPARTMENT HEADS  
**FROM:** THE LOCAL CHIEF EXECUTIVE  
**SUBJECT:** AUDIT EXIT CONFERENCE  
**DATE:** June 19, 2023

This is in reference to the request letter forwarded by the Commission on Audit for an Audit Exit Conference to be held on Wednesday, June 21, 2023, at 9:00 o'clock in the *MORNING* at the Office of the Mayor.

**Your attendance is highly required.**

By the Authority of the Mayor:

  
**DIONEBEL 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, MPDC
  - Eden Frivaldo, MTO
  - Dionebel Figueroa, MBO- Designate
  - Lenie Cabili, MACCO
  - Ramon Gacis Jr., MASSO
  - Marivic Escanilla, MNAO
  - Jayson Calamdag, MCC
  - Jay Gallano, MDRRMO
  - Dr. Rossana Galeria, MHO
  - Neil Alvin Dioquino, MLGOO, DILG
  - Delen Hartado*, Tourism

*for: jay 6-19-23*

*for Rick 6-19-23 1:39*

*for Chady 6-19-23 1:45 PM.*

*for Engr. Cirdion 6-19-23*

*for Emmanuel 6/19/23 1:49 PM*

*for Arch. Joselito 6-19-2023 1:48 PM*

*for Eden 6/19/23*

*for Dionebel 6/19/23*

*for Lenie 6/19/23*

*for Ramon 6/19/23*

*for Marivic 6/19/23*

*for Jayson 6/19/23*

*for Jay 6/19/23*

*for Dr. Rossana 6/19/23*

*for Neil 6/19/2023*

*for Delen 6/19/23 02:15 PM*