



OFFICE OF THE MUNICIPAL MAYOR

Memorandum No. 073 - 2023

TO: ALLEN MUYOT
FROM: THE LOCAL CHIEF EXECUTIVE
SUBJECT: ADDITIONAL FUNCTION
DATE: September 8, 2023

In the exigency of the service, you are hereby instructed to perform as Municipal Data Encoder of the KALAH! Program in the local government unit.

This is in addition to your position as Budget Aide as stipulated in your Contract of Service at the LGU-Matnog.

Please be guided accordingly.

By the authority of the Mayor:


DIONEBEL A. FIGUEROA
Municipal Administrator

