Republic of the Philippines
Province of Palawan
Municipality of Taytay

OFFICE OF THE MUNICIPAL MAYOR

MEMORANDUM ORDER No. 046
Series of 2025

FOR	:	**RENALYN T. LUTAO** **Social Welfare Officer I** **Municipal Social Welfare and Development Office** **KAREN A. LAURIN** **Social Welfare Officer II** **Municipal Social Welfare and Development Office** **JOYLIN L. MALLEN** **Social Welfare Officer II** **Municipal Social Welfare and Development Office**
FROM	:	**THE MUNICIPAL MAYOR**
DATE	:	**MARCH 5, 2025**
SUBJECT	:	**DESIGNATION AS SPECIAL DISBURSING OFFICERS**

In the exigency of public service, you are hereby designated as Special Disbursing Officers of the following accounts:

1. Donations – Municipal Social Welfare and Development Office
2. Donations – Office of the Municipal Mayor
3. Donations – Office of the Municipal Mayor (Karamay Program)
4. Donations – Office of the Senior Citizen Affairs
5. Donations – Office of the Persons With Disabilities

As such, you are to comply with the requirements needed to complete the said designation.

For your guidance of action

CHRISTIAN V. RODRIGUEZ
Municipal Mayor

Copy furnished:

- Municipal Treasurer's Office
- Accounting
- File