Republic of the Philippines
Province of Palawan
Municipality of Taytay

OFFICE OF THE MUNICIPAL MAYOR

MEMORANDUM NO: 031 *
Series of 2025

TO : **MARWIN G. RONDAIN**

FROM: : **THE MUNICIPAL MAYOR**

DATE : **FEBRUARY 17, 2025**

SUBJECT : **REASSIGNMENT**

In the exigency of service, you are hereby REASSIGNED at the MUNICIPAL INFORMATION AND COMMUNICATIONS TECHNOLOGY OFFICE (MICTO) effective February 17 01, 2025, until this order shall be revoked. In addition to your duties and functions as Administrative Assistant II, you are hereby directed to perform the duties and functions as may be assigned to you under the MICTO.

As such, you are to coordinate with the concerned personnel of MICTO and shall receive direct instructions from them.

For your information, guidance, and strict compliance.

CHRISTIAN V. RODRIGUEZ
Municipal Mayor

With my conformity:

MARWIN G. RONDAIN

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