Republic of the Philippines
Province of Palawan
Municipality of Taytay

OFFICE OF THE MUNICIPAL MAYOR

MEMORANDUM NO.: 012
Series of 2023

TO : **DEPARTMENT HEADS**
BPLS PARTICIPATING OFFICES

1. Permits and Licensing Section
2. Municipal Assessor's Office
3. Municipal Planning and Development Office
4. Municipal Engineering Office (Office of the Building Official)
5. Municipal Health Office (Sanitation)
6. Municipal Tourism Office
7. Municipal Treasurer's Office
8. Bureau of Fire Protection- Taytay Municipal Fire Station
9. Department of Trade and Industry
10. Bureau of Internal Revenue

DATE : **JANUARY 24, 2023**

SUBJECT : **EMERGENCY MEETING**

All department heads of the above stated BPLS participating offices are directed to proceed to the open space in front of MICTO, SECOND FLOOR, ANNEX BUILDING, MUNICIPAL COMPLEX at three o'clock this afternoon (January 24, 2023 @ 3:00pm) for an emergency meeting.

For your compliance.

CHRISTIAN V. RODRIGUEZ
Municipal Mayor

ROBINSON R. MORALES
Municipal Administrator