Province of Palawan
Municipality of Taytay

OFFICE OF THE MUNICIPAL MAYOR

MEMORANDUM NO. : 072
Series of 2023

TO : **ELVIERA C. MAGON**
Municipal Human Resource Management Officer

DATE : **July 3, 2023**

SUBJECT : **FLEXI TIME SCHEDULE**

To deliver public service to our fellow Taytayanos and in compliance with the "NO NOON BREAK" policy, please be inform that the following will work for a flexible working hours starting July 2023.

NAME OF EMPLOYEE	Monday to Friday	
	AM	PM
JOVIE B. NOLASCO	6:00 – 10:00	1:00 – 5:00
MILDRED C. BUSCADO	6:00 – 12:00	1:00 – 3:00

For your information and guidance.

CHRISTIAN V. RODRIGUEZ
Municipal Mayor

HUMAN RESOURCE MANAGEMENT OFFICE
RECEIVED
JUL 06 2023
BY: