



Republic of the Philippines
Province of Benguet
Municipality of Itogon

Office of the Municipal Mayor

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Administrative Order # 069
Series of 2011

CREATING AN AD HOC COMMITTEE TO PREPARE FOR THE CELEBRATION OF THE MUNICIPAL EMPLOYEES AND OFFICIALS' CHRISTMAS PARTY ON DECEMBER 22, 2011 AT THE ITOGON MUNICIPAL GYMNASIUM

WHEREAS, the municipal employees and officials of the Local Government Unit of Itogon shall be having their Christmas party on December 22, 2011 at the Itogon Municipal Gym;

WHEREAS, the monthly celebration of the municipal employees and officials family gathering shall be integrated into this Christmas party;

WHEREAS, there is now a need to create an AD HOC Committee to completely prepare for the celebration of the above-mentioned event to guarantee a well-organized and orderly execution of all the presentations/production which will be lined-up for the said activity.

NOW THEREFORE, I, OSCAR M. CAMANTILES, Municipal Mayor of Itogon, by virtue of the powers and authority vested in me by law, do hereby create and constitute the aforementioned committee to be composed of the following, to wit:

- CHAIRMAN : PETER J. GUIBAC
- VICE-CHAIRMAN : ANGELA C. CARIÑO *ef 12/19/11*
- MEMBERS : HON. ALEXANDER T. FIANZA - *QMF 12/19/11*
- HON. NORBERTO I. PACIO - *QMF 12/19/11*
- CHARLIE M. GAYASCO *ju 12/19/11*
- VERONICA K. COMISING *kyelm 12/19/11*
- IMELDA F. NUGUID - *ju 12/19/11*
- MARLEEN M. GUERZON - *ng 12/19/11*
- EUSEBIA T. FIANZA *ju 12/19/11*
- ANDRES C. CALWAG

FLORDELIZA G. DIASE

NESTOR CAMADO JR.

BENIGNO APIDOS JR.

MANUEL MANZANO JR.

All IMEA Officers

Handwritten signatures and dates: 12/19/11, 12/19/2011

The AD HOC Committee shall have the following functions:

1. To efficiently incorporate the celebration of the Family Day with the Christmas Party by coordinating with the host departments/agencies of the month's Family Day.
2. To plan for the Aguinaldo Mass which shall be held at the Saint Charles Borromeo Church at 5:00 AM of December 22, 2011 and to be followed by a breakfast for the attending municipal officials and employees.
3. To perform such other functions necessarily indispensable or beneficial in the successful celebration of the Christmas party and family day.

To have a reasonable time to plan and prepare for the said celebration, the members of the newly constituted committee shall convene immediately.

This order shall take effect immediately upon approval.

Done this 19th day of December 2011 at Itogon, Benguet.

Handwritten signature of Oscar M. Camantiles

OSCAR M. CAMANTILES
Municipal Mayor

Cf:

- All concerned
- File - *Recd: SBDO - 12-19-11/1.15 pm*
- YHDO - 12-19-11*
- MCWD 12-19-11*
- LCKRO - 12/19/11*
- MACCO 12/19/2011*
- MAGR0 12/19/2011*