



February 17, 2020

MEMORANDUM NO. 02

Series of 2020

T O: Ms. Connel D. Antipaso *Connel 02-18-20*
Ms. Wenifreda T. Oclitaria *Wenifreda 2/18/20*
Ms. Maria Virjie Q. Subere *Maria 2/18/20*
Ms. Maria Fatima B. Estrosas *Maria 2/18/20*
Ms. Jansel Joi C. Villas *Jansel 2/17/2020*

R E: Submission of supporting documents to AO 25 Secretariat for FY 2019 PBB

You are requested to submit all the supporting documents under your corresponding MFOs (Major Final Output) on February 21, 2020 with your VPs signature. All reports will be consolidated and submitted to AO25 Secretariat not later than February 24, 2020. Thank you.

For your strict compliance.


REMBERTO A. PATINDOL
Vice President for Administration & Finance