



**EXCERPT FROM THE APPROVED MINUTES OF THE
Finance Committee Meeting**

OVPAF- Conference Room
November 6, 2023

The letter request of Ms. Mikaela M. Gongora, OIC-Station Manager of DYDC-FM of the Department of Development Communication, for the purchase of new media equipment and the replacement of office fixtures and equipment was presented and deliberated.

The Finance Committee approved the request of the Department of Development Communication, but only limited to communication/courier services and information technology supplies and equipment. It was decided on an estimated budget of Thirteen Thousand and Five Hundred Pesos (Php 13,500.00) for communication services and Seventy-Seven Thousand Pesos (Php 77,000.00) for IT supplies and equipment. However, the request for office furniture and fixtures will be charged to the 2024 budget.

The Finance Committee members approved this request last November 06, 2023.

Certified True and Correct:

DANIEL LESLIE S. TAN
Chairperson, Finance Committee

Cc: **Ms. Mikaela M. Gongora** - OIC Station Manager, DYDC FM
Dr. Christina A. Gabrillo – Head, DDC