31 May 2023

MEMORANDUM

FOR

The Regional Executive Director

MIMAROPA Region

THRU

The Assistant Regional Director

Management Services

FROM

The OIC, PENRO

Calapan City

SUBJECT

UPDATING OF BUILDING AND GROUNDS INVENTORY,

BUILDING ROADMAP AND VEHICLE INVENTORY

This is to inform you that this Office already updated the database on the inventory of building and grounds, roadmap and vehicles via given website.

With regards to the status of our compliance with the standard facade, please be informed that plans and design of the standard facade were already furnished to CENROs for information, guidance and adoption for possible and future infrastructure projects.

For information.

Tracking no. 2305000780 fn:msd/admin/hr/property/gem