



Republic of the Philippines
LALAWIGAN NG DAVAO DE ORO
PAMAHALAANG BAYAN NG COMPOSTELA
TANGGAPAN NG PUNONG BAYAN
(Office of the Municipal Mayor)

3 December 2021

MEMORANDUM ORDER NO. 166
Series of 2021

TO : ALL MUNICIPAL OFFICIALS AND EMPLOYEES
HEADS OF THE NATIONAL AGENCIES

SUBJECT : NEW SCHEDULE OF THE MONTHLY MASS AND CONVOCATION ON
DECEMBER 13, 2021, 8:00 AM AT THE MAYOR SENEN B. SUAREZ
CULTURAL CENTER AND LEGISLATIVE BUILDING

Please be informed of the postponement of the scheduled Monthly Mass and Convocation on December 6, 2021. With this matter, please be advised that the new schedule of the Monthly Mass and Convocation will be on December 13, 2021, Monday, 8: 00 o'clock in the morning at the Mayor Senen B. Suarez Cultural Center and Legislative Building, Poblacion, Compostela, Davao de Oro.

Further, the **Human Resource and Management Office (HRMO)** is the assigned Sponsor and is tasked to strictly monitor and check the attendance of the employees during the Mass and Convocation.

Moreover, all LGU Officials and Employees are enjoined to bring Offering (Buhing-halad) during the Mass.

For information and compliance.

LEMA P. BOLO, CPA
Municipal Mayor

By Authority:


JESSICA BEAU P. BOLO
Municipal Administrator

cc: All Department Heads and Section Heads

BOLOhaton ko ang pagserbisyo kaninyo!