



Republic of the Philippines
Province of Oriental Mindoro
MUNICIPALITY OF BANSUD

OFFICE OF THE MUNICIPAL MAYOR

10 September 2021

MEMORANDUM:

NO : 2021 - 049 - A

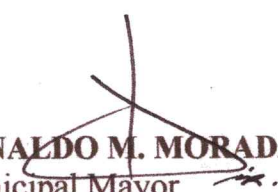
TO : ALL CONCERNED

SUBJECT : ACTION PLAN FOR THE EMPLOYEES
HOUSING PROJECT

To facilitate the immediate implementation of the abovenamed project, there are urgent activities that need to be acted upon as stated in the above subject.

All concerned are hereby requested to take action on your assigned tasks. Kindly coordinate with Mr. Manuel I. Regencia, our focal person, for any clarification.

Thank you.


RONALDO M. MORADA
Municipal Mayor

Enclosed as stated.

ACTION PLAN

Implementation of the Municipal Employees Housing Project

Activities	Expected Output	Responsible Office/Personnel	Target Date	Remarks
1. Drafting of the Memorandum of Agreement (MOA)	Memorandum of Agreement	Atty. Larry M. Quinton	September 15, 2021	
2. Drafting of the Certificate of Award	Certificate of Award	Ms. Pilar R. Vitto	September 15, 2021	
3. Finalization and Signing of the Implementing Rules and Regulations (IRR)	Signed IRR	MPDC Manuel I. Regencia	Upon Publication of the Ordinance	
4. Publication of Municipal Ordinance No. 11 s. 2021	Published Mun. Ordinance No. 11 s. 2021	Sangguniang Bayan	ASAP	
5. Finalization of the Site Development Plan	Final copy of Site Development Plan	Dayanghirang Surveying Arch Darrel Baisa	September 15, 2021	
6. Negotiation for the Road Right of Way (RROW)	Signed RROW	Mayor's Office/ Admin Jimmy R. Rivera Hon. Crispin E. Cabral	September 30, 2021	
7. Negotiation and Settlement on the issue of double title of land at the 401	Issue settled with written agreement	Mayor's Office/ Admin Jimmy R. Rivera Hon. Crispin E. Cabral Dayanghirang Surveying	-do-	
8. Plan and Negotiation on the present occupants/tillers of land in the project site	Dialogue with occupants and agreements made	Mayor's Office/ Admin Jimmy R. Rivera Hon. Crispin E. Cabral	-do-	
9. Additional funding to complete the initial funding of ₱ 1 Million	Additional ₱ 500,000.00 funded	Ms. Susan R. Gutierrez	Next Supplemental Budget	
10. Contract for the services of Dayanghirang Surveying Office	Signed Contract with the cost of services	BAC/GSO Engr. Nonilon Q. Matria	September 15, 2021	
11. Coordination with the Department of Human Settlements and Urban Development	Reply of DHSUD on the request	Ms. Mediatrix T. Lusterio	September 30, 2021	

Prepared by :

APPROVED:

MANUEL I. REGENCIA
Mun. Planning & Dev't. Coordinator

RONALDO M. MORADA
Municipal Mayor