



Republic of the Philippines
Province of Oriental Mindoro
MUNICIPALITY OF BANSUD

OFFICE OF THE MUNICIPAL MAYOR

27 December 2021

MEMORANDUM:

NO : 2021 - 083

TO : **MS. MEDIATRIX T. LUSTERIO, EnP**
Planning Officer II

SUBJECT : **DESIGNATION AS OFFICER-IN-CHARGE OF THE**
MUNICIPAL PLANNING AND DEVELOPMENT OFFICE

In connection with the mandatory retirement of the Municipal Planning and Development Coordinator (MPDC), Mr. Manuel I. Regencia on December 25, 2021, you are hereby designated as the Officer-in-Charge of the Municipal Planning and Development Office effective December 27, 2021 until such time that a full-pledge MPDC has been appointed. As such, you shall perform all the functions, duties and responsibilities appurtenant to the position.

As Officer-in-Charge of the Municipal Planning and Development Office, you are entitled to receive all allowances and benefits attached to the position.

Please be guided accordingly.


RONALDO M. MORADA
Municipal Mayor

Copy Furnished:

1. Office of the Municipal Vice Mayor/Sangguniang Bayan
2. All Departments
3. Civil Service Commission